

~~CONFIDENTIAL~~

OCT 14 1958

MEMORANDUM FOR: Comptroller
SUBJECT : Personnel Ceilings

1. The attached material on DD/S Components has been assembled to help you develop a response to the letter of 9 September from the Director of the Bureau of the Budget, which calls for a reduction in civilian force levels, wherever possible, of at least two per cent during fiscal year 1959.

2. Each DD/S Component was asked, in considering this problem, to:

(a) Examine most carefully the justification for its current personnel ceiling - with special reference to changes in functions and commitments that have occurred since the beginning of fiscal



(b) Determine how a two percent cut in ceiling might be applied and assess its impact.

3. Tab A contains a summary of the major changes in functions and Support requirements that have occurred within the DD/S Staffs and Offices since the beginning of fiscal year 1958. Reflected also are the adjustments in ceiling that have accompanied these changes.

4. A review of Tab A, and the detailed papers supporting it, makes it clear that during the past fifteen months virtually all the DD/S Components have had steady increases, often quite substantial, in the levels of their activities and commitments. These increases in activity have not been accompanied, in the aggregate, by increases in staff. Instead, they have been absorbed within existing work forces by a general tightening-up throughout our organization and by more effective management and utilization of our personnel. I believe, however, that we have reached, or most certainly approached, the point of diminishing return with respect to this process. The frills and cushions are gone. Future increases in Support requirements will have to be matched by increases in Support Personnel. And conversely, reductions in ceiling will be translated immediately into corresponding reductions in our Support capability.

25X1A

~~CONFIDENTIAL~~

Document No.	006
No Change in Class.	<input type="checkbox"/>
<input type="checkbox"/> Declassified	
Class. Changed to:	SECRET
Next Review Date:	18 JAN 1989
Auth:	HR 70-3
Date:	
By:	26

5. In summary, I do not see how the DD/S Complex can absorb a cut in ceiling without affecting immediately some existing Support commitment. Therefore, the DD/S response to this problem must depend directly on actions taken by the Agency's Operating Elements and should be consonant with such actions both in direction and degree.

151
L. K. WHITE
Deputy Director
(Support)

Attachments:

Tab A with 12 annexes

SA-DD/S:WTV:jlf (10 October 1958)

Distribution:

- Orig. - Addressee, w/basic/att's to of Comp't memo (1 of 12 annexes)
withheld in b-DD/S.
- 1 - DD/S, w/basic.
 - 1 - DD/S Chrono
 - ✓ 1 - DD/S Subject w/Tab A only
 - 1 - DD/S Reading
 - 1 - CEB's Ceiling Book