

Comptroller

27 April 1955

Chief, Technical Accounting Staff ✓

**Actions Required of Technical Accounting Staff Based on
Inspector General's Survey Report**

REFERENCE: Your Memorandum to Chief, Technical Accounting Staff, dated
9 February 1955

The specific action subjects set forth in the referenced
memorandums are quoted below, followed in each instance by a
statement of the action which has been taken or action con-
templated by T&S with respect to completing these assignments:

- (1) Revision of [redacted] (IG Report - Rec. 4, page 7;
reply page 4.)

Action:

New regulations and notices which will cover all pro-
visions of [redacted] of the Confidential Funds Regu-
lations have been submitted to Regulations Control
Staff, except for paragraph "b" of CFR 11.0. These
are Regulations [redacted]. An addi-
tional Regulation [redacted] - Advances of Funds for Travel-
which will rescind paragraph "b" of CFR 11.0, has been
coordinated internally in this Office and will be trans-
mitted to Regulations Control Staff through Logistics
Office before 30 April 1955.

- (2) Revision of [redacted] to delineate responsibilities of
Comptroller regarding proprietary projects and admin-
istrative plans. (IG Report - Rec. 7a, page 7; reply
page 8.)

Action:

a. It is understood that the Project Administrative
Planning Staff was initially assigned the responsibility
for drafting an Agency Regulation No. [redacted] - Project
Administrative Planning - which would rescind Confidential
Funds Regulation [redacted] that a draft was forwarded to the
Regulations Control Staff and later transmitted by RCS to
the DD/S for preliminary review prior to coordination; and
that at this writing, RCS is working with the Office of
the DD/S to develop a draft for coordination.

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b. This Staff will cooperate fully with the Regulations Control Staff in the development and issuance of the new Agency regulatory issuance designed to rescind Confidential Funds Regulation [redacted] and will recommend including in such issuance appropriate provisions to delineate the responsibilities of the Office of the Comptroller as suggested in the Inspector General's Survey Report.

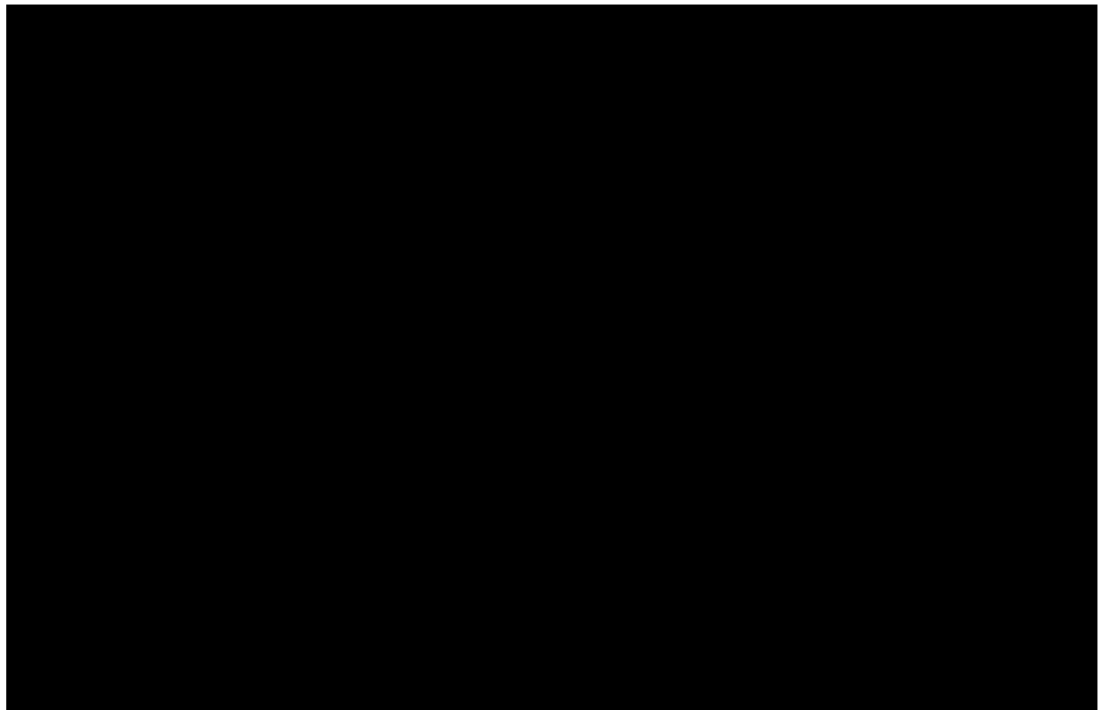
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- (3) Development of a summary form of proprietary project report. (IG Report - Rec. 78, page 8; reply page 9.)

Action:

In the reply to the Survey Report, it was pointed out that the quarterly summary financial report currently prepared by the Finance Division relating to special projects is distributed to various components; that to prepare a more comprehensive summary financial report on such activities would create an additional workload on the Finance Division; and if it is considered of sufficient importance, such summaries will be made and distributed, as recommended, to the DD/P, DD/S and DDCI. This Staff will be glad to collaborate in the development of a new form of summary financial report if this is determined to be desirable for distribution to such officials of the Agency.

