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CENTRAL INTELLIGENCE AGENCY
Washington, D. C.

25X1A

ADMINISTRATIVE INSTRUCTION
NO. [REDACTED]

23 March 1948

25X1A

SUBJECT: Projects

(This rescinds Administrative Instruction [REDACTED] dated 25 October 1946, and Amendment No. 1, dated 30 October 1946, thereto.)

1. a. A Projects Review Committee is hereby established to review and make recommendations to the Director in connection with all administrative and operational projects involving the expenditure of CIA funds for purposes not specifically defined as normal routine operating expenses in the approved annual budget for CIA.

b. The committee will be composed of:

Executive Director	- Chairmen
Chief or Deputy Chief, Budget and Finance Branch, A&M	- Member and fiscal adviser
Assistant Director or Staff	
Chief sponsoring project	- Member
Chief, Advisory Council	- Member and recorder
Executive for Administration and Management, or	
Chief, Management Branch, A&M	- Adviser without vote
General Counsel	- Legal adviser without vote

c. Provision in the budget for funds for specific purposes other than normal routine operating expenses will not normally constitute authorization for expenditure or obligation without prior Projects Review Committee action.

2. Assistant Directors and Staff Chiefs desiring to implement projects involving the expenditure of CIA funds will:

a. Prepare a detailed project description, including:

- (1) Necessity for project.
- (2) Additional personnel requirements and/or organizational and functional changes, if any.
- (3) Estimate of time required to implement or complete the project, including urgency.

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(4) Whether vouchered or unvouchered funds are recommended, and basis for recommending unvouchered funds.

(5) Estimated cost, by purpose, separately for vouchered and unvouchered funds if both are recommended. Current status of any previous authorizations for same or similar project will be shown separately.

(6) Necessity for other agency support if implementation and/or completion by CIA is not considered feasible (see Paragraph 5 below).

b. Coordinate the project with each interested other CIA activity and obtain written concurrence or non-concurrence from each for submission with the project. Non-concurrences will be supported by written reasons.

c. Submit the project, in seven copies, to the Chairman of the Projects Review Committee, through the Executive for Administration and Management.

3. The committee will meet at the call of the chairman, review projects submitted, and make recommendations to the Director, who will take final action on each project.

4. a. The Recorder will record the meeting, including the action of the Director; and distribute one copy each to:

(1) Assistant Director or Staff Chief who initiated the project.

(2) Executive for Administration and Management, who will issue necessary instructions to implement the action of the Director.

(3) Chairman's file, with supporting papers.

b. Only three copies will be prepared, and no records other than those indicated in 4a above will be maintained.

5. a. No outside agency will be approached by any individual employed by CIA in connection with the development of any contemplated project involving the possible transfer of funds from CIA to such outside agency until the prior approval for such action has been obtained from the Director.

b. When the necessity for the initiation of a new project becomes apparent, the office or staff head concerned will:

(1) Explore the possibility of handling the project through CIA facilities without the assistance of any outside agency.

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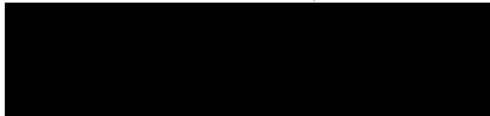
(2) If, in his opinion, the assistance of an outside agency will be essential, the project will be submitted in writing to the Executive for Administration and Management with sufficient detail to enable a recommendation to be made, either for final action or reference to the Projects Review Committee for preliminary review.

c. In those cases where it is determined by the Director that CIA should provide financial support for assistance from an outside agency, the head of the CIA activity which initiates the project will be informed and authorized to develop the details in coordination with such outside agency for resubmission as a regular project under the provisions of this directive.

6. The Assistant Director for Special Operations is authorized to submit projects which involve sensitive operations directly to the Chairman, Projects Review Committee, with such modification of supporting details as may be considered essential. The Committee Chairman will specify distribution of recorded action in each such case.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

25X1A



Executive for
Administration and Management

DISTRIBUTION: A

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CENTRAL INTELLIGENCE AGENCY
Washington, D. C.

25X1A ADMINISTRATIVE INSTRUCTION
NUMBER [REDACTED]

30 December 1948

SUBJECT: Projects

Effective date: 1 January 1949

25X1A

Recision: Administrative Instruction [REDACTED] dated 23 March 1948, and
Amendments thereto.

