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TO : Comptroller

DATE: 8 October 1958

FROM : Chief, Budget Division

SUBJECT: Effect of the 2 Per Cent Reduction in Personnel

Over the course of the last several years and as the result of direct pressure for additional information, particularly from the Bureau of the Budget, and also in order to provide better support in responding to inquiries from the House Appropriations Committee, the budget of the Agency has been supported in considerably greater detail and a wide variety of additional analyses have been developed by the Budget Division. Some of the more notable of the increases has involved the complete development of a program budget, the institution of the regular government system of apportionments, the institution of personnel ceilings and monitoring them in relationships with the Bureau of the Budget, the institution of a system of preliminary estimates and operating budget, the coordination through the preliminary estimates and operating budget of the Agency budget system and the clandestine planning system, and the reconciliation of the Agency accounting reports with budget submissions. These increases have been accomplished without any increases in personnel. The only other function carried on, other than the ultimate budget functions, is

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BUDGET