

~~CONFIDENTIAL~~

4377

25X1A9a

25 July 1947

MEMORANDUM TO: CHIEF, PERSONNEL BRANCH, A&M
CHIEF, SERVICES BRANCH, A&M
CHIEF, BUDGET AND FINANCE BRANCH, A&M

SUBJECT: Delegations of Authority

1. Attention is invited to the attached Delegations of Authority made by the Director of Central Intelligence, effective 24 July 1947. The signed original of this delegation is on file in my office.

2. Restrictions previously placed on the exercise of delegations of administrative authority made to you or your designated assistants will remain in effect unless you are otherwise notified officially in writing subsequent to this date. Matters required by announced policy or other instructions to be referred to this office for action will continue to be so referred.

[Redacted Signature]

25X1A9a

Colonel, AGD
Executive for
Administration and Management

1 Inclosure
Delegation of Auth eff 24 Jul 47

DOC	10	REV DATE	17-6-81	BY	W6199
ORIG COMP		PAGES	32	TYPE	el
ORIG CLASS	C	PAGES		NEW CLASS	C
JUST	22	NEXT REV	2011	AUTH	10-2

K

16

~~CONFIDENTIAL~~

CONFIDENTIAL

25X1A9a

By virtue of the authority vested in me as Director of Central Intelligence, it is directed:

A. The power and authority to take the following actions are hereby delegated to the Executive for Administration and Management with the power of successive redelegation where appropriate. He shall review, and authorize or approve in his discretion:

1. The appointment or termination of civilian employees and consultants for departmental and field services.

2. The transfer of civilian employees from one official station to another and the payment or reimbursement of all expenses incident thereto, including travel and the transportation of household goods, personal effects and dependents of such employees.

3. The payment of quarters and cost of living allowances to civilian employees stationed abroad.

4. The administration of the oath of office required by 5 U.S.C. 16.

5. Temporary duty travel, including travel from and to overseas posts, by civilian employees and consultants, and the payment or reimbursement of expenses incident thereto.

6. Applications for travel advances of vouchered funds not exceeding \$1,000.00.

7. Travel performed by civilian employees on account of an emergency or without prior authority and the payment or reimbursement of expenses incurred incident to such travel.

8. Travel by civilian employees incident to change of their official station.

9. Bonds of certifying officers, agent-cashiers, and surety bonds given as security for travel advances.

See
CSC Dept Civ
4-11 and 4-14 Sub #1
11-5-43

CONFIDENTIAL

CONFIDENTIAL

Approved For Release 2001/04/06 : CIA-RDP80-01826R001000020016-6

- 2 -

10. Allowances in excess of lowest first-class rate by the transportation facility used where the lowest first-class accommodations are not available, or use of a compartment, or other accommodations, required for purposes of security and payment of expenses thereof.

11. "Requisitions for Disbursing Funds" - Standard Form 1027 to provide available funds to cover expenditures by the CIO in the continental limits of the United States and abroad.

12. Enter into and sign contracts on behalf of the Government in accordance with existing law and regulations.

B. The powers and authorities delegated in Paragraph A, Sections 1-4 above may also be exercised by the Chief, Personnel Division or the Assistant Chief, Personnel Division.

C. The powers and authorities delegated in Paragraph A, Sections 5, 8 and 10 may also be exercised by the Chief, Services Division, the Chief Transportation Section and the Assistant Chief Transportation Section.

D. The powers and authorities delegated in Paragraph A, Sections 6, 9 and 11 above may also be exercised by the Chief, Finance Division or the Chief, Fiscal Section.

E. The powers and authorities delegated in Paragraph A, Section 12 above may also be exercised by the Chief, Services or the Assistant Chief, Services.

F. The Executive for Administration and Management is hereby authorized as my designee to consider, ascertain, adjust, determine, and settle claims for money only, as provided for in the Federal Tort Claims Act of 1946 [50 Stat. 843, 28 U.S.C. 921].

G. Outside the continental limits of the United States, the Chief of each Mission or independent Station may authorize and approve temporary duty travel abroad within the theater of civilian employees whose official stations are located within their particular theater. The Chief of a Mission or independent Station is hereby authorized to designate an officer or employee at the particular Mission or independent Station to act and sign for him in the issuance of travel orders, the

CONFIDENTIAL

Approved For Release 2001/04/06 : CIA-RDP80-01826R001000020016-6

CONFIDENTIAL

- 3 -

certification of true copies of various documents required in connection therewith, and certification of travel vouchers.

H. The delegations with the above authorities dated 6 September 1946, and 1 March 1947, are hereby rescinded.

I. The effective date of this order is 24
July 1947.

/s/

H. R. HILLENKOETTER
Rear Admiral, USN
Director of Central Intelligence

cc: Ex. Of. Reg.
Central Records (2)
Return to - Mr. Houston
Stay back

25X1A9a

✓
LRH:emj

CONFIDENTIAL