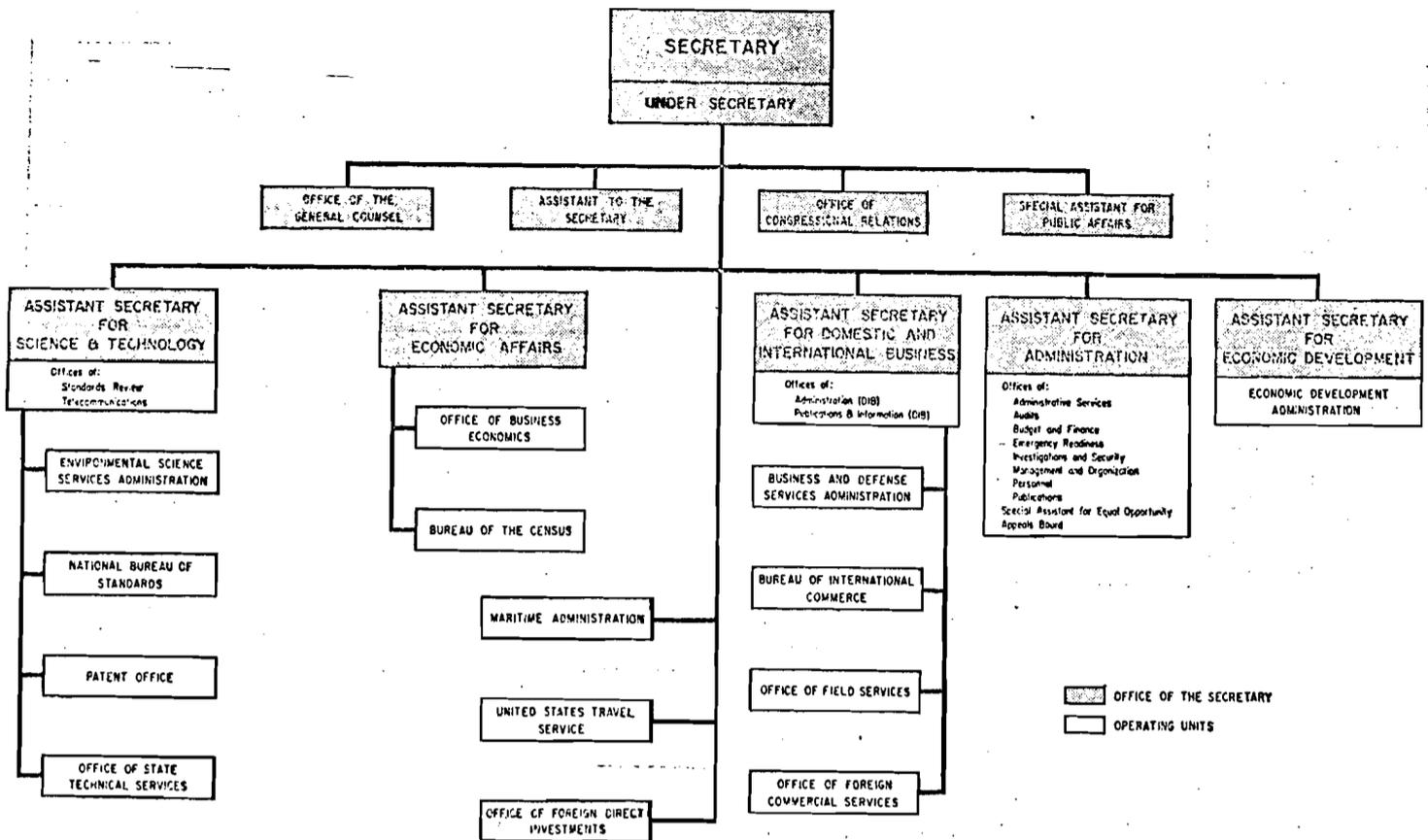


Richard Nixon Presidential Library
White House Special Files Collection
Folder List

<u>Box Number</u>	<u>Folder Number</u>	<u>Document Date</u>	<u>Document Type</u>	<u>Document Description</u>
43	6	n.d.	Report	Description of Governmental Units by Functional Area. Fiscal section Part I. 30 pages

DEPARTMENT OF COMMERCE



CREATION AND AUTHORITY.—The Department of Commerce was designated as such by the act of March 4, 1913 (37 Stat. 736; 5 U. S. C. 591), which reorganized the Department of Commerce and Labor, created by the act of February 14, 1903 (32 Stat. 825; 5 U. S. C. 591), by transferring all labor activities into a new, separate Department of Labor.

PURPOSE.—The mission of the Department is to promote healthy growth of the American economy through programs of assistance to business and commerce, the community, and the general public. A major purpose of the Department is to develop and disseminate basic demographic, economic, business, scientific, and environmental information. Other programs include promoting foreign trade, overseas investment, increased travel to the United States, assuring fullest use of the Nation's scientific and technical resources, and fostering development of the American merchant marine. One of the

Department's newest missions is to assist in the economic development of communities and regions with lagging economies. The Department carries on major research and development in its several program areas. This includes work to improve and extend scientific, engineering, and commercial standards; to advance knowledge of the oceans, earth, and the atmosphere; and to better understand the functioning of the national economy. Commerce also administers the Nation's patent and trademark systems, provides weather and other environmental forecasts and warnings, carries out controls over the export of strategic materials, and performs materials priorities and mobilization functions.

