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25 April 1957

MEMORANDUM FOR: Chief, SR/Support Staff

SUBJECT : Proprietary Project AERODYNAMIC - Proposed Changes to Administrative Plan

REFERENCE : Revised Administrative Plan for the Proprietary Aspects of SR Division PP Project AERODYNAMIC

1. It is requested that appropriate action be taken to make the following changes in the extant Administrative Plan:

a. DELETE: Paragraph 13 (b-4), Section V - Financial Reporting which requires the quarterly submission of a statement of salaries paid. All of the CASOMARY's are covered by memoranda in lieu of contracts and further are paid entirely by the cover company, therefore, it is not deemed necessary to require a statement of salaries paid for financial reporting. If specific information is required the project case officer or a member of the Technical Accounting Staff, Office of the Comptroller will be in a position to obtain the payroll information at the project site.

b. ADD : Paragraph 5 (h), Section II - Incorporation of AEROMEMIVE, to cover travel provisions as follows: "Travel, quarters, subsistence, and entertainment expenses incurred by AEROMEMIVE personnel while engaged on KUBARK or cover business shall be reimbursed on an actual, reasonable, and necessary expense basis consistent with the practice of comparable nonprofit associations or charitable foundations. Expenses incurred by AEROMEMIVE personnel while engaged on KUBARK or cover business shall be reviewed at least semiannually by the SR Division." The above provision was erroneously omitted from the extant Administrative Plan.

2. The above recommended changes have been discussed with a member of the Technical Accounting Staff, Office of the Comptroller who indicated that his office will not interpose any objections to these changes.

DECLASSIFIED AND RELEASED BY  
CENTRAL INTELLIGENCE AGENCY  
SOURCE METHODS EXEMPTION 3B2B  
NAZI WAR CRIMES DISCLOSURE ACT  
DATE 2007

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SR/COX/PP

SR/PP: C J: few  
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