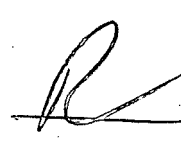


TRANSMITTAL SLIP		DATE
TO: DDA		
ROOM NO. 7D18	BUILDING HO.	
REMARKS: Copy rec'd for MS/DDA A/EO/DDA AA George  Registry 23 SEP 1983 5 OCT 1983		
FROM: Comptroller		
ROOM NO. 4E06	BUILDING HO.	EXTENSION

FORM NO. 241
1 FEB 55

REPLACES FORM 36-8
WHICH MAY BE USED.

(47)

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DD/A Registry
83-4317

22 SEP 1983

DD/A REGISTRY

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100-20

MEMORANDUM FOR THE RECORD

Subject: 19 September 1983 Comptroller Meeting

1. The Comptroller met with the Executive Director and the Deputy Directors on 19 September 1983 to review the Agency's resource situation. Present at the meeting were [redacted] Executive Director; Harry E. Fitzwater, Deputy Director for Administration; Robert M. Gates, Deputy Director for Intelligence; [redacted] Associate Deputy Director for Operations; Richard E. Hineman, Deputy Director for Science and Technology; [redacted] Special Assistant to the Executive Director; Robert W. Magee, Director of Personnel; Allan E. Elkins, Director of Finance; [redacted] Administrative Officer, DCI Area [redacted] Deputy Director, Office of Personnel; [redacted] Office of Personnel; Daniel A Childs, Jr., Comptroller; [redacted] Deputy Comptroller; and Comptroller Staff Members. [redacted]

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2. Mr. Childs began the meeting by noting that the Agency's 1983 resource situation looks good, both in funds and manpower. With regard to closing out the fiscal year, he stated that the Comptroller staff would be carefully monitoring unobligated balances and requested the cooperation of the Deputy Directors and their staffs in identifying funds which will not be used to ensure that such funds are not lost. Mr. Childs emphasized that the large amount of funds now showing as committed -- primarily in the DDO and DDS&T--will be lost on 30 September if they cannot be obligated. He noted that the recommendations for use of 1983 availabilities favored 1983 needs over anticipated 1984 requirements and he proposed this as an area for discussion. The recommendations also provide for [redacted] against overobligation of our appropriation. [redacted]

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3. The outlook for 1984 is not much clearer than at the last meeting. In addition to the specific adjustments discussed in August, it appears that CIA will be apportioned a share of DoD's recent "inflation reduction." Our share is estimated to be about [redacted] other reductions are also likely from appropriations committee actions. [redacted]

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4. Personnel: Mr. Magee briefed on the status of personnel, noting that as of 19 September the Agency was [redacted] positions under our authorized [redacted]

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[redacted] 25X1

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year-end strength. He expected the Agency to be up to its position ceiling of [] by 30 September. He estimates FTE usage for the year at [] under the FTE ceiling. With respect to 1984, OP's plans are to EOD some [] new employees--the estimated number required to replace attrition and staff the new positions expected to be approved by the Congress. Mr. Childs added that he was hopeful that the FTE constraint would not be imposed in 1984 and that the Agency would return to management by position ceiling. He also urged some caution in the rate of EOD's early in the year until we had a clearer picture of the outcome of Congressional action on our 1984 manpower request. []

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ZSA!

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5. Advances: Mr. Elkins briefed the Status of Funds []

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[] He indicated that 83 percent of the funds received have been obligated. He anticipated no problems through the end of the year, since the major part of the remaining unobligated balances are multi-year funds and will not expire on 30 September. []

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7. Status of 1983 Obligations: Through 31 August 1983, overall obligations and commitments were at 93.5 percent, with nonpersonal services at 94.7 percent. It was again pointed out that the commitments figure was large and that those funds would be lost if not obligated by 30 September. Without the committed amounts, the Agency would be significantly behind the straight-line rate in nonpersonal services. []

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9. [] suggested that the group may wish to consider applying some of the savings to substantive areas previously identified as of high

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priority, including narcotics, counterterrorism, and improving the quality of work environment for Agency employees. Considerable discussion followed, primarily related to what could be done to improve the work environment. Mr. Fitzwater strongly supported applying funds to such efforts, referencing the many valid complaints which he and his components receive but for which he has no funds to remedy. Mr. Fitzwater indicated he had been able to find some funds which can be used for selected renovations and modest improvements to workspace, but that this would be inadequate to provide for the large list of proposals on hand. It was agreed that Mr. Fitzwater should provide to the Comptroller a prioritized listing of possible improvements, along with their prospective cost; depending upon availability and likely impact, up to [] should be made available for this purpose. []

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10. Recommendations: The following decisions were made:

- a. Fund now: [] 25X1
 Nonpersonal Services items totalling [] 25X1
 Personal Services shortfall of [] 25X1
- b. Retain a [] against the risk of overobligations 25X1
- c. Apply up to [] to improving the working environment. 25X1
 Any additional savings which surface should be applied to prefunding of 1984 items (with 1984 paybacks). [] 25X1

25X1

[]
 Chief, Budget Management Group
 Office of the Comptroller

Attachment:
 As Stated

cc: DDCI
 ExDir
 DDI
 DDO
 DDS&T
 DDA
 AO/DCI Area
 C/PMS/DDI
 C/EPDS/DDO
 C/PRS/DDS&T
 C/MS/DDA

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SUBJECT: 19 September 1983 Comptroller Meeting

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O/Comptroller

[Redacted]

(22 September 1983)

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COMPTROLLER MEETING

19 SEPTEMBER 1983

AGENDA

1983

PERSONNEL

ADVANCES

CIAP RESOURCES:

RESERVE

REGULAR PROGRAM

AVAILABILITIES/UNFUNDED

RECOMMENDATIONS

1984

STATUS

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