ORGANIZATION.—The Department of Commerce is composed of the Office of the Secretary and the operating units (administrations, bureaus, offices) described below. The structure of the Department is shown in the organization chart which appears on page 642.

LEVEL I

Secretary

The Secretary is responsible for the administration of the functions and authorities assigned to the Department of Commerce by law and for advising the President on Federal policy and programs affecting the industrial and commercial segments of the national economy within the scope of the Department.

LEVEL III

Under Secretary

The Under Secretary of Commerce serves as the principal deputy of the Secretary, performing continuing and special duties as the Secretary may assign from time to time. He also serves as acting Secretary in the Secretary's absence.

LEVEL IV

Level IV

Assistant Secretary for Administration

The Assistant Secretary for Administration serves as the principal adviser to the Secretary on all matters of administrative management, and is the chief officer of the Department on such matters. Assisted by the Deputy Assistant Secretary for Administration, he carries out administrative management functions through the following departmental staff offices.

OFFICE OF ADMINISTRATIVE SERVICES.

OFFICE OF AUDITS.

OFFICE OF BUDGET AND FINANCE.—

OFFICE OF EMERGENCY READINESS.—

OFFICE OF INVESTIGATIONS AND SECURITY.—

OFFICE OF MANAGEMENT AND ORGANIZATION.—

OFFICE OF PERSONNEL.—

OFFICE OF PUBLICATIONS.

APPEALS BOARD.—

SPECIAL ASSISTANT FOR EQUAL OPPORTUNITY.—

LEVEL IV

Assistant Secretary for Economic Development

The Assistant Secretary for Economic Development serves as the principal adviser to the Secretary on matters concerning the economic develop-

ment of States, regions, areas, districts, centers, and communities in the United States, as well as adviser to other departmental officials with respect to such matters. He also serves as head of the Economic Development Administration.

LEVEL IV

Assistant Secretary for Domestic and International Business

The Assistant Secretary for Domestic and International Business serves as the principal adviser to the Secretary on all domestic and international aspects of the Department's responsibilities concerning industry, trade, investment, and related economic activities. He exercises policy direction and general supervision over the Bureau of International Commerce, the Business and Defense Services Administration, the Office of Field Services, and the Office of Foreign Commercial Services.

[For regulations codified under this heading, see Code of Federal Regulations, Title 32A, Chapter VII]

LEVEL IV

Assistant Secretary for Science and Technology

The Assistant Secretary for Science and Technology serves as the principal adviser to the Secretary as well as adviser to all departmental officials with respect to matters of science and technology. He has cognizance over the research and development activities carried out in the fields of science and technology by all organizations of the Department. He exercises policy direction and general supervision over the Environmental Science Services Ad-

ministration, the National Bureau of Standards, the Patent Office, the Office of State Technical Services, the Office of Standards Review, and the Office of Telecommunications.

LEVEL IV

Assistant Secretary for Economic Affairs

The Assistant Secretary for Economic Affairs serves as principal adviser to the Secretary on broad, long-range economic matters, as well as adviser to other departmental officials with respect to such matters. His responsibilities include coordination and review of the economic research and statistical programs in the Department. He serves as the Department's liaison with the Council of Economic Advisers. He also exercises policy direction and general supervision over the Bureau of the Census and the Office of Business Economics.

LEVEL IV

The General Counsel

The General Counsel is the chief law officer of the Department and serves as legal adviser to the secretarial officers and other officers of the Department. The Office of the General Counsel supervises all legal activities of the Department and supervises and coordinates the development of the Department's legislative program.

LEVEL V

Commissioner of Patents

ORGANIZATION.—The major organizational units of the Patent Office consist of the Office of the Commissioner of Patents, the Office of the Solicitor, the Board of Appeals, the Board of Patent Interferences, the Patent Examining Operations, the Office of Patent Services, the Office of Research, Development and Analysis, the Office of Information Services, the Office of Planning and Programming, the Office of Legislative Planning, the Office of International Patent and Trademark Affairs, the Office of Administration, Trademark Trial and Appeal Board, and the Trademark Examining Operation.

FUNCTIONS AND ACTIVITIES.—The Patent Office examines applications for patents to ascertain if the applicants are entitled to patents under the law, and grants the patents when they are so entitled; it publishes and disseminates patented matter, records the assignment of patents, maintains a Search Center consisting of U.S. patents, foreign patents, and general reference literature for public use, and supplies copies of patents and official records of the Patent Office. Similar functions are performed in carrying out the statutory provisions for the registration of trademarks.

LEVEL V

Director, Bureau of Census

PURPOSE.—The mission of the Census Bureau is to provide basic statistics about the people and the economy of the Nation in order to assist the Congress, the executive branch, and the public generally. It collects, tabulates, and publishes a wide variety of statistical data and provides statistical information to government and private users.

ORGANIZATION.—In addition to the headquarters at Suitland, Md., the Bureau maintains a Census Operations Division at Jeffersonville, Ind., a Personal Census Service Branch at Pittsburg, Kans., and 12 regional offices.

FUNCTIONS AND ACTIVITIES

The Bureau is responsible for conducting periodic censuses, sample surveys, and other current data collections, and furnishing statistical services to other Government agencies.

LEVEL V
Director, Bureau of Standards

PURPOSE.—The National Bureau of Standards is a principal focal point in the Federal Government for assuring maximum application of the physical and engineering sciences to the advancement of technology in industry and commerce. To this end the Bureau conducts research and provides central national services in three broad program areas and provides central national services in a fourth. These are: (1) basic measurements and standards, (2) materials measurements and standards, (3) technological measurements and standards, and (4) transfer of technology.