1. a. A Projects Review Committee is hereby established to review and make recommendations to the Director in connection with all administrative and operational projects involving the expenditure of CIA funds for purposes not specifically defined as normal routine operating expenses in the approved annual budget for CIA.

b. The committee will be composed of:

Executive	-	Chairman
Budget Officer	-	Member
Assistant Director or Staff Chief	-	Member
sponsoring project		
General Counsel	-	Legal advisor and recorder without vote

Such advisory personnel as required by the Chairman or the sponsoring official may attend committee discussions without vote.

c. (1) Provision in the budget for funds for routine operating expenses will normally constitute authorization for expenditure or obligation without prior Projects Review Committee action.

(2) Funds made available by allocation in the budget for specific purposes under broad general authorizations which are not for routine normal operating expenses will not be obligated or expended without prior presentation to the Projects Review Committee of each individual project involving such an expenditure or obligation. (Example: \$200,000 is allocated for communications development or research purposes. A specific project is planned under this authorization, which will require obligation of \$75,000. Prior PRC action is required.)

(3) Expense in connection with covert projects for which funds are provided in area activity estimates approved for overseas implementation in budget presentations for the fiscal year 1951 and thereafter will be considered normal routine operating expenses in the sense of paragraph c(1) above, except as indicated in paragraph 7 below.

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- 2 -

(4) Research and development projects involving contracts within the United States will be referred to the Projects Review Committee prior to execution of the contracts.

2. Assistant Directors and Staff Chiefs desiring to implement projects involving the expenditure of CIA funds will:

a. Prepare a detailed project description, including:

- (1) Necessity for project.
- (2) Additional personnel requirements and/or organizational changes, if any.
- (3) Estimate of time required to implement or complete the project, including urgency.
- (4) Whether vouchered or unvouchered funds are recommended, and basis for recommending unvouchered funds.
- (5) Estimated cost, by purpose, separately for vouchered and unvouchered funds if both are recommended. Current status of any previous authorizations for same or similar project will be shown separately.
- (6) Necessity for other agency support if implementation and/or completion by CIA is not considered feasible (see paragraph 6 below).

b. Coordinate the project with each interested other CIA activity and obtain written concurrence or non-concurrence from each for submission with the project. Non-concurrences will be supported by written reasons.

c. Submit the project, in original and one copy, to the Chairman of the Projects Review Committee.

d. Covert Projects may be modified in presentation to the extent commensurate with essential security factors.

3. The Committee will meet at the call of the chairman, review projects submitted, and make recommendations to the Director, who will take final action on each project.

4. The sponsoring officer, if he so desires, may submit a minority report to the Director, and such minority report will be added to the report of the committee as an appendix to the report.

5. a. The Recorder will record the meeting, including the action of the Director, and distribute one copy each to:

- (1) Assistant Director or Staff Chief who initiated the project.
- (2) Executive, who will issue necessary instructions to implement the action of the Director.

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6. a. No outside agency will be approached by any individual employed by CIA in connection with the development of any contemplated project involving the possible transfer of funds from CIA to such outside agency until the prior approval for such action has been obtained from the Director.

b. When the necessity for the initiation of a new project becomes apparent, the office or staff head concerned will:


(1) Explore the possibility of handling the project through CIA facilities without the assistance of any outside agency.

(2) If, in his opinion, the assistance of any outside agency will be essential, the project will be submitted in writing to the Executive with sufficient detail to enable a recommendation to be made, either for final action or reference to the Projects Review Committee for preliminary review.

c. In those cases where it is determined by the Director that CIA should provide financial support for assistance from an outside agency, the head of the CIA activity which initiates the project will be informed and authorized to develop the details in coordination with such outside agency for resubmission as a regular project under the provisions of this directive.

