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SECLET

26 March 1971

MEMORANDUM	FOR	:	Office	oſ	Finance	/C&TD
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SUBJECT	
SUBJECT	: Verification of Contract Service for
	(P), Terminated Contract Employe
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- 1. During period 8 April 1957 through 8 September 1953, subject served as an Agency Staff Employee. During this period, subject was a participating member of the Civil Service Retirement System.
- 2. During period 15 July 1964 through 19 October 1970, subject served as a part-time contract employee on a prearranged regular scheduled tour of duty. With respect to this period of service:
 - (a) Period 15 July 1964 through 7 September 1967 is creditable for purposes of Civil Service Retirement. Since subject was covered by Social Security during this period, Civil Service Retirement deductions were not withheld.
 - (b) During period 8 September 1967 through 19 October 1970, subject was a participating member of the Civil Service Retirement System.
 - 3. Action Required:
 - (a) Office of Finance: Please post the above information to subject's retirement records.
 - (b) DDP/WH/Contracts: For your information.

/c/ Devile Lives
Chief
Contract Personnel Division

Distribution:

Orig - O/F/C&TO

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1 - CPD subject file

1 - CPD chrono

Explain to the Control of the Contro

YOUR

MEMORANDUM FOR: Chief, Contract Personnel Division

SUBJECT

: Civil Service Retirement Credit

l. It is requested that information be provided as to the creditable service for the Civil Service Retirement program for the following individuals.



- 2. Although the named individuals are no longer employed by the Organization, the creditable service can be of particular significance to each.
 - 3. Your early attention to the request will be appreciated.

illiam V. Broe

Western Hemisphere Division

23 March 1971

MEMORANDUM	FOR:	Contract	Personnel	Division
•	1			
SUBJECT	:			

Following are the total number of hours for each year

worked by inder contract. The informa-

tion was provided this office by Payroll.

	tion was	brovided	Autore House	ry x 32224
	O. Canting		weekep	$\sim \hat{p}_{i}^{2}$
15 JUR 64	De la	1964	551 hours	This gal had two contracts. The first
Jau 65	, DCC i	1965	789	one included a leave benefit. This first k ended and was immediated replaced by a
Jon 66	Declo	1966	1091	2nd K, which included Civil Service Retirement.
Jan 47	Dec 67	1967	1092	From the number of hours worked I feel we can make a determination that & during the full period she worked & & & in a
Jan 68	Dec	1968	1486	part-time basis on a prearranged reg. sch. tour of duty. If you concur, I will write
Jan 64	Pcc	1969	1414	a std. type memo to O/Finance. Subject is now terminated, but in MH
Jan 70	19 oct	1970	1217	field with her husband. Bill Remehan has a dispatch in asking that Mqtrs. verify her total K service.

Paul. 23 Mar 71

OK-DK

vact 8 Apr 57 CIA Staff Employee service 8 Sep 63/ 15 Jul 64 Contract Employee with Social Security. No LPAs or PSIs. \$2.59 p.h. lli Aug 6li Pay increase 10 Oct 65) Pay increase 2.72 Authorized future LPAs. 3 Jul 66 LPI 2,40 7 Sep 67 Contract terminated 8 Sep 67 Contract Employee with & & Civil Service Retirements and LPAs. No P3Is. 2.40 8 Oct 67 LPI 3.03 14 Jul 68 3.12 13 Jul 69 GS-05/5 3.37. 3.57 28 Dec 69 LPI 65-05/5 19 Oct 70 Contract terminated 3.57

NOTE: On 24 Mar 1971, subject's official Staff Employee file was roviewed.

It reflected; (a) staff employee service from 8 Apr 57 to 8 Sep 63;
(b) during entire period was a participating member of the Civil Service Retirement dystem; (c) she was on LMOP during period 12 Jun-8 Sep 63; and her SF-144 dated 8 Apr 57 reflect no prior Federal Service.

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6 Current leave year accrual through 10/17	89		12-month accrual rate		7/15/6
7. folgi	364	312	Dates leave used, prior 24 months		
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HIGH 3 REMILE

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	19 October 1970. Si	ince her husband is retiring	, she wi	ll no	
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TENERINATEOU SECRECY OATH

association with the Organization. I recline that, by virtue of my duties with the Organization, I have been the recipient of information and intelligence which openeous the present and future security of our country. I am aware that the unsutherized disclosure of such information is prohibited by the espicrage laws of our government which specifically requires the protection of intelligence sources and methods from unauthorized disclosure. Accordingly, I SOLFININ SHIRR, WITHOUT THINAL RESERVATION OR PURPOSE OF EVASION, AND IN THE ADSIMOR OF DURESS, AS FOLLOWS:

- 1. I will never divulge, publish, or reveal by writing, word, conduct, or otherwise any information relating to the national defence and socurity and particularly information of this nature relating to intelligence sources, methods, personnel, fiscal data, or security measures to argone, including, but not limited to, any future governmental or private employer, private citizen, or government employee or official without the express written consent of the Chief of the Organization or his authorized representative.
- 2. I have been invited to submit in writing any mometery claims I may have against the Organization or our government which may in any way necessitate the disclosure of information described herein. I have been advised that any such claims will receive full legal consideration. In the event, however, that I am not satisfied with the decisions of the Organization conserning any present or future claims I may submit, I will not take any other action to obtain satisfaction without prior written notice to the Organization, and then only in accordance with such legal and security advice as the Organization will promptly furnish re.
- 3. I do not have any documents or materials in my possession, classified or unclassified, which are the property of, or in custodial responsibility of the Organization, having come into my possession as a result of my duties with the Organization or otherwise.
- 4. During my exit processing and during my period of employment with the Organization I have been given an operaturity to report all information about the Organization, its personnel, and its operations which I consider should receive official cognizance. Hence, I am not aware of any information which it is my duty, in the national interest, to disclose to the Organization, nor am I aware of any violations or breaches of security which I have not officially reported, except as set forth on the reverse side of this sheet or on other attachments.

