

560411 D

SECRET

(If Not Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
1. SERIAL NUMBER 056043				14 JUNE 72	
2. NATURE OF PERSONNEL ACTION RETIREMENT - <i>Conversion from FRB status</i> INVOLUNTARY			4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 06 30 72		3. CATEGORY OF EMPLOYMENT REGULAR
6. FUNDS V TO V OF TO V XX OF TO C			7. FINANCIAL ANALYSIS NO. CHARGEABLE 2136-1187		8. LEGAL AUTHORITY (Completed by Office of Personnel) PL 88-643 Sec 235(a)
9. ORGANIZATIONAL DESIGNATIONS DDP/EUR DIVISION FOREIGN FIELD			10. LOCATION OF OFFICIAL STATION		
11. POSITION TITLE CHIEF OF STATION (16)			12. POSITION NUMBER 0296		13. CAREER SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (GS, I, II, etc.) GS		15. OCCUPATIONAL SERIES 0136.05		16. GRADE AND STEP 16 B 6	
17. SALARY OR RATE XXXXX 33694- 34623					
18. REMARKS 1 cc PAYROLL					
19. SIGNED 6/15/72			180. SIGNATURE OF CAREER SERVICE APPROVING OFFICER 6/16		
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19. ACTION CODE 45	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC ALPHABETIC	22. STATION CODE	23. INTEGRAL CODE	24. POSTS CODE 3
25. DATE OF BIRTH MO. DA. YR. 11 11 25		26. DATE OF GRADE MO. DA. YR.		27. DATE OF LSI MO. DA. YR.	
28. RITE EXPIRES MO. DA. YR.	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1-YES 2-OTHER 3-FILE 4-NONE	31. SEPARATION DATA CODE 0, 60, 00, 0, 0	32. CURRENCY CANCELLATION DATA MO. DA. YR.	
33. VET PREFERENCE CODE 0-BONE 1-3 PT 2-10 PT		34. SERV COMP DATE MO. DA. YR.	35. LONG COMP DATE MO. DA. YR.	36. CAREER CATEGORY TAB/BSF PROV/TEMP	37. FEES/HEALTH INSURANCE CODE CODE 1-YES 2-NO
38. SOCIAL SECURITY NO.		39. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)		40. STATE TAX DATA CODE NO TAX STATE CODE 1-YES 2-NO	
41. POSITION CONTROL CERTIFICATION 6.28772 1671		42. LEAVE CAT. CODE		43. FEDERAL TAX DATA FORM EXECUTED CODE NO TAX EXEMPTIONS 1-YES 2-NO	
DATE APPROVED 28 June 72					

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

(4)

14-00000 Registry
223646

28 JUN 1972

Dear [REDACTED]

As you reach the end of your active career of Government service, I want to join your friends and colleagues in wishing you continued success and satisfaction in your retirement.

You have been privileged to face the challenge of important responsibilities during your more than twenty-five years of service to your country. The success with which you have met this challenge should be a source of lasting pride to you.

May I extend to you, personally and officially, my sincere appreciation for the important work you have done and my warmest hopes that you will find full enjoyment in the years ahead.

Sincerely,

for Richard Helms

Richard Helms
Director

Distribution:

0 - Addressee

1 - DDCI

1 - ER

1 - D/Pers

1 - OPF

1 - ROB Soft File

1 - ROB Reader

Originator:

/s/Harry E. Ficher

26 JUN 1972

Director of Personnel

OP/RAD/ROB [REDACTED] 3257 (21 June 1972)

ADMINISTRATIVE - INTERNAL USE ONLY

30 June 1972

MEMORANDUM FOR THE RECORD

SUBJECT : Retirement -

1. The retirement of Subject, effected as a result of a memorandum from the Head of his Career Service stating that he is surplus to the needs of the Service and that his retirement will be recommended to the Director under the provisions of the CIA Retirement and Disability System pertaining to involuntary retirement, in no way implies an adverse action. Subject signed an application for retirement of his own volition in order to qualify for an immediate retirement annuity. The liberalized criteria for such separations was established by the Agency to parallel similar actions under the Civil Service Retirement System in accordance with FPM Letter No. 831-23, dated 10 December 1969.

2. Any inquiry received concerning the nature of the separation of Subject from the Agency should be confirmed simply as a retirement.

Chief
Retirement Affairs Division

ADMINISTRATIVE - INTERNAL USE ONLY

14-00000

SECRET

DATE 7-2-1972

12 MAY 1972

MEMORANDUM FOR :

SUBJECT : Involuntary Retirement Under the CIA Retirement
and Disability System

1. This will confirm a previous discussion with you concerning the problem of a surplus in your career service of on-duty strength in relation to new reduced ceiling and the consequent need to effect a reduction in personnel. At that time you indicated your willingness to assist your career service in reaching its reduced personnel ceiling by accepting involuntary retirement.

2. Accordingly, and in order to establish the necessary conditions for involuntary retirement under CIARDS, I have determined that you are surplus to the needs of your career service and will recommend your retirement to the Director, effective 30 June 1972.

3. I urge you to contact the Retirement Affairs Division, Office of Personnel, where every effort will be made to provide whatever information and assistance you may need in preparing for your proposed retirement.

Thomas H. Karanessinos
Deputy Director for Plans

NOTED: 19 June 1972

SECRET

CONFIDENTIAL

Executive Registry

17-2506

CIA RETIREMENT AND DISABILITY SYSTEM
Request for Retirement

I. Name of Applicant : [REDACTED] DOB : 11 November 1925
 Grade : GS-16 Position : Chief of Station, [REDACTED]
 Office/Division : European Division
 Career Service : Clandestine Service

II. Date Requested for Retirement : 30 June 1972 (Involuntary)
 Age at that Date : 46
 Years of Creditable Service : 25
 Years of Agency Service : 21
 Years of Qualifying Service : 13

III. Applicant's Career Service
 Recommends : X Approval Disapproval
 Reasons for recommending disapproval

IV. Retirement Board
 Recommends : X Approval Disapproval
 Reasons for recommending disapproval

V. Director of Personnel
 Recommends : X Approval Disapproval
 Reasons for recommending disapproval

Director of Personnel
/s/ Harry E. Fisher

20 JUN 1972

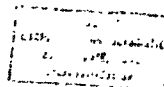
Date

VI. Action by Director of Central Intelligence : X Approved Disapproved

Director of Central Intelligence

Date

CONFIDENTIAL



EYES ONLY

6 May 1970

MEMORANDUM FOR: Secretary, CSCS Board

SUBJECT : Recommendation for Promotion to GS-17 -
[redacted]

1. It is recommended that [redacted] be promoted to GS-17. He has been in grade as GS-16 since June 1965 and has served as COS in [redacted] since August 1967. His previous assignment was as Deputy Chief, SB Division.

2. The reasons for this promotion are amply covered in my fitness report of this same date. I have just returned from an extensive trip through the European area, during which I had a chance to see and talk with a very large number of officers [redacted] is one of two whom I am recommending for promotion as a result. He is one of our very finest station chiefs, possessed of imagination, intellect and ability personally to handle operations which very few of his colleagues can match. He is one of those on whom the future of the Organization is going to depend, and I believe that the promotion is more than justified.

/s/

[redacted]
Chief
European Division

13 August 1970

Acting Chief, EUR Division, confirmed this nomination for the

Fall 1970 Review.

[redacted]
Secretary, Clandestine Service
Career Service Bd

*Not Promoted by
CSCS Board
Apr 70*

EYES ONLY

SECRET

SECRET

(If Not Filled In)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED	
1 SERIAL NUMBER 056013										10 AUG 67	
3 NATURE OF PERSONNEL ACTION REASSIGNMENT						4 EFFECTIVE DATE REQUESTED MONTH DAY YEAR 02 27 67		5 CATEGORY OF EMPLOYMENT REGULAR			
6 FUNDS		V TO V		V TO CP		7 FINANCIAL ANALYSIS NO CHARGEABLE		8 LEGAL AUTHORITY (Completed by Office of Personnel)			
		CP TO V		XX CP TO CP		8136 1187					
9 ORGANIZATIONAL DESIGNATIONS DDP/EUR FOREIGN FIELD						10 LOCATION OF OFFICIAL STATION					
11 POSITION TITLE ATTACHE CHIEF OF STATION						12 POSITION NUMBER 0296		13 CAREER SERVICE DESIGNATION D			
14 CLASSIFICATION SCHEDULE (GS, LB, etc.) FSR GS				15 OCCUPATIONAL SERIES 0136.05		16 GRADE AND STEP 03 2 16 3		17 SALARY OR RATE 16,391 \$ 21,415			
18 REMARKS FROM DDP/SB #0002 SB CONCURS PER X Wash, D.C. DCI, Approved 27 Jan 67											
DATE SIGNED 11/4/67						DATE SIGNED 8/16/67					
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19 ACTION CODE 37		20 EMP. OF CODE 10		21 OFFICE CODING NUMERIC ALPHABETIC 44550 EUR		22 STATION CODE 16543		23 MESSAGE CODE 5		24 HOURS CODE 3	
25 DATE OF BIRTH MO DA YR 11 11 25		26 DATE OF GRADE MO DA YR		27 DATE OF LEI MO DA YR		28 NIE EXPIRES MO DA YR		29 SPECIAL REFERENCE 1-ESA 2-11CA 3-NONE		30 RETIREMENT DATA CODE	
31 VET PREFERENCE CODE 0-NONE 1-1 PT 2-10 PT		32 SERV COMP DATE MO DA YR		33 LONG. COMP. DATE MO DA YR		34 CAREER CATEGORY CODE 1-YES 2-NO		35 FEEL/HEALTH INSURANCE CODE 1-YES 2-NO		36 SOCIAL SECURITY NO	
37 PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)		38 LEAVE CAT CODE		39 FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS		40 STATE TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS		41 DATE APPROVED		42 DATE APPROVED	
43 POSITION CONTROL CERTIFICATION FORM 1152 USE PREVIOUS EDITION		44 DDP APPROVAL 8-18-67 amw		45 DATE APPROVED 11/6/67							

FORM 1152 USE PREVIOUS EDITION

P SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

(4)

SECRET

		2. DATE OF BIRTH Nov. 11 1925	3. GRADE GS-16
4. OFFICE, DIVISION, BRANCH (or overseas station and existing cover if lateral assignment) DDP/SB		5. PRESENT POSITION DC/SB	6. EMPLOYEE EXTENSION 7438
		8. PROPOSED POSITION (Title, Number, Grade) CON 0296	
9. TYPE OF COVER AT NEW STATION Integree		10. ESTIMATED DATE OF DEPARTURE 25 Aug 67	11. NO. OF DEPENDENTS TO ACCOMPANY four
12. COMMENTS 89's attached to OMS copies 259 a forwarded direct. Subject on TDY standby until November 1967. Request evaluation for above PCS.			
13. DATE OF REQUEST 28 July 1967		15. ROOM NUMBER AND BUILDING 4B-01 Hqs.	16. EXTENSION 6913
17. OFFICE OF MEDICAL SERVICES DISPOSITION			
18. OFFICE OF SECURITY DISPOSITION			
19. OVERSEAS CANDIDATE REVIEW PANEL DISPOSITION QUALIFIED FOR PROPOSED ASSIGNMENT OVERSEAS JEL Chairman, Overseas Candidate Review Panel			
REQUEST FOR PCS OVERSEAS EVALUATION			

SECRET

CD, P. 1/1

19 JAN 1967

MEMORANDUM FOR: Director of Central Intelligence

THROUGH : Deputy Director for Plans

SUBJECT : Appointment of [redacted]
as Chief of Station, [redacted]

1. The appointment of [redacted] as Chief of Station, [redacted] effective on or about 15 June 1967, is recommended. Mr. Bagley would replace [redacted]

2. [redacted] has been an employee of the Agency since July 1950, and is presently assigned as an Operations Officer, Deputy Chief, Soviet Bloc Division, GS-16. A biographic profile, including information regarding his Agency experience and training, is attached.

[redacted]
Rolfe Kingsley
Chief
European Division

1 Attachment
Biographic Profile (Parts 1 & 2)

APPROVAL RECOMMENDED:

[Signature]
Deputy Director for Plans

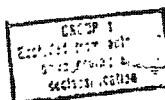
25 Jan 67
Date

The recommendation in paragraph 1 is APPROVED:

[Signature]
Director of Central Intelligence

27 JAN 1967
Date

SECRET



SECRET

3 October 1966

MEMORANDUM FOR: Mr. [REDACTED]
Secretary
Clandestine Services
Career Service Board

SUBJECT: Mr. [REDACTED]
Promotion to GS-17

1. [REDACTED] was promoted to GS-16 on 6 June 1965. At that time he was Chief, CI Group, SR Division. On 1 September 1965 he was appointed Deputy Division Chief, SR Division. As his fitness reports attest, his performance in that position was outstanding and when in May 1966 the Soviet Bloc Division was created he was named Deputy Division Chief of the new Division.

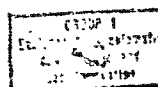
2. There is little that need be added to previous fitness reports in my evaluation of [REDACTED] current performance. It continues to be that of a dedicated and gifted officer whose energies and extensive substantive knowledge make a vital contribution to one of the top priority programs of the Clandestine Services. Much more important, in considering [REDACTED] for promotion to the next level of the supergrades, is his potential for additional growth and responsibility. He would be capable now of taking charge of a field station, particularly one with [REDACTED]

[REDACTED] With time (he is forty-one) he will be capable of assuming the senior position in any division or staff in the CS. He is clearly one of the outstanding officers in our service.

[REDACTED]
DAVID E. MURPHY
Chief, Soviet Bloc Division

*Not Approved by
CSCS Board*

SECRET



SECRET

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
				27 December 1966	
1. SERIAL NUMBER 056043					
3. NATURE OF PERSONNEL ACTION REASSIGNMENT			4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 12 1 66		5. CATEGORY OF EMPLOYMENT REGULAR
6. FUNDS V TO V V TO U U TO V XXX U TO U			7. FINANCIAL ANALYSIS NO CHARGEABLE 7134 0573 0000		8. LEGAL AUTHORITY (Completed by Office of Personnel)
9. ORGANIZATIONAL DESIGNATIONS DDP SB DIVISION OFFICE OF THE CHIEF			10. LOCATION OF OFFICIAL STATION WASHINGTON, D.C.		
11. POSITION TITLE POL OFFICER 2ND SEC OPS OFFICER - D DIV CH (SG)			12. POSITION NUMBER 0002		13. CAREER SERVICE DESIGNATION D
14. CLASSIFICATION SYMBOLS (See I.D. III.) FSS GS		15. OCCUPATIONAL SERIES 0136.01	16. GRADE AND STEP 01 1 16 2		17. SALARY OR RATE 15,841 \$ 20,745
18. REMARKS					
DATE SIGNED 12/27/66					
DATE SIGNED					
SPACE ALLOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19. ACTION CODE 37	20. EMP. SA. CODE 11	21. DATE (GROSS) 12/10/66	22. STATION CODE 56	23. INTEREST CODE 15	24. HOSTS CODE 11
25. DATE OF BIRTH 11/11/25	26. DATE OF GRADE NO DA. YR.	27. DATE OF LEE NO DA. YR.	28. SECURITY 912 80	29. SEX M	
30. RET. PREFERENCE MO. DA. YR.	31. RET. DATA 1-100 2-100 3-100	32. RET. DATA 1-100 2-100 3-100	33. SEPARATION DATA CODE TYPE	34. CORRECTION/RECALL DATA MO DA YR.	EOD DATA
35. VET PREFERENCE CODE	36. SER. / EMP. DATE MO. DA. YR.	37. LONG COMP. DATE MO. DA. YR.	38. CAREER CATEGORY CODE	39. HEALTH INSURANCE CODE	40. SOCIAL SECURITY NO.
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE	42. LEAVE CAT. CODE	43. FEDERAL TAX DATA CODE	44. STATE TAX DATA CODE	45. FEDERAL TAX DATA CODE	46. STATE TAX DATA CODE
47. POSITION SERVICE CERTIFICATION 10-29-66 AS					DATE APPROVED 30 DEC 1966

FORM 1152 (10-66) PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING AND
DECLASSIFICATION

(4)

