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MEMORANDUM FOR: Chief, Audit Staff

SUBJECT : Recording Quarters Refunds on Form 507 -
Obligation Authority Record

REFERENCE : Paragraph 5, Memorandum dated 11 July 1958
to Chief, Audit Staff from Deputy Comptroller,
Subject: Field Audit Unit Observations and
Recommendations.

25X1C4a

1. This Office has reconsidered the position taken regarding the recording, on Form 507 - Obligation Authority Record, of refunds representing quarters allowances paid to our employees [REDACTED]

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2. It is the intention in granting the obligation authority to field stations under the provisions of [REDACTED] that only the net cost to stations furnishing living quarters to employees will be included. Therefore, any monies received by an employee in the nature of a quarters allowance and [REDACTED] have been considered by headquarters in granting the obligation authority to the station and should be reflected on Form 507 as a reduction to expense.

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25X1A

3. [REDACTED] Class B Accounting and Reporting Procedures is being revised to clarify this procedure.

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[REDACTED]
Deputy Comptroller

TAS/WMS/mjr (8 Oct. 1958)

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