

DIARY NOTES

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A-DD/A





30 November 1953

1. Have discussed Bureau of the Budget Bulletin No. 54-8 again with Mr.




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2.  reports that the Treasury Department has agreed to an arrangement whereby paychecks to be dated 1 January 1954 can be made available to the Agency on the afternoon of 31 December. Have asked  to draft an appropriate Notice to the effect that checks will be issued on the afternoon of 31 December but are not negotiable until 1 January. In addition to an Agency Notice each employee will be handed a written reminder of the fact that his check should not be cashed until 1 January.

3. Confirmed with Mr. Reber and the Bureau of the Budget that the IAC Meeting is scheduled for 2:30 p.m. tomorrow afternoon in Mr. Reber's office.

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4. Talked to  about attempting to obtain equivalent military credit for certain reserve officers who, while not actually on active duty, have been in uniform and performing the same duties that they would had they been in active status. The Agency is in error in failing to call them to active duty and should do whatever is possible to get equivalent military credit for them.

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5. Instructed  to seek  advice on a letter which the Personnel Office received from  (in St. Elizabeth's) requesting that a Personnel Officer, a Medical Officer, and a Security Officer come to the Hospital with a psychiatrist to interview him.

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6. Talked to Frank Wisner 

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SECURITY INFORMATION

DD/A DAILY ACTION SUMMARY

30 November 1953

<u>Originating Office</u>	<u>Subject</u>	<u>Action</u>
A-DD/A	Proposed Notice [redacted], PAYDAY FOR OVERT EMPLOYEES FOR THE PAY PERIOD 6 THROUGH 19 DECEMBER 1953.	Returned 25X1 messenger of Compt. Office to that Office for rewrite and resubmit.
Chief/WE 9 November 1953	Memorandum for OGS, subject: "Acknowledgement of Printing and Reproduction Support". ER-4-8977	Noted by WHM & returned to C/GSO.
A-DD/A 28 November 1953	Memorandum for the Record, subject: "Transfer of Funds to the Dept. of State to Pay for Publications Procurement Officers and Geographic Attaches". ER-4-9064	Signed by A-DD/A. 1 cc - A-Compt., 2-DD/A chrono & sub.
A-DD/A 28 November 1953	Memorandum for the Record, subject: "Supergrade Positions for the Operations Coordinating Board". ER-4-9065 EYES ONLY	Signed by A-DD/A. 1 - Act. PD, 1 - Act. Compt, 2 - DD/A chrono & sub.
Gov't Patents Board 19 November 1953	Two memoranda to: "Heads of Exec. Depts. and Agencies and Designated Liaison Officers, from Chairman, Gov't Patents Board, subject: "Prosecution of Applications for Patents by Dep't of Justice" and "Classification of Incentives Reports Canceled". ER-4-8854	25X1 Noted by RDHH & fwded to Mr. [redacted] for such action as the Patents Board deems appropriate.
General Services Administration 17 November 1953	Personal Property Management Regulation No. 31, to: "Heads of Depts. and Agencies in all Branches of the Federal Gov't", subject: "Purchase of Furniture-Section 1316, Supplemental Appropriation Act, 1954" giving outline of Regulation. ER-4-8886	Noted by WHM & JSW & fwded to C/LO, Compt, & C/GSO & GC for information & action.
A-DD/A 27 November 1953	Memorandum for Chairman, CIA Career Service Board, subject: "Report of Honor Awards Received by CIA Personnel" ER-4-9077	Signed by A-DD/A. O&I to addressee, 2 - DD/A chrono & subject.
25X1 A-DD/A 27 November 1953	Cable to [redacted] from Director, CIA, re authority delegated to purchase property. CAB 1648	Signed by 25X1 DD/A, handcarried by IAQ to [redacted] 28 Nov for DCI signature. 1 cc DD/A chrono.

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SECURITY INFORMATION

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<u>Originating Office</u>	<u>Subject</u>	<u>Action</u>
A-DD/A 27 November 1953	Memorandum for: "Director of Central Intelligence subject: Proposed Budgetary Analysis of Intelligence Programs" w/atts Tabs A and B. ER-4-8991	Signed by A-DD/A. Orig. w/att hand-carried by IAQ to DCI. 2 DD/A sub. and chrono.
Chief/Finance Division 20 November 1953	Memorandum for Acting Comptroller, subject: "Procurement of TSS Items and Payment of Certain Invoices in Connection with Project MKULTRA", w/atts tabs A to D. ER-4-8850 EYES ONLY	Orig. w/att fwded by A-DD/A to AIC "in connection with memo re audit AIC is going to make on subject". Sent in sealed envelope to AIC. Cpy of trans. slip in chrono-DD/A. 1 DD/A subject.
DCI	Letter to General L.C. Shepherd, Jr., Commandant, U.S. Marine Corps, re General Leonard E. Rea. ER-4-8830	Concurred in by A-DD/A. O&5 hand-carried by A-DD/A to [redacted] for DCI signature on 27 Nov. 53. 1 cc held by IAQ.
DCI	Letter to Lt. Gen. L. K. Truscott, Jr., USA (RET) re military personnel on overseas assignments. ER-4-8860	Concurred in by A-DD/A. O&5 hand-carried to DD/P on 27 Nov. 1 cc held by IAQ.
DCI	Letter to Gen. L. C. Shepherd, Jr., above. ER-4-8830	Signed by DCI & returned here. O&1 plus 1 for LO & 1 for CR/LO hand-carried by WHM for distribution. 2 - DD/A chrono & 25Xp.
SA/DDA:RDHH 25 November 1953	Memorandum for the record, subject: "Operational Projects Lacking Financial Accountings". ER-4-8919	Signed by RDHH. 1 cc - [redacted] FD, 1 - Act. Compt. 1 DD/A chrono.
A-DD/A 27 November 1953	Memorandum for Assistant Chief of Staff, G-2, Dept. of the Army, subject: "Exchange Training of Mobilization Designees". ER-4-8906	Signed by A-DD/A. O&1 to addressee, 1-MPD & 1-A-PD w/basic, 1 -D/Trng. 1 - Admin files, 2 - DD/A chrono & subject.

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Originating Office

Subject

Action

25X1A-DD/A
27 November 1953

Cable to [redacted] from Director, CIA,
re authority delegation to purchase property.
ER-CAB-1648

Concurred in by
A-DD/A & released
by DCI. Sent to
message center by
special courier.
Cpy to C/L6 then
to C/RE&C.

25X1SA/DDA [redacted]
25X1 27 November 1953

Memorandum for A-DD/A, subject: "Proposed Hand-
book No. [redacted] "GUIDE TO THE PREPARATION AND
PROCESSING OF STANDARD FORM 52, REQUEST FOR PERSON-
NEL ACTION" with attached proposed handbook.
ER-4-8725

O&l w/att fwded
to C/RCS for pub-
lication. Cpy
of trans. slip in
DD/A chrono.

DCI
28 November 1953

Letter to Co. Herman Beukema, re Captain Robert
W. Coonrod.
ER-4-6564A

Concurred in by
A-DD/A, signed by
DCI. Orig. to ad-
dressee, 1-OPD,
1 - MPD, 2 DD/A
chrono & subject.
2 - DCI, 1 - FPD
w/sub's folder.

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