SECRET

D 48

(If not filled in)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED 15 June 1966	
1. SERIAL NUMBER 056043		2. NAME (Last-First-Middle) [Redacted]									
3. NATURE OF PERSONNEL ACTION DESIGNATION AS A PARTICIPANT IN THE CIA RETIREMENT AND DISABILITY SYSTEM				4. EFFECTIVE DATE REQUESTED MONTH: 07 DAY: 03 YEAR: 66		5. CATEGORY OF EMPLOYMENT REGULAR					
6. FUNDS V TO V CF TO V		V TO CF <input checked="" type="checkbox"/> CF TO CF		7. COST CENTER NO. CHARGE ABLE 6134-0573		8. LEGAL AUTHORITY (Completed by Office of Personnel) PL 88-643 Sect. 203					
9. ORGANIZATIONAL DESIGNATIONS DDP/SR				10. LOCATION OF OFFICIAL STATION WASHINGTON, D. C.							
11. POSITION TITLE				12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION D					
14. CLASSIFICATION SCHEDULE (GS, TR, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP 16		17. SALARY OR RATE 5					
18. REMARKS EMPLOYEE WILL RECEIVE NOTIFICATION FROM THE DIRECTOR OF PERSONNEL OF THIS DESIGNATION.											
18A. SIGNATURE OF REQUESTING OFFICIAL				DATE SIGNED		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER		DATE SIGNED			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING NUMERIC ALPHABETIC		22. STATION CODE	23. INTEREST CODE	24. ACQUIS CODE	25. DATE OF BIRTH MO. DA. YR.	26. DATE OF GRADE MO. DA. YR.	27. DATE OF LEI MO. DA. YR.		
28. VET CLAIMS MO. DA. YR.	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1-CSE 2-TILA 3-WOM		31. SEPARATION DATA CODE 2	32. CORRECTION CANCELLATION DATA TYPE MO. DA. YR.	EOD DATA →		33. SECURITY CQ. NO.	34. CIP		
35. VET PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT	36. SERV. COMP. DATE MO. DA. YR.	37. LONG COMP. DATE MO. DA. YR.	38. CAREER CATEGORY CAREER PROG. TEMP	39. FIELD/PLACED IN/PLACED CODE 0-WHITE 1-BLACK	40. SOCIAL SECURITY NO.						
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0-NONE 1-NO SERVICE 2-RECEIVED SERVICE (SEE PAGE 3 REPLY) 3-RECEIVED SERVICE (MORE THAN 3 YEARS)		42. LEAVE CAT. CODE		43. FEDERAL TAX DATA FORM PRESENTED 1-YES 2-NO	44. STATE TAX DATA NO TAX EXEMPTIONS FORM PRESENTED 1-YES 2-NO		45. STATE TAX DATA CODE NO. TAX STATE CODE				
46. POSITION CONTROL CERTIFICATION 4/2/66 161					47. APPROVAL See memo signed by Director dated 17 June 66						

SECRET

SECRET

DD/P 6-1089

16 March 1966

MEMORANDUM FOR: All Staff and Division Chiefs

SUBJECT : Appointment of a Clandestine Services
Career Trainee Selection Board

1. A Clandestine Services Career Trainee Selection Board (hereafter called The Board) is hereby appointed, composed of the following officers:



Member
Member
Chairman
Member
Member

2. The Board will review all files and assessments of CTs who have finished the Operational Familiarization Course, and who are candidates for admission to the Clandestine Services. The Board will interview each candidate and, after due deliberation, will either accept or reject the CT for service in the Clandestine Services. Rejection by The Board will preclude the attendance by the CT at the Operations Course. CT's so rejected will be turned back to the CIA Office of Personnel for disposition.

3. In interviewing the CT candidate The Board will:

a. Attempt to determine the CT's motivation and suitability for service in the CS.

b. Evaluate the CT's training to date based on his record in the Introduction to Communism, Agency Orientation, Introduction to Intelligence Techniques and the Operational Familiarization Course. If the CT has served in an attached capacity with one of the Staffs or Divisions upon completion of the OFC, the assessment of that Staff or Division on the CT's performance and potential will be taken into consideration on his overall evaluation.

c. Review the CT's assessment by the A & E Staff.

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d. Attempt to determine the following:

(1) The CT's willingness to serve overseas as directed by the CS.

(2) The mobility and suitability of the CT's family, if any, for overseas service.

(3) What future does the CT foresee for himself in the CS. Where does he want to go; where does he think he is going.

(4) Any reservation the CT may express or imply as to his participation in the Special Operations Course.

(5) Such other items as The Board may consider relevant in the interview of specific candidates.

e. Prepare a Memorandum of Record expressing the opinion of The Board and any observations or recommendations The Board may wish to record on its interview of the CT. Such M/R will become a part of the permanent file of the CT.

4. The Board will meet beginning on April 13, 1966, in Room 3-C-28, for half days, and will continue until all CT's are interviewed. The Chairman may call for such additional sessions as are necessary to complete The Board's work.

5. DDP/TRO will act as Secretary to The Board and will be responsible for coordination with OTR to ensure the presence of the CT's for the interview and that appropriate assessment records in the hands of OTR are available to The Board.

6. CSPS will provide administrative support to The Board, and will ensure that CT's now attached to the Staffs and Divisions are present for the interview and


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3

that the assessment by the Staffs and Divisions is available to The Board.

7. The method of CT selection outlined above ~~supersedes~~ previous selection procedures employed by the CS in determining CT acceptance into the CS.


Desmond FitzGerald
Deputy Director for Plans

Distribution:

- 2 - each Staff & Division Chief
- 1 - each DDP Training Officer
- 1 - each DDP Senior Training Officer
- 1 - DC/FI
- 1 - DC/SR
- 1 - C/SOD
- 1 - DC/CA
- 1 - DC/WE
- 5 - C/CSPS (for file)
- 1 - Director of Training
- 1 - Deputy Director of Training
- 1 - Chief, Career Trainee Program
- 1 - COS/Isolation

SECRET

SECRET
(When Filled In)

14 July 1966

MEMORANDUM FOR:
THROUGH : Head of CS Career Service
SUBJECT : Notification of Designation as a Participant in
the CIA Retirement and Disability System

My recent memorandum on the above subject informed you that I had determined that you met the criteria specified in HR 20-50 for designation as a participant in the CIA Retirement and Disability System. On the basis of this determination and your recently executed election to remain in the System, your designation as a participant was made effective 3 July 1966.

Kenneth D. Echols
Director of Personnel

SECRET

GROUP 1
Excluded from automatic
downgrading and declassification

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
1 SERIAL NUMBER 056043				2 NAME (Last-First-Middle) [Redacted]	
3 NATURE OF PERSONNEL ACTION REASSIGNMENT			4 EFFECTIVE DATE REQUESTED MONTH DAY YEAR 09 01 65		5 CATEGORY OF EMPLOYMENT REGULAR
6 FUNDS V TO V CF TO V XX CF TO CF		7 COST CENTER NO. CHARGEABLE 6134-0573		8 LEGAL AUTHORITY (Completed by Office of Personnel)	
9 ORGANIZATIONAL DESIGNATIONS DDP SR DIVISION OFFICE OF THE CHIEF			10 LOCATION OF OFFICIAL STATION WASHINGTON, D.C.		
11 POSITION TITLE POL OFFICER 2nd SEC OPS OFFICER -D DIV CH			12 POSITION NUMBER 0002		13 CAREER SERVICE DESIGNATION D
14 CLASSIFICATION SCHEDULE (G.S., I.B., etc.) FSR GS		15 OCCUPATIONAL SER. 0136.01		16 GRADE AND STEP 04 2 16 1	
17 SALARY OR RATE 12,495 - \$18,935 -					
18 REMARKS REPLACING [Redacted] <i>transferring to WE/Atlanta.</i> FROM: SR, COUNTERINTELLIGENCE GROUP OFFICE OF THE CHIEF POSITION NO. 0985 <div style="border: 1px solid black; padding: 5px; display: inline-block;">Received 10/1/65</div>					
DATE SIGNED <i>9/1/65</i> [Redacted] <i>2/65</i>					
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19 ACTION CODE	20 EMPLOY CODE	21 OFFICE CODING NUMERIC ALPHABETIC	22 STATION CODE	23 INTERIE CODE	24 HQ/RTS CODE
					25 DATE OF BIRTH MO. DA. YR. 11/1/25
26 RET. EXPIRES MO. DA. YR.	27 SPECIAL REFERENCE	28 RETIREMENT DATA 1-ESA 2-FICA 3-NONE	29 SEPARATION DATA CODE	30 CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.	31 SECURITY REQ NO
32 VET PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT	33 SERV. COMP DATE MO. DA. YR.	34 LONG COMP DATE MO. DA. YR.	35 CAREER CATEGORY CODE EAB-FSY PST-TEMP	36 FEGLI: HEALTH INSURANCE CODE 0-NONE 1-YES	37 SOCIAL SECURITY NO
38 PREVIOUS GOVERNMENT SERVICE DATA CODE 0-NO PREVIOUS SERVICE 1-NO RETIRE IN SERVICE 2-RETIRED IN SERVICE (LESS THAN 3 YEARS) 3-SERIAL IN SERVICE (MORE THAN 3 YEARS)		39 LEAVE CAT CODE	40 FEDERAL TAX DATA FORM EXECUTED CODE 1-YES 2-NO	41 STATE TAX DATA FORM EXECUTED CODE 1-YES 2-NO	
42 POSITION CONTROL CERTIFICATION <i>9/1/65</i>			43 OP APPROVAL [Redacted]		44 DATE APPROVED <i>2/65</i>

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

SECRET

(U.S. Edition 1-61)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED 16 March 1965	
1. SERIAL NUMBER 056043		2. NAME (Last-First-Middle) [Redacted]									
3. NATURE OF PERSONNEL ACTION PROMOTION					4. EFFECTIVE DATE REQUESTED MONTH: 6 DAY: 6 YEAR: 65			5. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS V TO V CP TO V		V TO CP CP TO CP		7. COST CENTER NO. CHARGE 5134-0573-6100			8. LEGAL AUTHORITY (Completed by Office of Personnel)				
9. ORGANIZATIONAL DESIGNATIONS DDP SR DIVISION SR-01 OR COUNTERINTELLIGENCE GROUP OFFICE OF THE CHIEF					10. LOCATION OF OFFICIAL STATION WASH., D.C.						
11. POSITION TITLE Pol Officer and Sec OPS OFFICER DC CH					12. POSITION NUMBER 0905		13. CAREER SERVICE DESIGNATION D				
14. CLASSIFICATION SCHEDULE (G.S., F.R., etc.) GS		15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 0-1 2 16 1		17. SALARY OR RATE 17,445 \$ 17,935					
18. REMARKS cc: Payroll											
19A. SIGNATURE OF REQUESTING OFFICIAL					DATE SIGNED			DATE SIGNED 17 March 1965			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING NUMERIC ALPHABETIC		22. STATION CODE	23. INTEGRITY CODE	24. HOURS CODE	25. DATE OF BIRTH MO. DA. YR.	26. DATE OF GRADE MO. DA. YR.	27. DATE OF LEL MO. DA. YR.		
28. NTE EXPIRES MO. DA. YR.	29. SPECIAL REFERENCE	30. SETTLEMENT DATA 1-ESC 2-FICA 3-RONE		31. SEPARATION DATA CODE	32. CORRECTION-CANCELLATION DATA TYPE MO. DA. YR.	EOD DATA		33. SECURITY DEU NO	34. SER		
35. VET. PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT	36. SER. COMP. DATE MO. DA. YR.	37. LONG COMP. DATE MO. DA. YR.		38. CAREER CATEGORY CODE 1-YES 2-NO	39. REG. HEALTH SW. TRANS CODE 0-NAYTER 1-YES		40. SOCIAL SECURITY NO				
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)				42. LEAVE CAT CODE	43. FEDERAL TAX DATA CODE 1-YES 2-NO		44. STATE TAX DATA CODE 1-YES 2-NO		45. STATE CODE		
46. POSITION CONTROL CERTIFICATION					DATE APPROVED 1 June 65						

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

14

SECRET
EYES ONLY

27 October 1964

MEMORANDUM FOR: [REDACTED]

Secretary
Clandestine Services
Career Service Board

SUBJECT: [REDACTED]

Promotion to GS-16

1. [REDACTED] is without question among the best qualified of the senior officers in SR Division and is also one of the most competent [REDACTED] officers in the Clandestine Services as a whole. Few have had his preparation or his experience in the Soviet Bloc aspects of this field. After entering on duty in 1950 he was assigned

2. In 1962 he was appointed Chief of SR Division's CE element. Under his direction the CE effort of the Division took on entirely new dimensions. Because of Mr. [REDACTED] marvelous combination of CS experience, substantive knowledge and enthusiasm, the [REDACTED] Group has become one of the most effective and highly motivated units in the Division. The Group has developed a high level of substantive specialization which it applies to CS coverage of [REDACTED] throughout the world. At the same time, a large percentage of the Group's best officers have been committed full time to a special operation of great value and significance. The ability of

SECRET
EYES ONLY

- 2 -

[] to absorb this workload stems not only from Mr. [] capacity for professional guidance but his effectiveness in leading and inspiring those under him.

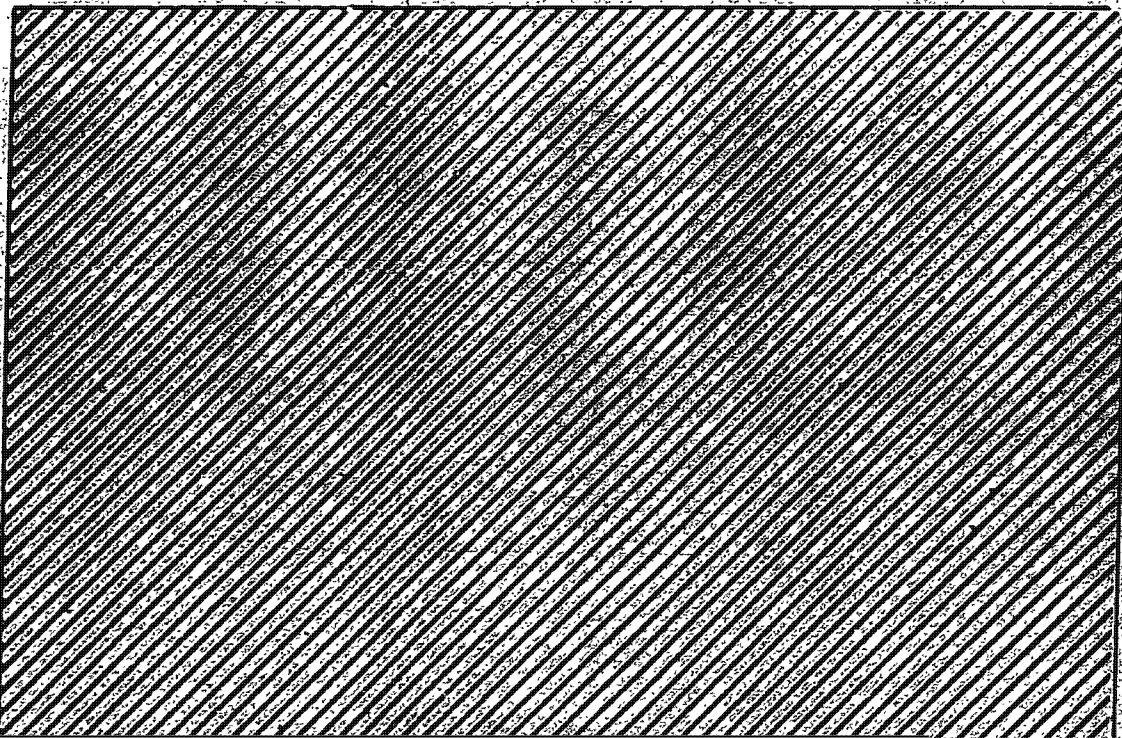
3. [] record to date reveals a high degree of specialization in [] yet it would be misleading indeed to conclude that his professional interests and potential are confined to this field. His contributions to the broader problems of [] have been invaluable particularly in the way in which he has suggested new techniques for attacking [] abroad.

4. I consider [] an outstanding officer to whom the Clandestine Services will turn for the exercise of still greater responsibilities in the future. He is fully qualified for promotion to GS-16. I urge that he be promoted now in recognition of the work he has done so far and the potential he possesses for a productive career at the top level of Clandestine Services officers.

