

1/9/62
135-5700-5495

MEMORANDUM OF ORAL COMMITMENTS

Date 1 November 1962

TO : Chief, Finance Division
VIA : Contract Approving Officer
FROM : Chief of Station, Mexico City
SUBJECT: Engagement of LIHUFF-1 as Independent Contractor.

1. TERM AND PROJECT CHARGE: The Subject individual has been engaged under oral contract for use under Project LIHUFF and is chargeable to CGA. The effective date of the oral contract is 1 November 1962 subject to termination by ODYOKE upon 30 days' actual notice.

2. SECURITY APPROVAL: The appropriate security approval for Subject's use has been obtained. Type FOA Date 14 April 1962

3. CITIZENSHIP: The Subject () is (X) is not a foreign national.

4. COMPENSATION: The Subject will be paid \$500.00 US per month. The approximate equivalent of this amount in PBPRIME currency is \$ dollars. Subject () will (X) will not receive a Christmas bonus equivalent to . Other compensations in the nature of bonus commitments, gifts, paid vacations, etc. include: None

5. TAXES: Subject (X) is () is not subject to PBPRIME income taxes. If Subject to PBPRIME income taxes, payments and/or deductions will be made in the following manner Station will withhold \$25.00 per month in Field Eacroy Account in payment of Subject's income tax.

6. QUARTERS AND/OR SUBSISTENCE: (a) SUBJECT () will (X) will not be quarters and/or subsistence allowances. (b) The following commitments have been made regarding additional compensation to accommodate increased cost-of-living and quarters expenses: None

7. OPERATIONAL EXPENSES: (a) Subject (X) will () will not be reimbursed for operational travel. (b) Subject (X) will () will not be reimbursed for operational expenses. State nature of any operational expenses for which Subject will be reimbursed: As authorized and approved by CGA.

8. CONTINGENT OBLIGATIONS: The following have not been promised the individual but may have to be met by ODYOKE. Give reason for each contingent obligation None

9. No commitments other than those stated above have been made to the Subject.

Signed William G. Curtis
Case Officer

Reviewed W. Harrison
Contract Approving Officer

Approved William G. Curtis
Field Contracting Officer (COS)

Distribution: 3 Authentic copies to HQs
1 File P-
1 Admin Office

Joseph B. Bryan
Special Agent

INSTRUCTIONS TO CASE OFFICERS:

1. Prepare Orig & 4 copies for distribution as above. Extra copies as needed.
2. PRIOR HEADQUARTERS APPROVAL IS REQUIRED before any commitments can be made regarding the following special benefits: Death; Disability; Missing in Action; Resettlement; and Citizenship or Emergency Assistance.
3. The dispatch sending copies to HQs should provide, among other things, the following: (a) Statement regarding primary functions of the individual and the cover under which he will operate; (b) Pay instructions if to be paid by Headquarters; and (c) If cover income is to be offset, the amount of such income and of first payment by the cover organization.

~~SECRET~~

9 APR 1962



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