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 Fiscal
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REQUEST FOR AUTHORIZATION OF OVERTIME AND HOLIDAY WORK

TO: Chief, Payroll Branch, Fiscal Division, Comptroller's Office
 1300 Currier Hall

FROM: Chief, Finance Division

ALLOTMENT SYMBOL
 1263-1040-1000

PAY PERIOD		ESTIMATED NUMBER	
BEGINNING	ENDING	HOURS	EMPLOYEES
30 Apr 61	13 May 61	160	5
14 May 61	27 May 61	160	5
28 May 61	3 Jun 61	160	5
4 Jun 61	17 Jun 61	160	5

JUSTIFICATION

INDICATE, CONCISELY BUT ADEQUATELY, PURPOSE FOR WHICH OVERTIME IS TO BE USED, TYPE OF PERSONNEL INVOLVED (e.g., clerical, professional) AND REASON WORK CANNOT BE ACCOMPLISHED WITHIN 40 HOUR WEEK. (Do not include Operational Detail)

25X1A2d2

Individuals from the Comptroller's Office are working on an overtime basis for Project [redacted], an "Eyes Only" project. If further information is needed, please contact [redacted] X8235.

25X1A9a

25X1A2d2

The subjects' regular salaries are paid from the Comptroller's allotment 1263-1040-1000. All overtime performed is to be charged to 1633-3000-8021, [redacted] allotment.

DATE: 25X1A9a
 TYPED NAME AND SIGNATURE OF SUPERVISOR (if applicable): Requested by [redacted], X8235

25X1A9a

TYPED NAME AND SIGNATURE OF AUTHORIZING OFFICIAL: [redacted] 25X1A

DATE CONCURRED: 1 May 1961
 DATE AUTHORIZED: 3 MAY 1961

STATINTL

Approved For Release 2002/05/02 : CIA-RDP78-05747A000300040020-1

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