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16 MAR 1959

MEMORANDUM FOR THE RECORD

FROM : Chief, Analysis Branch No. 1

25X1A6a

SUBJECT: Meeting of 5 March 1959 on [redacted] Accounts

1. The following were present: Messrs. [redacted]

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2. The following current actions were agreed to:

a. Unvouchered Accounts [redacted]

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(1) The present 3285 series for [redacted] will be changed to 3385. (Budget has initiated the chart change, and personnel actions now being prepared by NEA are citing the 3385 numbers.)

(2) The NEA Division will request Accounts Branch to transfer all expenditures and costs from the 3285 series to the 3385 series retroactive to 1 July 1958. Accounts will make adjustment as of 31 March 1959. During the month of March, Accounts will post to both 3285 and 3385. For items received after 31 March, Accounts will endeavor to correct numbers on vouchers and requisitions now in the pipeline which may still have the old numbers as they are received.

(3) SE/Log will advise Logistics to change the numbers from 3285 to 3385 on all requisitions now in process.

(4) A list of all unvouchered personnel now charged to 3285 will be provided to Finance Division, Compensation and Tax Accounts Branch. The effective date of the change-over for staff personnel will be 22 March 1959. Effective date for contract personnel will be 1 April 1959.

(5) The Budget Division immediately will issue revised allocations and allotments in connection with [redacted] accounts on the basis of the memorandum from SE and NE/EF dated 2 March 1959.

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(6) On FY 1957 and FY 1958 accounts it was decided that:

(a) Account numbers will not be changed.

(b) Accounts Branch can split-out ~~25X1A6a~~ listings: "3285" listings will go to NEA. All other 3200 accounts will go to SE as soon as the SE/NE merger is consummated.

(c) NEA will have the responsibility on all items connected with 1957 and 1958 and prior accounts such as liquidation of obligations, "W" accounts, red balances, claims, etc., on the 3285 accounts. SE now, and later NE, will have responsibility for all other 3200 accounts.

b. Headquarters Unvouchered Account

~~25X1A9a~~ Mr. ~~25X1A6a~~ stated that ~~25X1A6a~~ pro rata share would not be more than \$4,000 or \$5,000, and it would be difficult to identify and adjust individual transactions. It was the opinion of all present that there was nothing to be gained by splitting this small amount. Accordingly, for programming, budgeting and accounting purposes, the entire Headquarters unvouchered account will be considered as applicable to the present SE Division and therefore ultimately will become part of the budget base and part of the responsibility of SE. (Note: There are no personnel connected with ~~25X1A6a~~ activities whose salaries are charged to Headquarters unvouchered account.)

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c. Headquarters Vouchered Personnel Assigned to ~~25X1A6a~~ Branch

(1) The NEA Division will provide immediately a list of these people, together with necessary information, to the Fiscal Division. Fiscal Division is to adjust all charges for these personnel from SE vouchered to NEA vouchered retro-active to 1 July 1958. ~~25X1A6a~~ of Fiscal states that this can be done.)

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(2) The Budget Division will adjust the allocation and allotment on the basis of the mutually agreed estimate.

d. Other

(1) ~~25X1A6a~~ It was agreed that no number changes for FY 1959 will be made when ~~25X1A6a~~ is split-off from NEA. Accounts will provide NEA with extra copies of the machine runs. NEA will make available the pertinent portions to the ~~25X1A6a~~

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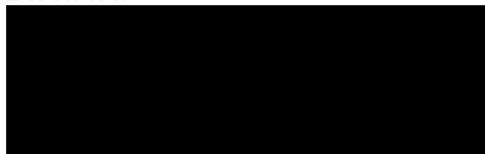
(2) SE/EE Merger: There will be no member changes for the proposed merger of SE and EE for FY 1959. However, EE will receive an allocation and the allotments and will be responsible for the 3200 series of accounts as of the date of the merger.

(3) SE Overhead: It was agreed that no decision could be made at this time in connection with the distribution of funds pertaining to that portion of the Headquarters unnumbered account applicable to the SE Division staffs. It is understood that personnel will be reassigned before the ceilings for the divisions affected are adjusted. Funds will not be redistributed until personnel are reassigned and the new ceilings are established.

3. If no final command decisions in connection with Africa, the SE/EE merger, and the personnel ceilings are reached prior to the preparation of the operational program, it was proposed that SE will program, as heretofore, except for  and NSA will program for all of its present activities, including Turkey. Subsequent adjustments can be made by covering memorandum to the FRC and in the operating budget.

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BD/COM/CSM/RLM/yvs (12 March 1959)

Distribution:

- 2 - Budget Division
- 2 - Analysis Branch No. 1
- 1 - Accounts Branch
- 1 - FRC
- 1 - Comptroller
- 1 - NSA B & F
- 1 - SE B & F

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