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3 December 1955

MEMORANDUM FOR: Chief, Management Staff
Special Support Assistant to the DD/S

SUBJECT : Regulations Control Staff

1. In confirmation of our discussion of 1 December 1955 with regard to the Regulations Control Staff, it is my understanding that the functions of this Staff are substantially as follows:

To render:

a. an editorial service, but not to initiate and develop regulations;

b. a coordination service, including the collection and assembly of comments, refinement, and distribution;

c. a reference and index service; and

d. a publication service, to include an avoidance of duplication, inconsistencies, etc.

2. All segments of the Regulations Control Staff are responsible to the Chief, Regulations Control Staff, who, in turn, is responsible to the Chief, Management Staff.

3. The Regulations Control Staff shall be responsive to requests for service submitted by the Office of the Deputy Director (Plans) and any inadequacies in this regard shall be brought to the attention of the Chief, Management Staff by the Special Support Assistant to the DD/S. Under no circumstances will DD/P components be requested to provide for themselves any service which was rendered by the Chief of Administration, Office of the Deputy Director (Plans), prior to 3 February 1955.

4. In order to insure that this service is continued and at

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the same time limit the functions of the Regulations Control Staff as indicated in paragraph 1., it is recognized that the Special Support Assistant to the DD/S must assume certain responsibilities for initiating, developing, and reviewing publications, which responsibilities have heretofore been those of the Regulations Control Staff.

5. The Chief, Management Staff and the Special Support Assistant to the DD/S will, with the least possible delay, work out procedures to implement the foregoing. In so doing, there shall be no net increase in personnel. In addition, the possibility of combining the entire Regulations Control Staff in one area, with the hope of saving additional personnel (perhaps four), should be studied.

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L. K. WHITE
Deputy Director
(Support)

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