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2D MEETING

PERSONNEL CONTROL COMMITTEEMinutes of the MeetingHeld Monday, 15 January 1945

\*1. Lunch Hour. - Colonel Johnston distributed the approved minutes of the meetings held on 18 December 1944 and 1 January 1945. The Commanding Officer returned the minutes of the meeting held 11 December 1944 unsigned with the request that the Committee make a further study of the time required for lunch by the swing and graveyard shift. He indicated tentative approval of a 45-minute lunch period for the daytime shift. The Committee referred the matter to the Control Office for coordination with the Administrative Officer and requested that a survey be made of the swing and graveyard shift.

\*2. Development Branch Request. - Colonel Johnston read a request from Chief, F Branch, dated 2 January 1945, that additional enlisted personnel be authorized and assigned from any source available, and requested authorization for additional compensated overtime up to 57 hours per week for a number of the civilian personnel, until the required additional personnel becomes available. After discussion, the Committee requested that Col. Johnston study the matter with Col. Rosen before recommending action at the next meeting.

3. Maintenance Personnel for Super-Scratcher. - A request dated 22 December 1944 from Colonel Hayes for three (3) unallocated vacancies in the grade of second lieutenant for the General Cryptanalytic Branch was presented by Col. Johnston. A study of this request was made by the Control Office. The officers requested are needed for the maintenance of the Super-Scratcher. This is a new project and personnel presently assigned are neither available nor qualified for this duty.

After discussion, the Committee recommended that three (3) presently unassigned vacancies in the grade of second lieutenant be allocated to General Cryptanalytic Branch.

\*4. Communications Branch T/O. - A request from Chief, Communications Branch, for an increase of fourteen (14) civilian vacancies in T/O was discussed. The reasons for the requested increase are:

a. Six (6) civilians in one unit were transferred to B-4 Branch prior to the time the T/O was authorized. Since then the unit has been transferred back, but the position vacancies were not.

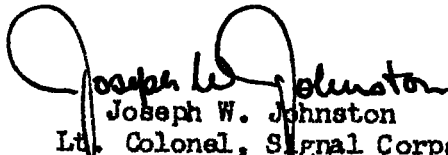
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b. The SSA Mail Unit was expanded by ten (10) messengers but position vacancies were not furnished, although requested.

After discussion, the Committee decided to recommend that the Commanding Officer reduce B-4 by six (6) position vacancies and increase Communications Branch by six (6), and to allocate ten (10) civilian vacancies to Communications Branch, which will reduce the pool from seventy (70) to sixty (60).

  
Joseph W. Johnston  
Lt. Colonel, Signal Corps  
Recorder

APPROVED: /s/ W. Preston Corderman  
W. Preston Corderman  
Colonel, Signal Corps  
Commanding

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