

<b>DISPATCH</b>	CLASSIFICATION <b>SECRET</b>	DISPATCH SYMBOL AND NO. <b>EGFW-11017</b>
	TO <b>Chief of Base, Frankfurt</b> INFO <b>Chief of Station, Germany</b> <b>Chief of Base, Munich</b>	HEADQUARTERS FILE NO. <b>74-124-29/3</b>
FROM <b>Chief, SR</b>	DATE <b>4 AUG 1960</b>	RE: "43-3" -- (CHECK "X" ONE)
SUBJECT <b>REDWOOD/AERODYNAMIC</b> <b>Recommendations for Administrative Handling</b> <b>of ABCASSOWARY/29</b>	<input type="checkbox"/> MARKED FOR INDEXING	<input checked="" type="checkbox"/> NO INDEXING REQUIRED
	ACTION REQUIRED <b>See Para 8</b>	INDEXING CAN BE JUDGED BY QUALIFIED HQ. DESK ONLY

REFERENCE(S)

- a. EGOW-1653, 30 June 1960
- b. PROB 7321
- c. DIR 40530

1. We wish to make certain recommendations with regard to the administrative handling of ABCASSOWARY/29. These suggestions have been discussed with ABCASSOWARY/2 and have his concurrence. The recommendations are, of course, subject to FOB approval and alteration, and are intended to facilitate ABCASSOWARY/29's handling, as well as to indicate to the field the current project administrative procedures. These suggested procedures are patterned after those used with ABCASSOWARY/15, the ABCASSOWARY/1 operations man for the Western Hemisphere (currently the United States and Canada). We have found them to be practical.

2. Per DIR 42865, FOB has received an AERODYNAMIC FY 1961 field allotment in the amount of \$10,000. This money is intended to cover A/29's travel expenses, his operational expenses and any costs incurred by or on behalf of his sub-agents. (His salary is paid separately and directly by A/1 and need not concern the field case officer.) We request that strict financial accountability be required of A/29. This accountability is due only to KUBARK, not to A/1 which has no control over these funds. Furthermore, A/29 is to use the field allotment only in the accomplishment of his operational mission. Money expended from the AERODYNAMIC budget in Europe for any other purpose comes out of that part of the AERODYNAMIC budget sent directly to A/2 in PEPRIME on a subsidy basis. A/2 will continue to handle the costs of newspaper support, etc. in Munich from the subsidy made to A/1 in PEPRIME.

3. It is recommended that A/29's travel expenses be handled on a strict per diem basis like that applied to KUBARK staffers. For travel incurred in the United States, he has been paid per diem at the same rate as staffers (as is A/15), and it is suggested that this also be made the rule while he is in Europe. However, this is left to the discretion of FOB.

4. A/29 has been told that he will be expected to do thorough written reporting in English. We should appreciate two copies of all his reports, one for Headquarters files and one possibly to be kept in the main A/1 operational files by A/15 who will generally be expected to keep up on all A/1 operations, be they his own or A/29's. Such continuity may obviously be essential in running an operation on a world-wide basis. (All of A/15's records are kept in regular three-way combination safes in a guarded ODYCKE building where he maintains a covert office. These records are not sent to the A/1 PEPRIME office, nor are they made available to anyone except A/2.)

5. In line with the parenthetical explanation above, it is suggested that A/29 be furnished with safe facilities in a secure ODYCKE installation for maintaining his records and to serve as an office where he can work uninterruptedly and securely. We have repeatedly emphasized to both A/29 and A/15 that no records should be kept in their homes or apartments.

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74-124-29/2

FORM 10-57 53 (40)	USE PREVIOUS EDITION. REPLACES FORMS 51-28, 51-28A AND 51-29 WHICH ARE OBSOLETE.	CLASSIFICATION <b>SECRET</b>	<input checked="" type="checkbox"/> CONTINUED	PAGE NO. <b>1</b>
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6. All operational correspondence between A/29 and A/15 will be handled via the field and Headquarters case officers and all sensitive material will travel via KUBARK channels. We have provided A/29 with a PEPRIME letter drop to be used for non-sensitive correspondence with A/15, but even this is serviced by KUBARK Headquarters and any correspondence will come to the attention of the Headquarters case officer.

7. Headquarters has furnished A/15 with several letter drops for correspondence with his spotters and other agent contacts, again serviced by KUBARK. It is suggested that a similar system be set up for A/29, guaranteeing security and KUBARK control. One of these addresses should be forwarded to Headquarters for use by A/15 for non-sensitive correspondence with A/29.

8. Undoubtedly the above recommendations will not cover all situations where Headquarters-Field continuity is desirable. We welcome any suggestions, whether on other matters or aimed at improving the prevailing system.

9. We would only add that A/29 fully understands what is expected of him, both in his operational and administrative procedures and in his relationship to KUBARK. With the proper amount of direction and support, we hold high hopes for his success as a good and productive REDSKIN P.A.

[ ]

2 August 1960

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