Lelles out was

= ng 05/II

- 5. I have been advised that, in the event I am called upon by the properly constituted authorities to testify or provide information which I am plaiged hereby not to disalose, I will nitify the Organization invediately; I will also advise said authorities of my secrecy conditions to our government and will request that my night or need to testify be established before I am required to do so.
- 6. I am aware of the provisions and penalties of the esploinge laws of our government and an fully aware that any violation on my part of certain matters sworn to by me under this outh may subject me to presecution under the terms of these laws, and that violation of other portions of this outh are subject to appropriate action, including such dissemination of the violation as the circumstances current.

I have read and understand the contents of this cath and voluntarily affix by signature hereto with the full knowledge that this outh was executed for the mutual benefit of myself and our government, and that it will be retained in the files of the Organization for its future use or for reference by we at any time in the future that I may be requested or ordered to testify or disclose any of the matters included within the scope of this cath.

October	19 70 •	y hand and soal this	16	_ day of
<u>veroner</u>		•	• •	
•	.*>			
Witnessed by me	this 16	day_of_October19_7	0 ,	•
at Mexico City	, Mexico		• .	
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regulations."

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Dea	r Miss
con 8 s	You are hereby notified that your services under a tract with the United States Government, effective september 1967 , are to be terminated at the convenience
of :	the United States Covernment pursuant to paragraph 4 said contract, and that the 30 days' notice wired by the contract begins 19 September 1970
of a	You are reminded of the contents of paragraph 4
	" Secrecy. You will be required to keep forever secret this contract and all information which you may obtain by reason hereof (unless released in writing by

Your signature in the space provided below is acknowledgement of the contents hereto.

the United States Covernment from such obligation), with full knowledge that violation of such secrecy may subject you to criminal prosecution under applicable laws and

UNITED STATES GOVERNMENT

Field Contracting Officer

Acknowledged:

Witness:

These H. Farmlant

Reviewed:

Contract Approving Officer

SECRET

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Тура В	15 July 64	7 Sep_71	\$3.67	GS-5/6	SUPPORT
	36	NEFITS		YES	NO
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High School Graduate

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MESSAGE FORM 2/ TING SHOVER HITTARY - STEN BY	
CE SECRET 2 6 7 7 6697 12 October 1970	
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(clite) (picn) (classification) (date and time filed) (reference number)	
SECRET 130179 21 1172 CITE DIRECTOR	
JECENT/ADMIN 0 77. 157	
1. PLEASE ADVISE DOUGLAS J. FEINGLASS AND THAT	
THE FLAT RATE TAX HAS INCREASED TO 18.4 PER CENT EFFECTIVE WITH PAY PERIOD ENDING 20 SEPTEMBER 1970.	
2. STATION SHOULD START WITHHOLDING TAX AT HIGHER RATE IMME-	
DIATELY. DISPATCH FOLLOWS. END OF MESSAGE	-
COORD: Sell, Consenses WILL/CON WILL/CON WILL/CON WILL/A/NGC Keyler / hating out for	
C/WH/SS COORDINATING OFFICERS CHOUP TO AUTHENTICATING	
RELEASING OFFICER SECRET facilité le le dandemaille OFFICER	

Miss	
Dear Miss	
Reference is made to your	contract with the United States
Government, as represented by	the Contracting Officer, effective
8 Sept. 1967 , as amend	led, which expires 8 Cept. 1970
Effective 8 Sept. 1970	, said contract, as amended,
is extended for one (1) year	•
All other terms and condi	tions of said cortract, as amended,
remain in full force and effect	t.
	•
	UNITED STATES GOVERNMENT
•	UNITED STATES GOVERNMENT
	Fontracting Officer
:	contracting officer
tananhad.	
Accepted:	Concur: PHUM.
Witness:	Date : Dungoch
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Approved.	
Approved	
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· · ·	REWEWED:
	THE VIEWED!
	Special Contracting Officer
	The acting, Ullicer

Chief of Station, Mexico City

Chief, WH Division
ADMIN/CONTRACTS
Contract Provisions

Reference: HMMT-9892

1. Reference indicated is a Contract Employee who is required to perform her duties during various hours of the day as well as a varying number of hours in order to meet operational deadlines.

Reference asked that the contract for be amended to provide reimbursement of six hours per day when in a leave status and for paid holidays retroactively to 8 September 1967.

2. The request is answered by the Station's explanation—unless and until there has been established in advance a regular tour of duty, an individual is not eligible for leave or holiday pay (see FHB 20-1 and FR 20-13).

In the event the basic criteria is met (FHB 20-1), the effective date could not be retroactive.

