3 December 1969

MEMORANDUM FOR: The Record

PROJECT   : Staffing

SUBJECT   : Recommendation to discontinue the use of the
                    Activity and Category portions of the MANS code.

     The Management Analysis Numbering System (MANS code) was
developed in the early 1960's by Office of Programming, Plan-
ning and Budgeting (OPPB) to determine the true utilization
of manpower within the Agency. The code was sub-divided into
Activity, Category and Sub-category codes.

     Position Management Control Division/OP coded all the
positions in the Agency in an attempt to fulfill this require-
ment.

     Reports were produced periodically until March 1967
utilizing the complete code. Since that time, reporting has
been accomplished only with the sub-category portion of the
code.

25X1A   Mr. ███████████ OPPB, was contacted on 26 November 1969
to determine if that office intended to reinstitute reporting
utilizing the complete MANS code in the future. He stated
that the code does not currently reflect the true utilization
of manpower due to CIA's flexible staffing pattern and he
saw no further need for the Activity and Category portions of
the code in the future.

RECOMMENDATION:

     It is recommended that the Activity and Category portions
of the MANS code be discontinued in the new system and a memo
be sent to OPPB for their concurrence.

███████████████████   25X1A

Group Leader/HRS