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ER 83-8812/2

23 DEC 1963

MEMORANDUM FOR: Deputy Director (Science and Technology)

SUBJECT: Approval of Separate Activities in the
Science and Technology Area

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1. In accordance with paragraph 1.c. of the regulation on the Approvals System (██████████ Revised 27 June 1963), this memorandum provides guidelines for the approval of certain activities in the Science and Technology Area. Procedures for approval of your research and development projects, such as those contracted for by the Office of ELINT, are outlined in another DDCI memorandum which has Agency-wide application. Accordingly, this memorandum addresses itself to these non-R&D undertakings of your directorate which would be characterized as "separate activities" within the meaning of the cited regulation.

2. The rapidly evolving nature of the Agency's Science and Technology program does not permit the establishment at this time of a finite list of line items which fall under the "separate activities" category. As an interim measure, however, it is requested that you apply the formula in this memorandum to the external research projects of the Office of Scientific Intelligence, and to such things as the development of new systems within the Office of Computer Services, certain specialized efforts in support of technical collection, etc. The experience factor will no doubt serve to refine this requirement further.

3. For separate activities of a non-R&D nature within the Science and Technology Area the approval of the Deputy Director of Central Intelligence must be obtained whenever:

a. A proposed undertaking involves a significant new policy consideration, or for any other reason suggests the desirability of prior consideration at head-of-agency level, regardless of financial magnitude.

b. A total authorization is required in excess of \$150,000 in the current fiscal year.

c. An amendment is proposed to an existing activity which would raise the total authorization more than \$100,000 above the level established in the Financial Plan.

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In addition the Deputy Director (Science and Technology) will notify the Director, Office of Budget, Program Analysis and Manpower of all financially significant changes relating to the over-all S&T program in such detail as the Executive Director-Comptroller may require for reporting on a current basis the status of the Financial Plan to the Deputy Director of Central Intelligence.

4. The Deputy Director (Science and Technology) may:

a. Approve new activities and amend, renew or terminate continuing activities which, based on the guidance given in paragraph 3. above, do not require consideration by the Deputy Director of Central Intelligence.

b. Delegate to the Assistant Deputy Director (Science and Technology) such authorizations as are granted to him in this memorandum.

c. Delegate to subordinate Assistant Directors approval authority within their individual Offices for the initiation, amendment, renewal or termination of activities, providing the total amount involved is not in excess of \$25,000.

5. Those actions involving separate activities within the Science and Technology Area which, based on the foregoing, do require approval by the Deputy Director of Central Intelligence shall be submitted via the Director, Office of Budget, Program Analysis and Manpower and the Executive Director-Comptroller with background materials and staff comments as appropriate.

SIGNED
Marshall S. Carter
Lieutenant General, USA
Deputy Director

O/BPAM/JMC/RLS/ncl 17 December 1963
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