

Spec. Asst. (Admin.) to DD/I Diary

Tuesday, 9 December 1952

25X1A9a 25X1A9a

1. [redacted] and I discussed with [redacted] the DCI's memorandum of 2 December, restricting the release of cables to the DD/I and the AD/RR, with [redacted] as alternate. After discussion of the disadvantages to the IAD offices of such a restriction, it was agreed that [redacted] would re- 25X1A9a check with the DCI on the addition of the AD/SI, AD/00 and the AD/CI to the list, with their deputies being included as alternates. It was agreed that it was not necessary to request delegation to the AD/IC, AD/NE or AD/CD considering the negligible number of cables involved.

In answer to our query as to the intent of the DCI memorandum requiring co-ordination with the FI Divisions of cables dealing with "policy or substantive matter," [redacted] advised that it was included without any 25X1A9a reference to any understanding that we might have with FI. Rather, it was only intended to specify in general, broad, terms the manner in which co-ordination was to be accomplished and that it was the responsibility of each releasing officer or his designee to secure whatever co-ordination that they believed necessary. He indicated that the Cable Secretary would not "short-stop" cables which did not bear co-ordination with FI and emphasized that in case of any flaps that might arise through failure to accomplish appropriate co-ordination that the releasing officer would be held responsible. We made clear the present understanding between the DD/I and FI that only cables involving "operational" or "administrative support" matters would be co-ordinated with FI and that they would receive copies "for information only" of cables involving purely substantive intelligence matters. We advised that, based on our discussion with him, it was our intent to continue to follow these "ground rules" in carrying out the provisions of Paragraph 2 of the DCI memorandum, although the wording would appear to negate such understanding.

2. Completed an analysis of the estimated date of ceiling attainment by the DD/I Offices, based on the past year's experience, which shows that the present ceiling allowances are adequate to carry all Offices beyond the end of the current fiscal year. The study shows that the date of ceiling attainment varies from August, 1953, for O/CI and O/RR, to December, 1955, for O/SI. The average monthly increase for the past 12 months for the DD/I area [redacted] as of 31 October, it appears that the DD/I area, from the overall standpoint, would not exceed ceiling until about September, 1953.


25X1A9a

3. At the DD/A's request, [redacted] cleared with me the proposed procedure for implementing the length of service award program. The procedure provides for delegating to Office heads the responsibility for determining and submitting eligible employees. [redacted] indicated that it had been im- 25X1A9a possible for the Career Services Board members to agree on guidelines as to what constituted eligible service in intelligence and that the only alternative appeared to be to delegate the responsibility to Office heads. The procedure suggests a form which Office heads may use in securing a statement of qualify- ing service from the employees. It is intended that lists submitted by Offices

Spec. Asst. (Admin.) to DD/I Diary  
Tuesday, 9 December 1952

3. (cont'd.)

will be accepted without any overall review to assure uniformity of selection. Although it is believed that the varying interpretations as to what constitutes eligibility by Office heads might result in a morale problem, there appears to be no alternative in the absence of Agency agreement as to what constitutes "service in intelligence." It may be desirable, however, for the DD/I to issue general guidelines to be followed by the IADs.

 25X1A9a