FUNCTIONS AND ACTIVITIES

INSTITUTE FOR BASIC STANDARDS.—

This institute provides the central basis within the United States of a complete and consistent system of physical measurement, coordinates that system with the measurement systems of other nations, and furnishes essential services leading to accurate and uniform physical measurements throughout the Nation's scientific community, industry, and commerce.

LEVEL V

Maritime Administrator

PURPOSE.—The Maritime Administration administers programs authorized by the Merchant Marine Act, 1936, as amended, and related shipping statutes to aid in the development, promotion, and operation of the U.S. merchant marine, so that it will be (a) adequate to carry the Nation's domestic waterborne commerce and a substantial portion of its foreign commerce during peacetime; (b) capable of serving as a naval and military auxiliary in time of war or national emergency; (c) owned and operated under U.S. flag by citizens of the United States, so far as may be practicable; and (d) composed of the best equipped, safest, and most suitable types of ships manned by a trained and efficient citizen personnel.

The Maritime Administrator is also vested with the residual powers and authorities of the Director, National Shipping Authority, which was established by the Secretary of Commerce on March 13, 1951, for the purpose of organizing and directing emergency merchant ship operations in the national interest.

ORGANIZATION.—The Maritime Administration consists of a headquarters organization, three Coast Districts, and the United States Merchant Marine Academy.

The Coast Districts are responsible for all field offices and programs of the Maritime Administration within their

respective coast areas, except ship construction and maritime training.

There is established within the Maritime Administration a Maritime Subsidy Board, composed of the Maritime Administrator, who serves as Chairman, the Deputy Maritime Administrator, and the General Counsel, each of whom acts pursuant to direct authority from the Secretary of Commerce. The Board makes, amends, and terminates contracts for operating-differential and construction-differential subsidies. It conducts hearings and makes determinations antecedent to these actions; and it investigates and determines the relative costs of constructing ships in the United States and in foreign countries and of operating ships under United States and competitive foreign flags.

The purposes of Travel Service are to develop, plan, and carry out a comprehensive program designed to stimulate and encourage travel to the United States by residents of foreign countries for the purpose of study, culture, recreation, business, and other activities as a means of promoting friendly understanding and good will among peoples of foreign countries and of the United States; encourage the development of tourist facilities, low-cost unit tours, and other arrangements within the United States for meeting the requirements of foreign visitors; foster and encourage the widest possible distribution of the benefits of travel at the cheapest rates between foreign countries and the United States consistent with sound economic principles; encourage the simplification, reduction, or elimination of barriers to travel, and the facilitation of international travel generally; collect, publish, and provide for the exchange of statistics and technical information, including schedules of meetings, fairs, and other attractions, relating to international travel and tourism.

ORGANIZATION.—The program of the Travel Service is conducted by the following divisions: Travel Promotion, Facilitation and Planning, and Visitor

Services. In addition to these divisions, seven offices abroad have been established to stimulate tourist travel.

LEVEL V

Adminis. of the Environmental Science Administration

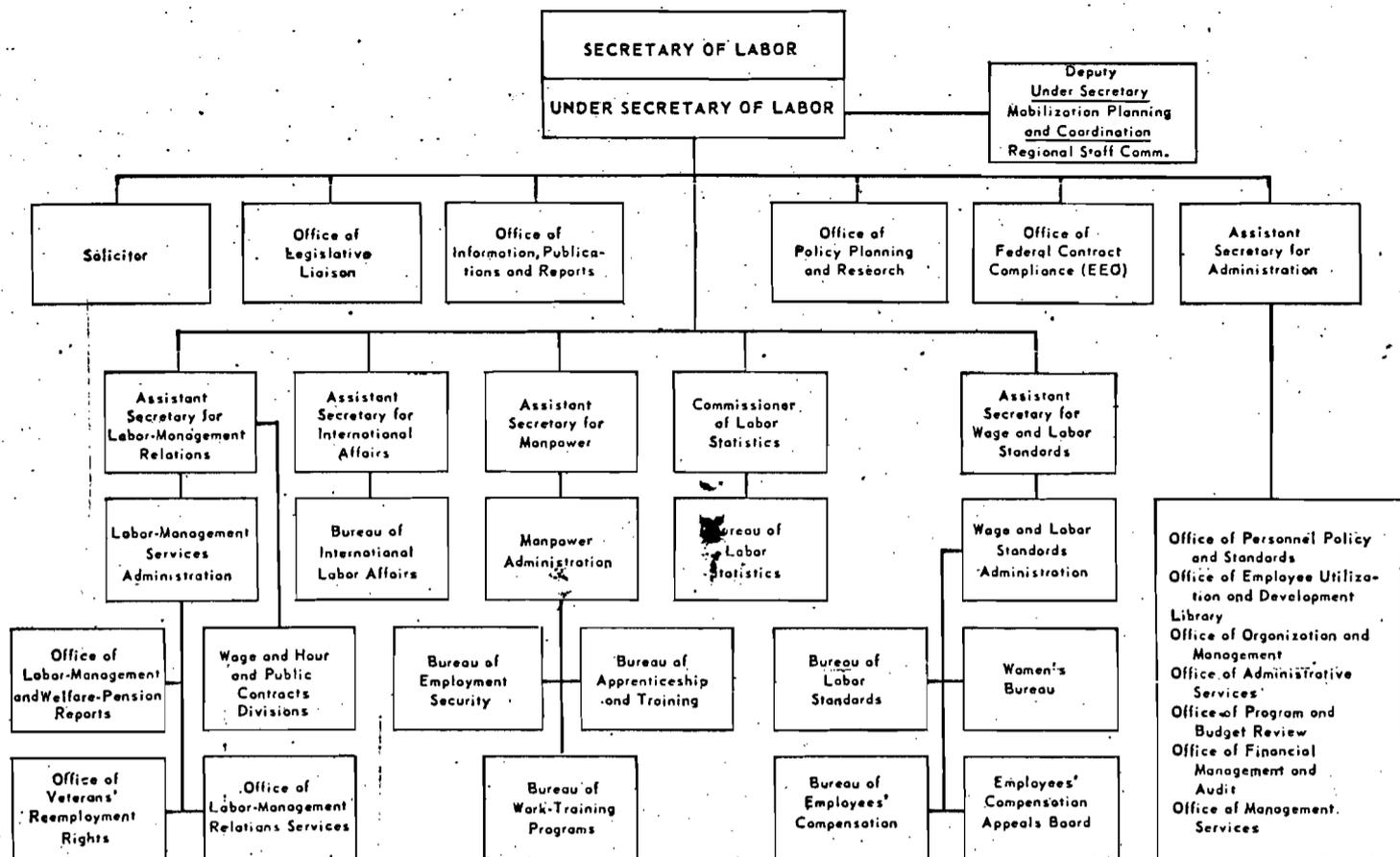
PURPOSE.—The mission of ESSA is to describe, understand, and predict the state of the oceans, the state of the lower and upper atmosphere, and the size and shape of the earth, in order

