

17 February 1955

MEMORANDUM FOR: Comptroller

SUBJECT : Write-off of Funds

1. I have approved an amendment to Project AECOB which provides an additional authorization of \$60,000 for operational expenses of the project.

2. The Finance Division through this authorization is requested to provide 400,000 Rubles to the project. Because of the operational use of these Rubles it is impossible to provide the normal accounting. Therefore, it is requested that Finance Division be authorized to write off this amount on the basis of a certification by the project case officer, approved by SR Division, that these funds have been expended for operational purposes.

3. I have satisfied myself that these funds are operationally necessary.

COP - DLYF

DECLASSIFIED AND RELEASED BY
CENTRAL INTELLIGENCE AGENCY
SOURCE METHOD EXEMPTION 3B2B
NAZI WAR CRIMES DISCLOSURE ACT
DATE 2007

signed, by
17 Feb 1955
Hand Carried
to Comptroller's
Office

SECRET
SECURITY INFORMATION
(When filled in)

INSTRUCTIONS: Complete this form in triplicate at the time approval or other action on a project is requested, or when an increase or decrease in the fiscal year allocation of funds is necessary. (After processing, one copy will be sent to Finance Division, one returned to the appropriate division or staff, and the original retained in FI/Admin.) For detailed instruction, see CSI 236-1, Annex D.

FI OPERATIONAL ALLOCATION

TO : FI/Admin/Budget
THROUGH: FI/Plans/Projects Branch

SUBJECT: Allocation of funds to AECOB 5-3400-53-112 Frankfurt
PROJECT NAME OR ALLOCATION NUMBER STATION OR MISSION

1. AUTHORIZATION - AMOUNT FOR WHICH APPROVAL OR OTHER ACTION IS REQUESTED:

Compensation	_____
Allowances	_____
Travel	_____
Operational Expense	_____
Other:	_____
Foreign Currency	\$ 60,000
Foreign Currency	\$ 60,000
Total	\$ 60,000

Project approved by _____ on 1 April 1954
to 31 March 1955 in the amount of \$115,675.
[] FI/PLANS/PROJECTS BRANCH DATE 18 Feb 55

2. ALLOCATION - ON THE BASIS OF THE ABOVE AUTHORIZATION (PLUS PREVIOUS APPLICABLE AUTHORIZATIONS) THE FOLLOWING AMOUNTS ARE ALLOCATED FROM _____ TO _____. (ALLOCATIONS MUST BE ISSUED ON FISCAL YEAR BASIS, 1 JUL-30 JUN, AND WILL INCLUDE FUNDS EXPENDED UNDER PRIOR AUTHORIZATIONS.)

Compensation	_____
Allowances	_____
Travel	_____
Operational Expense	_____
Other:	_____
Material	\$ 17,700
Material	1,100
Material	2,890
Foreign Currency	60,000
Foreign Currency	60,000
Total	\$1,690

Allocation issued in the amount of 5-3400-53-112
for fiscal year 1955
[] FI/ADMIN/BUDGET DATE 18 Feb 55

3. ADMINISTRATIVE - INDICATE BELOW ANY DETAILS THAT WILL ASSIST FINANCE DIVISION IN MAKING ADVANCES, DISBURSEMENTS AND ACCOUNTINGS:

A. Type of project? (Subsidy, proprietary, etc.) Other
B. By what method are payments to be made? Hq., Field, Escrow
C. Funds will be accounted for by:

- (1) Receipts only (CFR 9.4)
- (2) Regular financial accountings (AFR 30-10)
- (3) Other (Explain): Write off.

4. OTHER APPROVALS - FINANCE DIVISION MUST HAVE, IN ADDITION TO FI PROJECT APPROVAL, SPECIFIC WRITTEN APPROVAL ON CERTAIN TYPES OF EXPENDITURES BEFORE FUNDS CAN BE ADVANCED. INDICATE BELOW ANY APPROVALS IN THIS CATEGORY THAT HAVE BEEN SECURED:

- Purchase of automobile
- Purchase of major items of equipment
- Rentals in excess of that permitted by regulation
- Approval of administrative plan when required
- Other (Explain):

5. ADDITIONAL CRYPTONYMS, PSEUDONYMS, ETC.

[] 3582 2/14/55 []
CASE OFFICER EXTENSION DATE DIVISION CHIEF OR DESIGNEE