[]
David E. Murphy
Chief, SR Division

SECRET
EYES ONLY

SECRET
(When Filled In)



CLAIM NUMBER

63-116

There is on file in the Benefits and Counseling Branch, Benefits and Services Division, Office of Personnel, an Official Disability Claim File on the above named employee (or his dependent*) for an illness, injury, or death incurred on 10 March 61. *See, etc.*

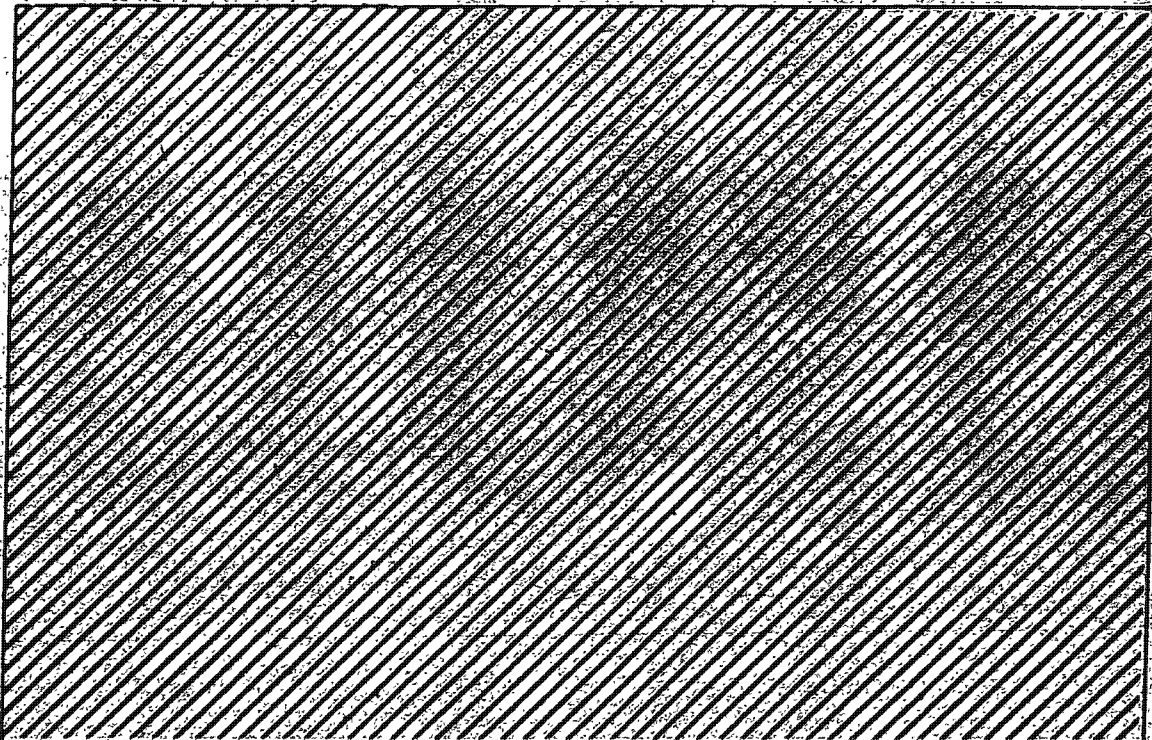
This notice should be filed in the employee's Official Personnel Folder as a permanent cross-reference to the Official Disability Claim File.

DATE OF NOTICE

7 MAR 1961

NOTICE OF OFFICIAL DISABILITY CLAIM FILE

SECRET
(When Filled In)



There is on file in the Benefits and Counseling Branch, Benefits and Services Division, Office of Personnel, an Official Disability Claim File on the above named employee (or his dependent*) for an illness, injury, or death incurred on 10 March 1961 Fln, etc.

This notice should be filed in the employee's Official Personnel Folder as a permanent cross-reference to the Official Disability Claim File.

DATE OF NOTICE

13 February 1963

NOTICE OF OFFICIAL DISABILITY CLAIM FILE

SECRET
(When Filled In)

CLAIM NUMBER

63-119

There is on file in the Benefits and Counseling Branch, Benefits and Services Division, Office of Personnel, an Official Disability Claim File on the above named employee (or his dependent*) for an illness, injury, or death incurred on 2 January 1963. Tonsillotomy.

This notice should be filed in the employee's Official Personnel Folder as a permanent cross-reference to the Official Disability Claim File.

DATE OF NOTICE

13 February 1963

NOTICE OF OFFICIAL DISABILITY CLAIM FILE

2
SECRET

DODS 63-397

10 October 1963

MEMORANDUM FOR:

[redacted]
Chief, CI Branch, SR Division

SUBJECT:

**DODS-Sponsored Orientation Program
for Contact Division Field Officers**

I wish to express my appreciation for your participation in our training program [redacted] from 23-27 September 1963. On balance, this program, which was designed to familiarize OO/CD personnel with the general mission of the Clandestine Services and the particular problems of [redacted] went very well.

Your presentation stood out as one of the highlights of the program and received unanimous commendation from the OO/CD officer-trainees. Your able exposition on a most important subject contributed heavily to the success of the program and is indeed much appreciated. [redacted]

[redacted]
C. TRACY HARNES
Chief, [redacted]

SECRET

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED 5 October 1962	
1. SERIAL NUMBER 056043											
2. NATURE OF PERSONNEL ACTION Reassignment						4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 10 1 1962		5. CATEGORY OF EMPLOYMENT Regular			
6. FUNDS		V TO V		V TO CF		7. COST CENTER NO. CHARGEABLE		8. LEGAL AUTHORITY (Completed by Office of Personnel)			
		CF TO V		X CF TO CF		3134 1000 1000					
9. ORGANIZATIONAL DESIGNATIONS DDP/SR Chief, Operations and Plans Counterintelligence Branch Office of the Chief						10. LOCATION OF OFFICIAL STATION Washington, D. C.					
11. POSITION TITLE Pol Officer 2nd Sec Ops Officer (Br Ch)						12. POSITION NUMBER 578		13. CAREER SERVICE DESIGNATION D			
14. CLASSIFICATION SCHEDULE (GS, LP, etc.) FSR OS			15. OCCUPATIONAL SERIES 15 0136.01			16. GRADE AND STEP 05 15		17. SALARY OR RATE 9620 13730 14,565			
18. REMARKS From DDP/EE Copy to Office of Security. Due to report to SR of 10/22/62. Concur <i>Richard J. W. [Signature]</i> EE PERS											
DATE SIGNED						19. SIGNATURE OF CAREER SERVICE APPROVING OFFICER				DATE SIGNED 29 Oct 62	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
23. ACTION CODE		24. EMPLOY CODE		25. OFFICE CODE NUMERIC ALPHABETIC 37 10 1080 SR		26. STATION CODE 75013		27. INTEREST CODE		28. DATE OF BIRTH MO DA YR 1 11 1925	
29. DATE OF DEATH		30. SPECIAL REFERENCE		31. RETIREMENT DATA 1 - CSO 2 - FICA 3 - NONE		32. SEPARATION DATA CODE		33. CORRECTION/CANCELLATION DATA TYPE MO DA YR		34. SECURITY PED. NO.	
35. RET. PREFERENCE		36. SEC. EMP. DATE		37. LONG. EMP. DATE		38. CAREER CATEGORY CAR/RESN CODE CODE PROV/TEMP.		39. RET. / HEALTH INSURANCE CODE CODE G - DRIVER F - YES		40. SOCIAL SECURITY NO.	
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA FORM EXECUTED CODE 1 - YES 2 - NO		44. STATE TAX DATA FORM EXECUTED CODE 1 - YES 2 - NO		45. STATE CODE	
46. POSITION CONTROL CERTIFICATION						47. O.P. APPROVAL				DATE APPROVED 29 Oct 62	

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
1. SERIAL NUMBER 056043				13 SEPTEMBER 1962	
2. NATURE OF PERSONNEL ACTION Promotion			3. EFFECTIVE DATE REQUESTED MONTH 09 DAY 16 YEAR 1962		4. CATEGORY OF EMPLOYMENT Regular
5. FUNDS <div style="display: flex; justify-content: space-between;"> <div>V TO V</div> <div>V TO CP</div> </div> <div style="display: flex; justify-content: space-between;"> <div>CP TO V</div> <div>CP TO CP</div> </div>			6. COST CENTER NO. CHARGEABLE 3139 S600 1065		7. LEGAL AUTHORITY (Completed by Office of Personnel)
8. ORGANIZATIONAL DESIGNATIONS DDP/EE Station Office of the Chief			9. LOCATION OF OFFICIAL STATION		
10. POSITION TITLE Asst. Officer (2nd Secty) Ops Officer			11. POSITION NUMBER 1586		12. CAREER SERVICE DESIGNATION D
13. CLASSIFICATION SCHEDULE (GS, LB, etc.) FSR GS		14. OCCUPATIONAL SERIES 0136.01	15. GRADE AND STEP 05 15		16. SALARY OR RATE 9055 13730
17. REMARKS PRA - 20-21-C (1) in order to complete a tour year tour of duty					
DATE SIGNED 7-13-62			DATE SIGNED 8/14/62		
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
18. ACTION CODE 22	19. EMP. CL. CODE 10	20. OFFICE CODING NUMERIC 54600 ALPHABETIC EE	21. STATION CODE 69007	22. INTEROFF CODE 3	23. MONTHS 11/11/62
24. DATE EXPIRES MO. DAY YEAR 80	25. SPECIAL REFERENCE 80	26. RETIREMENT DATA 1 - CSC 2 - FICA 3 - NONE	27. SEPARATION DATA/TYPE EOD DATA	28. CORRECTION/CHG. NO. DATE 1 11/11/62	29. DATE OF LEI MO. DAY YEAR 11 11 1962
30. SER. COMP. DATE MO. DAY YEAR 11 15 1962	31. LONG. COMP. DATE MO. DAY YEAR 11 15 1962	32. CAREER CATEGORY CODE 1	33. HEALTH INSURANCE CODE 1	34. SOCIAL SECURITY NO.	
35. PREVIOUS EMPLOYMENT SERVICE DATA CODE 1 - NO PREVIOUS SERVICE 2 - NO BREAK IN SERVICE 3 - BREAK IN SERVICE (LESS THAN 3 YRS) 4 - BREAK IN SERVICE (MORE THAN 3 YRS)		36. LEAVE, ETC. CODE 1	37. FEDERAL TAX DATA FORM EXECUTED 1 - YES 2 - NO		38. STATE TAX DATA FORM EXECUTED 1 - YES 2 - NO
40. POSITION CONTROL CERTIFICATION 11/15/62			41. O.P. APPROVAL 8/14/62		

Recorded by
CSPD
[Signature]

25 FEB 1961

S E C R E T

MEMORANDUM FOR: Director of Personnel

SUBJECT :

According to information received from the Department of State,
Subject has been promoted from FSR-6, \$8,655, to
FSR-5, \$8,755, effective 5 February 1961.

cc: Compensation & Tax Accounts Branch
~~ASAC, Office of Personnel~~

S E C R E T

VIA: _____
(SPECIFY AIR OR SEA ROUTE)

ATTACH NO. EAVA-7068

SECRET

CLASSIFICATION

TO : Chief, FE

DATE: 12 May 1953

FROM : Chief of Mission, Austria
SAF

K A P O K

SUBJECT: GENERAL - Administrative

SPECIFIC - Recommendation for Promotion -

1. Subject joined KUBARK in July 1950. He was given the Staff Orientation, and the Basic and Advanced Operations courses prior to his arrival at VOB in June 1951. After a period of agent handling and technical work in the operations support field, Subject was made Chief of the _____ Section for the Mission in November 1952, a position which he has held until his very recent reassignment to _____ Following Home Leave, he began his second tour here in September 1953. Subject joined the Mission as a GS-9, was promoted to GS-11 on 26 April 1953.

2. Subject was given a rather long apprenticeship in Vienna before he was called upon to set up the CE Section. During this orientation period he was exposed to a variety of intelligence problems, _____

3. Subject's interest and enthusiasm in his work, his attention to duty, and his ability to obtain results have been outstanding attributes in his performance here, and have resulted in his becoming thoroughly familiar with the CE problem in Austria. He has done exceptionally well on a variety of operations, giving each of his cases a maximum amount of planning, and demonstrating an unusual grasp for details. _____

4. A mature appearance,

SECRET

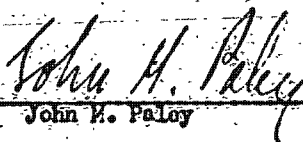
CLASSIFICATION

SECRET

EAVA-7068
page 2

4. A mature appearance, an especially mature manner, and an excellent social presence have enabled Subject to move freely in the local scene. We consider him an extremely valuable senior case officer, and recommended unanimously that he be promoted to GS-12 at a recent meeting of the Promotion Board.


Horton A. Woolley


John H. Paloy

Distribution

3 - EE
1 - OCH
1 - Admin
1 - File

SECRET

REQUEST FOR PERSONNEL ACTION

1. Serial No.				4. Vol. Prof.				5. Sec.		6. CS. LOD			
556043				Name: 0		Code		M 1		Mo. Da. Yr.			
				5-P: 1						07 24 50			
				10-P: 2									
7. SEP		9. CSC Or. Other Legal Authority				10. Appt. Affid.		11. FGL		12. LOD		13. CS	
Mo.	Da.	Yr.	Yes-1	Code					Mo.	Da.	Yr.	Yes-1	Code
04	08	97	No-2	1	50 USCA 403				07	24	50	No-2	2

PREVIOUS ASSIGNMENT

14. Organizational Designations DDP EE				Code 5288		15. Location Of Official Station				Station Code 69907	
OFFICE OF THE CHIEF											
16. Dept. Field Dept. Used: 5 From:		17. Position Title POL OFF 2ND SECTY AREA OPS OFF				18. Position No. 1585 D		19. Serv. FSR GS		20. Occup. Series 0136.01	
21. Grade & Step 06 13 # 2		22. Salary Or Rate \$ 7100 \$ 8990		23. SD D1		24. Date Of Grade Mo. Da. Yr. 11 04 56		25. PSI Due Mo. Da. Yr. 05 104 58		26. Appropriation Number 8 3160 55 065	

ACTION

27. Nature Of Action	Code	28. F.H. Date Mo. Da. Yr.	29. Type Of Employee	Code	30. Separation Data
PROMOTION	30	6-15-58	REGULAR	017	

PRESENT ASSIGNMENT

31. Organizational Designation		Code		32. Location Of Official Station		Station Code	
33. Dept. - Field		34. Position Title		35. Position No.		36. Serv.	
Dept. USStd. Frgh.	Code					37. Occup. Series	
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade	
14 1		10,320				42. PSI Due	
				43. Appropriation Number			
				Mo. Da. Yr.		Mo. Da. Yr.	
				6/15/58		12/1/57	
SOURCE OF REQUEST							
A. Requested By (Name & Title)				C. Request Approved By (Signature And Title)			
C/EE/PER							
B. For Additional Information							
E3							
CLEARANCES							
Date		Clearance		Signature		Date	
11/14/58		D. Placement					
		E.					
		F. Approved By				13/5/58	
Remarks							

Classify According
To Control.

REQUEST FOR PERSONNEL ACTION

1. Serial No.			4. Ver. Pref.			5. Sex			6. GS - EOD		
			None 0 Code						Mo Do Yr		
7. SCD			8. CSC Rating			9. CSC Or Other Legal Authority			10. Appt. Affidav.		
Mo	Do	Yr	Yes	No	Code	Mo	Do	Yr	Yes	No	Code
			No	2					No	2	

PREVIOUS ASSIGNMENT

14. Organizational Designations			Code			15. Location Of Official Station			Station Code		
DOP/EE											
Office of the Chief											
16. Dept. - Field			17. Position Title			18. Position No.			19. Serv.		
Dept.	Field	Code				1585			GS		
Unfld.			Area Ops. Officer						0136.01		
Frans.	X										
21. Grade & Step			22. Salary Or Rate			23. SD			24. Date Of Grade		
13 - 1			8990			DI			Mo Do Yr		
									25. PST Due		
									Mo Do Yr		
									26. Appropriation Number		
									8-3160-55-065		

ACTION

27. Nature Of Action			Code			28. Eff. Date			29. Type Of Employee			Code			30. Separation Date		
												01					

PRESENT ASSIGNMENT

31. Organizational Designations			Code			32. Location Of Official Station			Station Code		
			5288						69007		
33. Dept. - Field			34. Position Title			35. Position No.			36. Serv.		
Dept.	Field	Code				1585			FSR		
Unfld.			Police Officer, 2nd Sector (Urban)						0136.01		
Frans.	X										
38. Grade & Step			39. Salary Or Rate			40. SD			41. Date Of Grade		
6 -			(7100)			DI			Mo Do Yr		
									Mo Do Yr		
									42. PST Due		
									Mo Do Yr		
									43. Appropriation Number		
									8-3160-55-065		

SOURCE OF REQUEST

A. Requested By (Name And Title)		
FI/OPS/CCB/GCL		

CLEARANCES

Clearance	Signature	Date	Clearance	Signature	Date
A. Career Board			D. Placement		
B. Pos. Control		3/6/58	E.		
C. Classification			F. Approved By		

Remarks

Standard Remarks

DEPARTMENT OF STATE
 WASHINGTON 25, D. C.

