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September 26, 1966

MEMORANDUM FOR: [REDACTED], Chief
DDI/OCI/Admin

STATINTL

SUBJECT: Overtime for Personnel Assigned to the Situation Room

Per my conversation with [REDACTED] of your office, we have reviewed the overtime requirements for the eight CIA personnel assigned to the White House Situation Room in light of Bulletin No. 67-3 from the Director, Bureau of the Budget.

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In the case of the five junior officers who provide around-the-clock coverage on a shift basis, their hours can be adjusted to avoid overtime except where necessary to fill in because of unexpected illness or in cases where two or more employees must be absent. Overtime for these employees would be the exception rather than the rule, and would occur only in extreme emergencies.

Because it is in the interest of national security that a senior officer be available for the entire 24-hour period of Saturdays, Sundays, and holidays, it is our opinion that the 8-hour per pay period average overtime for each of the three senior officers is essential and should be continued. The only other alternative would be to employ additional personnel. A review of the cost-benefit ratio between doing this and authorizing overtime indicates overtime would be the appropriate choice.

[REDACTED]
STATINTL