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CAO 2928

ER 4-6572

30 September 1953

MEMORANDUM FOR: Acting Deputy Director (Administration)

SUBJECT: Administration of Certain DD/A and DD/I Activities at Overseas Stations

1. From time to time there has been agreement to establish certain DD/A and DD/I activities and personnel at overseas stations under circumstances which limit their full utilization and control by the Clandestine Services organization, and provide certain direct channels of communication.

2. Previous general agreement between all of the Offices concerned covering such personnel is stated below:

a. Positions for such personnel will be provided from the personnel ceiling of the source activity.

b. The source activity will budget for the support of such personnel, the Comptroller making the funds available to DD/P each fiscal year.

c. Such personnel will be carried on the T/O of the field station concerned and under the command of the Senior Representative except for stated exceptions.

d. Positions and funds provided to DD/P from source activities for this purpose will revert back to source activity when overseas need is either reduced or no longer exists.

3. [ ] and Office of Communications personnel are not included in this arrangement.

4. Since these agreements were made, and prior to the personnel ceiling imposed for Fiscal Year 1954, T/O positions were established thereunder as indicated below:

25X1	<u>DD/A (Audit)</u>	<u>DD/I</u>	
[ ]	[ ]	[ ]	25X9
NAC			25X9
WE			

a. These T/O authorizations become invalid under the basis on which FY 1954 ceilings were established.

(\*Note added by OSI: Sci. Division - [ ]  
Strat. Division - [ ]

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P  
Y 25X9

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5. The actual number of personnel filling these positions as of 31 July 1953 is indicated below:

25X1	<u>DD/A (Audit)</u>	<u>DD/I</u>	
[ ] NAC WE	[ ]	[ ]	** 25X9

a. These positions are now included in the DD/P FY 1954 and 1955 budget and personnel ceilings. They are considered, however, to be subject to the terms indicated in paragraph 2, above.

b. No increase in the number of positions for the activities indicated can be absorbed by the DD/P budget and personnel ceiling. Any increase desired by the source activities must be covered as indicated in paragraph 2, above.

6. Special arrangements are also in process to establish three positions for Office of Logistics personnel who would normally travel in a TDY status, but whose anticipated period of absence makes it appropriate to put them in a PCS status during that period:

- 1 Project Engineer for [ ] onstruction
  - 1 Project Engineer for [ ] construction 25X1
  - 1 Coordinator and special team supervisor for [ ]
- 25X1

a. These positions will also be handled as indicated in paragraph 2, above.

25X1  
[ ]  
Chief of Administration, DD/P

cc: DD/I

(\*\* Note added by OSI: Scientific Division [ ]  
Strategic Division [ ]

25X9

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M/S # 130  
Return for Pers.

APR 13 1954

MEMORANDUM FOR: Acting Deputy Director (Administration)

THRU : The Comptroller

SUBJECT : Increase in Ceiling of Scientific Division, [redacted]

25X1

REFERENCE : Memorandum dated 2 February 1954, to Assistant Director for Personnel from AD/SI; subject as above.

1. In reference memorandum and attachments OSI requests: (a) the transfer of three of its headquarters civilian personnel ceiling authorizations to the EE Division, DD/P, to permit an increase of three civilian employees in the Scientific Division, [redacted] and (b) the return of one IAC allocation from EE Division to OSI.

25X1

2. This Office has completed classification action requested consisting of establishing an Intelligence Officer (Biological Sciences) GS-14 position in lieu of the previously established Clerk-Typist, GS-5 position. (Reference B of attached memorandum)

3. Recommend approval of the transfer of the 3 OSI personnel ceiling slots to Scientific Division, [redacted] and the reassignment of the 1 IAC allocation to OSI.

25X1

[redacted]

25X1

Assistant Director for Personnel

Enclosure

Memorandum for AD/P  
from AD/SI, dated 2 February 1954

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ORIGINAL DOCUMENT MISSING PAGE(S):

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