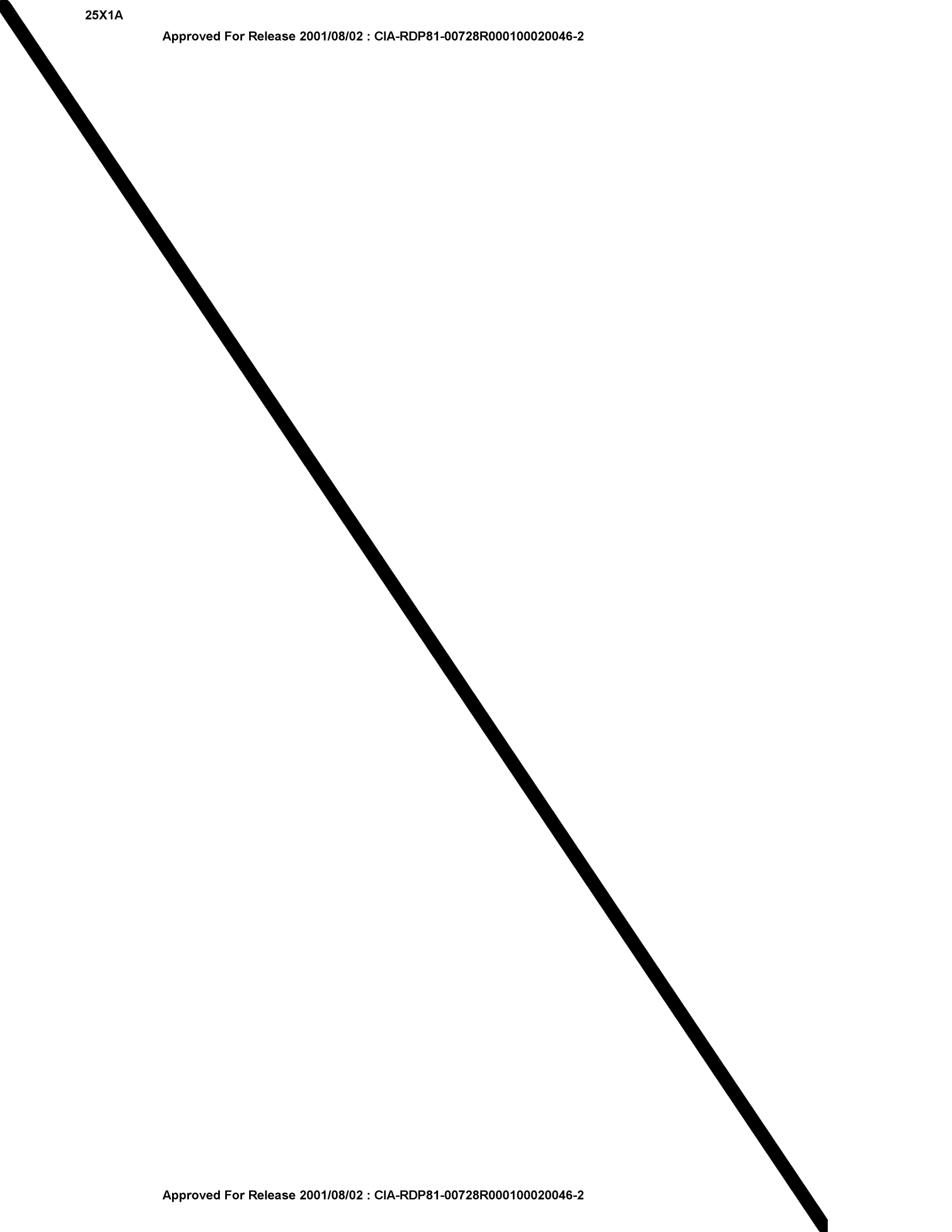
7. These instructions apply to all activities of CIA, including overseas covert projects which involve major deviations from budget presentations necessitating possible requirements for additional funds in excess of overall budget allocations.

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

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25 October 1946

Committee and to include the following information:

- (1) Scope of project (In the case of Special Operations, this will only be in such detail as security will permit).
- (2) Urgency of completion, to include time required to activate and complete the project.
- (3) Type of funds required (i.e. vouchered or unvouchered).
- (4) Estimated cost, to include the following:
 - (a) Number of personnel and salary rates.
 - (b) Special equipment.
 - (c) Travel.
 - (d) Communications.
 - (e) Housing.
 - (f) Operational Supplies.
 - (g) Any unusual logistical requirement.
- (5) Succinct statement in defense of the project.

4. Committee Procedure:

- a. The Committee will meet at the call of the Chairman, and after proper consideration has been given to the proposal, shall take the following action:
 - (1) Approve project in the name of the Director.
 - (2) Approve project in the name of the Director, with such exceptions as are determined by the Committee.
 - (3) Disapprove project. Disapprovals of projects in each instance will be reviewed by the Director, and final action of the Committee will not be effective until the Director's concurrence has been obtained.

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-3-

25 October 1946

(4) The action taken by the Committee will be prepared by the Secretary and approved by the Chairman. Copies of such action will be distributed as follows:


- (a) One copy to CIG activity sponsoring project.
- (b) One copy to the Executive for Personnel and Administration.
- (c) One copy retained in the file of the Secretary to the Committee.

