

JUN 1 1956

MEMORANDUM FOR: Deputy Director/Support

FROM: Deputy Director/Intelligence

SUBJECT: Request for overall classification and wage review of the OCR grade structure, as recommended by the Inspector General.

REFERENCE: Report of the Inspector General's Survey of the Office of Central Reference.

1. Pages 83-85 of the referenced survey report include the following statements and recommendation:

"(2) The grade structure of OCR in comparison to other DD/I and Agency components is inequitable. This inequity is inherent but is rendered even more pronounced by the lack of intra-DD/I career rotation planning. According to statistics issued by the Office of Personnel as of February 1956, the average grade of Agency personnel is 8.8, the average grade for DD/I offices is 8.8 and the average grade for OCR is 7.0. It is recognized that the nature of OCR functions involve a high percentage of clerical personnel and that this comparison must be viewed with respect to that factor. However, the following table is indicative of inequities in the grade range from [redacted] is compared to DD/I components of comparable size, i.e., [redacted] and ORR [redacted]

25X9A2  
25X9A2  
25X9A2

Grade	OCR	OO	ORR
25X9A2	[redacted]	[redacted]	[redacted]



There is sufficient disparity in these senior professional grades on a comparative basis to warrant thorough review of the grade structure for supervisory personnel in OCR as compared to comparable grades in OO and ORR. Admittedly, senior grades in ORR emphasize research responsibility and in OO, operational qualifications

are emphasized. However, it is believed that personnel in the GS-11, 12, 13, 14 and 15 grades in OCR perform additional supervisory and administrative responsibilities of sufficient breadth and scope to more than compensate for the lack of substantive research functions or operational ability.

"(3) Although a detailed classification and wage review of OCR positions is beyond the scope of this survey, considerable attention was given to a general evaluation of the specific nature of some of the analytical and supervisory responsibilities of certain positions in the Graphics Register and the Document Branch of the CIA Library. In the Graphics Register, senior analysts in the Analysis Section of the Photographic Branch occupy GS-9 and GS-7 positions. A review of the work involved in these functions reveals substantive responsibilities and research capabilities of at least a GS-11 level. In the Document Branch of the CIA Library, the position of the Chief is classified only as a GS-11 although the position involves the supervision and direction of [redacted] employees. It is believed that this position could be raised to at least a GS-12 on the basis of this fact alone. Similarly, the majority of the Information Control Clerks in the Distribution Section of the Document Branch are carried at the GS-5 level, although their responsibilities involve the review of intelligence documents of all types. The positions described should receive careful study and favorable attention in any general classification and wage review.

25X1A1a

"It is recommended that:

"The DD/S direct the Director of Personnel to conduct an over-all classification and wage review of the OCR grade structure with particular reference to comparable functions of DD/I components of similar size (OO and ORR), giving adequate weight to the supervisory and administrative responsibilities inherent in OCR positions at levels from GS-11 to GS-14, and including specific review of the positions described above in the Graphics Register and the Document Branch of the CIA Library."

2. I agree with the analysis made by the Inspector General, and with his conclusion that the OCR grade structure should be thoroughly studied with a view to removal of the inequities which now exist. I request, therefore, that the recommendation of the IG be put into effect as an early date.

ROBERT AMOEY, JR.