

29 October 1974

MEMORANDUM FOR: Deputy Director for Intelligence
Deputy Director for Operations
Deputy Director for Science and Technology
Administrative Officer, Office of the DCI

SUBJECT : First Class Travel

STATINTL

1. [] states, in part, that only Deputy Directors, plus one single senior subordinate, may approve the use of first class air accommodations.

STATINTL

2. When such authorizations are made will you please ensure that the travel order states that the determination to approve the first class air accommodation is based on []

3. Currently issued blanket travel orders will not have to be amended to include the above regulatory citation, but it should be contained in future authorizations.

4. In those cases where individual travel orders are being issued authorizing first class air accommodation because of physical condition of the traveler, it is expected that the approving authority will, if appropriate, seek an opinion from the Office of Medical Services.

Signature: John F. Blake

John F. Blake
Deputy Director
for
Administration