Hugh E. WESTBY

Distribution: 2-COS, Mexico City

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SCHATCH STMEOL AND NUMBER	2.5 GUY 1964
HMMS-6559	
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	George R. Thompson
-	HMMS-6559 (ACC) SECRET WH/Contracts ASRUNCHA COMES STASOL DAYS C/WH/1

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8.			Al	
C/WH/1			I	Your comments please. Subject's contract alread
7.				provides for sick and ann
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8.	1			and she is considered a part-time contract employ
WH/Contracts				on a regularly scheduled
9.				tour of duty. Subject's contract does not provide
•	-			for overtime and holiday
A. A.	 			time. Her contract would have to be amended to
10.		·		include this provision.
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FROM		too Ofter	May DOFUM	
SUBJECT	Chief of Station, Mex	169 CTCY		
- majorithe disperse	(0	/E) (132830) - Contract Entitler	ments	
ACTION	HERBINER - MCLEMEMOTE			
	References: A. Book	Dispatch - 6496		
	B. Book	Dispatch - 6144		
	1 Subject is a	contract employee who is require	red to perform	
	her duties during var	ious hours of the day (including	; a varying number	
	of hours) in order to	meet operational deadlines.		
	2. Even though	contract allows her an	mual and sick	
	leave honerits, she h	as not been reimbursed for any l	leave during the	
	period 8 September 19	67 to the present. In addition,	the Station has	
-a North	not reimbursed her fo	r any holidays, WOLADY or local, ose contracts call for a regular	ly scheduled tour	
	of duty, have receive	d compensation.		
			uma non week with	
	3. Since subject	t has worked an average of 30 honce, it is recommended that she	he reimonraed six	
	hours per day when in	a leave status and for paid hol	Idays retroscutively	
	to 8 September 1967,	the effective date of her presen	t contract.	
		For John A. I	(1)	
		for/cohn A. I	MOBERT	
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		ныт - 9892	3 September 1969	
		CLASSIFICATION	HOS FILE NUMBER	
		SECRET		Ì

MEMORANDUM F	OR : Office of Finance	
FROM	: Centract Personnel Diverton	
SUBJECT'	: Contract Extension for.	
	A market 1 Att 1500 1	nadalasta colores a ll'estato de l'a
1. Effective	the contract as arm	ended)
	dividual, effective 8 Zantambes 1967	\h
	2.63 (1) ena 11) year 10 boss	
	terms and conditions of the contract (as amende	(d)
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remain in full for		
	DINTED STATES GOVERNMEN	
	Contracting Officer	
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		Sept. 69
Group I Exclud	ed from automatic downgrading and declassificat	on!
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MEMORANDUM FOR: Chief, Contract Personnel Division

SUBJECT : Contract Extension

It is requested that the contract for the following named individual(s) be amended to extend the term as indicated.

Paramett, Cenna Ce

Through 7 September 1970

William V. Broe

Chief Western Hemisphere Division

		DATE:
		CTC No.
	Director of Fin	2000
EMORANDUM FOR:	Sec. 14	
TTENTION:		ation and Tax Division
IA:	Chief, Contract	Personnel Division
UBJECT:	Tax Assessment	for
axable Agency e	entitlements has ter of Tax Instr led. The Station	assessment of this individual's gross, been approved as indicated below. An fuction has been will will not be has been advised by the beautiful be will be advised by the beautiful be will be will be been been been been been been been
Tax Assess	ment Rate	Effective Date
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3. Other ; re as follows: OHTACT APPROVAL	ayroll factors r	ertiment to this tax assessment action APPROVED:
	ayroll factors r	ertinent to this tax assessment action

Chief of Station, Mexico City

Chief, WOGAN ADM/JBCENT -		(p) p) - Revision of Tax Assessmen
REPERENCE:	Letter of Tax Inst	ruction, HAMS-5711, 14 Dec 1967
tax assessment and nine-ter twenty and electric tax position previous tax revised tax	oths (13.9) per con eight-tenths (20.8) 369. This revision have changed to s assessment rate u rate is attached.	that his flat rate percentage d by the Tax Staff from thirteen t, established by reference, to per cent, effective 29 June is necessary as his income and uch a degree as to make the arealistic. A computation of the
2. Thi	s assessment revis	ion is incorporated by reference Letter of Tax Instruction.
3. Fro	the information daught	submitted to the Tax Staff, it er qualifies as a dependent. ased on five exemptions. Also, aptions on his 1969 tax return.
•		

VICTOR D. UNITSKY

Attachment: As Noted

Distribution:

istribution:
Orig. & 1 - COS (w/att)
1 - C/CPD (wo/att)
1 - OF/C&TD/CPB (wo/att)
1 - C/\text{YH/1 (wo/att)}
1 - \text{WH/Contracts}

August 1969

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Excluded from astematic dustrearing and declassification

NOTE FOR FILE:

husband's retirement

date extended to Nov. 70.

25 1969

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Chief, SB Division	on		SELY CURRADO PIES
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Chief of Station,	Mexico City (MICPOPEM!
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	INSTRUC	TIONS
CEPTION A Imma 1. 6. and 7	, .	field personnel preparing the report for transmitted to Headquarters: r Printed Nano and Signature*)
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Fitness Reports must be prepared with due regard for security considerations. For example, in the case of administrative and support personnel and athers whose duries do not in themselves reveal sources of information and methods of operation, it is normally expected personnel and others whose duries do specific duries may be reported in Section B. However, the nature, source, purpose or disponder a complete and realistic statement of specific duries may be reported in Section B. However, the nature, source, purpose or disponder a complete and realistic statement of specific duties of sition of information or operations will not be included. On the other hand, the position titles and description of specific duties of carrain other employees may jeopardize security and should not be fully reported on this form. In these cases, general statements of specific duties will be included in Section B indicating the level of responsibility.

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NARRATIVE COMMENTS

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This employee continues to assist and compliment her husband, a Staff Agent, in an unusually efficient team. She pre-edits transcribed materials and puts usable material into a form roady for filing, thus saving analytical and clerical time in the Station. Her knowledge of Russian and Spanish, analytical ability, overall efficiency and interest in her work all contribute to a fine performance.

