

DDI -  
FILE *Accounting 2*

Deputy Director for Plans  
Room 3 C 20 Hqs

Tom:

I believe you will be interested in the attached report on the activities of the Administrative Allowance Committee. A copy of my response to the Committee is also attached.

I have instructed the Committee to send copies of future reports to your attention.

SIGNED R. L. Bannerman

R. L. Bannerman

04 OCT 1968

Deputy Director for Support 7D18Hqs 5454

Atts

DD/S 68-4985 Memo dtd 04 OCT 1968 for Chairman, Allowance Committee  
fr DD/S subj: Progress Report

DD/S 68-4145 Memo dtd 12 Aug 68 for DD/S fr Chairman, Allowance Committee  
subj: Administrative Allowance Committee

STATINTL

D/SSA-DD/S  kmg (2 Oct 68)

Distribution:

Orig - Adse w/cys of atts

1 - DD/S Subj

1 - DD/S Chrono

DDIS 68-4985

04 OCT 1968

**MEMORANDUM FOR: Chairman, Administrative Allowance Committee**

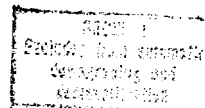
**SUBJECT : Progress Report**

**REFERENCE : Memo dtd 12 Aug 68 for DD/S fr Chairman, Admin Allowance Committee, subj: Administrative Allowance Committee**

1. I have read with a great deal of interest your report on the activities of the Administrative Allowance Committee for the period 19 January 1965 through 30 June 1968. The progress made by the Committee and its imaginative approach to the solution of problems is commendable. Please extend to the Committee members and to the Secretary my appreciation for this excellent performance. I should like to receive progress reports each calendar year with the initial report covering the interim period through 31 December 1969. I am sending a copy of your report to the Deputy Director for Plans and request that you provide him a copy of all future reports.

2. The reduction in Field/Headquarters correspondence and the elimination of burdensome Agent accountings represents substantial cost savings to everyone concerned. Cost economies of this type are all the more meaningful and welcomed since BALPA reductions have made essential a continuing effort to reduce administrative workloads in the field. By minimizing and in most instances eliminating the need for field contact between the Agent and Station officers for purely administrative purposes, the security of the individual Agent's unofficial cover device has been enhanced which in itself is a substantial benefit deriving from this program.

**SECRET**



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3. I concur in your method for authorizing transportation allowances as described in paragraph 7. C. of the report and in the Committee's policy of granting the [redacted] to Career Agents as explained in paragraph 7. D. The principle that the Agent should be personally briefed on the purpose and scope of the Committee action is sound and is essential to his full understanding of the increments comprising his total allowance authorization.

4. Good progress has been made to date and I would hope the Committee will continue its efforts in working with each component to bring the remaining Staff and Career Agents now overseas under Committee administration. I concur in your suggestion that, in addition to Staff and Career Agents, all other non-official cover employees might be administratively processed by the Committee but would suggest that this be done only in careful, close coordination with the responsible elements in the Clandestine Service.

SIGNED R. L. Bannerman

R. L. Bannerman  
Deputy Director  
for Support

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D/SSA-DD/S [redacted]:kmg (1 Oct 68)

Distribution:

Orig - Addressee & 1

1 - Sec, Administrative Allowance Committee

1 - DD/P

1 - SSA-DD/S (Admin Allow file)

X - DD/S Subj

1 - DD/S Chrono

2  
SECRET

SSA/DDS 68-1724

UNCLASSIFIED		CONFIDENTIAL		SECRET	
<b>OFFICIAL ROUTING SLIP</b>					
TO	NAME AND ADDRESS	DATE	INITIALS		
1	Mr. Coffey	3 OCT 1968	[Signature]		
2					
3	Mr. Bauerman		[Signature]		
4	I'm sorry I didn't get this moving earlier - I was the delay point at SSA.				
5					
6					
ACTION		DIRECT REPLY		PREPARE REPLY	
APPROVAL		DISPATCH		RECOMMENDATION	
COMMENT		FILE		RETURN	
CONCURRENCE		INFORMATION		SIGNATURE	
Remarks: Attached is a proposed response from DD/S to Chairman of the Administrative Allowances Committee, and a note from DD/S to DD/P transmitting a copy of the Report and the DD/S Response.					
FOLD HERE TO RETURN TO SENDER					
FROM: NAME, ADDRESS AND PHONE NO.				DATE	
				10/2/68	
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FORM NO. 1-67 237

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GPO : 1968 O - 287-542

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