Approved For Release 2002/07/29 : CIA-RDP80B01676R000500150001-2

Executive Registry
66-4184

DD/S 66-5001

3 OCT 1966

MEMORANDUM FOR: Executive Director-Comptroller

THROUGH : Director, Planning, Programming and Budgeting

SUBJECT : Office of Communications/DDS Staffing Complement Revision

1. This memorandum contains a recommendation for your approval; such recommendation is contained in paragraph 5.

2. In collaboration with the Position Management and Compensation Division of the Office of Personnel, we have reviewed the Office of Communications' proposed distribution of its 1967 ceiling authorization and proposed upgrading of several existing positions. These proposals do not affect the current authorization for positions GS-14 and above, but do increase the Office of Communications average GS grade from 9.386 to 9.401.

3. This increase is largely the result of the addition of 36 new ceiling positions, with the remaining increase caused by upgrading seven key intermediate-level program positions. These grades have been approved by the PMCD/OP and are in accordance with established grade patterns for such specialized jobs. Tab A shows a summary of the changes in ceiling, average grade, grade distributions and other related information pertinent to your review. Tab B presents a narrative summary of these changes. Tab C, which lists in detail the proposed changes, is furnished as additional background.

4. A review of the current Office of Communications Staffing Complement, as well as that of other Support Services components, reveals that compensating changes cannot be made at this time, and an exception is being requested in the average grade limitation for this proposed increase. The request for an exception is particularly significant in view of the continued program demands and increasing requirements upon the Office of Communications - the initial basis for authorizing the recent ceiling increase.

Approved For Release 2002/07/29 : CIA-RDP80B01676R000500150001-2

Approved For Release 2002/07/29 : CIA-RDP80B01676R000500150001-2

5. It is recommended that the Office of Communications average grade be increased from 9.386 to 9.401.

[redacted] STAT

R. L. Bannerman
Deputy Director
for Support

Attachments:
TAB A
TAB B
TAB C

Concur:

/s/ Emmett D. Echols — 29 SEP 1966

Emmett D. Echols — Date
Director of Personnel

The recommendation contained in paragraph 5 is approved.

/s/ L. K. White — OCT 1966

L. K. White — Date
Executive Director-Comptroller

Distribution:
Orig - Adse w/atts (Return to D/Pers via DD/S)
1 - ER
1 - D/PPB
1 - D/Commo
1 - DD/S Subject w/cy atts
1 - DD/S Chrono
STAT PMCD/OP: [redacted] (21 Sept 66)
STAT SPA/DDS: [redacted] (22 Sept 66)

Approved For Release 2002/07/29 : CIA-RDP80B01676R000500150001-2