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	I CERTIFY THAT I HAVE SEEN SECTIONS A, B	, AND C OF THIS REPORT
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28 January 1969	(signe	d in pseudo on Field Transmittal)
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3.	BY REVIEWING OFFICE	
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DISPATCH SYMBOL AND HUMBIR

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CLASSIFICATION

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CROSS REFERENCE TO

DATE

HOS FILE NUMBER

9 April 1968

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SECTION D	CERTIFICATION AND COA	MENTS
1.	BY EMPLOYEE	
	CERTIFY THAT I HAVE SEEN SECTIONS A, B,	AND C OF THIS REPORT
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2.	BY SUPERVISOR	
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Chief of Station

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DATE22 November 1967

MEMORANDUM FOR: Chief, Insurance Branch/BSD/OP Benefits and Services Division

This is to advise you that Anna A. Tarasoff
has been employed under an Agency personal services contract
effective 8 September 1967. The Contract authorizes
participation in Civil Service Retirement, FEGLI and Federal
Health Insurance.

Subject's contract is the administrative responsibility of DDP/WH____.

Chief
Contract Personnel Division

SECRET

Group 1 - Excluded from automatic downgrading and declassification

Chief of Station, Mexico City Chief, Bustorn Hemisphere Division Contract Action Required: As Noted A. BD-6144 B. MEXICO CITY 2718 Beferences 1. In view of Reference B and inasmuch as was in the Headquarters area, a new contract was prepared granting her the benefits of Reference A. The contract was signed by and has been forwarded for related processing. 2. Attached is a copy of the contract effective 8 September She elected FEGLI but declined the health 1967 for insurance as she is included under her husband's policy. was thoroughly briefed on the provisions of the contract as well as the provisions of her previous contract. STATION ACTION: is payrolled by the Station, related deductions for the new penelits (Civil Service Retirement and FEGLI) are to be made by the Station. Social Security deductions will, of course, cease as there is no cover requirement for mandatory Social Security coverage. inquired about the use of 3. During the briefing. sick leave. She was informed sick leave can be used in the same manner and per the same regulations as when she was formurly a (continued) Attachment: As stated

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staffer. The point involved was whether she had been granted sick leave during her "maternity leave" in 1965. She was advised that possibly she did receive payment covering the period which her accrued sick leave represented; and, possibly at that time she had only a minimal balance accrued.

STATION ACTION:

It is suggested the Station review her leave/pay account for the above cited period and advise her of the details involved.

Should the records reflect she had a balance but was not provided the leave, a pay adjustment may be made up to the balance at that time with an appropriate reduction of her current sick leave balance. NOTE: She was advised she could not have sick leave accrued since that time applied retroactively.

It is further suggested the Station Admin or Finance Officer conduct the briefing due to the necessity for the briefer to have a rather technical knowledge of leave.

Hugh E. VESTEY

		_	
Dear			•

The United States Government, as represented by the Contracting Officer of this organization, hereby contracts with you, as a contract employee under the terms and conditions set forth below:

- 1. Now Benefits. By wirtue of your employment relationship under this agreement you are:
 - (a) Covered under the Civil Service Retirement Act in conformance with rules and regulations applicable to appointed employees of this organization. From the basic compensation paid you hereunder there shall be deducted the appropriate rate percentage (presently 6-1/2%) for deposit and eventual crediting to the Civil Service Retirement Fund. Social Security deductions required by virtue of your cover activities will not be reimbursed you by this organization.
 - (b) Covered under the Federal Employees Group Life Insurance Act in conformance with rules and regulations applicable to appointed employees of this organization unless you execute a written waiver of such coverage. The Government is presently nuthorized to bear a portion of the premium cost, you will bear the resainder.
 - (c) Eligible for coverage under the Federal Employees Health Benefits Act in conformance with rules and regulations applicable to appointed employees of this organization. The Government is presently authorized to bear a portion of the premium cost, you will bear the remainder. Because of your eligibility under this Act (whether or not you choose to enroll), your coverage under the contract employees health program shall cease thirty-one (31) days after the effective date of this agreement.
- 2. Your previous contract with the United States Government, effective 15 July 1964, is herein terminated by mutual consent of the parties thereto.
- 3. All provisions of said previous contract not in conflict with this agreement are incorporated by reference into and made a part of this agreement.

4. This agreement is effective as of and shall continue thereafter for two (2) years unless sooner terminated as set forth in your previous contract. If this agreement becomes effective during an overseas assignment nothing contained herein shall be construed as extending that assignment beyond its originally contemplated duration or invalidating your entitlement to return travel expenses (if applicable) upon completion of that assignment.