5. General:

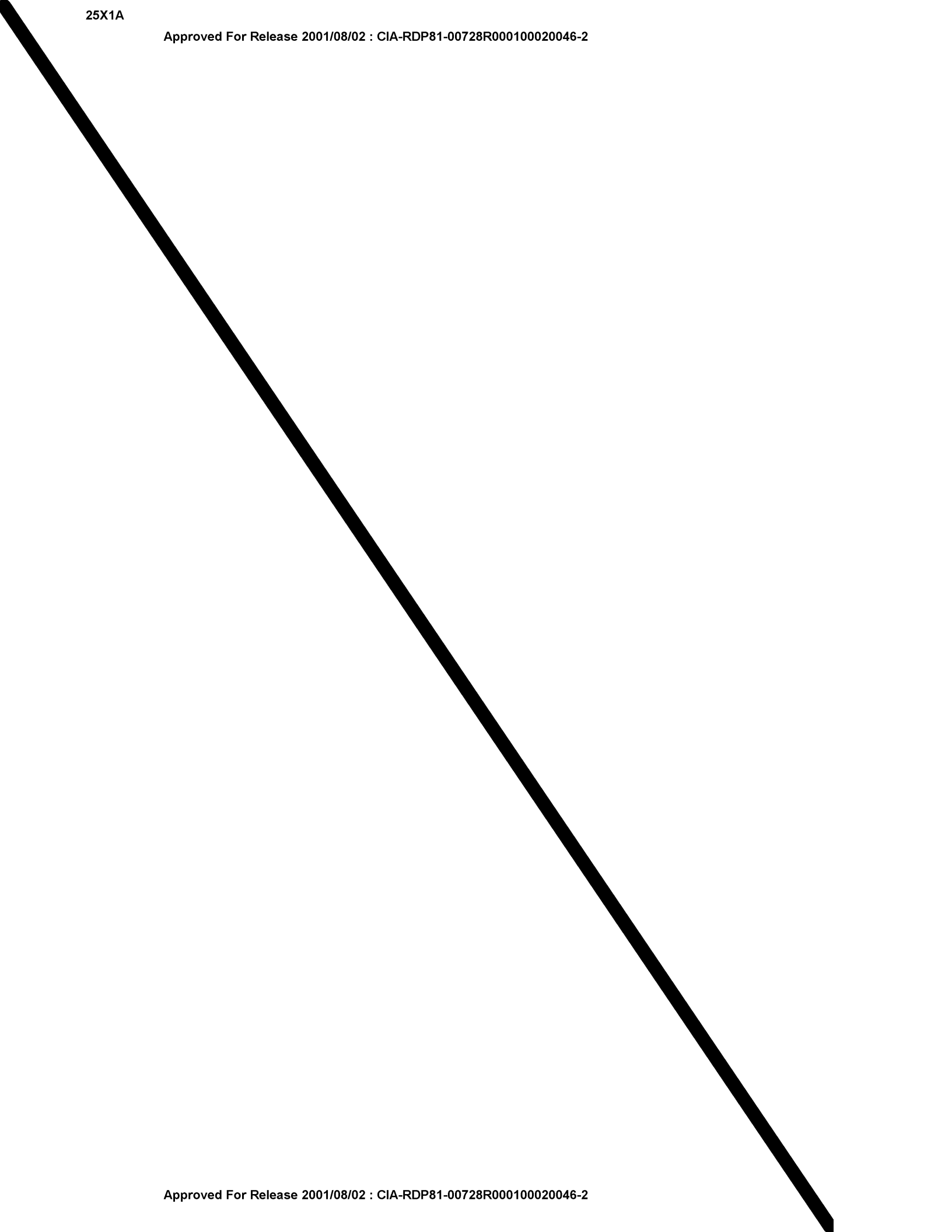
- a. The Executive for Personnel and Administration will not honor requests for funds or personnel until final approval of the Projects Review Committee has been obtained.
- b. Projects in existence prior to 1 November 1946 are considered to be approved by Committee action, but will be subject to review at such times as the Chairman of the Committee determines.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

25X1A


Deputy Executive for Personnel
and Administration

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CENTRAL INTELLIGENCE AGENCY
Washington, D. C.

25X1A

ADMINISTRATIVE INSTRUCTION
NUMBER [REDACTED]

30

SUBJECT: Projects

See attached X Reference

25X1A

Effective date: 1 January 1949

Recision: Administrative Instruction [REDACTED] dated 23 March 1948, and
Amendments thereto.

