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Approved For Release 2002/05/02 : CIA-RDP80-01240A000100040002-6

Chief, Management Staff

22 MAR 1961

Comptroller

Fiscal Year 1962 Planning Paper - Office of the Comptroller

The annual Planning Paper for the Office of the Comptroller
for Fiscal Year 1962 is forwarded in accordance with Agency
Regulation

25X1A

E. R. Saunders
E. R. SAUNDERS

Attachment

Approved For Release 2002/05/02 : CIA-RDP80-01240A000100040002-6

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10 April 1961

TO : Director of Personnel
 FROM : Chief, Management Staff
 RFE : a) Memorandum for Comptroller from DD/S dtd 21 Jan 60, subj.: Personnel Ceiling Objective for FY 1961.
 b) Memorandum for DD/S from Chief, Management Staff dtd 21 Mar 60, subj.: Extension of Termination Date of Two Ceiling Positions through 30 June 61.

The attached planning paper eliminates two Tab Machine Operator positions, GS-5, in the EAM Branch, ADP Division, Office of the Comptroller, thereby bringing the number of positions in that Office down to the ceiling objective of [] established by references (a) and (b). The planning paper also makes certain other changes, which do not affect ceiling, budget, or average grade:

a. Finance Division, Monetary Branch:

(1) Eliminates the Custodial and Security Section, and its only position, Fiscal Control Officer, GS-11 (Position No. 121).

(2) Increases flexible Position No. 367, Banking Officer, GS-11, in the Banking Operations Section from 1 to 2.

b. Industrial Contract Audit Division:

(1) Transfers Position No. 376, Business Accountant, GS-9, from [] to Audit Zone I. 25X1A6a

(2) Transfers Position No. 588, Business Accountant, GS-11, from Audit Zone IV to [] and eliminates Audit Zone IV. 25X1A6a

APPROVED:

Signed

11 APR 1961

 Chief, Management Staff

DATE

ATTACHMENT:

Tab A - FY 62 Planning Paper, Office of the Comptroller, dtd 22 Mar 61.

Distribution:

- 0 & 1 - O/P w/att.
- 1 - O/Compt w/o att. ✓
- 2 - DD/S w/1 att.
- 1 - Mgt/S file w/att.

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