UNITED STATES GOVERNMENT

ACCEPTED:

WITNESS:

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Letter	of	Tax	Instruction	for	**************************************

- 1. Based on discussions held with tax representatives of the Organization, an assessment of your Organizational income has been approved to satisfy your Federal tax obligation.
- 2. The assessment computation is based on an estimate of your taxable compensation from the Organization and your estimate of other income from outside sources. The assessment computation results in a percentage of your salary being withheld each pay period to completely satisfy your tax obligation. For tax year 1907 thirteen and nine-tenths (13.9) per cent will be withheld, effective 28 August 1967. The computation is attached.
- 3. In computing your assessment rate, you have been granted a basic tax credit of \$250.00. This credit is not guaranteed, but is granted to give reasonable assurance that you will not pay a higher tax than you would under ordinary reporting procedures.
- 4. Future changes in your income or tax status may justify a revision of the assessment rate. In this event this agreement would be amended accordingly.
- 5. It is important that you file a tax return directly with Internal Revenue Care and accuracy in preparing this return are necessary. Any tax liability resulting from the tax computation on this return will be satisfied by your own funds. A certified true copy of this tax return must be forwarded to us upon your submission of the original to Internal Revenue. Provided below are specific criteria to assist you in the preparation of the tax return:
 - A. You will be provided with the
 - B. The income that is shown will be reported on the Form 2555 (Statement to Support Exemption of Income Earned Abroad) and will be exempted from tax, due to your residence overseas. You will base your exemption on physical presence abroad. For tax year 1967 you will report your income as being earned prior to how leave and therefore fully excludable because the qualifying period, which ended on the date you left Mexico for home leave, included an eighteen-month period abroad.
 - C. Other income must also be reported on this tax return, including interest from the Credit Union, which will be indicated without identifying the Credit Union by name.

- 6. You may request an advance of funds for payment of foreign income or related (income) taxes assessed against income received from or guaranteed by the Organization. Accounting for these funds will be made in the form of copies of the receipted tax bills (or other acceptable tax documents) which will be forwarded to the home office for approval and write-off of expense.
- 7. Please acknowledged the original of this letter and return to Headquarters, attention: Covert Tax Committee.
 - 8. We appreciate your cooperation in arranging these details.

VICTOR D. UHITSKY Secretary Covert Tax Committee

Acknowledged:		•
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SECTION C	NARRATIVE COMME	717
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SECTION D	BY EMPLOYEE	
l C	ERTIFY THAT I HAVE SEEN SECTIONS A. P.	AND C OF THIS REPORT
DATE	SIGNATURE OF EMPLOYEE	
	BY SUPERVISOR	
2.	IF THIS REPORT HAS NOT BEEN SHOWN	TO EMPLOYEE, GIVE EXPLANATION
UNDER MY SUPERVISION		•
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	FIELD TRANSMITTAL - FITNESS REPORT	
	INSTRUCTIONS	
SECTION A, Items 1, 6, and	ss Report will NOT becompleted by field personnel preparing the report for transmitts 7 3 (Only in respect to "Typed or Printed Name and Signature")	ed to Headquarters
1, I CERTIFY THAT ' HAVE SEEN THIS FITNESS REPORT	DATE Solido	# # # # # # # # # # # # # # # # # # #
E. I CERTIFY THAT, EXCEPT FOR HESS REPORT IN LIVE BEEN COM	ITEMS OUITTED UNDER THE ASOVE INSTRUCTIONS, ALL ITEMS APPEARING ON THE PLETED UNDER PROVISIONS OF CURRENT INSTRUCTIONS OR REQUESTIONS	ATTACHED FIT-
DATE 3 Ded 67	JONATHAN L. WEENING	Particular de la constante de
28 724 67	Francis J. COIGNE (Comment) Com	•
······································	SPECIAL NOTE	
personnel and others whose duties that a complete and isalistic state sition of information or operations	d with due regard for security considerations. For example, in the case of administrate and not in themselves reveal sources of information and methods of operation, it is a senent of specific auties may be reported in Section B. However, the nature, source, will not be included. On the other hand, the position titles and description of supervised security and should not be fully reported on this form. In these cases, general Section B indicating the level of responsibility.	purpose o dispo

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14-00000

SYCHER

Miss Anna A. Tarasoff

Dear Miss Taraself

Reference is made to your current contract with the United States Government, as represented by the Contracting Officer.

Effective 22 August 1966 stid contract is amended by deleting all reference to income taxes therefrom, and by adding thereto the following paragraph:

must satisfy your federal tax hability on taxable income part to you under para caph one (1) above. Such income nail to sover, operational, and security considerations the Tax Committee of this organization is authorized to make certain determinations and establish procedures which will result in the full satisfaction of your Federal income tax liability on and income. It is specifically understood and agreed that such determinations and procedures, whether oral or written, constitute an integral part of this contract and are legally incorporated herein by reference.

All other terms and conditions of said contract remain in full force and curet.

UNITED SILTES JOYERNMENT

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		DATE:	La Cart Maria La San Cart
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		CTC No.	3
MEMORANDUM FOR:	Director of Finance	•	
ATTENTION:	Chief, Compensation a	nd Tax Division	
VIA:	Chief, Contract Perso	nnel Division	
SUPJECT:	Tax Assessment for		······································
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instruction	indicated below. An a is will be forwards	ed.	
Tax Asse	ssment Rate	291113	tive Date
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Approval C	hief, CPD	Secretary, Cove	rt Tax Committee

SECRET

Anna A. Faracoff

4 June 1966

Dear dies

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 15 July 1966, as amended, which expires 17 July 1966.

Fffeetive 15 July 1966, said contract, as smended, is extended for a period of two (2) years.

All other terms and conditions of sold contract remain in full force and effect.

