

12 March 1957

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ADMINISTRATIVE MEMORANDUM NO. 66

SUBJECT: Report of Survey Board - Project AQUATONE

1. PURPOSE

To establish a Survey Board within Project AQUATONE for the purpose of reviewing, approving and/or disapproving surveys on equipment and systems as submitted by units within Project AQUATONE.

2. GENERAL

Items procured under contract provisions of AQUATONE must be accounted for upon Project termination. In order to do so, all items lost as a result of other than admitted negligent action or other than fair wear and tear by members or units of the Project must be reported to Project Headquarters, utilizing Survey Report (Form 391, dated 1 February 1956). In the case of a loss of aircraft and its component systems the survey need only state under the section marked "circumstances" the fact that the aircraft was lost, circumstances surrounding loss of aircraft, and indication that a list of all component equipment installed is attached.

3. RESPONSIBILITIES

It will be the responsibility of all detachments, including units in Project Headquarters, to submit a Survey Report on items lost, destroyed, or damaged beyond use wherein no responsibility for improper accounting or use is determined by the Detachment Commander or responsible officer.

a. Survey Reports will be submitted to the Project Director of Materiel in four (4) copies plus four (4) copies of any attachments. The Project Director of Materiel will screen the Survey Report for correctness and notify the Chairman of the Survey Board to establish a meeting of the Survey Board to determine disposition of the Survey Report.

b. The Project Survey Officer will be responsible for investigating the circumstances of Survey Reports referred to him by the Survey Board. Recommendations and/or findings will be entered in section provided on Form 391 and returned to the Chairman of the Survey Board.

c. The Survey Board will be responsible for screening information submitted to insure that applicable regulations (KUBARK or [redacted]) have been adhered to for protecting the interest of [redacted]. The Survey Board will recommend to the Chairman of the Review Board actions deemed necessary with recommendations for approval or disapproval. The purpose of this board is to process Survey Reports for items peculiar to Project AQUATONE

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only, and is not intended to by-pass present regulations governing Survey Reports on items peculiar to KUBARK.

d. The Comptroller, Project AQUATONE, is responsible for reviewing and indicating conformance or non-conformance with recommendations of the Survey Board for determination of financial responsibilities and obligations toward settlement of the items concerned as stated within "circumstances" section of the report. Indicate approval or non-approval by affixing signature in lower-right hand corner of front page of Survey Report.

4. In accordance with the above the following members are appointed to the Survey Board, Project AQUATONE:

- ✓ Deputy Project Director (Chairman)
- Director of Administration (Member)
- Project Comptroller (Member)
- Project Contracting Officer (Member)
- Director of Materiel (Member-Recorder)
- Project Security Officer (Member)
- Director of Operations (Member)

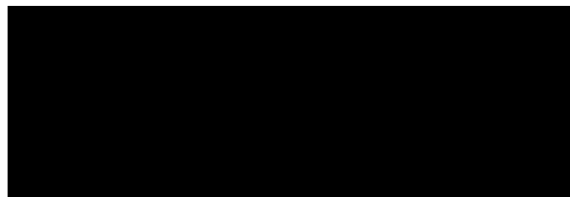
5. The following officer is appointed as Project Survey Officer:

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6. The following members are designated to a Survey Report Review Board:

- Project Director (Chairman)
- ✓ Deputy Project Director (Member)
- Director of Materiel (Member-Recorder)
- Project Comptroller (Member)



Distribution:
Headquarters
Field

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