

SECRET

15 July 1955

MEMORANDUM FOR: Chief, Central Processing Branch

VIA: Deputy Director (Support)

SUBJECT: Authorizing Official for Domestic Travel Orders of the SR Domestic Operations Base

REFERENCES: (a) GSN 22-3
 (b) AELGSR Administrative Plan Sec. V, ^{para. 10}
 (c) Letter of Instruction to Chief, SOB

Effective 1 August 1955 []

in his capacity as Chief, SR Domestic Operations Base is hereby designated the Authorizing Officer for non-recurring domestic travel orders issued by the SR Domestic Operations Base. The appropriate signature is affixed.

[]

[Chief, SR Division]

Distributions:

- 0 & 1 - Addressee
- 1 - SR/BF
- 1 - DD (S)
- 1 - SR/Admin
- 2 - SR/DOB (17 in.)
- 2 - chronos

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 CENTRAL INTELLIGENCE AGENCY
 SOURCE METHOD EXEMPTION 3B2B
 NAZI WAR CRIMES DISCLOSURE ACT
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15 July 1955

MEMORANDUM FOR: Chief, Finance Division
VIA: Deputy Director (Support)
SUBJECT: Designation of Approving Officer
REFERENCES: (a) ARAGME Administrative Plan
(b) Letter of Instruction for Chief, DOB

1. Effective 1 August 1955 []
in his capacity as Chief, SR Domestic Operations Base is hereby delegated the authority to act as Approving Officer for the SR Domestic Operations Base under the provisions of references (a) and (b).

2. [] will sign financial forms and standard forms for SR/DOB including:

Requests for Advance
Accountings for Advance
Domestic Travel Vouchers
Reimbursement Vouchers
Agent Duty Status Reports

3. The signature of [] is affixed.

[]

[]
Chief, SR Division

Distribution:

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15 July 1955

Letter of Instruction

MEMORANDUM FOR: []

SUBJECT:

Designation as []

REFERENCES:

- (a) SR Project ABAGNE
- (b) Administrative Plan for Project ABAGNE

1. You are hereby instructed to assume the authorities and discharge the responsibilities of a [] as specified in the approved references (a) and (b), to be effective 1 August 1955.

2. You are enjoined to make periodic reference to the special authorizations in the Administrative Plan which was furnished you. Particular attention should be paid to the financial provisions in paragraphs No. 25 (emergency purchase), No. 26 (travel expense), No. 27 (settlement of disputes), No. 28 (entertainment), No. 28 (settlement for accidents), and No. 29 (repairs to automobiles). In case of disputed interpretation, you will consult with the signatories.

3. The preparation and submission of a quarterly operating budget is mandatory for allotment of funds. This budget request must be in accordance with prior approvals of administrative requirements specified in the Administrative Plan. The following ceilings must be observed: Paragraph 3 for table of organization, paragraph 4 for contract-type employees, paragraph 5 for training and agent holding, and paragraph 6 for legislation.

4. Amendments to this letter of instruction can be initiated by Chief, SR Division, or Chief, Domestic Operations Base, based on experience in operating under this new system.

5. You will acknowledge this letter of instruction by your signature and return it to Chief, SR.

Chief, SR, D1/F

Office of Comptroller, D1/A

Concurs:

Office of General Counsel

Accepted:

Chief, D.O.B.

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