

~~CONFIDENTIAL~~  
~~SECURITY INFORMATION~~**Office Memorandum • UNITED STATES GOVERNMENT**

TO : Consultant

DATE: 19 March 1952

FROM : Comptroller

SUBJECT: Civilian Personnel Actions

1. Reference our discussion yesterday noon on civilian personnel promotions, at or about the time that AFSA was formed, my records in respect to the Army are as follows:

- a. The attached memorandum on this subject, dated 2 September 1949, indicates that the Chief, Army Security Agency, recognized the implications of such actions.
- b. As you may remember, things moved rather slowly at that time. It was several months before the questions of detailed functions, personnel spaces, and personnel were settled. Specifically, these matters were solved on or about 15 December.
- c. The Director, AFSA, recognized this problem in a letter dated 31 October 1949 addressed to the Chief, Army Security Agency, as well as to other cryptologic agencies, asking that action be frozen in respect to personnel and spaces which were destined for transfer to the new Agency.

2. I discussed this matter with Admiral Stone and others sometime in October, 1949; and although I do not recollect what similar action, if any, the Navy had taken, I feel that the Chief, Army Security Agency, anticipated the Director's desires well in advance and at a time certainly appropriate in respect to the slow development in the formation of the new Agency.



Inclosure - 1  
Civilian Personnel Actions,  
CSGAS, 2 September 1949

PAUL E. NEFF  
Acting Comptroller

~~CONFIDENTIAL~~

2 SEP 1949

CSGAS

MEMORANDUM FOR ACTING CHIEF, AS-61

SUBJECT: Civilian Personnel Actions

1. Confirming our past discussions on personnel actions, it is considered advisable that, in view of the pending AFSA organization, the Agency review carefully the establishment of additional positions, particular those in the higher grades.

2. Particular concern is felt in regard to requests for reclassifications which will result in a promotional action. Consequently, all actions in regard to establishment of positions of P-3 and above, will be submitted to this office for approval. Justification will be attached and will specifically include a statement from the operating official as to whether:

- a. Incumbent has been performing the additional responsibilities and, if so, for how long.
- b. An organizational change is involved in the reclassification.
- c. Under existing plans, a position in the higher grade can be accommodated by the residual ASA or AFSA, as appropriate.

3. In order to limit the number of requests for reclassifications, key officials should be informed of the above requirements and that, until AFSA organization is decided, establishment of high-grade positions will not be approved unless an overall economy can be shown, or unless an outstanding inequity would otherwise be perpetuated.

PAUL E. NEFF  
Assistant Deputy Chief  
Army Security Agency

Inclosure with OOF Office Memorandum of 19 Mar. 52

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