THE WAITING GRATTE COVERNIEST

Sillare Curt

ACCEPTED:

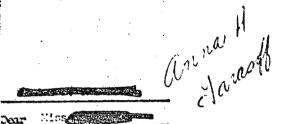
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WE COFFERED ALIMATING OFFICER

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	CLASSIFICATION PROCESSING ACTION
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a a a t	NO INDEXING REQUIRED
Office of Finance	ONLY QUALIFIED DESM
Chief, WH Division	CAR NOVE INVOLVE
Chief of Station, Mexico City	MICROFILM
Admin/Finance-Salary Increase	Employee Number 132830
TION REQUIRED REFERENCES	
ACTION REQUIRED: Information only	7•
REFFRENCE: HPHS-4512, dated 6 Jan	•
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Furnished notowal as to the pro-	salary increase as of 10 October 1965.
······	pg-
The amendment was not prepared in	time for to sign it before going
on home leave and consequently had	i to await her return.
	WILLARD C. CURTIS
	Ki muin os carras
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Attachments	
As Stated Above	
•	
Distribution: 2 - Office of Finance, w/att 1 - Chisf, WHD	
T to MITGT & array	
IOSS REFERENCE TO DISPATCH SYME	BOL AND NUMBER DATE
HIO:T-	6164 HOS FILE NUMBER 1966
	CLASSIFICATION MQS FILE NUMBER



Reference is made to your present contract with the United States Covernment as represented by the Contracting Officer.

Effective 10 October 1965, said contract is amended by including therein provision for compensation increase of the Federal Employant of 1965, in conformance with policies and procedures of this Organization. Said contract is amended also to include the follows sentence in paragraph one, entitled "Compensation":

"Compensation will be increased based on legislative, pay increases!"

All other terms and conditions of the contract remain in ful-

THE UNITED STATES COVERNME.

BY Willard (- (urly

ACCEPTED:

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(blef of Station, Mexico City ffice of Pinesee balary Increas: Replayed Suster 19999 The ffice of Finance has not received a contract amendment for the 10 october 1965 salary increase which the Station has paid Subject as reflected on Station 7/489-66. Therefore, in the absence of a contract ameniment, it would appear that is being overpaid. Slease advise. SHIRLEY K. YEPLS Matributions 3 - CE/Hesico (ity m 10 - 4512 6 January 1966

GROUP 1 . Eactuded from piromatic Grangfading and declassification

2294

2 - WW Division

3 - Cath/APH/CEAS 1 - RI/DP

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	FILES.
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	BLAZIK, SENT HOMT 5908, 29 OCT 65.
	3. LIMUFF I SUBMITTED THPOUGH OVERT CHANNELS:
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Dear Mar & State of the Control of t

Reference is made to your present contract with the United States Government, as represented by the Contracting Officer.

Effective 14 August 1964, said contract is amended by including therein provision for compensation increase of the Government Employees Salary Reform Act of 1964, in conformance with the policies and procedures of this organization.

All other terms and conditions of the contract remain in full force and effect.

7/2 P/how BY Millard C.

SECRET

Group 1 - Excluded from automatic downgrading and declassification:

REVIEWED: Special Contracting Officer

DISPATCH

C/WH/55

C/WH/55

C/WH/55

C/WH/55

C/WH/55

C/WH/55

Dr to bot. Chig rec'd the FEGG WHIBS FEGG CFD/CEAS-22762t Distribution:

(EVEN WHEN BLANK)

Nº SD 48769 A

DATE 30

29 July 1964

I DO HEREBY DECLARE THAT MY TRUE AND LEGAL SIGNATURE IS:

· ·	Marunes Como Torosall	RIGHT THUMB PRINT
WITNESS:	Anna Tarasoff (NAME. PRINTED OR TIPEWRITTER)	
	SECDET	

LAZ

SECRET (EVEN WHEN BLANK)



NºSD 48769 B

DATE 29 July 1964

I DO HEREBY ACKNOWLEDGE THAT IN MY RELATIONS WITH THE UNITED STATES GOVERNMENT, I WILL USE THE FOLLOWING SIGNATURE WHERE REQUIRED:

	(eignature)			RIGHT THUMB PRINT
	(NAME, PRINTED OR EYPEWRITTEN)	!		
WITNESS:	Exist. Cocking			
-	Gerald F. GESTETNER		www.fireduse l e	
	SECRET	. **	•	, å



, ,	CONTRACT TYPE B SECURITY APPROVAL	
DATE	: 15 July 1964	
YOUR REFER	RENCE: Memorandum dated 13 July 1964	
CASE NO.	: 131751	
TO	: WIL/PERS	
SUBJECT	: TARASOFF, Anna A.	
Contract Headquart 2.	This is to inform you of Security Approval of the Subject Type B employment as specified in your request under the ters Regulation 20-53. Unless arrangements are made within 60 days to contract we, this Approval becomes invalid.	provisions of
	This office is to be advised when a Contract is signed by eact is terminated.	Subject and When
4.	As a part of this contracting process:	·
	A polygraph interview must be arranged by your office.	
	A polygraph interview is not necessary.	