1. a. A Projects Review Committee is hereby established to review and make recommendations to the Director in connection with all administrative and operational projects involving the expenditure of CIA funds for purposes not specifically defined as normal routine operating expenses in the approved annual budget for CIA.

b. The committee will be composed of:

Executive	-	Chairman
Budget Officer	-	Member
Assistant Director or Staff Chief	-	Member
sponsoring project		
General Counsel	-	Legal advisor and recorder without vote

Such advisory personnel as required by the Chairman or the sponsoring official may attend committee discussions without vote.

c. (1) Provision in the budget for funds for routine operating expenses will normally constitute authorization for expenditure or obligation without prior Projects Review Committee action.

(2) Funds made available by allocation in the budget for specific purposes under broad general authorizations which are not for routine normal operating expenses will not be obligated or expended without prior presentation to the Projects Review Committee of each individual project involving such an expenditure or obligation. (Example: \$200,000 is allocated for communications development or research purposes. A specific project is planned under this authorization, which will require obligation of \$75,000. Prior PRC action is required.)

* Project
not
Certified
OK

(3) Expense in connection with covert projects for which funds are provided in area activity estimates approved for overseas implementation in budget presentations for the fiscal year 1951 and thereafter will be considered normal routine operating expenses in the sense of paragraph c(1) above, except as indicated in paragraph 7 below.

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- 2 -

(4) Research and development projects involving contracts within the United States will be referred to the Projects Review Committee prior to execution of the contracts.

2. Assistant Directors and Staff Chiefs desiring to implement projects involving the expenditure of CIA funds will:

a. Prepare a detailed project description, including:

- (1) Necessity for project.
- (2) Additional personnel requirements and/or organizational changes, if any.
- (3) Estimate of time required to implement or complete the project, including urgency.
- (4) Whether vouchered or unvouchered funds are recommended, and basis for recommending unvouchered funds.
- (5) Estimated cost, by purpose, separately for vouchered and unvouchered funds if both are recommended. Current status of any previous authorizations for same or similar project will be shown separately.
- (6) Necessity for other agency support if implementation and/or completion by CIA is not considered feasible (see paragraph 6 below).

b. Coordinate the project with each interested other CIA activity and obtain written concurrence or non-concurrence from each for submission with the project. Non-concurrences will be supported by written reasons.

c. Submit the project, in original and one copy, to the Chairman of the Projects Review Committee.

d. Covert Projects may be modified in presentation to the extent commensurate with essential security factors.

3. The Committee will meet at the call of the chairman, review projects submitted, and make recommendations to the Director, who will take final action on each project.

4. The sponsoring officer, if he so desires, may submit a minority report to the Director, and such minority report will be added to the report of the committee as an appendix to the report.

5. a. The Recorder will record the meeting, including the action of the Director, and distribute one copy each to:

(1) Assistant Director or Staff Chief who initiated the project.

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(2) Executive, who will issue necessary instructions to implement the action of the Director.

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- 3 -

6. a. No outside agency will be approached by any individual employed by CIA in connection with the development of any contemplated project involving the possible transfer of funds from CIA to such outside agency until the prior approval for such action has been obtained from the Director.

b. When the necessity for the initiation of a new project becomes apparent, the office or staff head concerned will:


(1) Explore the possibility of handling the project through CIA facilities without the assistance of any outside agency.

(2) If, in his opinion, the assistance of any outside agency will be essential, the project will be submitted in writing to the Executive with sufficient detail to enable a recommendation to be made, either for final action or reference to the Projects Review Committee for preliminary review.

c. In those cases where it is determined by the Director that CIA should provide financial support for assistance from an outside agency, the head of the CIA activity which initiates the project will be informed and authorized to develop the details in coordination with such outside agency for resubmission as a regular project under the provisions of this directive.

7. These instructions apply to all activities of CIA, including overseas covert projects which involve major deviations from budget presentations necessitating possible requirements for additional funds in excess of overall budget allocations.

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R. E. HILLENKOTTER
Rear Admiral, USN
Director of Central Intelligence

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CENTRAL INTELLIGENCE AGENCY
Washington, D. C.

25X1A

ADMINISTRATIVE INSTRUCTION
NO. [REDACTED]

23 March 19

SUBJECT: Projects

(This rescinds Administrative Instruction [REDACTED], dated 25 October 1946, and Amendment No. 1, dated 30 October 1946, thereto.)