NOTIFICATION OF PERSONNEL ACTION

		SERVICE <input checked="" type="checkbox"/> PS <input type="checkbox"/> DPTL	
		3. JOURNAL OR ACTION NO. PSA 1	4. DATE 2-13-58
1. I hereby notify you of the following action affecting your employment: 2. NATURE OF ACTION (Use standard terminology) Limited Appointment			
		5. EFFECTIVE DATE 2/21/58	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY Section 522.1 PL 724 79th As Amended
FROM:		TO:	
		8. POSITION TITLE Political Officer	
		9. SCHEDULE, GRADE, NO. GRADE, SALARY PSR-6 \$7100	
		10. ORGANIZATIONAL DESIGNATION Post	
		11. HEADQUARTERS	
<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL <input type="checkbox"/> Regular <input type="checkbox"/> Resident <input checked="" type="checkbox"/> Non-US		12. DS CATEGORY PS Category	<input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Resident <input type="checkbox"/> Non-US
13. VETERAN'S PREFERENCE NONE SPT NO POINT X Disb Other		14. POSITION CLASSIFICATION ACTION NEW VICE EX REAL X 1-1011-093	
15. SEX M		16. DATE OF APPOINTMENT AFFIDAVIT (Appointments Only) 2/21/58	17. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: Calif.
18. APPROPRIATION FROM 8A-8012		19. RETIREMENT COV. X COV <input type="checkbox"/> NO <input type="checkbox"/> FICA <input type="checkbox"/> NONE	
20. This notification is subject to all applicable laws, rules and regulations and may be subject to investigation and approval by the United States Civil Service Commission or the Department.			
Execute SF-61a.			
Marital Status - Married - One			
Reserve Status -			
No Reserve Status			
ENTRANCE PERFORMANCE RATING			
21. SIGNATURE OR OTHER AUTHENTICATION			

EMPLOYEE COPY

4-0-0 1957-490165

SEC 31

Classify According
To Content.

REQUEST FOR PERSONNEL ACTION												VOUCHERED to UNVOUCHERED 18 October 1957		
1. Serial No.								4. Vet. Pref.		5. Sex		6. ES: EDD		
								None-0 1 Pt-1 10 Pt-2		M		Mo De Yr		
7. SCD		8. ESC Refm		9. ESC Or Other Legal Authority		10. Agmt Affidavit		11. FEGLI		12. LCD		13. Unemployed		
Mo De Yr		Yes-1 No-2				Mo De Yr		Yes-1 No-2		Mo De Yr		Yes-1 No-2		

PREVIOUS ASSIGNMENT

14. Organizational Designations				Code		15. Location Of Official Station				Station Code	
DDP/ER						Washington, D.C.					
FI Operations Section											
16. Dept. Field		17. Position Title		18. Position No.		19. Serv.		20. Occup. Series			
Dept. Code Valid From		I.O. (FI)		118		GS		0136.51			
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade		25. PSI Due		26. Appropriation Number	
13 1		\$ 8990.00		DI		Mo De Yr		Mo De Yr		8-3100-20	

ACTION

27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Data	
REASSIGNMENT * <i>V to V</i>				12/15/57		REGULAR					

PRESENT ASSIGNMENT

31. Organizational Designations				Code		32. Location Of Official Station				Station Code	
DDP/EZ											
Office of the Chief				5277						69007	
33. Dept. Field		34. Position Title		35. Position No.		36. Serv.		37. Occup. Series			
Dept. Code Valid From		Area Ops Off.		1585 * 14		GS		0136.01			
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade		42. PSI Due		43. Appropriation Number	
		\$				11/04/56		05/04/58		8-3160-55-065	

SOURCE OF REQUEST

A. Requested By (Name And Title)		C. Request Approved By (Signature And Title)	
C/EE/PER <i>Carl D. Smith</i>		<i>Robert W. Shoay</i> 8 Nov 1957 P-3	

CLEARANCES

Clearance	Signature	Date	By Clearance	Signature	Date
A. Career Board			D. Placement	<i>Robert W. Shoay</i>	
B. Pos. Control	<i>WBS</i>	12 Nov 57	E.		
C. Classification			F. Requested By	Robert W. Shoay	9 Nov 57

Remarks: Transfer from VOUCHERED to UNVOUCHERED. W-4 & D-4-a forms attached.
Two copies of action sent to Security.

* New established position.

See Com by Smith 10/28/57

SECRET

~~S-E-C-R-E-T~~

TO: Registrar, Office of Training

I certify that I completed the Cable Writing Refresher No. 4
on MAY 2 1956.

[Redacted Signature]

Name (Please Print) /

EE
Staff of Division

~~S-E-C-R-E-T~~

REQUEST FOR OFFICIAL PERSONNEL FOLDER
(SEPARATED EMPLOYEE)

1. DATE OF REQUEST

7/17/57

Submit in duplicate to the Federal Records Center, St. Louis, Mo.

SECTION I—TO BE COMPLETED BY REQUESTING OFFICE

General Services Administration
Records Management Service, Region 6
Federal Records Center
1724 Locust Street
St. Louis 3, Mo.

2. FORMER FEDERAL EMPLOYING OFFICE (Agency, bureau or equivalent, address, and dates of employment)

Dept. of State 1/15/48 to 11/30/48

(If formerly employed by agencies in addition to above, list under item 7)

3. PERSONNEL FOLDER ACTION (Check appropriate box)

☒ a. CURRENTLY EMPLOYED: REQUEST TRANSMISSION OF FOLDER COVERING PREVIOUS FEDERAL EMPLOYMENT FOR PERMANENT RETENTION

☐ b. REQUEST TRANSMISSION OF FOLDER FOR TEMPORARY USE

☐ c. CONSOLIDATE ATTACHED PAPERS WITH OFFICIAL PERSONNEL FOLDER PREVIOUSLY FORWARDED

7. REMARKS

SECTION II—FOR USE BY FEDERAL RECORDS CENTER, ST. LOUIS, MO.

☐ a. CONSOLIDATE ATTACHED PAPERS WITH FOLDER PREVIOUSLY FORWARDED

☐ b. FOLDER ENCLOSED

☐ c. FOLDER NOT LOCATED

☐ d. FLAGGED: FOLDER TO BE FORWARDED WHEN LOCATED

☐ e. FOLDER PREVIOUSLY REQUESTED IS ENCLOSED

☐ f. FOLDER FORWARDED ON A LOAN BASIS IN LIEU OF INFORMATION REQUESTED: IF EMPLOYEE IS REHIRED, FOLDER SHOULD BE RETAINED BY YOUR AGENCY

9. REMARKS

NOTE.—Original will be used as charge-out by Federal Records Center. Duplicate will be returned as transmittal sheet when appropriate.

TO:
ADDRESS:

Requesting agency will type name and address of office submitting request in address box. To be used to mail folder or reply.

ATTN:

SECRET

1. AND FORM 52 PREPARED BY THE U. S. CIVIL SERVICE COMMISSION APPLICABLE TO: FEDERAL AND STATE SERVICE, CHAPTER II		REQUEST FOR PERSONNEL ACTION		VOUCHERED	
REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.					
3. NATURE OF ACTION REQUESTED A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) REASSIGNMENT			4. REQUEST NO.		5. DATE OF REQUEST 26 Apr 57
B. POSITION (Specify whether establish, change grade or title, etc.)			6. EFFECTIVE DATE A. PROPOSED:		7. C. S. OR OTHER LEGAL AUTHORITY
8. APPROVED:					
FROM— I.O. (CI) BO-216 GS-0136-53-13 \$8990.00 DUP/EE CS Section Washington, D.C.		9. POSITION TITLE AND NUMBER 10. SERVICE GRADE AND SALARY 11. ORGANIZATIONAL DESIGNATIONS 6170 12. HEADQUARTERS		TO— I.O. (PI) BO-118-13 GS-0136-51-13 \$8990.00 DUP/EE PI Operations Section Washington, D.C.	
<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		14. FIELD OR DEPARTMENTAL	
A. REMARKS (Use reverse if necessary) Vice [redacted] being reassigned.					
B. REQUEST APPROVE Signature: [redacted] Title: CS/CAO					
13. VETERAN PREFERENCE NONE WWI OTHER S. PT. 10 POINT [redacted] [redacted] [redacted] [redacted] [redacted] [redacted] [redacted] [redacted] [redacted] [redacted]			14. POSITION CLASSIFICATION ACTION NEW VICE I A REAL SD-DI		
15. SEX FROM 7-3100-20 H W TO Same			16. APPROPRIATION 17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) Yes		
18. DATE OF APPOINT- MENT AFFIDAVITS (ACCESSIONS ONLY)			19. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:		
20. STANDARD FORM 50 REMARKS					
21. CLEARANCES		INITIAL OR SIGNATURE		DATE	
A.		[redacted]		[redacted]	
B. CEIL. OR POS. CONTROL		[redacted]		[redacted]	
C. CLASSIFICATION		[redacted]		[redacted]	
D. PLACEMENT OR EMPL.		[redacted]		[redacted]	
E.		[redacted]		[redacted]	

SECRET

SECRET

CUMULATIVE TRAINING RECORD					DATE 2 Oct 56	
					PROJECTED PERSONNEL ACTION	
					PROMOTION NOTATION	REASSIGNMENT TRAVEL
FROM: I.O. 08-12, EE, Washington					TO: I.O. 08-13, EE, Washington	
					AOS	
N	COURSE	DATE TAKEN	X	OTHER TRAINING COURSES	DATE TAKEN	REMARKS
	BIC(CB), ALSO	8-1-50				1. CONSTRUCTIVE CREDIT (CC) HAS BEEN AUTHORIZED FOR COURSES SO MARKED BASED UPON SUBJECT'S PREVIOUS <input type="checkbox"/> BACKGROUND <input type="checkbox"/> EXPERIENCE <input type="checkbox"/> TRAINING.
	BIC, BIC, BIC, BIC					
	BTP AND BIC	11-30				2. SUBJECT HAS COMPLETED TRAINING OR RECEIVED CONSTRUCTIVE CREDIT AS SHOWN AT THE LEFT.
	BTP II, ALSO CC					
	BTP III, ALSO	10-1-50				STAFF TRAINING OFFICER COMMENTS: <input type="checkbox"/> A. THIS <input checked="" type="checkbox"/> DOES <input type="checkbox"/> DOES NOT MEET MINIMUM TRAINING STANDARDS RE QUALIFICATION FOR THE PROJECTED ACTION. <input type="checkbox"/> B. SUBJECT IS CURRENTLY ENROLLED IN COURSES MARKED WITH AN S, THE COMPLETION OF WHICH WILL SATISFY MINIMUM STANDARDS. <input type="checkbox"/> C. UNLESS SUBJECT HAS HAD PREVIOUS HQ OR FIELD EXPERIENCE, WHICH CAN BE ACCEPTED IN LIEU OF TRAINING, SUBJECT SHOULD BE REQUIRED TO TAKE <input type="checkbox"/> QUALIFYING <input type="checkbox"/> REFRESHER TRAINING AS CHECKED AT THE LEFT.
	AIC, AIC, AIC AND CBI					
	PD, ALSO PM I					5. Subject is currently enrolled in courses marked with an S, the completion of which will satisfy minimum standards.
	II, III AND RAFT					
	ITC ALSO CI					6. Subject is currently enrolled in courses marked with an S, the completion of which will satisfy minimum standards.
	TECH					
	ADMIN					7. Subject is currently enrolled in courses marked with an S, the completion of which will satisfy minimum standards.
	SIC					
	BUP					8. Subject is currently enrolled in courses marked with an S, the completion of which will satisfy minimum standards.
	CTA					
	RPTB					9. Subject is currently enrolled in courses marked with an S, the completion of which will satisfy minimum standards.
	QB					
	OSC (CS)					10. Subject is currently enrolled in courses marked with an S, the completion of which will satisfy minimum standards.
	E & E					
	CPW					11. Subject is currently enrolled in courses marked with an S, the completion of which will satisfy minimum standards.
	WPSOC					
	CPO					12. Subject is currently enrolled in courses marked with an S, the completion of which will satisfy minimum standards.
	STB					
	CEW					13. Subject is currently enrolled in courses marked with an S, the completion of which will satisfy minimum standards.
	IT					
	GW					14. Subject is currently enrolled in courses marked with an S, the completion of which will satisfy minimum standards.
	SAB					
	AO					15. Subject is currently enrolled in courses marked with an S, the completion of which will satisfy minimum standards.
	MO					
	SUR					16. Subject is currently enrolled in courses marked with an S, the completion of which will satisfy minimum standards.
	REFOT					
	BDC					17. Subject is currently enrolled in courses marked with an S, the completion of which will satisfy minimum standards.
	LOGAS					
	S/S					18. Subject is currently enrolled in courses marked with an S, the completion of which will satisfy minimum standards.
	F & S					
	SAT					19. Subject is currently enrolled in courses marked with an S, the completion of which will satisfy minimum standards.
TO: Personnel Officer, [REDACTED]					FROM: Career Management Officer, [REDACTED]	
The above projected personnel action has been <input checked="" type="checkbox"/> approved <input type="checkbox"/> disapproved by the Career Service Board. Additional training as indicated above has been recommended by the Training Officer to satisfy requirements of the proposed personnel action.						
Please schedule these courses as soon as possible through your Division Training Officer who will coordinate with the Senior Staff Training Officer.						
DATE					SIGNATURE OF CAREER MANAGEMENT OFFICER	
[REDACTED]					[REDACTED]	

STANDARD FORM 52
FORM 52-1
U. S. GOVERNMENT PRINTING OFFICE
1964 O - 347-000
GPO : 1964 O - 347-000

REQUEST FOR PERSONNEL ACTION

SECRET

VOICED

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.

1. REQUEST NO.	2. DATE OF REQUEST
	11 Apr. 56
3. NATURE OF ACTION REQUESTED A. PERSONNEL (Specify: new appointments, promotion, separation, etc.)	4. EFFECTIVE DATE A. PROPOSED
PROMOTION & NAME CHANGE	ASAP
5. FUNDING (Specify: whether verifiable, change of grade or title, etc.)	6. APPROVED

FROM— I.O. (CI) OS-0136.53-12 BD-216-12 \$7785.00 DDP/EE CE Section Washington, D.C.	TO— I.O. (CI) OS-0136.53-13 BD-216 \$8990.00 DDP/EE CE Section Washington, D.C.
7. POSITION TITLE AND NUMBER	8. SERVICE GRADE AND SALARY
9. ORGANIZATIONAL DESIGNATION	10. HEADQUARTERS
11. FIELD OR DEPARTMENTAL	12. FIELD OR DEPARTMENTAL

A. REMARKS (Use reverse if necessary)

* Subject has been receiving his checks under the ~~xx~~ ^{given} ~~xxxx~~ name of [redacted] Please change to the corrected spelling as shown above.

B. REQUESTED BY (Name and title)

C/EE
[redacted]

D. REQUEST APPROVED BY

Signature: [redacted]

Title: [redacted]

13. VETERAN PREFERENCE

NONE	WWII	OTHER	5 PT.	10 POINT
				CISAB. OTHER
			X	

14. POSITION CLASSIFICATION ACTION

NEW	VICE	I.A.	REAL.

15. APPROPRIATION
FROM: 7-3100-20
TO: S:310

17. SUBJECT TO C.S. RETIREMENT ACT (YES-NA)
Yes

18. DATE OF APPOINTMENT
MENT 1/1/56 (1/1/56)

19. LEGAL RESIDENCE
CLAIMED [] PROVED []
STATE: Calif.

20. STANDARD FORM 50 REMARKS

21. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS
A.			
B. CEIL. OR POS. CONTROL	[redacted]	3-1-56	
C. CLASSIFICATION			
D. PLACEMENT OR ENPL.	[redacted]	10-1-56	
E.			

F. APPROVED BY

[redacted] SECRET for 7-3100-20 260452

SECRET

5 August 1956

MEMORANDUM FOR: EE/Personnel

SUBJECT: Promotion Recommendation - [REDACTED]

1. We recommend herewith that [REDACTED] incumbent of slot BO-216 on the T/O of EE/P be promoted from GS-12 to GS-13.

2. [REDACTED] is one of the best all around operations officers the undersigned has ever worked with, and evinces in all matters he has been concerned with a deep and mature understanding of intelligence operations and a deep sense of responsibility and integrity. He has, since joining EE/P, been Chief of the CE Section, supervising the work of a staff of five, some of whom are of equal rank with Subject and have been concerned with Agency [REDACTED] matters for many years.

[REDACTED] organized his section in a most efficient and tactful manner and succeeded in turning the work of his subordinates into channels of real value to the Branch, a job requiring no mean diplomacy and patience.

3. As a supervisor and as an operations officer [REDACTED] has distinguished himself while at this Branch in a manner which clearly calls for his advancement to a grade which would only be commensurate with the extent of his responsibilities and his singular abilities to carry them out.

[REDACTED]
Chief, EE/P

SECRET

100-100000-100000
100-100000-100000
100-100000-100000

SECRET

TRANSFER FROM UNVOUCHERED TO
VOUCHERED FUNDS

REQUEST FOR PERSONNEL ACTION

REQUESTING OFFICE: Fill in Items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.
If applicable, obtain resignation and fill in separation data on reverse.