to further the safety and welfare of the public, enhance and improve the Nation's economy, and assist those Federal departments concerned with the national defense, the exploration of outer space, and the management of natural resources.

ORGANIZATION.—ESSA consists of staff offices and five major components. The latter are: the Environmental Data Service, the Weather Bureau, the Research Laboratories, the Coast and Geodetic Survey, and the National Environmental Satellite Center.

The field organization of ESSA includes Weather Bureau regional offices, Coast and Geodetic Survey field directors, and Coast and Geodetic Survey marine centers.

DEPARTMENT OF LABOR



CREATION AND AUTHORITY.—The Department of Labor, ninth executive department, was created by act approved March 4, 1913 (37 Stat. 736; 5 U.S.C. 611). A Bureau of Labor was first created by Congress in 1884 under the Interior Department. The Bureau of Labor later became independent as a Department of Labor without executive rank. It again returned to bureau status in the Department of Commerce and Labor which was created by act of February 14, 1903 (32 Stat. 827; 5 U. S. C. 591).

Additional duties related to the statutory functions of the Department of Labor subsequently have been assigned

to the Department by new legislation and by Executive order.

PURPOSE.—The Department of Labor is charged, among other things, with administering and enforcing statutes designed to advance the public interest by promoting the welfare of the wage earners of the United States, improving their working conditions, and advancing their opportunities for profitable employment.

ORGANIZATION.—All functions of the Department are vested in the Secretary of Labor. The structure of the Department is shown in the organization chart which appears on page 643.

LEVEL I

Secretary of Labor

The Secretary is the head of the Department of Labor and the principal adviser to the President on the development and execution of policies and the administration and enforcement of laws relating to wage earners, their working conditions, and their employment opportunities. He is responsible for all activities of the Department of Labor.

LEVEL III

Under Secretary of Labor

The Under Secretary of Labor is the alternate of the Secretary in the discharge of all the Secretary's responsibilities. He serves as Acting Secretary in the Secretary's absence.

DEPUTY UNDER SECRETARY OF LABOR.—The Deputy Under Secretary assists the Secretary and the Under Secretary by reviewing and appraising program operations of the Department, seeing that policies are properly reflected in programs, and that policy objectives are achieved. He supervises the defense mobilization planning program of the Department, all Department of Labor advisory committee activities, the regional and field staff committees and the Federal executive board functions of the Labor Department.

LEVEL IV

Assistant Secretary for Manpower

The Assistant Secretary for Manpower has responsibility for all the Department manpower programs and activities.

Assistant Secretary for Labor-Management Relations

The Assistant Secretary for Labor-Management Relations has responsibility for the Department's labor-management relations activities as well as the activities of the Wage and Hour and Public Contracts Divisions. He serves as Administrator of the Labor-Management Services Administration.

Labor-Management Services Administration

The Labor-Management Services Administration was established by Secretary's Order 24-63, dated August 8, 1963. The Labor-Management Services Administrator is responsible for the direction and coordination of all the Department's labor-management relations programs and activities.

The Labor-Management Services Administration is composed of the offices described in the following paragraphs, each of which is headed by a Director.

LEVEL IV

Assistant Secretary for

International Affairs

The Assistant Secretary for International Affairs has responsibility for the Department's international activities, and for the Bureau of International Labor Affairs. He serves as the U.S. Government member of the Governing Body of the International Labor Organization (ILO), as head of the U.S. delegation to the Annual Conference of the ILO, and as a member of the Board of Foreign Service.

LEVEL IV

Assistant Secretary for Wage

and Labor Standards

The Assistant Secretary for Wage and Labor Standards has responsibility for the Department's wage and labor

standards activities and serves as Administrator of the Wage and Labor Standards Administration.

LEVEL IV

The Solicitor of Labor

The Solicitor has responsibility for all the legal activities of the Department, for the coordination and preparation of the Department's legislative proposals, reports and testimony on proposed legislation, including executive branch clearances, and for the performance of certain operating, as well as legal, functions under the Davis-Bacon and related acts. He serves as legal adviser to the Secretary and other officials of the Department.