W. a. Osam

Cult. Pinings, Sicurity Division

CONFIDENTIAL

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	CONEI			
REQUEST FOR APPROVAL OR INVESTIGATIVE	ACTION	13 July	1964	
TO: CI/Operational Approval and Support	FROM:			
x Person it with the ton / Orrice of	Security	CH-4408		
SUBJECT:		PROJECT	Commander	.
(Tree neer) Tarasoff, Anna		Station :	oupport	<u> </u>
CRYPTONYM, PSEUDONYM, ANA CR ALTASES	•	CI/OA FILE NO.		
CR (1704) - CR (1704)				
		81 201 FILE NO.	131751	1
1. TYPE AC	TION REQUESTE	D		
PROVISIONAL OPERATIONAL APPROVAL		IONAL PROPRIETARY APPROVE	NL .	
CPIRATIONAL APPROVAL	PRCFRI	TARY APPROLAL		
PROVISIONAL COVERT SECURITY APPROVAL	COVERT	NAME CHECK		
	SPECIAL	Inquier (50 field inves	stigation)	
COVERT SECURITY APPROVAL TYPE B				
		*		
2. SPECIFIC AREA OF USE	•			
Mexico City, Mexico	······································	·		
3. FULL DETAILS OF 1988				1.
Her principal responsibility wi	Lll be to	assist her hus	pang, a	
Her principal responsibility wi Staff Agent, in the transcribing and	d process	ing of the Stat	rou a	
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LIENVOY/LIFMRICK product. Subject resigned from staff emp	lovae at	atus on 8 Septem	mber 196	5.
Subject resigned them sears emi	**************************************	7		. [
She has been with her husband in	Minão d	uring interims	period	1
			······	·
4. INVESTIGA	TION AND COV	ER	YES	NO
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A. U.S. COVERNMENT INTEREST and or shown pourse				<u> </u>
B. CIA INTEREST MAY BE SHOWN DURING INVESTIGATION?		• •	1	X
B. CIA INTEREST MAY BE SHUNG DURING INVESTIGATION				ļ
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C. IS SUBJECT AMARE OF U.S. GOVERNMENT INTEREST IN HIM?			<u>X</u>	
A CONTRACT IN COLUMN			١.,	i
D. IS SUBJECT AWARE OF CIA INTEREST IN HIM?			_ <u>X</u>	ببلل
E. INDICATE ANY LIMITATIONS ON COVERAGE IN THE INVESTIG	ATION OF SUBJE	CT.		:
E. INDICATE ANY LIMITATIONS OF COTCASO IN THE THE THE				
E SUGGEST "COVER PRETERT" TO BE USED IN CONDUCTING PER	COMAL INVESTED	ATION OF SUBJECT.		
F. SUGGEST "COVER PRETEXT" TO BE USED IN CONDUCTING PER				,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
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5. PRO AND GR	EEN LIST STA	₹¿S		
		BILL BE FORBARGED		
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PRO 11. OR EQUIVALENT, IN EI) COPY ATTACHED		731 32145 TEV. 1971	·	
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no demogratory theo.	DERCGAT	ORY ATTREMES		
LIST SOURCES CHECKED			,	
NOT INITIATED (Explanation)	I SIGNATURE O	F BRANCH CHIEF		- ,
SIGNATURE OF CASE OFFICER 6577	W.E.	Brooks		

1-62 772 431 7043 1045.

SECRET

(8)

DISPATCH CLASSIF CATION PROCESSING ACTION rrerar DELEGAN BUT GJERAM Grief, W. Division NO INDOXING MEQUINED CHILF QUALIFIED DESK Chief, SR Mivision CAR MOCE DECEMBE Guef of Station, Textoo City SUBJECT ANTHISPEATIVE PERVIT MAE Contract ACTION REQUIRED - REFERENCES HERENCE: HEXI-9691 1. Transmitted under separate cover attachment are three copies of a signed field contract completed on the Subject of reference. 2. For principal responsibility will be to essist ber husband

[P] In the transcribing and processing of the Station's HEWOY/LUERICE product. The part-time embloyment of Subject will permit to devote considerably rore effort and concentration on the proparation of assessment studies on the USWAL complement. Millard (- (nthey Attachment: As stated above (USC) The Distribution: 2 - MMP, m/att 1 - SMD, m/att CROSS REFERENCE TO DISPATCH SYMBOL AND NUMBER 201 10**–4**646 12 June 1964 CLASSIFICATION HÇS FILÉ NUMBER Zeciassi

520000

torn. Arna A. Jaraseff

Tear 're. Thanroff:

The United Cintes Communit, an impresented by the Contracting Officer, hereby contracts with a non-contract Employee, for the use of jour cervices and the performance of duties of a confidential natura under the following terms and conditions:

- 1. Commention. In full consideration for the use of your corvices and the performance of specified confidential duties, you will be compensated in an amount calculated at the rate of \$2.50 per hour. Engrants will be rade as directed by you in writing in a gamen acceptable to the Covernment. Taxes will be withheld therefrom and submitted by the United States Covernment.
- 2. Benefite. (a) You will be entitled to death and disability benefits ental to those authorized under the Fuderal Droloymen' Corresponding Act, as arounded. Claims by you, your heirs or leval representatives under this coronwant will be proceeded by the Covernment in accordance with its procedures to such moment as not to impair security.
- (b) You will be estitled to sick and assual leave equal to and subject to the care rules and resulations applicable to foremrent essloyees. Such about leave may only be taken at times and places approved in advance by appropriate representatives of the Covernment.
- (c) You will be embitted to continuence of may and allowances in a memor distinct that set forth in the Massing Persons Act (50 U.S.C.A., Ann. 1001-1015).
- (d) The Covernment will withhold from the commensation due you under this agreement social security deductions in conformance with the basic cocial security lemislation, as amended, and the procedures of this Organization. For remons of accurity, all inquiries concerning your relationship to the cocial occurity system shall be much directly to this Organization, and in no event may say such proclem be presented by you or on your behalf to any representative of the covernmental unit.
- 3. Execution of incurrents. If in the performance of vervices under this contract you assume the custody of Covernment funds or take title of record to property of any nature westpower and whenever situate, which property has, in fact, been nurchased with moddes of the U.S. Covernment, you hereby recormize and adminished the existence of a trust relationship either express or constructive, and you agree to execute whatever documents may be required by the Government to evidence this relationship.
- 4. Secreta. You will be required to keen forever secret this contract and all information which you may obtain by reason bereof (unless released in writing by the Covernment from such obligation), with full knowledge that violation of such secretary may subject you to criminal prospection under the Espionage laws, bated 25 June 1913, as amended, and other applicable laws and regulations.