1. REQUEST NO.		4. DATE OF REQUEST 27 Apr. 56	
5. EFFECTIVE DATE A. PROPOSED ASAP		7. C.S. OR OTHER LEGAL AUTHORITY	
8. APPROVED 20 MAY 1956			

FROM— Area Ops. Off. GS-0136-01-12 DUP/ES Austrian Station Operations Staff Vienna, Austria		TO— I.O. (CI) GS-0136-53-12 DUP/ES CE Section Washington, D.C.	
BO(F)-657 87570-00 7715		BO-216-12 87570-00 7715	
9. POSITION TITLE AND NUMBER		10. ORGANIZATION DEPARTMENT	
11. HEADQUARTERS		12. FIELD OR DEPARTMENTAL	
<input checked="" type="checkbox"/> FIELD		<input checked="" type="checkbox"/> DEPARTMENTAL (DI)	

A. REMARKS (Use reverse if necessary)
TRANSFER FROM UNVOUCHERED TO VOUCHERED FUNDS

C. FOR ADDITIONAL INFORMATION, CALL (Name and telephone extension) 388h/C. Danish				D. FOR ADDITIONAL INFORMATION, CALL (Name and telephone extension) Folomo 4 May 56			
13. VETERAN PREFERENCE				14. POSITION CLASSIFICATION ACTION			
NONE <input type="checkbox"/> WW <input type="checkbox"/> OTHER <input type="checkbox"/> 15 POINT <input type="checkbox"/> DISAD <input type="checkbox"/> OTHER <input type="checkbox"/>				NEW <input type="checkbox"/> VICE <input type="checkbox"/> P.A. <input type="checkbox"/> REAL <input type="checkbox"/>			
15. SEX M <input checked="" type="checkbox"/> F <input type="checkbox"/>				16. DATE OF APPOINTMENT AFFIDAVIT (YES-NO) YES			
17. APPROPRIATION FROM 6-3110-55-016 TO 6-3100-20				18. LEGAL RESIDENCE PROVED <input type="checkbox"/> CLAIMED <input type="checkbox"/> STATE Calif.			

21. STANDARD FORM 50 REMARKS
NO I W

22. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS
A			
B. CEIL. OR POS. CONTROL			
C. CLASSIFICATION			
D. PLACEMENT OR EMPL.			
E			

F. APPROVED BY
SECRET
5/7/56
16-57710-2

SECRET

Chief of Operations, DD/P

25 May 1955

Director of Security

[REDACTED]

1. Reference is made to your memorandum of 7 April recommending to the Director of Central Intelligence approval of the request made by [REDACTED] for permission to remain in the employ of the Agency following his marriage to [REDACTED]

2. This is to report that the Deputy Director of Central Intelligence has approved [REDACTED] request subject to the conditions contained in a MEMORANDUM FOR THE RECORD dated 18 May 1955, a copy of which is attached.

FOR THE DIRECTOR OF SECURITY:

[REDACTED]

Chief, Personnel Security Division

Attachment:

DDCI Memo dated 10 May 1955

cc: Director of Personnel

SECRET

COPI SECRET

18 May 1955

MEMORANDUM FOR THE RECORD

The request of [redacted] for permission to remain employed by this Agency after marriage is approved subject to the following:

1. Subject's immediate supervisor will be notified by cable to counsel with subject regarding the serious effect the marriage will have in impairing what otherwise appears to be an outstanding career with this Agency. Subject, although young, has demonstrated exceptional ability and great promise and has been promoted well ahead of others of his age bracket. Based upon his actions to date, it would appear subject might ultimately expect to attain a position of considerable importance and responsibility in this Agency, if no inherent limitations develop. The proposed marriage places such a limitation on the use of subject, not only in particular parts of Europe, but in Headquarters as well. Certain clearances required of high level employees of the Agency will be difficult to obtain if this marriage is contracted, and the limitations on the type of assignments which will be available to him will not enhance his career development.

2. After receiving this counsel and giving it consideration, if subject continues in his desire to marry and contracts the marriage, he will be removed from Austria as soon as he can conveniently arrange for his spouse's visa. Following the marriage, he shall be withdrawn from the more sensitive elements of the Station's business.

/s/

C. P. CABELL
Lieutenant General, USAF
Deputy Director

C
O
P
Y

SECRET

SECRET

O/Pur

MEMORANDUM FOR: Director of Central Intelligence

1-5801

THROUGH: : Director of Personnel
: Director of Security

SUBJECT: : [redacted] Area Operations Officer,
: [redacted], as Division, Request for Permission to Remain
: in the Employ of the Agency After Marriage to an
: Alien

1. It is recommended that [redacted] request to remain in the employ of the Agency after his marriage to [redacted] an Austrian citizen, be approved.

2. This recommendation is based on the following factors after consideration of this request by the Glandstone Services Career Service Panel:

a. [redacted] has served effectively with the Agency since July 1950. He has demonstrated unusual ability in his field assignments and is regarded as an extremely valuable career officer.

b. The limitation which this proposed marriage would place on Mr. Bagley's use in his current assignment would be minimal since his normal tour of duty in Austria will expire in September of this year.

3. The security aspects of this proposed marriage have been deferred to the Office of Security for its separate recommendation.

[redacted]
Chief of Operations, O/P

C. E. H. H. H.

SIGNED

11 APR 1955

Carlton G. [redacted]
Director of Personnel

SECRET

AIR

SECRET

FAVA-8235

2 September 1954

Chief, EE
Attn: Norman R. Paternall
Chief of Mission, Austria

Administrative/Personnel

Promotion Recommendations

K A P O E

Kindly advise us of the status of the following recommendations
for promotion submitted by this Mission:

(EAVA-6376, 19 March 1954)

(EAVA-6661, 15 April 1954)

(EAVA-7068, 11 May 1954)

Hector A. Fairfield

Distribution

- 3 - EE
- 1 - OCM
- 1 - Admin
- 1 - File

SECRET

23 / SECRET

APPLICATION FOR MEMBERSHIP IN THE CAREER STAFF

To the Chief, KUBARK

Sir,

I submit herewith my application for membership in the Career Staff defined below:

"The Career Staff is a group of carefully selected and trained individuals who accept an obligation to devote themselves to the needs of the Organization, and who intend to make a career with the Organization."

In accordance with this definition, I desire to devote myself to the faithful performance of duty in the Organization, and I accept the obligations and conditions of that service which are determined to be essential to the furtherance of its mission.

I am aware of the many restrictions necessarily placed upon me by virtue of the security requirements inherent in my employment by the Organization. I am also aware that as a member of the Career Staff, it will be my obligation to serve anywhere and at any time and for any kind of duty as determined by the needs of the Organization and I have been assured that in order to carry out this policy, full consideration will be given to my particular capabilities, interests, and personal circumstances. By virtue of this application for membership and upon my acceptance in the Career Staff, I am assured that, with continuing satisfactory work performance and conduct on my part, just and equitable attention will be accorded my personal progress during my tenure in the Career Staff. I am also assured that, on my satisfactory completion of any assignments, I will be offered reassignments which are compatible insofar as possible with my abilities and career interests, and that I shall be entitled to the benefits now available or to be made available in the future to members of the Career Staff of the Organization.

MEMBERSHIP IN THE CAREER STAFF
APPROVED, TO TAKE EFFECT--1 JUL 1954--

FOR THE CHIEF, KUBARK
EXECUTIVE DIRECTOR
KUBARK SELECTION BOARD

(Signature)

(Date)

19 NOV 54
JAN 4 1955

SECRET

SECRET

EAVA-7058

Chief, FE

Attn:

Chief of Mission, AUSTRIA

Administrative

Recommendation for Promotion -

12 May 1951

K A P O K

1. Subject joined EUMARK in July 1950. He was given the Staff Orientation, and the Basic and Advanced Operations courses prior to his arrival at VOB in June 1951.

4. A mature appearance,

SECRET

SECRET

EAVA-7068
page 2

4. A mature appearance, an especially mature manner, and an excellent social presence have enabled Subject to move freely in the local scene. We consider him an extremely valuable senior case officer, and recommended unanimously that he be promoted to GS-12 at a recent meeting of the Promotion Board.

Horton A. Woolley

John W. Paley

Distribution

3 - IE
1 - OCH
1 - Admin
1 - File

SECRET

TOP SECRET
NOV 1951 35-85

CLASSIFIED MESSAGE

CENTRAL INTELLIGENCE AGENCY

16 SEP 53

SECRET
SECURITY INFORMATION

IN 18333

ROUTING

TO: DIRECTOR, CIA

FROM: SN REP VIENNA

ACTION: EE 6

ROUTINE

1557Z 16 SEP 53

INFORMATION: FI/ADMIN, PP 2, DD/P-ADMIN, FD 3, LO/TO 2, PERS/2, FI/RI 2

VIE 0858

TO: DIR

ADMIN

CITE: SVIEN

RECEIVED 15 SEPTEMBER 53.

END OF MESSAGE

SEP 21 1953

Handwritten signature

SECURITY INFORMATION

COPY NO.

IT IS FORBIDDEN TO MAKE A COPY OF THIS MESSAGE

(44)

FORM NO : 35
NOV 1951

CLASSIFIED MESSAGE

CENTRAL INTELLIGENCE AGENCY

16-SEP 53.

SECRET
SECURITY INFORMATION

IN 18935

PRINTING

TO: DIRECTOR, CIA

FROM: SD REP VIENNA

ACTION: EE 6

ROUTINE

1557Z 16 SEP 53

INFORMATION: FI/ADMIN, PP 2, DD/P-ADMIN, FD 3, LO/TO 2, PERS 2, FI/RI 2

VIEN 0858

TO: DIR

CITE: SVIEN

ADMIN

APPROVED 15 SEPTEMBER 53.

END OF MESSAGE

SECURITY INFORMATION

COPY NO.

IT IS FORBIDDEN TO MAKE A COPY OF THIS MESSAGE

(44)

SECRET

Security Information

Date: 2 Sept 53

Central Intelligence Agency
2430 E Street, N. W.
Washington, D. C.

Gentlemen:

1. In accordance with the policy of this agency, it is understood and agreed by me that I shall be required to serve a minimum term of two years from the date of my arrival at my overseas post of duty, unless terminated by the Government for its convenience. If the assignment is terminated at my request in less than twenty-four months, the following shall prevail:

(a) If I resign in less than twelve months from the date of my arrival at my overseas post of duty, I shall reimburse CIA for all travel expenses involved in the transportation of myself, my immediate family, household goods, and personal effects and automobile to the foreign station, and pay all such expenses for return to the United States.

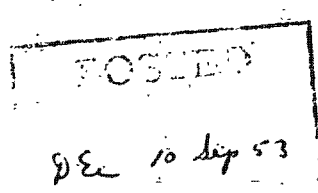
(b) If I resign between the twelfth and twenty-fourth month from the date of my arrival at my overseas post of duty, I shall pay all expenses for the travel and transportation of myself, my immediate family, household goods, and personal effects and automobile to the United States.

2. Part (a) above shall not apply to employees who have served in a departmental position with CIA or who have served an overseas tour of duty with CIA, and in such case part (b) only shall apply, amended to read: "If I desire to terminate or return to the United States prior to the expiration of twenty-four months from the date of my arrival at my overseas post of duty, I shall pay all expenses for the travel and transportation of myself, my immediate family, household goods, and personal effects to the United States".

Witness:

SECRET
Security Information

SECRET
SECURITY INFORMATION

RECORD OF TRANSPORTATION FURNISHED				DATE 20 August 1953
		DIVISION 0.	TRAVEL ORDER NO. EE-870/53	
DEPARTURE DATE 3 September 1953	<input checked="" type="checkbox"/> PCS <input type="checkbox"/> TDY	EXCESS COST, IF ANY \$ None	<input type="checkbox"/> PAID BY EMPLOYEE <input type="checkbox"/> CHARGE TO EMPLOYEE	
TICKET NO.	COST	HOW PURCHASED	ROUTE & CARRIER	
8-9-612	\$ 373.00	STCN	Payor: United States Lines U.S. United States - from New York Room 8-31 to Havre	
REMARKS: (Dependent's name with age and sex for children, indicate concurrent travel) It is requested that a cashiers check be rendered.				
<div style="text-align: right;">  8 Sep 10 Sep 53 Jay E. Eversen Passenger traffic officer </div>				
I CERTIFY that the services represented by this form constitute the lowest first class transportation available at the time the reservation was made. (If foreign ship has been reserved, the appropriate certification has been affixed to the invoice.)				
Date		Authorized approving officer		
I CERTIFY that this voucher has been examined by me; that receipts or other substantiating data have been furnished me, or a satisfactory explanation made for the failure to furnish same; that it appears from such data that the itemized materials, services and/or expenditures were for necessary official purposes, reimbursement or payment for which is allowable under existing regulations; and that such expenditures are properly chargeable to available appropriations as indicated below.				
Date	Appropriation	Allotment	Authorized certifying officer	

NAME

[Redacted Name Box]

DATE

13 Aug 53

ORDERS:

TDY

ICS

MODE OF TRAVEL

Air

RETURNED FROM

Vietnam

DATE DEPARTED

19 June 53

DATE ARRIVED U. S.

20 June 53

DATE REPORTED WASH

18 Aug 53

FUTURE PLANS

See

TDY

turn to post

VIA Air
(SPECIFY AIR OR SEA POUCH)

DISPATCH NO. EAVA-1937
ADM/2517

SECRET
SECURITY INFORMATION
CLASSIFICATION

TO : Chief, EE
ATTN: [REDACTED]
FROM : Chief of Mission, Austria, #8

DATE: 27 February 1953

SUBJECT: GENERAL— Administrative

SPECIFIC— Promotion for [REDACTED]

GROOVY/GRBOUNCE

In [REDACTED]	
In Active [REDACTED]	
See [REDACTED] 4	✓
In [REDACTED] [REDACTED]	
See [REDACTED] [REDACTED]	
for [REDACTED] [REDACTED]	

1. [REDACTED] joined KUBARK in July 1950 and arrived at this Mission on the 15th of June 1951 as a GS-9.

2. Since his arrival, [REDACTED] has continually showed himself as a great asset to the Mission. After a period of technical work and agent handling, [REDACTED] was made chief of the [REDACTED] Section for the Mission in November 1952. He has done an excellent job in organizing this section and in handling and training the four persons whom he supervises.

3. Upon his arrival in Vienna, [REDACTED] knew little German. He has now mastered the language to such a degree that he can handle German speaking agents.

4. [REDACTED] is a very promising case officer, and at a meeting of the Mission Promotion Board was unanimously recommended for promotion to GS-11. It is with great confidence that I submit his name to Headquarters for this action.

Morton A. Woolley
Morton A. Woolley

Henry P. Dagenham
Recommended and Approved
Henry P. Dagenham

Attachment - Job Descrip.

Distribution: 2 EE - 1 [REDACTED]
1 Grattis
FORM NO. 51-28A 1 Admin - 1 File
MAR. 1949

SECRET
SECURITY INFORMATION
CLASSIFICATION

VIA: _____
SPECIFY AIR OR SEA POUCH

DISPATCH NO. 1628

SECRET
CLASSIFICATION

TO : Chief, EE
Attn: _____
FROM : Chief of Mission, Australia SBH/MPD
SUBJECT: GENERAL: Administrative
SPECIFIC: Transferred leave - _____

DATE: 30 January 1953

CRUCIAL

1. Form 1150 concerning subject was forwarded _____ for action. It is forwarded to Headquarters for appropriate action.

2. Subject had no break in service.

Stephen B. Hearn
Stephen B. Hearn

Attachment as noted

Distributions:

2 EE
1 Crower
1 Cratlas
1 Admin
1 File 201

CLASSIFICATION

INCOMING CLASSIFIED MESSAGE

CENTRAL INTELLIGENCE AGENCY

SECRET

PAGE No.

FROM: VIENNA ROUTINE
TO: SPECIAL OPERATIONS 19 JUN 51
ACTION: FDM (1-2-3) IN 45599
INFORMATION: 1:ID (4), AD/CD (5), ADMIN (6), PDC (7), CFI (8-9-10),
C/O (11-12-13)

Paraphrase Not Required. Handle as SECRET. Correspondence per Para. 51 (1) CIA AR 140-5

VIEN 5632

TO: WASHF CITE: VIENF

ARRIVED VIENNA PCS 15 JUNE 51.

SECRET

COPY No.

TOR: 1257Z 19 JUN 51

IT IS FORBIDDEN TO MAKE A COPY OF THIS MESSAGE

file

May 25, 1951

28

PL 724 79th

FSS

INDEFINITE APPOINTMENT EO 10180

5-25-51

5-25-51

Political Officer

Assistant Attache

Vienna

FSS-9 \$4290.00

LAL-2092120

VA-138-a

INDEF

X

Sec. Sec.

X

X

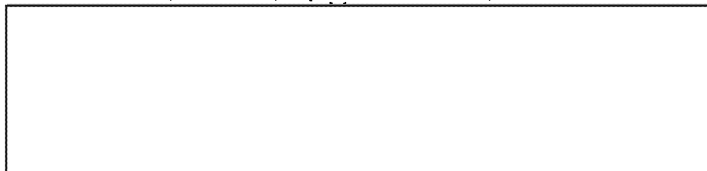
X
USA

Male

Single

California

Items a, b, c, d, i, (61)



Officer *File*

SECRET

21 May 1951

TO: Personnel Director, CIA

VIA: ADMIN and PDC

FROM: PDM

SUBJECT:

1. It is requested that permission be procured from the Marine Corps and the Selective Service for subject to leave the country on a two-year assignment with this Agency in Austria.