Office of the Solicitor

The Solicitor, with the assistance of the Deputy Solicitor, directs and supervises the legal work of the entire Department. Responsible to him is an immediate staff of assistants and attorneys in Washington and in the field offices of the Department throughout the United States and Puerto Rico.

for Administration

The Assistant Secretary for Administration has responsibility for the Department's Management System, budgetary and fiscal management, personnel management, administrative management, organization, the Library, and administrative services activities. He is assisted by the Deputy Assistant Secretary and the Assistant Assistant Secretary who serves as Director of Personnel.

Office of the Assistant Secretary for Administration

The Office directs and coordinates all matters of administration and management in the Department.

It reviews, evaluates, and approves proposed and existing programs to assure compliance with Department policies, plans, and budgetary directives; determines amounts and adequacy of presentation of budget estimates and apportionments.

The Office develops, reviews, and approves organization structures within the several administrations and bureaus, is responsible for the management and coordination of planning-programming-budgeting activities and promulgates departmental regulations and procedures governing all budget, fiscal management, management analysis, and office service functions. It develops and maintains all major relationships outside the Department on administration and management matters and coordinates contacts with the Bureau of the Budget, except those involving substantive legislation.

LEVEL V

Manpower Administration

The Manpower Administration is composed of the immediate office of the Manpower Administrator, including the President's Committee on Manpower and the National Manpower Advisory Committee, the Office of the Associate Manpower Administrator, the Office of Financial and Management Services, and three bureaus. Regional Manpower Administrators represent the Manpower Administrator in each of eight Manpower Administration regions.

Office of Financial and Management Services

The Office directs all Manpower Administration activities in the areas of budget, fund control, personnel management, management analysis, contracting services, and administrative services. It serves as the principal adviser to the Manpower Administrator on the status of funds under the Administrator's responsibility and serves as the point of coordination for all administrative management matters within the Manpower Administration.

LEVEL V

Administrator

**Wage and Hour and Public
Contracts Divisions**

[For regulations codified under this heading, see Code of Federal Regulations, Title Chapter V; Title 41, Chapter 50]

The Wage and Hour Division was established pursuant to the provisions of the Fair Labor Standards Act of June 25, 1938 (52 Stat. 1060; 29 U.S.C. 201-219). The Public Contracts Division was created to administer the Walsh-Healey Public Contracts Act of June 30, 1936 (49 Stat. 2036; 41 U.S.C. 35-45). The two Divisions were consolidated by order of the Secretary of Labor on August 21, 1942. The Wage and Hour and Public Contracts Divisions (WHPC) are headed by an Administrator, appointed by the President with the consent of the Senate.

The Fair Labor Standards Act, as amended, establishes, subject to specified exemptions, minimum wage, overtime pay, equal pay, and child labor standards for employees who are engaged in or producing goods for interstate commerce and to employees of certain enterprises.

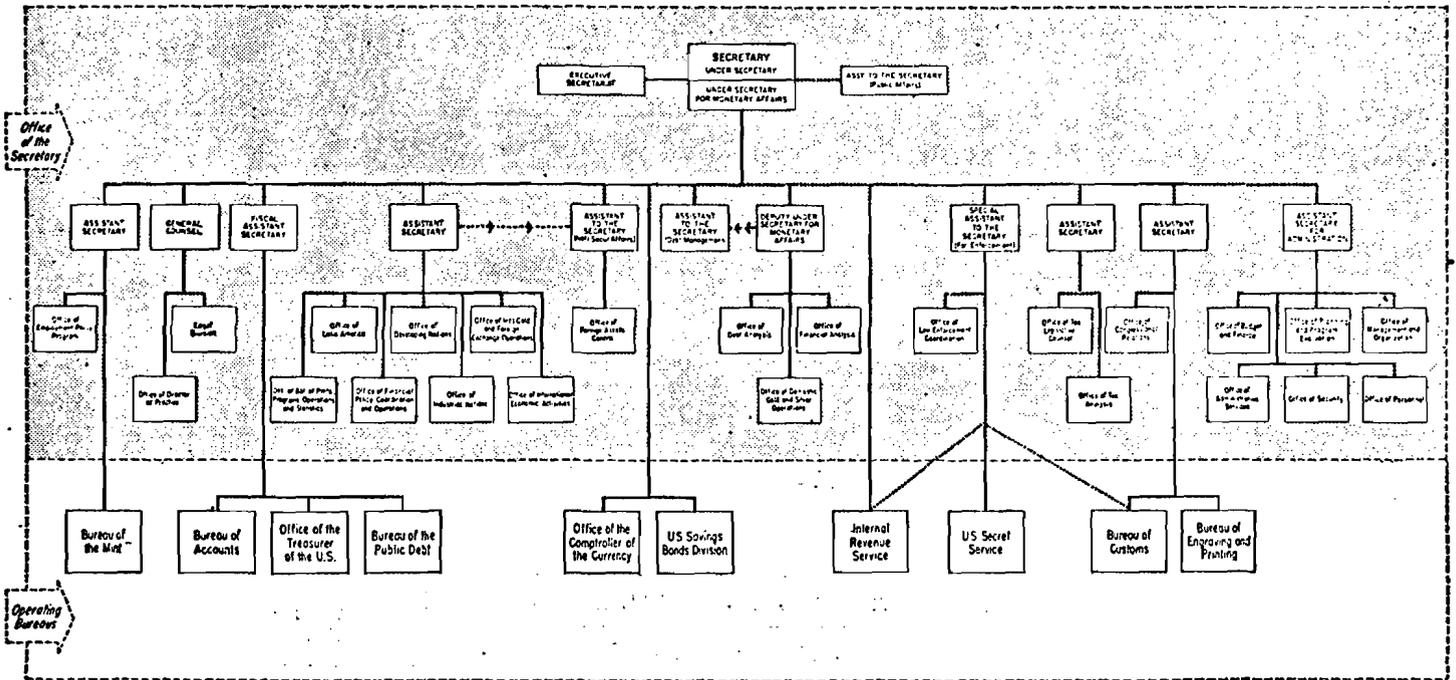
The Walsh-Healey Public Contracts Act, as amended, requires Federal Government supply contracts in amounts exceeding \$10,000 to contain certain provisions concerning labor standards and conditions of work. WHPC administers and enforces contract provisions pertaining to the payment of prevailing minimum wages and overtime, and nonemployment of child and convict labor.