- 5. Instructions. Instructions received by you from the Covernment in briefing, training or otherwise are a part of this contract and are incorporated herein, provided that such instructions are not inconsistent with the terms hereof.
- 6. Unsutherized Commitments. To promises or commitments pertaining to mights, privileges or benefits other than those expressly stimulated in writing in this agreement or any amendment thereto shall be binding on the Government.
- shall continue thereafter for a period of two (2) years unless sooner and terminated either:
 - (a) By thirty (30) days' actual notice by either party hereto, or
 - (b) Without prior notice by the Government in the event of a breach of this contract by your violation of the security provisions hereof or by your otherwise rendering yourself unavailable for acceptable service.

Subject to the availability of appropriations, this agreement may be extended upon actice from the fovenment. Termination of this agreement will not release you from the obligations of any security cath you may be required to take.

UNITED STATES COVERNEY

Dy Stinston Scoto
Contracting Officer

ACCEPTED:

Anna A. Tasarocc	Been
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APPROVED:	

CONSTRAINED:

Special Contracting willor

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REPRODUCTION BY OTHER THAN THE ISSUING OFFICE IS PROHIBITED

Chief of Station, Mexico

XX

Chief, WHD

Please inform Subject that her resignation from staff employee status has been processed and made effective as of 8 September 1963.

UND OF DISPATCH

Distribution: 2 Mexico City

1064S-3145

23 September 1963

SACRET

WH/PERS W.S.Renehan

ecm 75

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RELEASING

SECRET/RYBAT

SEPARATE COVER ATTACHMENT HMM-S-2980

DOB: 5 May 1923

POB: Cleveland, Ohio

HIGH SCHOOL GRADUATE: 1942

CHILDREN: Daughter - Barbara, 21 Dec 1945

Jon - Dy : 604, 20 Mar 1949

EXPERIENCE: 1944 - 1945 Cleveland Trust Co., Cleveland, Ohio Commercial Bookeeper

1955 - 1956 American Trust Co., San Leandro, Calif.
Commercial Bookeeper

8 Apr 1957 EOD KUBARK, Clerk, GS-4

14 Jul 1957 PBJointly, Clerk

9 Mar 1958 KUDESK, Intell Clerk

2 Nov 1958 Promotion, GS-5

8 Jan 1961 Promotion, GS-6

7 Jun 1963 LWOP for 90 days at end of which time resignation will be effected.

FITNESS REPORT: 30 June 1961 - 30 June 1962, Overall Rating "A" (Transilterates Russian Material "P")

TRAINING: Basic Supervisors, 2-13 May 1960

TEST: Russian, Reading "E"

TY 1303A RUCHARDICEN

7 June 1963

MY

To: WH/Pers

FROM: Mrs. Anna Tarasoff

susject: Receipt of Advance of Funds for Transportation from Washington, D. C. to Mexico City

I hereby acknowledge receipt of the following:

s525.00 in conjunction with Subject it is understood that this advance is for themse lowest first class rail travel Washington to Mexico City, Mexico and related costs, and anticipated per diem for three days for myself and two dependent children. Accounting for the advance will be submitted to the Mexico City Station.

Please return_____signed copy(les) of this receipt

Anna Tarasoff

BIGGATURE OF BECIPIENT

7 June 1997 merrors

(22)

7 June 1963

Personnel Security Division, MEMORANDUM FOR:

Office of Security

SUBJECT:

Mrs. Anna Tarasoff, Contract Employee Clearance

- 1. It is requested that clearance be granted for the employment of Mrs. Anna Tarasoff as a Contract Employee,
 Type A or B at the Mexico City, Mexico Station to provide clerical services.
- 2. Mrs. Tarasoff is presently a GS-6, staff employee. She is being reassigned to the CS Development Complement and placed on a 90 day LWCP status effective COB 7 June in order to join her husband.
- 3. In the event the Mexico Station can use her services she would be employed in a contractual capacity and her resignation from staff employee status would be effected the day prior to the effective date of contract.
- 4. In the event additional information is desired, please contact Mr. William Renchan, extension 7555.

w. E. BROOKS Chief, WH Support

SECRET REQUEST FOR PERSONNEL ACTION 5 June 1963 7. NAME (!: nat-First-Middles . SERIAL NUMBER TAILADYT, ABILA OE 5935 4. EFFECT OF SATE RECUESTED S. CATEGORY OF EMPLOYMENT 3. NATURE OF PERSONNEL ACTION REVEILAR 63 6 LICP AND REJECTORESAY 8. LEGAL AUTHORITY (Completed by Office of Personnel) 7. COST CENTER NO. CHARGE. ¥ 10 CF ¥ 10, ¥ . FUNDS 3:7-1770-1000 CF TO CF CF TO V 10. LOCATION OF OFFICIAL STATION B. ORGANIZATIONAL DESIGNATIONS DOP CI ERAFF WURINGTON, D.C. CU DEVELOPMENT COMPLEMENT 13. CAREER SERVICE DESIGNATION 12. POSITION NUMBER \$\$ 797I INCIL CLEX 14. CLASSIFICATION SCHEDULE (GS. LB. etc.) 15. OCCUPATIONAL SERIES 16. GRADE AND STEP 0713.01 10. REMARKS FERM: DUP CI CONT/CONCINL DWESTIGNICH GROUP/PROJECTS BE/LITELL CLE/WEB., D.C/0151

Employee's last socking day 7 June 1963.

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