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29 November 1954

**MEMORANDUM FOR:** Deputy Director, Central Intelligence  
Deputy Director/ Plans  
Deputy Director/ Intelligence  
Deputy Director/Administration  
Inspector General  
SA/PC/DCI

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**SUBJECT:** Project Review Committee

At the Deputies' Meeting on 29 November 1954 the Director made the following decisions with respect to the subject committee:

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1. That the Special Assistant to the DCI for Planning and Coordination will be the Chairman.

2. Projects other than those pertaining to area projects and/or programs will be submitted to the members of the Committee by vote slip or by hand of the secretary if the urgency of the project in question warrants such action.

3. Any member of the PRC may request a formal meeting if he so desires on projects submitted by vote slip or by hand.

4. It will be the responsibility of the DD/A to determine whether projects and/or programs require coordination with the General Counsel or the Comptroller. In the event such coordination is deemed necessary, it will be accomplished in the office of the DD/A. Under no circumstances will the projects and/or programs be sent to the offices of the General Counsel or the Comptroller.

5. Formal meetings will be required for all area programs and projects.

*Handwritten notes:*  
Area Projects  
DD/A  
PRC

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O/DCI/ [redacted] Skt (29 Nov) to the Director

**Distribution:**

1 each - see above

1 - ER

1 - JSEchono