

5 14

March 20, 1941

Subject: Budget Items for Division of Biologic Laboratories

1. Item 2007-07 (Personal Services) for the Antitoxin and Vaccine Laboratory

The difference between the amount requested and the amount given in the budget bill is very largely a matter of the elimination of the night watchmen requested and the approval of the position of a stableman to begin June 1 instead of at the beginning of the fiscal year. As the request for the night watchmen was in a way an alternative to the proposal of the installation of the fire alarm system which is included in the appropriation for expenses, it is felt that the appropriations for 1941 and 1942 for personal services will prove adequate.

2. Item 2007-08 (Expenses) for the Antitoxin and Vaccine Laboratory

The amounts recommended for expenses for 1941 and 1942, although under the amounts originally requested, appear at this time to be sufficient. Should the sums available from the Federal funds be sharply curtailed, it may prove necessary to request that part of the amounts cut be restored in the supplementary budget.

3. Item 2007-01 (Personal Services) for the Wassermann Laboratory

This memorandum is in addition to the one prepared a few days ago. I have since learned that the request for a Senior Clerk and Stenographer at the Wassermann Laboratory to be obtained by promoting a Junior Clerk and Stenographer of a number of years service has been deleted. This request is again respectfully urged. This would give two Senior Clerks and Stenographers and eight Junior Clerks and Stenographers. The duties of the Senior Clerk now requested are of sufficient importance to warrant the increased rate of pay, the duties being to supervise the preparation of reports on serologic tests.