2. Below is the information on subject's draft and reserve unit:

A)

B)

3. Subject has been in the Agency since 24 July 1950 and is unusually well qualified for intelligence work in Austria. If the above permissions are granted, subject will be sent immediately to his assignment.

4 June 51
Permission received from
Major Booth & Reams.
Picked up by E. Murphy
WES

APPROVED:

Acting Chief, PDM

For the Assistant Director, Special Operations

Form No. 20-2
(Rev. 1963)

OUTGOING CLASSIFIED MESSAGE

CENTRAL INTELLIGENCE AGENCY

SECRET

Page No.

To: VIENNA

ROUTINE

From: SPECIAL OPERATIONS

15 MAY 51

CONFIRMATION: POC (1)

OUT 51984

INFORMATION: AD/SO (2), FOM (3), S/C (4-5-6), DDP (7)

Paraphrase Not Required. Handle as SECRET Correspondence per Para. 11 (f) 604 AR-309-3

WASH 41779

TO: VIENNA

CITE: WASH

RE: MAY-W 3292

SUBJECT OF REFERENCE IS

H. LITTLE
RELEASING OFFICER

JSR
ORIGINATING AND COORDINATING OFFICERS

B. TWEEDY
AUTHENTICATING OFFICER

TOD:

SECRET

Copy No. /

1951Z 15 MAY 51 IT IS FORBIDDEN TO MAKE A COPY OF THIS MESSAGE

SECRET

MAR 28 1951

MEMORANDUM FOR [REDACTED]

ATTENTION: [REDACTED]

Subject: Request for Appointment in the [REDACTED]
[REDACTED]

Enclosures: a. Forms 057-34

b. Standard Forms 28 and 39

c. Proposed Biography

1. It is requested that [REDACTED] be

2. [REDACTED] received his A.B. Degree from the University of Southern California and his B.A. and Ph.D. Degrees from the University of Geneva. He has had nearly a year's experience as an intelligence officer in Government service and it is believed, possesses the professional qualifications necessary for his duties as well as the qualifications expected of an American official serving abroad. He will receive from CIA a basic salary of \$14,600.00 per annum.

3. [REDACTED] will replace [REDACTED] who will be reassigned shortly after [REDACTED] arrival.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

W. C. WHEAT
Assistant Director

cc - OJ/PDC
CUM

SECRET

14-00000

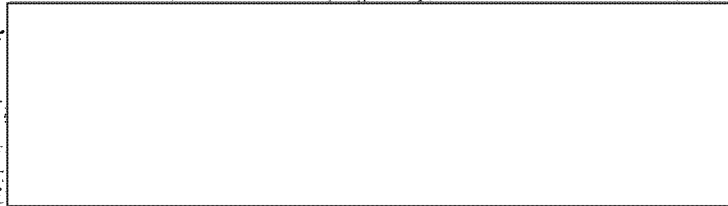
SECRET



OCCUPATIONAL EXPERIENCE: July 1950 to Present - Intelligence Officer, Central Intelligence Agency, Washington, D. C.

SECRET

PROPOSED BIOGRAPHY



5 March 1951

TO: [REDACTED]

FROM: FDM

SUBJECT: Request for Designation - [REDACTED]

It is requested that necessary steps be taken to obtain

[REDACTED] designation for the following employee:

E.C. Dunlevy
Elizabeth C. Dunlevy
For: Chief, FDM

WORK SHEET FOR FORM 105

No. F970 Project 30M (ADD)
 Name [REDACTED] S. Officer [REDACTED] Sponsor [REDACTED]
 Title Chief, Officer (Ops) Grade & Salary GS-9 P 4600.00

Request for Title from

Division _____
 Title Requested Opel Consul
 Replacement for FSD-9 #4470.00

Request to DIES 19 March 1951Memo to LBS 16 Feb 51 F 3638

Dispatch sent 19 March 1951
 Trans-Memo Cable sent 12 May

Physical (State)

Cleared 23 May 51
 Exempted 25 May
 Best Attache (Political)
 Report to Miss Gable

Notes

Physical & Inoculations 88-89⁰ rec'd.R. & D Report OK

Contract signed _____

Form GSP-34 to individual
 Form GSP-34 received 5 March 51

Misc. _____

Form 30-1 prepared _____

Existing
 International Correspondence _____

Existing Info. _____

Form PS-123 _____

Application Form Info. (GSP-34) _____

Form PS-310 Info. _____

Finance Division _____

Badge picked up _____

STATE CLEARING

FOR _____

DATE _____

FIELD ACTION _____

SEAL FOR 2 ORDERS
 Dependents _____

FIELD CLEARING
 VISIT INQ. TO A. S. _____

SECRET

Enclosure
2/16

5 March 1951

TO: CPD

FROM: FDM

SUBJECT:

It is requested that subject be transferred from
the German T/O to Slot No. 6 of the External Section "A" (Vienna).
This is a temporary move. Adjustment will be made when the new
Vienna T/O is approved.

For: Chief, FDM

SECRET

OFFICE MEMORANDUM

TO:

FROM:

SUBJECT:

DATE: 16 February 1951

For the convenience of the Department of State, it is requested that the appropriate security certification be prepared and forwarded to the Department of State as soon as possible. The subject is to be assigned to Vienna, Austria.

JOSEPH S. POTT

SECRET

(5)

File
md

6 February 1951

TO: Overseas Branch

FROM: PDM

SUBJECT: Cancellation of Transportation - [REDACTED]
[REDACTED]

It is requested that all travel arrangements on
[REDACTED] be cancelled. The Division is changing his
assignment and he will not be sent to [REDACTED]

[REDACTED]
For: Chief, PDM

RECEIVED
FEB 11 11 35 AM '51
ARMY AIR FORCE

22 January 1951

TO: Overseas Branch, MD
VIA: Assistant Director, Special Operations
FROM: FIM
SUBJECT: Foreign Travel Request

1. It is requested that appropriate travel orders be issued for [redacted] to proceed to [redacted] in PCS.
2. The following information is submitted for the preparation of the Foreign Travel Order:
 - a. Justification: [redacted] is being sent to [redacted] as an Intelligence Officer, GS-9, against POS/DAD Slot No. 53.
 - b. Availability date to commence travel: 14 March 1951.
 - c. Mode of travel: Sea
 - d. Requested deviation from most direct route and justification therefor: Subject has requested and the Division has no objection, six (6) days' annual leave in Switzerland enroute to Station.
 - e. Dependents to be authorized to travel: No
 - f. Household effects to be authorized: Yes
 - g. Shipment of personal automobile to be authorized: Yes
 - h. Special provisions: None.
 - i. Travel advance of \$200.00 is requested.

[redacted]
For: Chief, FIM

APPROVED:

For the Assistant Director, SO

100

EMPLOYEE DATA SHEET

1. Name: [REDACTED] Station: [REDACTED] FDM [REDACTED] X 2438

Title: Intelligence Officer Grade & Salary: GS-9 \$4600. Aff. Trans. Date:

Washington, D. C. to [REDACTED] for PCS.

2. Availability Date: 13 March 1951 Type of Transfer:

Mode of Travel: Sea

Stipends, Insurance, & Expenses:

Dependents:

Effects & Baggage:

Travel Advance: Special Provisions:

3. Contract: 31 Jan. 51 Residence & Dependency Report: OK

Automobile Agreement: Clearance Expiry: 22 January 1951

Reserve Release: 1st Lt. 647506 papers either in Los Angeles or Wash.

Passport Letter: Date Passport Obtained:

PT No.: Date: Date of Issue:

Visas:

Physical Requested: 22 Jan. 51 Med. Cert. Recd.: Inoculations:

TCA Requested: Cable No.: TCA Rec'd.: Cable No.:

Military or Naval Orders Requested: Orders Rec'd.:

AGO Card Requested: AGO Card Received:

Director's Appointment Scheduled for: Appointment Completed:

Departure Notice: Departure Date:

Baggage Cable: Authorization or Effect:

Once Effects Shipped: Date:

SECRET

PERSONNEL TRANSFER LETTER
(THIS IS NOT A TRAVEL ORDER)

6 January 1951

TO:

1. Pursuant to authority vested in me, your official station is hereby established as effective 7 January 1951. Upon receipt of proper Travel Orders you will proceed from Washington, D. C. to such station, via _____.

2. The travel to your new station is to be accomplished as soon as practicable after receipt of proper Travel Orders. This transfer is not for your convenience or benefit, or at your request, but in the best interests of the Government.

3. In accordance with the provisions of applicable agency regulations, and subject to the availability of funds, the shipment at Government expense of your household goods and personal effects, including packing, crating, unpacking, uncrating, drayage, and temporary storage not to exceed ninety days, within the prescribed weight allowance, is authorized.

4. Subject to the availability of funds, the movement of your immediate family at Government expense is authorized in accordance with agency regulations.

5. Authorization for the shipment of a personally owned automobile at Government expense, when consistent with agency regulations, is hereby authorized.

CHIEF, EMPLOYEES DIVISION

SECRET

File
HAC

(1)

24 November 1950

TO: Employees Division

VIA: ELO

FROM: FDI

SUBJECT: Richard Haines
Chief, FDI

Attachment

APPROVED

ELO/

6 November 1950

TO: SSD

FROM: FDM

SUBJECT: [REDACTED]

As indicated in the attached memorandum from Mr. Horace S. Craig, Jr., Chief, Advisory Council, [REDACTED] is released for transfer to this Division. At the present time [REDACTED] is a student in the Advanced Operations Course. It is planned to have him report to VDM upon completion of the above-mentioned Course which will be 1 December 1950.

It is requested that action be initiated to have him transferred to FDM as soon as possible:

[REDACTED]
for: Chief, FDM [REDACTED]

Attachment

CONFIDENTIAL

24 July 1950
(date)

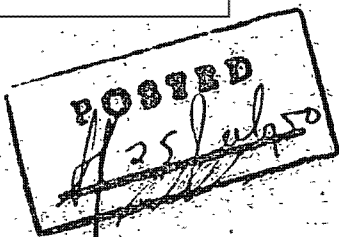
I, hereby certify the information
appearing on my Personal History Statement dated 11 May 1950
is still accurate and correct, except as follows: Terminated residence
in Ferney-Voltaire (in), France, 15 July 1950. Present address

CONFIDENTIAL

~~SECRET~~

~~CONFIDENTIAL~~

RESTRICTED

ENTRANCE ON DUTY RECORD		DATE 24 July 1950	
TO: Advisory Council		BUILDING South	ROOM 132
FROM: PERSONNEL OFFICER		EOD DATE 24 July 1950	
NAME OF EMPLOYEE [REDACTED]			
POSITION TITLE Intelligence Officer		GRADE GS-9	SALARY \$4600.00 per annum
PAYROLL unvouchered funds		DUTY STATION Washington, D. C.	
DATE SECURITY CLEARED 29 August 49 Extended 28 May 1950		DATE OATH OF OFFICE ADMINISTERED 24 July 1950	
DATE PERMANENT IDENTIFICATION REQUESTED 24 July 1950		DATE FINGERPRINTED 24 July 1950	
DATE BRIEFED BY SECURITY 24 July 1950		DATE OF PHYSICAL EXAMINATION 24 July 1950	
DATE 24 MONTH AGREEMENT SIGNED Not Applicable			
EMPLOYEE'S EMERGENCY ADDRESS:			
EMPLOYEE'S LOCAL ADDRESS:			
REMARKS: <div style="text-align: center;">  </div>			
SIGNATURE			

CONFIDENTIAL

17 February 1950

Employees Division

Attached is a copy of letter from subject which was written to [redacted]. It is requested that the security clearance effective 29 August 1949 be extended. It is hoped that subject will enter on duty on or about 12 March 1950.

STANDARD FORM NO. 64

CONFIDENTIAL

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Employees Division, Special Support Staff DATE: 23 February 1950
FROM : Chief, Personnel Security Branch
SUBJECT: [redacted]

3-Ae
Reference is made to your memorandum dated 17 February 1950 requesting an extension of the security approval granted for subject.

This is to advise that the security clearance granted on 29 August 1949 is still in effect, provided subject enters on duty within 60 days from this date.

Adv. Council [signature] 4:00 PM 27 Feb. C.H.
[redacted]

CONFIDENTIAL

SECRET

24 August 1949

TO : IAS

ATT : [REDACTED]

FROM : CPM

SUBJECT: [REDACTED]
[REDACTED]

1. The above-named subjects were being processed for employment with the Advisory Council on Vouchered Funds. These positions are now on unvouchered funds. The security clearances should be granted on this basis and should be forwarded to this office.

[REDACTED]

STANDARD FORM NO. 64

SECRET

Office Memorandum • UNITED STATES GOVERNMENT *file*

TO : Deputy Personnel Officer
FROM : Chief, Personnel Security Division
SUBJECT: [REDACTED]

DATE: 15 September 1949

38638

Reference is made to your memorandum dated 24 August 1949 relative to Subject.

This is to advise that this office interposes no objection to the contemplated transfer of Subject from Vouchered to Unvouchered Funds in the Advisory Council.

[REDACTED]

SECRET

PERSONNEL ACTION REQUEST			
		CLASSIFICATION	INITIALS DATE
		VICE	<i>DATE</i> 7-18-49
		1A	<i>Re # 1785</i>
		VV	<i>CS # 1694</i>
		NEW	<i>12-22-47</i>
		QUALIFICATION	REVIEW INITIALS DATE
			<i>7-25-49</i>
NATURE OF ACTION			
<i>Completed</i> Appointment to fill vacancy caused by transfer of Lawrence A. Sloan, Jr.			
EFFECTIVE DATE			
As soon as possible			
FOR SEPARATIONS, TRANSFERS OUT, AND RESIGNATIONS LAST WORKING DAY			
FOR RESIGNATIONS FROM FEDERAL SERVICE ONLY SIGNATURE OF EMPLOYEE			
		SIGNATURE, EXECUTIVE DIRECTOR	
		SIGNATURE, EXECUTIVE FOR ARMY	
		SIGNATURE, CHIEF, PERSONNEL BRANCH	
TITLE		FROM TO	
		<i>Research Analyst P-3</i> <i>Intelligence Officer, []</i>	
GRADE AND SALARY		<i>P-3</i> <i>\$4479.60</i>	
OFFICE		<i>Advisory Council</i>	
BRANCH			
DIVISION			
SECTION			
OFFICIAL STATION		<i>Washington, D. C.</i>	
DEPT. OR FIELD		<i>Dept. 130</i>	
REMARKS:			
<i>Searched 10/25/49</i> <i>MS</i> <i>See reg-61</i>			
RECOMMENDED: OFFICE CHIEF, BRANCH CHIEF, OR ADMINISTRATIVE OFFICER		DATE	
<i>Trained</i> <i>Admin. Asst.,</i> <i>Advisory Council</i>		<i>17 May 1949</i>	

SECRET

NOTIFICATION OF ESTABLISHMENT OR CANCELLATION OF OFFICIAL COVER BACKSTOP		21 June 1972	FILE NO. 970
TO: (Check)	<input checked="" type="checkbox"/> CHIEF, CONTROL DIVISION		
	<input type="checkbox"/> CHIEF, CONTRACT PERSONNEL DIVISION	EMPLOYEE NUMBER 056043	
	<input checked="" type="checkbox"/> CHIEF, OPERATING COMPONENT (For action) EUR HN	ID CARD NUMBER	
ATTN:	Chief Support Staff	OFFICIAL COVER	<input checked="" type="checkbox"/> ESTABLISHED
REF:	Retirement Debriefing		<input type="checkbox"/> DISCONTINUED

