

1649

~~SECRET~~

25X1A6c

: Chief of Station, Saigon
ATTN: Finance Officer

10 April 1959

: Deputy Comptroller

~~CONFIDENTIAL~~

General - Administrative/Finance/Logistics
Specific - Preparation of Form No. 1488,
Schedule of Locally Procured Non-
expendable Materiel, Schedule I.

Report the Value of Nonexpendable Materiel
Procured.

dated 24 November 1958

25X1A6c

1. Paragraph 6 of reference set forth the procedure to be followed by the Saigon Station for reporting local procurement of nonexpendable materiel made by the station to headquarters.

2. Inasmuch as the monthly Class A accounting of the Saigon Station includes financial transactions of locations maintaining separate Type II accountability for property, it is suggested that the station Finance Officer contact each such location and request that it clearly identify on its financial accountings the nonexpendable materiel procured locally and recorded in its Type II property records, together with the dollar value of each transaction as recorded in its property records. Further, in preparing Schedule I, it is requested that opposite each line item representing local procurements by such locations, the "Description of Item" column include parenthetically the dollar value of the item as recorded in the Type II accountable records, along with the name of the Type II accountable location affected.

15/

25X1A2e

24 March 1959

TAS/LLM/FLB/pb

Distribution:

- 3 - Addressee
- 1 - Signer
- 2 - Area Div.
- 1 - FD
- 1 - OL/SD
- 1 - TAS Subject
- 1 - TAS Reading
- 1 - TAS Chrono

DOC	43	REV DATE	27-5-81	BY	006/99
ORIG COMF		ORIG	38	TYPE	01
ORIG CLASS	5	PAGES	1	REV CLASS	e
JUST	22	NEXT REV	2011	AUTH:	HR 10-2

~~SECRET~~