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# Office Memorandum • UNITED STATES GOVERNMENT

TO : Advisor for Management

FROM : Deputy Director for Administration

SUBJECT: T/O Revisions for OPC

DATE: 30 December 1950

1. Attached hereto are three requests for T/O revisions for OPC dated 6 November, 5 December, and 6 December, which have been processed and submitted to this office for approval.

2. These requests have been the subject of numerous discussions regarding the extent of administrative responsibilities to be assumed by Operations and Administration.

3. During the period of time that has elapsed since these requests, many organizational procedures have been clarified and several important understandings have been arrived at as, for instance, the recent oral clarification of procurement duties between the OPC Staff and the Chief, Procurement.

4. It is, therefore, suggested that you take these applications to  DAD/PC, for his consideration and review prior to final action on our part.

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5. The acquisition of operating personnel by OPC has become an urgent matter. Therefore, pending final clarification of the T/O, will you please advise  he has our informal approval to make such operating adjustments of his T/O as are in these attachments, ~~pending any readjustments he may care to make at a later date.~~

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cc: DAD/PC  
Pers Director

3 Encls.

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