

MEMORANDUM FOR: Deputy Director (Administration)

9 July 1954

THROUGH : Management Staff

SUBJECT : Personnel Calling for Office of the Special Assistant to the Director for Planning and Coordination

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1. On authorization of the Special Assistant to the Director for Planning and Coordination [redacted] I am submitting the following request for the establishment of a T/O for subject office as follows:

A. Three professional and three secretarial slots, number and grade as follows:

GS-18	A-173
GS-15	A-178
GS-15	A-178.01
GS-09	A-179
GS-07	A-177
GS-07	A-175

B. The transfer from the DD/I area of the ten slots formerly allocated to the Office of Intelligence Coordination, nine of which are currently filled, grade and number as follows:

GS-17	G-1
GS-15	G-15
GS-15	G-51
GS-15	G-10
GS-14	G-6
GS-07	G-21
GS-07	G-22
GS-06	G-19
GS-05	G-8
GS-05	G-23

C. One slot is being returned to the Director's reserve, namely

GS-15	A-178.02
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2. By oral agreement with [REDACTED] Office of the Deputy Director (Intelligence) and [REDACTED] Office of the Comptroller, the ultimate disposition of the transferred slot GS-15, #-15, formerly allocated to OIG and currently vacant will be determined subsequently by discussion by the Office of the DD/I and the SA/FC/DCI, such discussion being primarily related to the transfer of the IAC Secretariat from formerly the Office of Intelligence Coordination to the Office of National Estimates.

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