

22 June 1957

MEMORANDUM FOR: FI/OPS

SUBJECT: Revisions in New Contract of Raymond S. CHURGIN

1. On 19 June 1957 this office submitted a Contract Check List for Raymond S. CHURGIN, a contract agent, who will be employed in Frankfurt, Germany, on a PCS assignment under Project AEMARSH. Circumstances have arisen since the submission of the Contract Check List which necessitate some revisions in his new contract.

2. It is requested that Subject's contract be amended to increase his compensation from \$5282.00 to \$6400.00 per annum effective 1 June 1957. This request for increase in compensation is occasioned by a recent increase in Subject's duties and responsibilities. In addition, Subject has consistently demonstrated initiative and ability in his work for this office.

3. The increase in salary will also change two other amounts which were requested in the Contract Check List. The separation allowance will be changed to \$183.08 per month and the housing allowance to \$100.00 per month. We also request that a clause be inserted in his contract to enable him and his wife to store furniture here in accordance with CIA Regulation for a person earning his salary.

4. In July 1957 Subject will be undertaking his PCS assignment in Frankfurt, Germany. The nature of this assignment requires Subject to be in Frankfurt during the summer months. Since Subject is in the process of obtaining citizenship, it will be necessary for him to make a return trip to the United States in the fall to obtain his citizenship papers. Subject's family will leave for Germany after their naturalization.

5. The AEMARSH Project contains adequate funds for these revisions. For further information, please contact   1060 J Building, extension 3582.

Chief, SR/2

ejb

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