LEVEL V

Commissioner of Labor Statistics

The Commissioner of Labor Statistics has responsibility for the Department's economic and statistical research activities. He renders technical advice and interpretations to the Secretary; the Bureau of the Budget; the Council of Economic Advisers; the Joint Economic Committee; officials of Federal and State agencies; and representatives of organized labor and business, industry, and the academic community concerning all aspects of the research and analysis conducted by the Bureau of Labor Statistics (BLS).

DEPARTMENT OF THE TREASURY



DEPARTMENT OF THE TREASURY

ORGANIZATION.—The Secretary of the Treasury is assisted in the management and direction of the Department's numerous and varied branches by the Under Secretary of the Treasury, the Under Secretary of the Treasury for Monetary Affairs and his Deputy, the General Counsel, four Assistant Secretaries of the Treasury, the Special Assistant to the Secretary (for Enforcement), the Fiscal Assistant Secretary of the Treasury, the Assistant Secretary

for Administration, and a staff of administrative, special, and technical assistants who supervise and correlate the activities of the different bureaus, offices, and divisions. Each bureau is under the general direction of a chief, who reports to the Secretary and his immediate assistants.

The structure of the Department is shown in the organization chart which appears on page 633.

Secretary of the
Treasury
Level I:

PURPOSE.—The original act established the Department to superintend and manage the national finances. This act charged the Secretary of the Treasury with the preparation of plans for the improvement and management of the revenue and the support of the public credit. It further provided that he should prescribe the forms for keeping and rendering all manner of public accounts and for the making of returns. He was empowered to grant, subject to the limitations of the amended act, all warrants for moneys to be issued from the Treasury pursuant to legal appropriations, and to furnish information, upon request, to either or both branches of Congress on any matter referred to him or pertaining to his office. The act further stated it to be the duty of the Secretary "generally to perform all such services relative to the finances as he shall be directed to perform" (1 Stat. 65; 31 U.S.C. 1002).

LEVEL III

Office of the Under Secretary

The Under Secretary has responsibility for general supervision over all the functions of the Department, and for acting for the Secretary in his absence, sickness, or unavailability. He advises and assists the Secretary in the formulation, determination, and implementation of the policy responsibilities of the Secretary. The Secretary and Under Secretary directly supervise the Internal Revenue Service and Office of the Comptroller of the Currency. The functions of these two organizations are described separately. In addition, these two officials supervise the following staff offices within the Office of the Secretary:

LEVEL III

Office of Under Secretary for Monetary Affairs

The Under Secretary for Monetary Affairs has important responsibilities in the domestic and international financial fields, including domestic financing, balance of payments, and gold and silver policies. He serves as Acting Secretary in the absence of the Secretary and the Under Secretary. He supervises the U.S. Savings Bonds Division, and the Assistant Secretary (International Affairs) and the Fiscal Assistant Secretary to the extent of their responsibilities for international and domestic monetary and fiscal policies. The functions of these offices are described separately. He is assisted by the Deputy Under Secretary for Monetary Affairs and the Assistant to the Secretary (Debt Management). The following offices are under the direct supervision of the Deputy Under Secretary for Monetary Affairs:

EL III COMPTROLLER OF CURRENCY

The Comptroller, as the administrator of national banks, is responsible for the execution of laws relating to national banks, and in this capacity promulgates rules and regulations governing the operations of approximately 4,800 national and District of Columbia banks. His approval is required by law for the organization of new national banks, the conversion of State-chartered banks into national banks, and consolidations or mergers of national banks with other national banks or State banks with national banks where the surviving institution is a national bank. Establishment of branches by national banks also requires the Comptroller's approval.

The Office of the Comptroller exercises general supervision over the operations of national banks, including their trust activities and their overseas operations. Each bank is examined at least 3 times every 2 years through a staff of more than 1,300 bank examiners under the immediate supervision

the 14 Regional Administrators of National Banks. These examinations are designed to assist the Comptroller in appraising the financial condition of the banks, the soundness of their operations, the quality of their management, and their compliance with existing laws, rules, and regulations.

LEVEL III COMMISSIONER OF INTERNAL REVENUE

OFFICE OF COMMISSIONER.—The Commissioner of Internal Revenue, in conformity with policies and delegations of authority made by the Secretary of the Treasury, establishes the policies and administers the activities of the Internal Revenue Service. The Office of the Commissioner includes the Deputy Commissioner, the Assistant to the Commissioner, and the Foreign Tax Assistance Staff.