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- (5) Preparation of a regulation concerning the caching operations. (IG Report - Rec. 29(a), page 11; reply page 36.)

Action:

The preparation of a regulation concerning caching operations has been the subject of several meetings between the Chief, Monetary Branch, Finance Division, and representatives of the FI Staff, DD/P. Up to this time, the principal activity has involved the development of basic concepts and policies relative to caching requirements around which the implementing regulation will be formed. The Chief, Finance Division, has advised that upon the return of the Chief, Monetary Branch, from his present overseas trip, he will arrange for participation by a member of T&S in future discussions and developmental efforts concerning this proposed regulation. This matter will receive appropriate attention directed to the final submission of a regulation to the Regulations Control Staff for issuance.

- (6) Prepare a regulation which will provide for a certificate to be executed by Division approving officers with respect to proprietary project statements attesting that he has (a) approved the expenditures as expended in the best interests of the Agency; (b) reviewed the financial reports submitted by the case officer; (c) reviewed and approved a monthly report of accomplishment; (d) advised the Comptroller of changes, if any, in the basic administrative plan; and (e) indicate that the continuation of the project is warranted. (IG Report - Rec. 7b, page 8, and para. 2g, page 27; reply pages 9 and 41.)

Action:

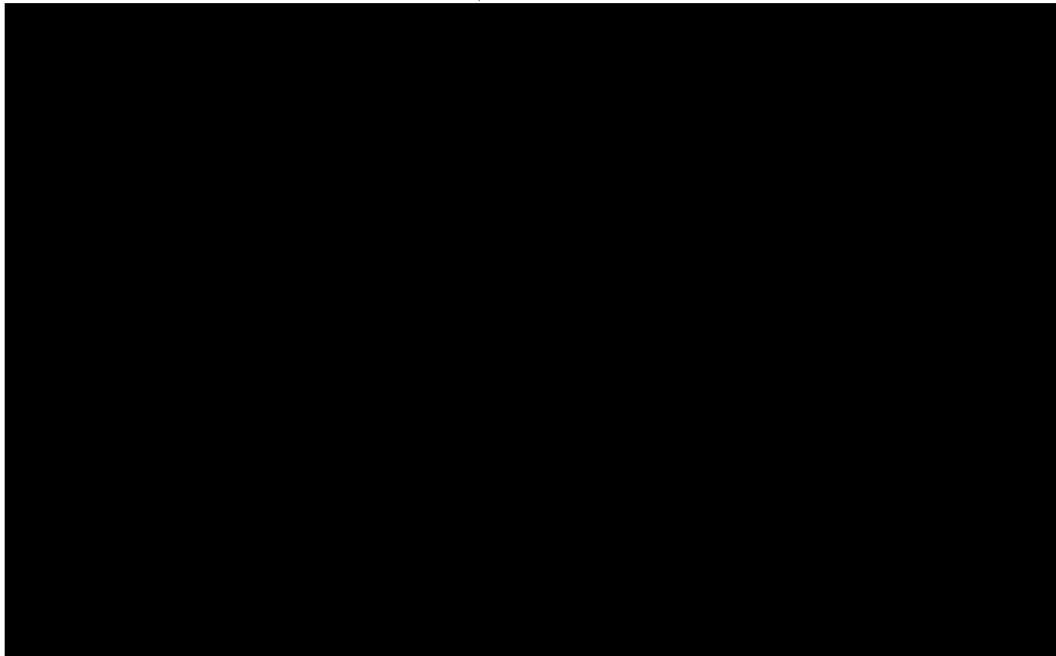
This Staff will prepare and submit to the Regulations Control Staff for issuance a proposed regulation to require that financial statements submitted to the Agency by special projects be supported by a certificate signed by the responsible operations officer, and approved by the Division approving officer, attesting that the latter has (a) reviewed the financial reports submitted by the case officer; (b) approved all expenditures reported as having been made in the interests of the Agency; (c) reviewed the current reports of accomplishment, and (d) indicated that the continuation of the project is warranted. In developing such proposed regulation, the recommendation of the Inspector General that the certification also include an attestation

that the Comptroller has been notified of changes in the basic Administrative Plan will be disregarded inasmuch as this Office has knowledge of all such changes when they are made by participating in concurrences and by receiving copies of all such changes directly from the Project Administrative Planning Staff.

- (7) Preparation of appropriate amendments to regulations on advances. (IS Report - paragraphs 3d, e, f and g, page 28; reply page 41.)

Action:

This Staff has prepared and transmitted to the Regulations Control Staff necessary amendments to Agency regulations relating to advances.



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Distribution:

Orig. & 1 Addressee

1 Deputy Comptroller

1 Mr. [REDACTED]

1 TAS Subject

1 TAS Chrono

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