

CHAIRMAN'S OFFICE
MAILED

JAN 23 1963

The Honorable Bernard L. Boutin
Administrator
General Services Administration
Washington 25, D. C.

Signed by: _____

Dear Mr. Boutin:

On June 5, 1962, I wrote a letter asking your cooperation for additional space. With your help we now have obtained just enough to carry on. The underlying problem of this Commission, however, is the need for a new building and that is the reason for this letter. Recently I have on several occasions pointed out our building to Congressmen and Senators and they are astonished at the unsatisfactory quarters assigned to us. This same astonishment has been expressed by everyone in the securities industry, not only from Wall Street, but from the smaller communities. The Commission's notoriously poor and overcrowded quarters in Washington, D. C. are frankly intolerable. As a consequence my fellow Commissioners join me in this request for formulation of a joint GSA-SEC staff planning committee for a permanent SEC headquarters building.

Since our discussion of the Commission's space requirements for new personnel on June 8, 1962, the staff has been further dispersed. We are now scattered among five locations up to five blocks distant from the main building. Because of the interrelationship of the Commission's programs under the Federal securities laws, this fragmentation adds a severe and unnecessary burden to its already overworked personnel. Dispersal of the staff also imposes a hardship on the public. About 2,500 persons visit the Commission's offices each month in connection with matters before one or more divisions. It will become increasingly difficult for these persons to complete their business without time-consuming and often irritating tours of the various buildings which we occupy.

As you know, we always have attempted to make the best possible use of space assigned to us. In December 1961, for example, we obtained a measure of temporary relief from overcrowding by converting the basement of our main building into a central file room. Nevertheless, the building now houses 120 persons in excess of its rated capacity. The GSA staff itself in April 1962 officially deplored the crowded conditions, the inadequate and uncomfortable conference and hearing rooms, and the hazards to the health and safety of our employees.

Adding increased urgency to this request are the Commission's efforts to comply with the President's directive of October 11, 1962, regarding the improvement of manpower utilization. Removal of obstacles such as staff dispersal, overcrowded conditions, totally inadequate conference space, and a leaky roof would go far to increase the Commission's efficiency and output.

Two additional factors related to effective manpower utilization also underlie this request. First, the Commission soon will be engaged in the implementation of the recommendations of its Special Study of Securities Markets, a complex and protracted program which would strain every available facility even under the best of physical conditions. Second, a feasibility study is now under way looking toward the automation of the storage and retrieval of the masses of data necessary to the Commission's operations. Centralization of the staff in a new building would permit the planning of a more efficient and less costly system.

We also suffer by comparison with the other regulatory agencies. As far back as May 18, 1960, for example, the then GSA Administrator stated before the Senate Subcommittee on Appropriations that "The Securities and Exchange Commission really is in the poorest quarters but the rest of them are in generally modern air-conditioned space." Within the past two years, at least one of the regulatory agencies has been moved to still better quarters while we continue in Class C accommodations, the lowest category in the GSA office classification system.

Mr. Ernest L. Dessecker, our Records and Service Officer, and Mr. William E. Becker, Chief Management Analyst, are prepared to work with appropriate GSA personnel in the development of detailed plans and specifications. Please do not hesitate to call upon me for such assistance as you may require in obtaining appropriate legislative or other authorization for Federal construction or for long-term leasing of commercial space.

Sincerely yours,

William L. Cary
Chairman

ELDessecker/jvr
WEBecker
WLCary/hh