

**Page Denied**

**SECRET**

DD/A DAILY ACTION SUMMARY

22 October 1954

25X1

Originating Office

Subject

Action

LO/Admin Staff

Travel Order for [redacted] - LO-75/55  
Amendment #1. ER-6-1705

Authorized by DD/A  
21 Oct 54

25X1

C/RCS  
11 Oct 54

Copy of proposed [redacted] Organization - Con-  
trolled Motor Vehicles, w/att comments by [redacted]

25X1 25X1  
Sent by special mes-  
senger to [redacted]  
RCS. lcc of commen-  
and proposed reg  
filed DD/A subject  
(Vehicles).

25X1  
25X1

[redacted]  
22 Oct 54

Memorandum for [redacted] C/Services  
Branch, ESD, PO, subject: "Additional Receipts, 1955  
Community Chest Campaign," - \$57.00 fr Mgmt Staff  
Envelope attached.

Signed by JAC. Orig  
and 1 w/att by Mr.  
[redacted] to adse.  
2ccs-DD/A subj (Per  
5) and chrono. 1-JA

25X1

RCS

Proposed notice [redacted] "Assignments - Procedures  
for Controlling and Reporting Agency Staff Employee  
and Staff Agent In-Casuals and Out-Casuals."

Proposed notices  
signed by DD/A.  
fwded to C/RCS for  
publication. "At the  
approp. time I would  
like to see this  
notice incorporated  
into the regulations.  
lcc-DD/A subj (Persl  
lcc trans. slip-chron

25X1

DD/A  
22 Oct 54

Memorandum for Acting General Counsel, subject:  
"Amendment to Public Law No. 110," - immigration  
under statutory authority. Director has requested  
that a study be made. ER-6-1704

Signed by DD/A. Orig  
and 1 given to adse  
by hand. GC to pre-  
pare recommendation  
for submission to  
the DCI. lcc-D/Sec.  
2ccs-DDA subj (Legal  
and chrono.

25X1

C/PAPS  
12 Oct 54

Memorandum for Deputy Director (Plans) subject:  
"Amendment No. 1 to the Administrative Plan for  
PP Staff [redacted] w/att  
Admin Plan, Concurrence Sheet, and Approval Sheet.  
ER-6-1462

Authorized by DD/A  
20 Oct 54. Orig w/att  
sent by special mes-  
senger to COA/DDP.

C/Mgmt Staff  
12 Oct 54

Memorandum for Deputy Director (Administration),  
subject: "Transfer of Slots Within Technical  
Services Staff, DD/P; w/Tab A - Transfer of Positions  
within TSS, DD/P; Tab B-Approval by AD/P; Tab C-  
Budget to provide funds.  
ER-6-1335

Approved by DD/A  
21 Oct 54. Orig & 1  
w/atts to AD/P;  
2ccs-DD/P Admin; lcc-  
Compt; lcc-C/Mgmt  
Staff; 2ccs-DDA subj  
(O&M) and chrono.

**SECRET**

<u>Originating Office</u>	<u>Subject</u>	<u>Action</u>
C/Mgmt Staff 21 Oct 54	Memorandum for Deputy Director (Administration), subject: "Request for Revision of Table of Organi- zation, FE Branch 4," w/basic. ER-6-1709	Approved by DD/A 21 Oct 54. Orig & 1 w/basic to AD/P; 2cc DD/P Admin; Compt; C/Mgmt Staff; DDA subj (O&M5) & chrono.
25X1 C/SE 14 Oct 54 25X1	Memorandum for Deputy Director, Administration. subject: "Request for write off under \$360.00 charged to the advance acct of [redacted] ER-6-1697	RBS fwded orig & 1
AD/P 21 Oct 54	Memorandum for Deputy Director (Administration), subject: "Administration of Travel and Transporta- tion," - in reply to DD/A's request that Pers. furnish LO monthly reports. ER-6-1963	WHM gave orig to C/L requesting that he determine whether reports furnished to Compt by Central Processing will be sufficient for LO's needs also. lcc and WHM's trans. slip- DDA chrono. 25X1
[redacted] 22 Oct 54	Memorandum for the Record, subject: "Second Meeting of the Support Panel of the Administration Career Board - 20 October 1954." ER-6-1662	Ditto copies to: [redacted]
C/Mgmt Staff 13 Oct 54	Memorandum for Deputy Director (Administration), subject: "Request for Approval of Transfer of one Position, Eastern Europe Division," w/basic ER-6-1376	Approved by DD/A 21 Oct 54. Orig & 1 w/ atts to AD/P; 2cc- DD/P Admin; C/Mgmt; Compt. 2ccs-DDA subj (O&M5) and chrono. Subj copy held cur- rently by RBS.
25X1 [redacted] 25X1 22 Oct 54	Memorandum for [redacted] 1707 J Bldg. subject: "Payment of Automobile Transportation Charges," with basic ER-6-1723	Signed by RBS. Orig & 1 w/basic. Ret'd to [redacted] requesting comments on certain questions. 2ccs-DDA subj (Shipment) and chrono.
Liaison Control Br. 7 Oct 54	Memorandum for the Record, subject: "Payment of Rents for Agency Personnel in Excess of Standard Government Allowances ER-6-1615	lcc w/cc of memo fr [redacted] /FE to IG

25X1

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**SECRET**

25X1  
25X1

Originating Office

Subject

Action

[redacted] SE/ADMIN  
14 Oct 54

Cable 1975 to [redacted] fr Director

Signed off on by DD/  
22 Oct 54. Hand-  
carried to IG.

C/RCS  
18 Oct 54

Memorandum for Deputy Director, Administration,  
subject: "Proposed Notice [redacted] Overtime  
and Holiday Work (Job 819-TT) w/att proposed notice.  
ER-6-1562

Proposed notice  
signed by DD/25X1  
Ret'd to C/RCS  
for expeditious pub-  
lication. Sent by  
special messenger.

25X1

[redacted]  
22 October 54

Memorandum for Assistant Director for Personnel,  
subject: "Application for the Program for Career  
Development of Junior Personnel - [redacted]  
[redacted] w/att'd completed Forms 37-202, other  
material in connection with his application for  
JCD program, and Pers. Folder.  
ER-6-1729

Signed by JAC25X1ig  
and 1 w/atts to AD/  
[redacted] /PUD  
C/JOTD; DD/A subj  
(Train. 3-2)&chrono  
lcc-DST. lcc-JAC.

25X1  
25X1  
25X1

[redacted]  
22 Oct 54

Memorandum for Assistant Director for Personnel,  
subject: "Your Memorandum to Deputy Director  
(Administration) dated 19 Oct 54, in re Request  
for Payment for Transportation of Household  
Effects - [redacted] with Atts  
A and B." ER-6-1719/A

Signed by JAC. Orig  
and 1 to adse. 2ccs  
C/MPD (w/basic); lcc  
AGC; DD/A subj (Ship-  
ment) and chrono.  
lcc-JAC.

25X1

C/Mgmt Staff  
15 Oct 54

Memorandum for Deputy Director (Administration)  
subject: "Request for the Approval of Proposed  
T/O, FE Branch 4," w/basic.  
ER-6-1478

Appvd by DD/A on  
3 conditions (see  
DD/A subj copy).  
(Orig & 1 for AD/P  
2ccs for DD/P Admin;  
lcc for Compt; lcc  
MS comeback) - all  
picked up by girl  
fr Mgmt Staff, lcc  
w/basic - DDA subj  
(O&M 5) and chrono.

**SECRET**