KEEP ON TOP OF FILE WHILE COVER IN EFFECT

<input checked="" type="checkbox"/> ESTABLISHMENT OF OFFICIAL COVER BLOCK RECORDS	<input type="checkbox"/> CANCELLATION OF OFFICIAL COVER UNBLOCK RECORDS EFFECTIVE DATE:
<input checked="" type="checkbox"/> BASIC COVER PROVIDED EFFECTIVE DATE <u>EOD</u>	SUBMIT FORM 3254 <u>State</u> W-2 TO BE ISSUED. (HNB 20-11)
<input type="checkbox"/> OPERATIONAL COVER PROVIDED FOR <u>TOY</u> OTHER (Specify)	SUBMIT FORM 642 TO CHANGE LIMITATION CATEGORY. (HNB 20-7)
<input checked="" type="checkbox"/> SUBMIT FORM 642 TO CHANGE LIMITATION CATEGORY. (HNB 20-7)	EAA: CATEGORY I <input type="checkbox"/> CATEGORY II <input type="checkbox"/>
<input checked="" type="checkbox"/> SUBMIT FORM 3254 <u>State</u> W-2 TO BE ISSUED. (HNB 20-11)	RETURN ALL OFFICIAL DOCUMENTATION TO CCS
<input checked="" type="checkbox"/> SUBMIT FORM 1322 FOR ANY CHANGE AFFECTING THIS COVER. (HR 240-26)	SUBMIT FORM 2688 FOR HOSPITALIZATION CARD.
<input checked="" type="checkbox"/> SUBMIT FORM 1323 FOR TRANSFERRING COVER RESPONSIBILITY. (HR 240-26)	DO NOT WRITE IN THIS BLOCK
NA EAA: CATEGORY I <input type="checkbox"/> CATEGORY II <input type="checkbox"/>	
NA SUBMIT FORM 2688 FOR <u>State</u> HOSPITALIZATION CARD	
REMARKS AND/OR COVER HISTORY:	
<p>Subject will be denied for entire period of employment except for US Government employment applica- tions.</p> <p>Forwarding address: 56, Chemin du Gros Tienne 1328-Ochain, Belgium</p> <p>Subject will be self-employed</p>	
DISTRIBUTION: COPY 1 - CO COPY 2 - OPERATING COMPONENT COPY 3 - D/OB COPY 4 - CL/INSEC COPY 5 - OF COPY 6 - CCS - FILE RF:ss	

ES: 28 JUN 72

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

DEF

1. SERIAL NUMBER 056043		2. NATURE OF PERSONNEL ACTION CONV FROM FSR STATUS & RETIREMENT-INVOLUNTARY-UNDER CIA RETIREMENT AND DISABILITY SYSTEM		4. EFFECTIVE DATE MO: 06 DA: 30 YR: 72	5. CATEGORY OF EMPLOYMENT REGULAR
6. FUNDS V TO V CF TO V X	V TO CF CF TO CF	7. Financial Analysis No Chargeable		8. CSC OR OTHER LEGAL AUTHORITY PL 86-643 SEC 235A	
9. ORGANIZATIONAL DESIGNATIONS DUP/EUR DIVISION		10. LOCATION OF OFFICIAL STATION			
11. POSITION TITLE CHIEF OF STATION		12. POSITION NUMBER 0296		13. SERVICE DESIGNATION D	
14. CLASSIFICATION SCHEDULE GS, LS, etc. GS		15. OCCUPATIONAL SERIES 0136.05		16. GRADE AND STEP 16 6	
17. SALARY OR RATE 34623		18. REMARKS			

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. AG CODE 45	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC ALPHABETIC	22. STATION CODE	23. INTEGER CODE	24. HOURS CODE	25. DATE OF BIRTH MO: 11 DA: 11 YR: 25	26. DATE OF GRADE MO: DA: YR:	27. DATE OF LEI MO: DA: YR:
28. NTE EXPIRES MO: DA: YR:	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1. CSC 2. CIA 3. DCA 4. NONE	31. SEPARATION DATA CODE 000000	32. Continuation Cancellation Data TYPE: MO: DA: YR:	33. SECURITY REQ. NO.		34. SER	
35. VET. PREFERENCE 0. NONE 1. 5 PT 2. 10 PT	36. SERV. COMP. DATE MO: DA: YR:	37. LONG-COMP. DATE MO: DA: YR:	38. CAREER CATEGORY SAR: RESV PROV. TEMP.	39. PROG./HEALTH INSURANCE CODE: CODE: 1. YES 2. NO	40. SOCIAL SECURITY NO.			
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE: 0. NO PREVIOUS SERVICE 1. NO BREAK IN SERVICE 2. BREAK IN SERVICE (LESS THAN 3 YRS) 3. BREAK IN SERVICE (MORE THAN 3 YRS)	42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED: CODE: NO. TAX EXEMPTIONS		44. STATE TAX DATA FORM EXECUTED: CODE: NO. TAX EXEMPTIONS				

SIGNATURE OR OTHER AUTHENTICATION

POSTED
6 29 72

FORM
5-661150
MAY 11 71Use Previous
Edition

SECRET

MLH

EXCLUDED FROM AUTOMATIC
DOWNGRADING AND
DECLASSIFICATION

(When Filled In)

1. LAST NAME [REDACTED]		INITIAL(S) [REDACTED]		2. APPOINTMENT DATA Entered on duty 7/1 7/1		3. TOTAL SERVICE FOR LEAVE (as of date of separation) Years 10 Months 10 Days 3	
4. DATE AND NATURE OF SEPARATION RETIRED COR EFF 6/30/72				Subject to Sec 203(d), 1931 Leave Act Yes <input type="checkbox"/> No <input type="checkbox"/> Ceased to be subject to Sec 203(d) on Annual Leave Bal		More than 15 years <input type="checkbox"/>	
SUMMARY OF ANNUAL AND SICK LEAVE (HOURS)				SUMMARY OF HOME LEAVE (DAYS)		REMARKS	
5. Balance from prior leave year ended 1/1 1972 360				14. Date arrival abroad for HL purposes 6/30		10/10 3/L sent to 01470	
6. Current leave year accrual through 6/21 1972 96				15. Current balance as of 6/30 1972 49 Days			
7. Total 456				16. 12 month accrual rate			
8. Reduction in credits, if any (current year) 10				17. Dates leave used, prior 24 months			
9. Total leave taken 10				18. Monthly accrual date 13 Days			
10. Balance 360				19. Calendar days credit for next accrual date			
11. Total hours paid in lump sum 360 hrs & 2 1/2				20. Date basic service period completed			
12. Salary rate(s) 34,623.00				MILITARY LEAVE			
13. Lump sum leave dates From 7/1/72 to 9/5/72 1700 (Hours)				21. Dates during current calendar yr to			
20. C 7-14-72 (Date) For Chief Payroll (Title) (Telephone)				22. Dates during preceding calendar yr to			
Standard Form 1130 November 1965 1130-106				U.S. CIVIL SERVICE COMMISSION PPM-SUPPLEMENTS 296-11 AND 990-2			

RECORD OF LEAVE DATA TRANSFERRED

1. LAST NAME [REDACTED]		INITIAL(S) [REDACTED]		2. APPOINTMENT DATA Entered on duty 7/1 7/1		3. TOTAL SERVICE FOR LEAVE (as of date of separation) Years 10 Months 10 Days 3	
4. DATE AND NATURE OF SEPARATION Retirement COR EFF 6/30/72				Subject to Sec 203(d), 1931 Leave Act Yes <input type="checkbox"/> No <input type="checkbox"/> Ceased to be subject to Sec 203(d) on Annual Leave Bal		More than 15 years <input type="checkbox"/>	
SUMMARY OF ANNUAL AND SICK LEAVE (HOURS)				SUMMARY OF HOME LEAVE (DAYS)		REMARKS	
5. Balance from prior leave year ended 1/1 1972 360				14. Date arrival abroad for HL purposes 6/30		1267 3/L sent to 01470	
6. Current leave year accrual through 6/21 1972 96				15. Current balance as of 6/30 1972 49 Days			
7. Total 456				16. 12 month accrual rate			
8. Reduction in credits, if any (current year) 10				17. Dates leave used, prior 24 months			
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13. Lump sum leave dates From 7/1/72 to 9/5/72 1700 (Hours)				21. Dates during current calendar yr to			
20. C 7-14-72 (Date) For Chief Payroll (Title) (Telephone)				22. Dates during preceding calendar yr to			
Standard Form 1130 November 1965 1130-106				U.S. CIVIL SERVICE COMMISSION PPM-SUPPLEMENTS 296-11 AND 990-2			

RECORD OF LEAVE DATA TRANSFERRED

SECRET

COVER CONTROL OF RETIREMENT PROCESSING										FILE	
TO: Retirement Operations Branch Office of Personnel										DATE	
RETIREE					CATEGORY OF EMPLOYMENT						
the following action is to be taken on processing retirement documentation for the person named above.											
TYPE RETIREMENT			CIVIL SERVICE			CIARDS			DATE		
COVER		OVERT ROUTINE		COVERT (OFFICIAL COVER) LOCK-UP		COVERT (NDC) SPECIAL		RETENTION OF AWARDS		YES	NO
CORRESPONDENCE			OVERT			COVERT			THRU CCS		
FINANCES											
ANNUITY PAYMENTS SHOULD BE					U.S. GOV'T. CHECK			OTHER (Payment instructions follow)			
TAX DOCUMENTATION SHOULD BE					C1A			CSC			OTHER (MEMO FOLLOWS)
REQUEST TRANSFER OF FUNDS FROM CIVIL SERVICE COMMISSION					YES			NO			INTERNAL TRANSFER
INSURANCE											
FEOLI		OVERT		COVERT		MAINTAIN RECORDS INTERNALLY ONLY					
TYPE OF HOSPITALIZATION CARD:											
AUTHORIZATION TO CONVERT INSURANCE				YES		CONVERSION MUST BE APPROVED BY CCS					
RESERVE											
MEMBER OF CIVILIAN RESERVE				YES		NO		OVERT		COVERT	
REMARKS											
CHIEF, COVER SUPPORT BRANCH, CENTRAL COVER STAFF											
THIS SECTION TO BE COMPLETED BY OFFICE OF SECURITY											
NO SECURITY OBJECTIONS TO ABOVE.											
OTHER INSTRUCTIONS AS FOLLOWS:											
CHIEF, EMPLOYEE ACTIVITY BRANCH, OFFICE OF SECURITY											

FORM 3429 OBSOLETE PREVIOUS EDITIONS

SECRET

(4-9-13)

7 - OFF. PERS. FILE ROOM

6 30 12

Term

CONFIDENTIAL

OPF

26 JUN 1972

MEMORANDUM FOR:

THROUGH

: Deputy Director for Plans

THROUGH

: Chief, EUR

SUBJECT

: Intelligence Medal of Merit

1. The Honor and Merit Awards Board is pleased to notify you that the award named above will be conferred on you in recognition of the excellent service you have rendered this Agency. Security considerations relevant to the award are explained in the attached memorandum from the Office of Security.

2. The award will be presented to you at a ceremony to be held in the near future. Members of your family, Agency associates, and intimate friends who are aware of your Agency affiliation may attend the ceremony.

3. Invitations to the ceremony will be extended by the Executive Secretary, Honor and Merit Awards Board, Office of Personnel, extension 3645, room 412, Magazine Building. Please send to that office the names and phone numbers of the guests you would like to have invited, and indicate any dates on which you would not be available for such a ceremony.

Recorder

Honor and Merit Awards Board

Att

Distribution:

O - Addressee

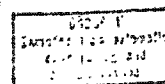
1 - C/EUR

1 - D/Pers -- OPF w/forms 382 & 600

1 - Exec Sec/HMAB

1 - Recorder/HMAB

CONFIDENTIAL



REPORT OF HONOR AND MERIT AWARDS BOARD				Executive	Justly	DATE
				02-7412		6 June 1972
The Honor and Merit Awards Board having considered a recommendation that:						
SERIAL OR ID NO.					SEX	TYPE EMPLOYEE
056043					M	Staff
OFFICE OF ASSIGNMENT		SO	SCHEDULE	GRADE	STATION	
CS/EUR		D	GS	16		
BE AWARDED						
Intelligence Medal of Merit						
<input type="checkbox"/> FOR HEROIC ACTION ON						
<input checked="" type="checkbox"/> FOR MERITORIOUS SERVICE OR ACHIEVEMENT DURING THE PERIOD July 1950 - June 1972						
<input checked="" type="checkbox"/> RECOMMENDS APPROVAL <input type="checkbox"/> DOES NOT RECOMMEND APPROVAL						
<input type="checkbox"/> RECOMMENDS AWARD OF						
UNCLASSIFIED CITATION						
<p> [redacted] is hereby awarded the Intelligence Medal of Merit in recognition of his especially meritorious service throughout his Agency career. Since 1950, he has served with distinction in increasingly responsible operational assignments both at home and abroad. His skill and expertise in accomplishing a variety of delicate and vital tasks attest to his versatility and professionalism. [redacted] outstanding contributions to the mission of the Agency reflect great credit on him and the Federal Service. </p>						
REMARKS						
(Recommendation approved by ADD/P on 26 May 1972)						
APPROVED				SIGNATURE		BOARD
Richard Helms DIRECTOR OF CENTRAL INTELLIGENCE 22 JUN 1972 DATE				/s/		
				TYPED NAME OF		
				SIGNATURE		
				TYPED NAME OF		

SECRET
(When Filled In)

CPF

RECOMMENDATION FOR HONOR OR MERIT AWARD (Submit in triplicate - see HR 20-37)				
SECTION A		PERSONAL DATA		
1. EMP. SER. NO. 056043	2. POSITION TITLE Chief of Station GS-16 D		4. GRADE	5. SD
6. OFFICE OF ASSIGNMENT DDP/EUR	7. OFFICE EXT. (If any)	8. STATION		
9. HOME ADDRESS (No., St., City, State, ZIP Code)		10. HOME PHONE		
11. CITIZENSHIP AND HOW ACQUIRED U.S. by birth		12. DATE OF RETIREMENT		
13. MEDALS AND AWARDS Intelligence Medal of Merit		14. POSTHUMOUS 30 June 1972		
15. RELATIONSHIP Wife		16. HOME ADDRESS (No., St., City, State, ZIP Code) Same as Number Nine (9)		17. HOME PHONE
SECTION B				
RECOMMENDATION FOR AWARD FOR HEROIC ACTION OR ACCEPTANCE OF HAZARD				
18. WERE YOU AN EYEWITNESS TO THE ACT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO				
PERSONNEL IN IMMEDIATE VICINITY OR WHO ASSISTED IN ACT OR SHARED IN SAME HAZARD:				
19. FULL NAME	20. ORGN. TITLE	21. GRADE	22. OFFICE OF ASSIGNMENT	
LIST ANY OF THE ABOVE PERSONS GIVEN AN AWARD OR RECOMMENDED FOR AWARD FOR PARTICIPATING IN ACT:				
23. FULL NAME	24. AWARD RECOMMENDED			
CONDITIONS UNDER WHICH ACT WAS PERFORMED:				
25. LOCATION	26. INCLUSIVE DATES	27. TIME OF DAY		
28. REVEALING GEOGRAPHIC CONDITIONS AND OBSTACLES ENCOUNTERED				
29. DATES FOR WHICH AWARD RECOMMENDED		30. ASSIGNMENT COMPLETED	31. NOW IN SAME OR RELATED ASSIGNMENT	
		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
SECTION C				
RECOMMENDATION FOR AWARD FOR ACHIEVEMENT, SERVICE, OR PERFORMANCE				
32. DO YOU HAVE PERSONAL KNOWLEDGE OF THE SERVICE OR PERFORMANCE? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO				
33. OFFICIAL ASSIGNMENT OF PERSON RECOMMENDED AT TIME OF SERVICE OR PERFORMANCE Chief of Station				
34. COMPONENT OR STATION (Designation and local) DDP/European Division				
35. DUTIES AND RESPONSIBILITIES OF ASSIGNED POSITION Direct supervision of the [redacted] consisting of 18 Staff personnel and nine Contract personnel.				
36. INCLUSIVE DATES FOR WHICH RECOMMENDED July 1952 to June 1972		37. ASSIGNMENT COMPLETED	38. NOW IN SAME OR RELATED ASSIGNMENT	
		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
PERSONNEL WHO ASSISTED OR CONTRIBUTED SUBSTANTIALLY TO THE SERVICE OR PERFORMANCE:				
39. FULL NAME	40. ORGN. TITLE	41. GRADE	42. OFFICE OF ASSIGNMENT	
LIST ANY OF THE ABOVE PERSONS GIVEN AN AWARD OR RECOMMENDED FOR AWARD FOR PARTICIPATING IN THE PERFORMANCE				
43. FULL NAME	44. TYPE OF AWARD			

SECRET
(When Filled In)

SECTION D

NARRATIVE DESCRIPTION

Award for Heroic Action or Acceptance of Hazard: Was act voluntary? Describe why act was outstanding, and if it was more than normally expected. Explain, why, and how. If an aerial or marine operation, describe type and position of craft, crew position of individual, and all unusual circumstances. List the results of the act. Enclose unclassified citations.

Award for Achievement, Service, or Performance: State character of service during period for which recommended. (Give complete description of administrative, technical, or professional duties and responsibilities if not covered in Section C; include dates of assignment and relief.) What did the individual do that merits the award? Why was this outstanding when compared to others of like grade and experience in similar positions or circumstances? If appropriate, include production records and assistance rendered by other persons or units. What obstacles were encountered or overcome? Indicate results of achievement, service, or performance. Include reference to Fitness Reports, Letters of Commendation, or other documentation already on file which supports this recommendation. Enclose unclassified citations.

[redacted] currently Chief of Station, [redacted] is recommended for the Intelligence Medal of Merit in recognition of his outstanding service of 22 years as a Clandestine Services officer.

For personal reasons [redacted] has elected to retire effective June 1972.

