

S-E-C-R-E-T

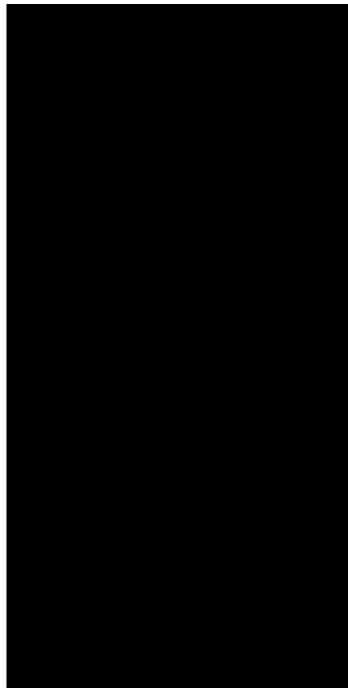
MINUTES OF MEETING
SUGGESTION AWARDS COMMITTEE
THURSDAY, 19 DECEMBER 1958

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On Thursday, 19 December 1957 at 10:00 A.M. in Room 2601 Curie Hall, [REDACTED], Chairman, chaired the Regular Meeting of the CIA Suggestion Awards Committee.

The following were present:

Members



(DD/P)
(DD/I)
(DD/S)



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(DD/I)
(DD/S)

(Personnel)

(Security)

Officers

(Executive Secretary)
(SAS)

Minutes

The minutes of the regular Committee meeting held 24 October 1957 were approved.

Chairman's Report

None.

Secretary's Report

- a. The Secretary reported on the charts and graphs of the Suggestion Awards Program for FY 1957, which the Chairman had presented at the DD/S Staff meeting on 11 December 1957.

Seven charts show relative participation by grades, components, and staff as well as the savings realized and comparison adoption rates. [REDACTED]

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requested an additional chart be prepared to show grade level of the \$10, \$15 and \$25 award winners.

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██████████ will issue an invitation to the Suggestion Awards Staff to present charts to

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DD/I personnel. ██████████, OS, stated that his Office also intends to issue such an invitation.

b. A report was submitted to the DD/S covering the net gain to the Agency of \$183,000 through the Suggestion Awards Program during the last five fiscal years. The report is available for the Committee's perusal.

c. As requested by the Committee, the following status reports were made:

1) Suggestions No. 3222 and 58-96, which were referred to the Civil Service Commission for reference to other Government agencies, are still in process.

2) Suggestion No. 2632 is still being considered by the DD/P Records Policy Officer.

These cases will be followed up and a positive report will be made to the Committee in the future rather than several negative reports.

d. Suggestions in process at this time total 211.

The age of these current suggestions are as follows:

1954	1
1956	3
1957 (1st Qtr.)	9
(2nd Qtr.)	38
(3rd Qtr.)	63
(4th Qtr.)	97
	<u>211</u>

Old Business

None

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New Business

It was moved by ██████████ and seconded by ██████████ that, in the interest of efficient processing of the suggestions received, the Chairman be authorized to act upon and approve small awards - from the Letter of

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Appreciation up to and including \$25.00 awards. (Such amounts are in the Slight-Limited category of Intangible Benefits, or based on estimated \$500.00 Tangible Savings.) The Chairman will report on such actions at the Committee meetings. ██████████ asked that this authority be voted on annually. The motion was carried unanimously and will be voted annually.

Suggestions
Approved

By unanimous vote on each case, the Committee approved the following awards for the suggestions indicated:

<u>Sugg. No.</u>	<u>Total Award</u>	<u>Benefits or Savings</u>
1926	\$355.00	Tangible (\$11,000) Intangible (Slight-Extended)
2057	\$125.00	Intangible (Moderate-Broad)
3009	\$175.00	Intangible (Moderate-Broad)
2878	\$10.00	Tangible (\$80.00)
2915	Letter of Appreciation	
2922	\$15.00	Intangible (Slight-Limited)
3053	\$20.00	Intangible (Slight-Limited)
58-26	\$10.00	Intangible (Slight-Limited)
58-31	\$20.00	Intangible (Slight-Limited)
58-103	\$10.00	Intangible (Slight-Limited)
58-129	\$10.00	Intangible (Slight-Limited)
58-130	\$10.00	Intangible (Slight-Limited)
58-140	\$35.00	Tangible (\$645.00)
58-141	\$40.00	Tangible (\$805.00)
58-143	Letter of Appreciation	
58-168	\$15.00	Intangible (Slight-Limited)
58-194	\$10.00	Intangible (Slight-Limited)

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Committee
Recommendations

[redacted] requested that the Executive Secretary periodically report on formal presentations of the Suggestion Awards Staff made to various Agency components in order that the Committee can help the Suggestion Awards Staff make more contacts.

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M.B. SAS will report on or about the 1st of each month.

Adjournment

The meeting adjourned at 12:15 P.M.

[redacted]

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Executive Secretary
Suggestion Awards Committee

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[redacted]

Chairman, Suggestion Awards Committee

J. J. [unclear] '58
Date

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