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1. a. A Projects Review Committee is hereby established to review and make recommendations to the Director in connection with all administrative and operational projects involving the expenditure of CIA funds for purposes not specifically defined as normal routine operating expenses in the approved annual budget for CIA.

b. The committee will be composed of:

Executive Director	- Chairman
Chief or Deputy Chief, Budget and Finance Branch, A&M	- Member and fiscal adviser
Assistant Director or Staff Chief sponsoring project	- Member
Chief, Advisory Council	- Member and recorder
Executive for Administration and Management, or Chief, Management Branch, A&M	- Adviser without vote
General Counsel	- Legal adviser without vote

c. Provision in the budget for funds for specific purposes other than normal routine operating expenses will not normally constitute authorization for expenditure or obligation without prior Projects Review Committee action.

2. Assistant Directors and Staff Chiefs desiring to implement projects involving the expenditure of CIA funds will:

a. Prepare a detailed project description, including:

- (1) Necessity for project.
- (2) Additional personnel requirements and/or organizational and functional changes, if any.
- (3) Estimate of time required to implement or complete the project, including urgency.

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(4) Whether vouchered or unvouchered funds are recommended, and basis for recommending unvouchered funds.

(5) Estimated cost, by purpose, separately for vouchered and unvouchered funds if both are recommended. Current status of any previous authorizations for same or similar project will be shown separately.

(6) Necessity for other agency support if implementation and/or completion by CIA is not considered feasible (see Paragraph 5 below).

b. Coordinate the project with each interested other CIA activity and obtain written concurrence or non-concurrence from each for submission with the project. Non-concurrences will be supported by written reasons.

c. Submit the project, in seven copies, to the Chairman of the Projects Review Committee, through the Executive for Administration and Management.

3. The committee will meet at the call of the chairman, review projects submitted, and make recommendations to the Director, who will take final action on each project.

4. a. The Recorder will record the meeting, including the action of the Director, and distribute one copy each to:

(1) Assistant Director or Staff Chief who initiated the project.

(2) Executive for Administration and Management, who will issue necessary instructions to implement the action of the Director.

(3) Chairman's file, with supporting papers.

b. Only three copies will be prepared, and no records other than those indicated in 4a above will be maintained.

5. a. No outside agency will be approached by any individual employed by CIA in connection with the development of any contemplated project involving the possible transfer of funds from CIA to such outside agency until the prior approval for such action has been obtained from the Director.

b. When the necessity for the initiation of a new project becomes apparent, the office or staff head concerned will:

(1) Explore the possibility of handling the project through CIA facilities without the assistance of any outside agency.

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(2) If, in his opinion, the assistance of an outside agency will be essential, the project will be submitted in writing to the Executive for Administration and Management with sufficient detail to enable a recommendation to be made, either for final action or reference to the Projects Review Committee for preliminary review.

c. In those cases where it is determined by the Director that CIA should provide financial support for assistance from an outside agency, the head of the CIA activity which initiates the project will be informed and authorized to develop the details in coordination with such outside agency for resubmission as a regular project under the provisions of this directive.

6. The Assistant Director for Special Operations is authorized to submit projects which involve sensitive operations directly to the Chairman, Projects Review Committee, with such modification of supporting details as may be considered essential. The Committee Chairman will specify distribution of recorded action in each such case.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

25X1A


Executive for
Administration and Management

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Memo - To-Budget officer

From - General Counsel

Subject - "Transfer of Funds"

Dated 2 August, 1949

With

Memo for DCI from the
General Counsel, dated 6 July, 1949,
re - Admin. Inst. [REDACTED]

STATINTL

Filed - General Counsel - opinions & Interpretations

17

S E C R E T

CENTRAL INTELLIGENCE AGENCY
Washington, D. C.

25X1A

ADMINISTRATIVE INSTRUCTION
NUMBER [REDACTED]

SUBJECT: Projects

to be kept
23 March
~~23 February 1951~~

25X1A

Please substitute the following for paragraph 7 of Administrative In-
struction [REDACTED] dated 30 December 1948:

"7. These instructions apply to all activities of CIA,
including overseas covert projects not specifically in-
cluded and approved in budget presentations."

WALTER B. SMITH
Director of Central Intelligence

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S E C R E T

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25X1A

14 (Priority)
Subj: Projects

Internal Intelligence Agency

The membership of
the Proj. Review Committee
para. 1 b of AT
as announced in AT

25X1A

[redacted] dated 30 Dec. 48
is changed as follows:

Sec 55 Deputy Exec-Chairman

Budget Officer - Member
Asst. Director of

Staff Chief

sponsoring project - Member

General Counsel - ~~Member~~

Legal advisor and recorder without vote

Such advisory personnel as re-
quired by the Chairman or the

~~Sp~~
Sponsoring official may
attend committee dis-
cussions without vote,

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STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO : Deputy Director

DATE: 30 November 1948

FROM : Executive Director

25X1A

SUBJECT: Administrative Instruction [REDACTED]

1. Proposed draft of Projects Review Committee Administrative Instruction is returned redrafted as you recommend.

2. I have made one addition by authorizing the chairman to designate advisors without vote, and in consequence have eliminated the Covert Deputy Budget Officer as a voting committee member. He can be called upon for advice when considered necessary.