LEVEL IV ASSISTANT SECRETARIES OF Assistant Secretary for Tax Policy

The function of this Assistant Secretary is to advise and assist the Secretary in the formulation and execution of domestic and international tax policies and programs. He is assisted by a Deputy Assistant Secretary; the Director, Office of Tax Analysis; the Tax Legislative Counsel; and the Special Assistant for International Tax Matters. The functions of the Offices of Tax Analysis and Tax Legislative Counsel are described separately. With the assistance of economists and attorneys from the Offices of Tax Analysis and Tax Legislative Counsel, the Special Assistant for International Tax Matters is responsible for the following: analytical activities relating to international tax matters, including those arising under tax agreements; preparation of legal, economic, and statistical analyses of proposed tax legislation affecting international investment, trade, and other activities; participation, with representatives of the State Department, in negotiation of treaties with other countries to mitigate the effect of double taxation and other tax obstacles to trade and investment; participation in the work of the Fiscal Committee of the Organization for Economic Cooperation and Development (OECD); and providing assistance to other agencies on tax matters arising at international conferences.

LEVEL IV

Office of the Assistant Secretary for International Affairs

The Assistant Secretary with the assistance of the office directors and their staffs of international economists advises and assists the Secretary of the Treasury and other senior departmental officials in the formulation and execution of policies and programs re-

lating to the responsibilities of the Treasury Department in the international economic, financial, and monetary field. These responsibilities include the Treasury's activities in such matters as the balance of payments and gold outflow problems of the United States, international monetary and foreign exchange problems and agreements, the Bretton Woods Agreements Act, and the operations of the International Monetary Fund and the International Bank for Reconstruction and Development and its affiliates, the Inter-American Development Bank, the Asian Development Bank, foreign lending and assistance programs, the Anglo-American financial agreement, the Exchange Stabilization Fund, and the activities of the National Advisory Council on International Monetary and Financial Policies.

LEVEL IV

Office of Assistant Secretary

The Assistant Secretary serves as economic adviser to the Secretary and as his representative in interagency discussions in a number of areas involving fiscal planning. He is Treasury's Employment Policy Officer and supervises the Bureau of the Mint, which is described separately. In addition, he supervises the following staff office:

OFFICE OF EMPLOYMENT POLICY PROGRAM.—This office is responsible for the operation of the departmental Equal Employment Opportunity Program required by Executive Order 11246 of September 24, 1965. It also administers the provisions of part II of the Executive order relating to contractual arrangements, including those with banks serving as Government depositories, and with organizations serv-

LEVEL IV

Office of Assistant Secretary

The Assistant Secretary supervises the Bureau of Customs and Bureau of Engraving and Printing, which are described separately, and is responsible for the Department's congressional relations program. In this connection, he supervises the following staff office:

OFFICE OF CONGRESSIONAL RELATIONS.—The Office of Congressional Relations was established by Treasury Department Order 170-7, dated February 23, 1961. It coordinates congressional relations activities throughout the Department, handles congressional correspondence and inquiries, and provides a channel for the continuous exchange of information between the Congress and the Department.

LEVEL IV

The General Counsel

The General Counsel is by statute (31 U.S.C. 1009) the chief law officer of the Treasury Department. In carrying out this responsibility, he is assisted by a staff in his immediate office, and

by the offices of the Chief Counsel or legal counsel in the following bureaus and offices: Comptroller of the Currency, Customs, Foreign Assets Control, Internal Revenue, Mint, Public Debt, and U.S. Secret Service.

As legal adviser to the Secretary, the activities of the General Counsel and his staff include consideration of legal problems relating to the broad policy aspects of management of the public debt, the internal revenue and customs laws, international cooperation in the monetary and financial fields, and similar matters with which the Secretary is concerned as chief financial officer of the Government.

The General Counsel supervises the Office of the Director of Practice which administers the regulations (31 CFR Part 10) governing the practice of representatives before the Internal Revenue Service and the establishment and conduct of disciplinary proceedings relating to such representatives. He also has coordinate administrative supervision over the Office of Tax Legislative Counsel

LEVEL V

Office of Assistant Secretary for Administration

The Assistant Secretary for Administration exercises direction over all of the Department's general administrative functions. He is chairman of the Treasury Management Committee and supervises the Office of Planning and Program Evaluation, Office of Management and Organization, Office of Budget and Finance, Office of

Personnel, Office of Administrative Services, and Office of Security.

LEVEL V

OFFICE OF THE CHIEF COUNSEL.—

The Chief Counsel, an Assistant General Counsel of the Treasury Department, serves as a member of the Commissioner's executive staff and as counsel and legal officer to the Commissioner on all matters pertaining to the administration and enforcement of the internal revenue laws and related statutes. The key officials under his supervision are: Deputy Chief Counsel; Associate Chief Counsel (Litigation); an Executive Assistant; a staff of Technical Advisers; Special Assistants; and Directors of the Legislation and Regulations, Interpretative, and Operations and Planning Divisions.

**COMMISSIONER OF CUSTOMS
LEVEL V**

OFFICE OF THE COMMISSIONER.—

The Commissioner of Customs is responsible for the implementation and administration of all executive and legislative directives relating to Customs activities. Under authority delegated to him by the Secretary of the Treasury, he establishes policies and supervises all activities of the agency.

**DEPUTY UNDER SECRETARY OF MONETARY AFFAIRS
LEVEL V**

Secretary (Debt Management). The following offices are under the direct supervision of the Deputy Under Secretary for Monetary Affairs:

OFFICE OF DEBT ANALYSIS.

