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Chief of Station

INFO:

Deputy Comptroller

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- Administrative/Finance/Logistics
- Financial Accounting for Property Reports

REFERENCE:

(Manual Method)

ACTION REQUIRED: Revision of method of submission of FPA Reports.

1. Logistics requirements and budgetary data for equipment under the technical cognizance of KUCLESB are reviewed and justified by EUBASE to outside reviewing officials as a category of equipment and supplies separate from other types of property. Therefore, there is a continuing requirement (which is currently receiving added emphasis due to increased budgetary pressures) for information covering:

- a. Value and location of KUCLESB property both in use and in stock.
- b. KUCLESB property issued with information as to the using activity and authority for issues.
- c. Receipts and data as to the supply source.

Considering the above, it is necessary that the property and financial records maintained be capable of providing the different kinds of desired information for all categories of equipment on a segregated basis.

2. In order to facilitate segregated record maintenance and reporting procedures to satisfy the requirements outlined

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