25X1A



Captain, USN
Executive Director

25X1A

Encl. Draft #4, [REDACTED]

Draft seems O.K. Write up smooth for promulgation.

Ror

Signed, Sent to Publication
30 Dec 48
Prepared for publ
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25X1A-

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DRAFT #4, [REDACTED]
30 Nov. 1948

25X1A

ADMINISTRATIVE INSTRUCTION
NO. [REDACTED]

Date: 30 December 1948

SUBJECT: Projects

25X1A

Effective date: 1 January 1949

Recision: Administrative Instruction [REDACTED] dated 23 March 1948, and
Amendments thereto.

1. a. A Projects Review Committee is hereby established to review and make recommendations to the Director in connection with all administrative and operational projects involving the expenditure of CIA funds for purposes not specifically defined as normal routine operating expenses in the approved annual budget for CIA.

b. The committee will be composed of:

Executive-Director		Chairman
Executive for Administration	-	Chairman
Chief or Deputy Chief, Budget and		
Finance Branch, A&M	-	Member and fiscal adviser
Budget Officer	-	Member
Assistant Director or Staff Chief -		Member
sponsoring project		
Executive for Administration and		
Management, or		
Chief, Management Branch, A&M	-	Adviser without vote
General Counsel		Legal adviser without vote
		<u>Legal adviser and recorder</u>
		<u>without vote</u>

Such advisory personnel as required by the Chairman or the
sponsoring official may attend committee discussions without vote.

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~~c. Provision in the budget for funds for specific purposes other than normal routine operating expenses will not normally constitute authorization for expenditure or obligation without prior Projects Review Committee action.~~

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(3) Expense in connection with covert projects for which funds are provided in area activity estimates approved for overseas implementation in budget presentations for the fiscal year 1951 and thereafter will be considered normal routine operating expenses in the sense of paragraph c(1) above, except as indicated in paragraph 7 below.

(4) Research and development projects involving contracts within the United States will be referred to the Projects Review Committee prior to execution of the contracts.

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2. Assistant Directors and Staff Chiefs desiring to implement projects involving the expenditure of CIA funds will:

a. Prepare a detailed project description, including:

- (1) Necessity for project.
- (2) Additional personnel requirements and/or organizational changes, if any.
- (3) Estimate of time required to implement or complete the project, including urgency.
- (4) Whether vouchered or unvouchered funds are recommended, and basis for recommending unvouchered funds.
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- (6) Necessity for other agency support if implementation and/or completion by CIA is not considered feasible (see paragraph 6 below).

b. Coordinate the project with each interested other CIA activity and obtain written concurrence or non-concurrence from each for submission with the project. Non-concurrences will be supported by written reasons.

~~c.- Submit the project, in seven copies, to the Chairman of the Projects Review Committee, through the Executive for Administration and Management.~~

c. Submit the project, in original and one copy, to the Chairman of the Projects Review Committee.

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d. Covert Projects may be modified in presentation to the extent commensurate with essential security factors.

3. The Committee will meet at the call of the chairman, review projects submitted, and make recommendations to the Director, who will take final action on each project.

4. The sponsoring officer, if he so desires, may submit a minority report to the Director, and such minority report will be added to the report of the committee as an appendix to the report.

5. a. The Recorder will record the meeting, including the action of the Director, and distribute one copy each to:

(1) Assistant Director or Staff Chief who initiated the project.

~~(2) -Executive-for-Administration and Management, who will issue necessary instructions to implement the action of the Director.~~

(2) Executive ~~for~~ administration, who will issue necessary instructions to implement the action of the Director.

~~(3) -Chairman's file, with supporting papers.~~

~~b.- Only three copies will be prepared, and no records other than those indicated in 5a above will be maintained.~~

6. a. No outside agency will be approached by any individual employed by CIA in connection with the development of any contemplated project involving the possible transfer of funds from CIA to such outside agency until the prior approval for such action has been obtained from the Director.

b. When the necessity for the initiation of a new project becomes apparent, the office of staff head concerned will:

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(1) Explore the possibility of handling the project through CIA facilities without the assistance of any outside agency.