OFFICE OF DOMESTIC GOLD AND SILVER OPERATIONS.—

OFFICE OF FINANCIAL ANALYSIS.—

**DEPUTY COMMISSIONER
OF I.R.S.
LEVEL V**

DEPUTY COMMISSIONER.—The Deputy Commissioner assists and acts for the Commissioner in planning, directing, coordinating, and controlling the policies and programs and in giving executive leadership to the activities of the Internal Revenue Service. The Deputy Commissioner also supervises the Regional Commissioners of Internal Revenue, and makes allocations of funds and personnel to them.

LEVEL V

Office of the Fiscal Assistant Secretary

The Fiscal Assistant Secretary performs all functions pertaining to (1) the administration of fiscal activities; (2) the general supervision of the functions and activities of the bureaus grouped under the Fiscal Service—the Bureau of Accounts, the Bureau of Public Debt, and the Office of the Treasurer of the United States; and (3) direction of the Department's participation in the joint program to improve financial management in the entire Federal Government.

It is the duty of the Fiscal Assistant Secretary to maintain contacts with all other departments, corporations, and agencies of the Government with respect to their financial operations and to coordinate such operations with those of the Treasury.

The Fiscal Assistant Secretary prepares periodic estimates of the future cash position of the Treasury for use of the Department in connection with its financing; supervises cash position of the Treasury and the distribution of funds between Federal Reserve Banks and other Government depositaries; prepares calls for the withdrawal of funds from special depositaries to meet current expenditures; and directs fiscal agency functions in general. The Fiscal Assistant Secretary serves under the direction of the Under Secretary for Monetary Affairs with respect to international and domestic monetary and fiscal policies.

Bureau of the Budget

Executive Office Building, Washington, D.C., 20503. Phone, 395-3000

STATEMENT OF FUNCTIONS.—Executive Order 8248 of September 8, 1939, establishing the divisions of the Executive Office of the President and defining their functions, sets forth the Bureau's functions as follows:

1. To assist the President in the preparation of the budget and the formulation of the fiscal program of the Government.

2. To supervise and control the administration of the budget.

3. To conduct research in the development of improved plans of administrative management, and to advise the executive departments and agencies of the Government with respect to improved administrative organization and practice.

4. To aid the President to bring about more efficient and economical conduct of Government service.

5. To assist the President by clearing and coordinating departmental advice on proposed legislation and by making recommendations as to Presidential action on legislative enactments, in accordance with past practice.

6. To assist in the consideration and clearance and, where necessary, in the preparation of proposed Executive orders and proclamations, in accordance with the provisions of Executive Order 11030 of June 19, 1962, as amended.

7. To plan and promote the improvement, development, and coordination of Federal and other statistical services.

8. To keep the President informed of the progress of activities by agencies of the Government with respect to work proposed, work actually initiated, and work completed, together with the relative timing of work between the several agencies of the Government; all to the end that the work programs of the several agencies of the executive branch of the Government may be coordinated and that the moneys appropriated by the Congress may be expended in the most economical manner with the least possible overlapping and duplication of effort.

LEVEL II

**Bureau of the Budget
Director**

The Bureau is headed by the Director who, in his general supervision, is assisted by the other principal officials of the Bureau.

LEVEL III

Deputy Director

LEVEL IV

Assistant Directors
of the Bureau of
the Budget (3)

**National Council on Marine Resources
and Engineering Development**

New Executive Office Building, Washington, D.C. 20500. Phone, 395-3104

CREATION AND AUTHORITY.—The National Council on Marine Resources and Engineering Development was established in the Executive Office of the President by the Marine Resources and Development Act of 1966 (80 Stat. 203; 33 U.S.C. 1101), amended by the acts of October 15, 1966 (80 Stat. 998; 33 U.S.C. 1121) and January 2, 1968 (81 Stat. 780).

PURPOSE.—The Council provides advice and assistance to the President with regard to his responsibilities to develop and maintain a coordinated, comprehensive, and long-range national program to assure that marine science and technology are most effectively used in the interests of national security and the general welfare.

ACTIVITIES.—The Council functions to: (1) survey and review annually all significant marine science activities, including policies, plans, programs, and accomplishments of all departments and agencies in the United States engaged in such activities; (2) develop a comprehensive program in marine science activities to be conducted by departments and agencies of the United States, independently or in cooperation with such non-Federal organizations as States, institutions, and industry; (3) designate and fix responsibility for the foregoing marine science activities by the departments and agencies of the United States; (4)

insure cooperation and resolve differences arising among the departments and agencies of the United States with respect to marine science activities under this act; (5) undertake a comprehensive study of legal problems relating to marine resources; (6) establish long-range studies of potential benefit to the United States economy, security, health and welfare from marine science activities; (7) under the foreign policy guidance of the President, to coordinate a program of international cooperation in work done pursuant to the act; (8) provide policy guidance to the National Science Foundation on sea grant college and programs under the act of October 15, 1966; and (9) prepare the President's annual report to the Congress on marine science affairs.

ORGANIZATION.—The Council is composed of the Vice President, as Chairman, the Secretaries of State, the Navy, the Interior, Commerce, Health, Education, and Welfare, and Transportation, the Chairman of the Atomic Energy Commission, the Director of the National Science Foundation, and a Secretariat, headed by a civilian Executive Secretary appointed by the President.

Approved.

EDWARD WENK, JR.,
Executive Secretary.

ive Secretary