

65-6713/1

**S E C R E T**

16 NOV 1965

**MEMORANDUM FOR:** Deputy Director for Support

**SUBJECT :** Inspector General's Survey of Travel Administration

1. Attached is the Inspector General's report of survey of travel administration. Three recommendations in this report are directed to the Deputy Director for Support. Will you please give me your comments on these recommendations within thirty days from this date.

2. One recommendation in this report is directed to the Deputy Director for Science and Technology. I am forwarding a copy of the report to him with the request that he submit comments on this recommendation.

/s/ L. K. White

L. K. White  
Executive Director-Comptroller

**Attachment**

Distribution:

- 0 & 1 - Addressee w/att.
- 1 - Ex Dir-Compt w/o att.
- ✓ 1 - ER w/o att.
- 2 - ●/IG (1 w/h) w/o att.

**S E C R E T**

**S E C R E T**

65-6713/2

16 NOV 1965

**MEMORANDUM FOR:** Deputy Director for Science and Technology  
**SUBJECT** : Inspector General's Survey of Travel Administration

1. Attached is the Inspector General's report of survey of travel administration. One recommendation in this report is directed to the Deputy Director for Science and Technology. Will you please give me your comments on this recommendation within thirty days from this date.

2. Three recommendations in this report are directed to the Deputy Director for Support. I am forwarding a copy of the report to him with the request that he submit comments on these recommendations.

*/s/* L. K. White

L. K. White  
Executive Director-Comptroller

Attachment

Distribution:

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- 1 - Ex Dir-Compt. w/o att.
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**S E C R E T**

65-6713

S E C R E T

12 NOV 1965

MEMORANDUM FOR: Executive Director-Comptroller  
SUBJECT : Inspector General's Survey of Travel Administration

1. Attached is the Inspector General's report of survey of travel administration. The primary objective of this survey has been to determine the extent of inequities arising out of lack of uniformity in application of the travel regulation by different components of the Agency and to ascertain what corrective measures might be desirable to reduce or to eliminate such inequities as might be found to exist.
2. Based on our findings of this survey, we have concluded that the problem of inequities in travel administration is not of sufficient magnitude to warrant major corrective action. We believe there will always be some inequities in administering a system which must be flexible enough to enable the Agency to meet its operational requirements; however, we have made four recommendations -- three to the Deputy Director for Support and one to the Deputy Director for Science and Technology -- which we believe will contribute to a reduction in those inequities.
3. Attached for your signature are memoranda to the Deputy Director for Support and Deputy Director for Science and Technology forwarding copies of the report and requesting comments on the recommendations.

J. S. Earman  
Inspector General

Attachments

S E C R E T