(2) If, in his opinion, the assistance of any outside agency will be essential, the project will be submitted in writing to the ~~Executive for Administration and Management~~ Executive for Administration with sufficient detail to enable a recommendation to be made, either for final action or reference to the Projects Review Committee for preliminary review.

c. In those cases where it is determined by the Director that CIA should provide financial support for assistance from an outside agency, the head of the CIA activity which initiates the project will be informed and authorized to develop the details in coordination with such outside agency for resubmission as a regular project under the provisions of this directive.

6.- ~~The Assistant Director for Special Operations is authorized to submit projects which involve sensitive operations directly to the Chairman, Projects Review Committee, with such modification of supporting details as may be considered essential. The Committee Chairman will specify distribution of recorded action in each such case.~~

7. These instructions apply to all activities of CIA, including overseas covert projects which involve major deviations from budget presentations necessitating possible requirements for additional funds in excess of overall budget allocations.

R.H.H.

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CENTRAL INTELLIGENCE AGENCY
Washington, D. C.

25X1A

ADMINISTRATIVE INSTRUCTION
NUMBER [REDACTED]

23 March 1951

SUBJECT: Projects

25X1A

Please substitute the following for paragraph 7 of Administrative Instruction [REDACTED] dated 30 December 1948:

"7. These instructions apply to all activities of CIA, including overseas covert projects not specifically included and approved in budget presentations."

25X1A

[REDACTED]
WALTER B. SMITH
Director of Central Intelligence

DISTRIBUTION: No. 2

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File

CENTRAL INTELLIGENCE AGENCY
Washington, D. C.

25X1A

ADMINISTRATIVE INSTRUCTION
NUMBER [REDACTED]

29 March 1948

SUBJECT: Projects

25X1A

Paragraph 1.b., Administrative Instruction [REDACTED] dated
23 March 1948, is changed to read as follows:

"b. The committee will be composed of:

Executive Director	- Chairman
Chief or Deputy Chief, Budget and Finance Branch, A&M	- Member and fiscal adviser
Assistant Director or Staff Chief sponsoring project	- Member
General Counsel	- Legal adviser and recorder without vote
Executive for Administration and Management, or Chief, Management Branch, A&M	- Adviser without vote"

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FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

[REDACTED]
Executive for
Administration and Management

DISTRIBUTION: A

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S E C R E T

CENTRAL INTELLIGENCE AGENCY
Washington, D. C.

25X1A

ADMINISTRATIVE INSTRUCTION
NO. [REDACTED]

2 November 1950

SUBJECT: Projects

Effective this date, the membership of the Projects Review
Committee as announced in paragraph 1.b. of Administrative
Instruction [REDACTED] dated 30 December 1948, is changed as
follows:

Executive or Deputy Executive	- Chairman
Budget Officer	- Member
Assistant Director or Staff Chief	
Sponsoring Project	- Member
General Counsel	- Legal Advisor and Recorder without vote.

Such advisory personnel as required by the Chairman or the sponsoring
official may attend Committee discussions without vote.

25X1A

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

[REDACTED]
Executive

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CENTRAL INTELLIGENCE AGENCY
Washington, D. C.

12/30/48

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ADMINISTRATIVE INSTRUCTION
NUMBER [REDACTED]

29 March 1948

SUBJECT: Projects

25X1A

Paragraph 1.b., Administrative Instruction [REDACTED] dated
23 March 1948, is changed to read as follows:

"b. The committee will be composed of:

Executive Director	- Chairman
Chief or Deputy Chief, Budget and Finance Branch, A&M	- Member and fiscal adviser
Assistant Director or Staff Chief sponsoring project	- Member
General Counsel	- Legal adviser and recorder without vote
Executive for Administration and Management, or Chief, Management Branch, A&M	- Adviser without vote"

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FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

[REDACTED]
Executive for
Administration and Management

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Washington, D. C.

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ADMINISTRATIVE INSTRUCTION
NUMBER [REDACTED]

23 March 1951

SUBJECT: Projects

25X1A

Please substitute the following for paragraph 7 of Administrative In-
struction [REDACTED] dated 30 December 1948:

"7. These instructions apply to all activities of CIA,
including overseas covert projects not specifically in-
cluded and approved in budget presentations."

25X1A

[REDACTED]
WALTER B. SMITH
Director of Central Intelligence

DISTRIBUTION: No. 2

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