

# ROUTING AND RECORD SHEET

**INSTRUCTIONS:** Officer designations should be used in the "TO" column. Under each comment a line should be drawn across sheet and each comment numbered to correspond with the number in the "TO" column. Each officer should initial (check mark insufficient) before further routing. This Routing and Record Sheet should be returned to Registry.

FROM:	<b>PAPS/DDS</b>	TELEPHONE NO.	<b>3902</b>
		DATE	<b>29 April 1955</b>

TO	ROOM NO.	DATE		OFFICER'S INITIALS	TELEPHONE	COMMENTS
		REC'D	FWD'D			
1. <i>SR [redacted]</i>	<i>2600</i>					
2.						
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15.						

DECLASSIFIED AND RELEASED BY  
 CENTRAL INTELLIGENCE AGENCY  
 SOURCE METHODS EXEMPTION 3020  
 NAZI WAR CRIMES DISCLOSURE ACT  
 DATE 2007

FORM 51-10  
 MAY 31 1950  
 PREVIOUS EDITIONS MAY BE USED

*B-506*

SECRET

CONFIDENTIAL

UNCLASSIFIED (40)

**SECRET**

APR 19 1955

**MEMORANDUM FOR: Deputy Director (Plans)**

**SUBJECT: Administrative Plan for SR Division  
Special Project AECOB**

1. This project is an FI activity involving REDSOX type of operations in the target area. In view of the extreme sensitivity of this project, this staff has been requested to omit the operational activities of the project from this memorandum.

2. It is to be noted that funds advanced under this project will be expended as operational expenses of the AECOB field agents. However, in view of the type of operations carried out under this project, the SR Division will not be able, in some instances, to account for these funds in conformance with existing Agency regulations. This Administrative Plan provides for the writeoff of such funds upon submission of certifications referred to in paragraph 5 of the Plan.

3. The attached Administrative Plan has been concurred in by the interested staffs and divisions. This Plan is submitted for your approval without recommendation by this staff as to its adequacy, due to our limited knowledge of the activities of the project.

15/ ] chief  
Project Administrative Planning Staff, DD/S

15/ ]  
Project Officer

PAPS/DDS/AAB:vgg  
(19 April 1955)

**Distribution:**

Orig. -- Finance  
2--PAPS  
1--Budget  
1--Audit  
1--SR Div. [ ]

1--C/ADMIN/SR  
1--FI Plans  
1--Office of the Comptroller  
1--Cover

**SECRET**

**SECRET**

**ABCOB  
Concurrence Sheet**

10/1  
**SE Division**

12 April 1955  
**Date**

10/1  
**FI Plans**

13 April 1955  
**Date**

10/1  
**Office of the Comptroller**

8 April 1955  
**Date**

10/1  
**Cover Division**

8 April 1955  
**Date**

**SECRET**

SECRET

ARCCOM  
SIR Division Special Project  
Administrative Plan

I. Terms of the Plan

1. This Administrative Plan applies only to the transmission of project funds in indigenous currency. Project funds transmitted in any other medium will be processed for and within all in accordance with existing Agency regulations.

II. Funds

2. Based on the approved Budgetary statement, funds will be made available to the Headquarters case officer by the Finance Division, upon the authorization of the Chief, SIR Division. These funds will then be channelled to the ARCCOM indigenous agents in the following manner:

- (a) The agent(s) will personally receive funds from the Headquarters or field case officer prior to departure to the target area and/or
- (b) The agent(s) in the target area will receive funds indirectly through third parties not directly controlled by CIA or by methods involving no personal contact.

III. Accounting and Reporting

3. In 2(a), above, the case officer shall obtain signed receipts in paragraph form from the agent(s) for each transmittal of funds, showing the date and amount of funds received. If the delivery is made by the field case officer, the receipts shall be promptly forwarded to the SIR Division.

4. In 2(b), above, the Headquarters case officer shall obtain a report that the funds have been irreversibly transmitted to the agent(s), showing the date and amount of funds transmitted.

5. In addition, the Headquarters case officer shall render a certification on each transmittal of funds, stating that, (a) the funds were transmitted to the agent(s) in accordance with sub-paragraphs 2(a) or 2(b), above, and (b) continued financial support of the project activities is warranted. The receipts referred to in paragraph 3, above, and the information referred to in paragraph 4, above, will be attached to the certification. These certifications will be approved by the SIR Division Approving Officer and will be forwarded promptly to the Finance Division for file.

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6. Upon return of an agent from the target area, the field case officer shall recover any unexpended funds in possession of the agent, and shall submit such funds to the Finance Division for disposition.

**IV. Withdrawal of Funds**

7. The Finance Division shall have the authority to accept the certification referred to in paragraph 5, above, as the final accounting for funds advanced under this project, and for appropriate recording in the Agency's system of accounts.

**APPROVED, by direction of DD/P**

**AUTHORIZED**

LS  
Special Support Assist. to the DD/S

LS  
Assistant Deputy Director (Support)

27 April 1955  
Date

28 April 1955  
Date

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EGMA - 15068

12. 4. 56

Chief, EE/Finance Division  
ATTN: [ ]  
Chief of Base, Munich

Administrative - Financial

Claim for Reimbursement - AECOB

REF: EGQW-22603

1. In regard to the referenced request, the following information has been extracted from the MOB (CSOB/K) records.

- a. An allowance of DM 150.00 per month was paid to the AECOB agents for May and June 1952, and the AECOB safehouse food was purchased from these funds, (see attached photo copy of CSOB/K accounting for the periods 18 April - 20 May and 21 May - 18 June 1952).
- b. Attached is an informal statement from [ ] the AECOB case officer during the period in question, indicating that there would not have been accountings for safehouse food purchases.
- c. The first indication of accounting for food purchases in lieu of food allowances was submitted in the MOB 1 - 30 April 1953 accounting.

3. Since the CSOB/K accountings during May and June of 1952 were prepared by [ ] it is possible that he can answer any further questions you might have.

APPROVED: [ ]

Attachments:

- 1. Memorandum [ ]  
(1) - HEREWITH
- 2. Breakdown of oper. exp.-CSOB/K  
(21 May - 18 June '52) (1 photocopy) HEREWITH
- 3. Breakdown of oper. exps. - CSOB/K (18 Apr. - 20 May '52)  
(1 Photocopy) = HEREWITH

Distribution:

- 3 - EE w/attach
- 3 - COM w/o attach
- 2 - MOB w/o attach

COPY ROUTING	
#1	Ad
#2	Ad w/3 atts
#3	B/2
#4	

11 April 1955

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