MEMORANDUM FOR: Chief, Audit Staff, O/IG

FROM: John F. Blake
Deputy Director for Administration

SUBJECT: Actions taken on Audit Recommendations for Project

In response to the three recommendations contained in the audit report dated 12 May 1976, the following actions have been taken:

1. FORMAL BUDGET NEEDED

Procedures have been established whereby the budget for will be submitted, reviewed and approved annually by the DDA. A review of the preliminary budget was made in February of this year and a review of the final budget for FY-77 is scheduled to take place prior to the end of May.

2. COST CONTROL ACCOUNT

Establishing a single costs is in process and should be completed in the very near future.

3. CONTROL OF CASH

Mr. Vernon C. Moseley, Vice President, has been added as a second bank signatory on all checks drawn for amounts over

/s/ John F. Blake
John F. Blake

cc: SSA/DDA
O/Compt
D/OF
O/IG
D/IG

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