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Approved For Release 2003/05/23 : CIA-RDP80B01676R002900190004-9

Executive Registry
62-8745

28 November 1962

MEMORANDUM FOR: Director of Personnel

VIA: Deputy Director (Support)

SUBJECT: Staffing Complement - Office of the Director, USIB Executive Secretariat - Request for Changes in Authorized Positions

On 10 August 1962 the DCI approved the recommendations contained in a memorandum dated 1 August 1962, addressed to the Chairman, USIB from the Executive Secretary, United States Intelligence Board, subject: USIB Secretariat Personnel.

Therefore, it is requested that Position #0266, Intelligence Officer-General, GS-0132.06, grade 14, be abolished and that the Planned Incumbency of Position #0270 Secretary-Steno, GS-0318.01, grade 6, be increased from 1 to 2.

The above actions will not alter the approved Position Ceiling or the Departmental Staffing Complement total.

Signed

Lyman B. Kirkpatrick
Executive Director

cc: Budget Division
Office of the Comptroller

25X1

AO/DCI [redacted]

Distribution:
Orig. & 1 - Addressee
1 - DD/S
1 - Budget Division
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MEMORANDUM FOR: The Record

Copies of the attached were sent to DD/I and DD/S for information and appropriate action.

[redacted] (19 Feb 62)
(DATE)

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FORM NO. 101 REPLACES FORM 10-101
1 AUG 54 WHICH MAY BE USED. (47)

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