From the beginning of his CS career, [redacted] exceptional abilities were clearly recognized and he received assignments of ever increasing responsibility in the

In addition to the full duties as Deputy Chief of an active division, [redacted] continued to carry heavy responsibilities throughout this period in the field of counter intelligence. He was one of

CONTINUED ON ATTACHED SHEET

46. ENCLOSURES (List individually) IF ORIGINATOR IS NOT AN EYEWITNESS OR DOES NOT HAVE PERSONAL KNOWLEDGE OF THE ACT OR PERFORMANCE, ATTACH AFFIDAVITS OF EYEWITNESS OR INDIVIDUALS HAVING PERSONAL KNOWLEDGE OF THE FACTS.

1. PROPOSED CITATION

2.

3.

47. RECOMMENDATION INITIATED BY

48. TITLE AND SIGNATURE OF EMPLOYEE MAKING RECOM-

49. DATE

15 May 72

SECTION E RECOMMENDATION FORWARDED THROUGH OFFICIALS CONCERNED FOR THEIR INFORMATION

50. HEAD OF <u>D</u> CAREER SERVICE (Career service of nominee)	TITLE AND SIGNATURE See Item 52	DATE
51. DEPUTY DIRECTOR OF CAREER SERVICE	TITLE AND SIGNATURE See Item 52	DATE
52. DEPUTY DIRECTOR OF OPERATING COMPONENT	TITLE AND SIGNATURE C. W. Meyer Deputy Director for Plans	DATE 26 May 72

SECRET

the key officers responsible for the direction and control of some of the most sensitive operations then being conducted by the Clandestine Services. He carried out his responsibilities with skill and discretion, and the ability to stand up under repeated periods of heavy pressure.

In recognition of his excellent service as Deputy Chief SR, [redacted] in March 1967 was assigned as Chief of Station.

[redacted]

[redacted]

[redacted] entire career has been characterized by the consistent excellence of his performance in each assignment of increasing responsibilities that he has undertaken. He is recognized as one of the top Soviet operations specialists in the Clandestine Service and has spent the bulk of his twenty-two year career working in the most sensitive and complex areas of intelligence work. We regret his decision to retire for personal reasons and the loss of his experience and expertise to the Clandestine Service. It is strongly recommended that in recognition of his outstanding service to the Clandestine Service in positions of critical and demanding responsibility [redacted] be awarded the Intelligence Medal of Merit.

[redacted]

SECRET

A 9

retired 6/30/72

1. SERIAL NO.		2. NAME		3. ORGANIZATION		4. FUNDS		5. LWOP HOURS	
036043				44 620		CF			
6. OLD SALARY RATE				7. NEW SALARY RATE				8. TYPE ACTION	
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADJ.
GS 16	5	\$33,634	05/31/70	GS 16	6	\$34,623	05/28/72		
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.									
SIGNATURE				DATE					
				20 MAR 72					
<input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD									
CLERKS INITIALS									
FORM 7-66 560 E Use previous editions				PAY CHANGE NOTIFICATION					

1/36
603

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 92-210 AND EXECUTIVE ORDER 11637 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 9 JANUARY 1972.

NAME	SERIAL	ORGN.	FUNDS	GR+STEP	NEW SALARY
RAGLEY TENNETT H	036043	44	620	CF GS 16 5	\$33,634

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 91-656 AND EXECUTIVE ORDER 11976 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 JANUARY 1971

NAME

SERIAL ORGN, FUNDS GR-STEP

NEW SALARY

[Redacted Name]

[Redacted Serial]

44 575 CF GS 16 5

\$31,841

179

1. SERIAL NO.		2. NAME		3. ORGANIZATION		4. FUNDS		5. LWOP HOURS	
						44 575 CF			
6. OLD SALARY RATE				7. NEW SALARY RATE				8. TYPE ACTION	
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADJ
		28082				30087			
GS 16 4		28082	06/02/68	GS 16 5		30087	05/31/70		
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.									
SIGN		[Redacted Signature]					DATE		
							27/1/71		
<input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD									
CLERKS INITIALS		[Redacted Initials]							
FORM 7-60 560 E		PAY CHANGE NOTIFICATION (4-51)							

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 91-231 AND EXECUTIVE ORDER 11924 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 26 DECEMBER 1969

NAME

SERIAL ORGN, FUNDS GR-STEP

NEW SALARY

[Redacted Name]

[Redacted Serial]

44 575 CF GS 16 4

\$29,202

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 97-270 AND
DCI MEMORANDUM DATED 1 AUGUST 1954, SALARY IS ADJUSTED AS FOLLOWS:
EFFECTIVE 16 OCTOBER 1962

NAME	SERIAL	ORGN	FUNDS	OLD GR-STEP	OLD SALARY	NEW GR-STEP	NEW SALARY
				54600	CF 13 1	\$13730	15 1 \$14565

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTION 212 OF PL 90-206 AND EXECUTIVE
ORDER 11474 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,
AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 13 JULY 1959

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
				44 550 CF GS 16 4	\$27,549

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTIONS 212 AND 216 OF PL 90-206 AND
EXECUTIVE ORDER 11413 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT
OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 14 JULY 1968

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
				44 550 CF GS 16 4	\$23,079	\$23,110

A-9

1. SERIAL NO.		NAME		3. ORGANIZATION		4. FUNDS		5. LWOP MONTHS	
				44 550		CF			
6. OLD SALARY RATE				7. NEW SALARY RATE				8. PL ACTION	
Grade	Step	Salary	Effective Date	Grade	Step	Salary	Effective Date	SI	ADJ
GS 16	3	\$22,380	06/04/67	GS 16	4	\$23,079	06/02/68		
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.									
SIGNATURE				DATE					
				25 May 1968					
<input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> ON PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD									
CLERKS INITIALS				AUDITED BY					
FORM 7-66 560 E Use previous editions				PAY CHANGE NOTIFICATION					

PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 90-206
 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,
 AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 8 OCTOBER 1967

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
	44 550	CF	GS 16 3	\$21,415	\$22,380	

SECRET
(When Filled In)

SF: 30 AUG. 67

NOTIFICATION OF PERSONNEL ACTION											
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
REASSIGNMENT						08 27 67		REGULAR			
6. FUNDS		7. TO V		8. TO CF		9. Financial Analysis No. Chargeable		10. CSC OR OTHER LEGAL AUTHORITY			
		V TO V		V TO CF		8136 1187 0000		50 USC 403 J			
9. ORGANIZATIONAL DESIGNATION						10. LOCATION OF OFFICIAL STATION					
DDP/EUR FOREIGN FIELD											
11. POSITION TITLE						12. POSITION NUMBER		13. SERVICE DESIGNATION			
ATTACHE CHIEF OF STATION						0296		D			
14. CLASSIFICATION SCHEDULE (GS, LO, etc.)				15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
FSR GS				0136.05		03 2 16 3		16391 21415			
18. REMARKS											
WASH., D.C.											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INTEGRATE CODE	24. Hdqrs. Code	25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LES
37	10	NUMERIC ALPHABETIC 114550		06543	S	3	MO DA YR 11 11 25		MO DA YR		MO DA YR
28. HIC EXPIRES		29. SPECIAL REFERENCE		30. RESIDENCE DATA		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA		33. SECURITY REQ NO.	34. SEX
MO DA YR				1. CSC 2. CIV 3. ETC. 4. NONE		TYPE		MO DA YR			
35. VET. PREFERENCE		36. SERV. COMP. DATE		37. LONG COMP DATE		38. CAREER CATEGORY		39. FEGLI / HEALTH INSURANCE		40. SOCIAL SECURITY NO.	
CODE		MO DA YR		MO DA YR		EARN DEPT. CODE		CODE			
0 - NONE 1 - 5 PT. 2 - 10 PT.								0 - WAIVER 1 - YES		HEALTH INS CODE	
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA		44. STATE TAX DATA			
CODE				CODE		FORM EXECUTED CODE		NO TAX EXEMPTIONS		FORM EXECUTED CODE	
0 - NO. PREVIOUS SERVICE 1 - NO. BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)						1 - YES 2 - NO				1 - YES 2 - NO	
SIGNATURE OR OTHER AUTHENTICATION											
FROM: SB											
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> POSTED 8-5-67 ml </div>											

SF

1150

Use Previous Edition

SECRET

SF

GROUP 1
Excluded from automatic
downgrading and
declassification

(When Filled In)

1. Serial No.		2. Name		3. Com Center Number		4. LWOP Hours				
				48 040 CF						
5. OLD SALARY RATE				6. NEW SALARY RATE				7. TYPE ACTION		
Grade	Step	Salary	Expire Date	Grade	Step	Salary	Expire Date	PU	LD	ADJ
GS 16	2	120,745	06/05/66	GS 16	3	121,415	06/04/67			
8. Remarks and Authorization										
NO EXCESS LWOP IN PAY STATUS AT END OF WAITING PERIOD LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS AUDITED BY I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE SIGNATURE: 										

SECRET
(When Filled In)

RZF: 3 JAN 67

NOTIFICATION OF PERSONNEL ACTION																													
1. NATURE OF PERSONNEL ACTION																													
REASSIGNMENT																													
2. EFFECTIVE DATE																													
12-30-66																													
3. CATEGORY OF EMPLOYMENT																													
REGULAR																													
4. FUNDS																													
V TO V V TO CF CF TO V X CF TO CF																													
5. Financial Analysis No. Chargeable																													
7134 0573 0000																													
6. CSC OR OTHER LEGAL AUTHORITY																													
50 USC 403 J																													
7. ORGANIZATIONAL DESIGNATIONS																													
DDP/SB DIVISION OFFICE OF THE CHIEF																													
8. LOCATION OF OFFICIAL STATION																													
WASH., D.C.																													
9. POSITION TITLE																													
POL OFFICER 2nd SEC OPS OFFICER D DIV CH																													
10. POSITION NUMBER																													
0002																													
11. SERVICE DESIGNATION																													
D																													
12. CLASSIFICATION SCHEDULE (GS, LO, etc.)																													
FSS GS																													
13. OCCUPATIONAL SERIES																													
0136.01																													
14. GRADE AND STEP																													
01 1 16 2																													
15. SALARY OR RATE																													
15841 20745																													
16. REMARKS																													
WASH., D.C.																													
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL																													
<table border="1"> <tr> <td>17. ACTION CODE</td> <td>18. EMPLOY CODE</td> <td>19. OFFICE CODING</td> <td>20. STATION CODE</td> <td>21. INTEREST CODE</td> <td>22. ADJUST CODE</td> <td>23. DATE OF BIRTH</td> <td>24. DATE OF GRADE</td> <td>25. DATE OF LEI</td> </tr> <tr> <td>37</td> <td>10</td> <td>46040 5B</td> <td>75013</td> <td>1</td> <td>1</td> <td>11 11 25</td> <td></td> <td></td> </tr> </table>												17. ACTION CODE	18. EMPLOY CODE	19. OFFICE CODING	20. STATION CODE	21. INTEREST CODE	22. ADJUST CODE	23. DATE OF BIRTH	24. DATE OF GRADE	25. DATE OF LEI	37	10	46040 5B	75013	1	1	11 11 25		
17. ACTION CODE	18. EMPLOY CODE	19. OFFICE CODING	20. STATION CODE	21. INTEREST CODE	22. ADJUST CODE	23. DATE OF BIRTH	24. DATE OF GRADE	25. DATE OF LEI																					
37	10	46040 5B	75013	1	1	11 11 25																							
<table border="1"> <tr> <td>26. RET. EXP. RES.</td> <td>27. SPECIAL REFERENCE</td> <td>28. RETIREMENT DATA</td> <td>29. SEPARATION DATA CODE</td> <td>30. CORRECTION/CANCELLATION DATA</td> <td>31. SECURITY REQ. NO.</td> <td>32. SEX</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>												26. RET. EXP. RES.	27. SPECIAL REFERENCE	28. RETIREMENT DATA	29. SEPARATION DATA CODE	30. CORRECTION/CANCELLATION DATA	31. SECURITY REQ. NO.	32. SEX											
26. RET. EXP. RES.	27. SPECIAL REFERENCE	28. RETIREMENT DATA	29. SEPARATION DATA CODE	30. CORRECTION/CANCELLATION DATA	31. SECURITY REQ. NO.	32. SEX																							
<table border="1"> <tr> <td>33. PFT. PREFERENCE</td> <td>34. SERV. COMP. DATE</td> <td>35. LONG COMP. DATE</td> <td>36. CAREER CATEGORY</td> <td>37. PEST, HEALTH INSURANCE</td> <td>38. SOCIAL SECURITY NO.</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>												33. PFT. PREFERENCE	34. SERV. COMP. DATE	35. LONG COMP. DATE	36. CAREER CATEGORY	37. PEST, HEALTH INSURANCE	38. SOCIAL SECURITY NO.												
33. PFT. PREFERENCE	34. SERV. COMP. DATE	35. LONG COMP. DATE	36. CAREER CATEGORY	37. PEST, HEALTH INSURANCE	38. SOCIAL SECURITY NO.																								
<table border="1"> <tr> <td>39. PREVIOUS CIVILIAN GOVERNMENT SERVICE</td> <td>40. LEAVE CAT. CODE</td> <td>41. FEDERAL TAX DATA</td> <td>42. STATE TAX DATA</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table>												39. PREVIOUS CIVILIAN GOVERNMENT SERVICE	40. LEAVE CAT. CODE	41. FEDERAL TAX DATA	42. STATE TAX DATA														
39. PREVIOUS CIVILIAN GOVERNMENT SERVICE	40. LEAVE CAT. CODE	41. FEDERAL TAX DATA	42. STATE TAX DATA																										
SIGNATURE OR OTHER AUTHENTICATION																													
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> POSTED 1-4-67 MS </div>																													

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 89-504
PLACED TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,
AS AMENDED, AND A-DCI DIRECTIVE DATED 6 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 3 JULY 1966

NAME SERIAL ORGN. FUNDS GR-STEP OLD SALARY NEW SALARY

48 040 CF GS 16 2 \$20,297 \$20,745

SECRET

(When Filled In)

RZF: 11 JUL 66

NOTIFICATION OF PERSONNEL ACTION

3. NATURE OF PERSONNEL ACTION		4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT	
DESIGNATION AS PARTICIPANT IN CIA RETIREMENT AND DISABILITY SYSTEM		07-103166		REGULAR	
6. FUNDS		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY	
V TO V CF TO V X CF TO CF		7134 0573 0000		PL 88-643 SECT. 203	
9. ORGANIZATIONAL DESIGNATIONS		10. LOCATION OF OFFICIAL STATION			
DDP/SR		WASH., D.C.			
11. POSITION TITLE		12. POSITION NUMBER		13. SERVICE DESIGNATION	
				D	
14. CLASSIFICATION SCHEDULE (GS, LO, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP	
				16	
17. SALARY OR RATE					
18. REMARKS					
EMPLOYEE WILL RECEIVE NOTIFICATION FROM THE DIRECTOR OF PERSONNEL OF THIS DESIGNATION.					

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING	22. STATION CODE	23. INTEGREE CODE	24. HOURS CODE	25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LEI
		NUMERIC ALPHABETIC				MO DA YR	MO DA YR	MO DA YR
28. NTE EXPIRES	29. SPECIAL REFERENCE	30. RETIREMENT DATA	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA	33. SECURITY REQ NO.	34. SEX		
MO DA YR		1. CSC 2. PICA 3. NONE		TYPE MO DA YR				
35. VET PREFERENCE	36. SERV COMP. DATE	37. LONG COMP. DATE	38. CAREER CATEGORY	39. FEGLI / HEALTH INSURANCE	40. SOCIAL SECURITY NO.			
CODE	0. NONE 1. 5 PT. 2. 10 PT.	MO DA YR	MO DA YR	CODE CODE 0. WAIVER 1. YES	HEALTH INS CODE			
41. PREVIOUS GOVERNMENT SERVICE DATA	42. LEAVE CAT CODE	43. FEDERAL TAX DATA	44. STATE TAX DATA					
CODE	0. NO PREVIOUS SERVICE 1. NO BREAK IN SERVICE 2. BREAK IN SERVICE (LESS THAN 3 YRS) 3. BREAK IN SERVICE (MORE THAN 3 YRS)	FORM EXECUTED CODE NO. YES 2. NO	NO TAX EXEMPTIONS	FORM EXECUTED CODE NO. YES 2. NO	NO TAX EXEMP	STATE CODE		

SIGNATURE OR OTHER AUTHENTICATION

POSTED

ALL 7 P. 66

OLD SALARY RATE				NEW SALARY RATE				TYPE ACTION		
Grade	Step	Salary	Low HI Date	Grade	Step	Salary	Effective Date	PS	LS	ADJ
GS 16	1	519.819	06/06/65	GS 16	2	520.277	06/05/66			

NO EXCESS LWOP
 IN PAY STATUS AT END OF WAITING PERIOD
 LWOP STATUS AT END OF WAITING PERIOD
 CLERKS INITIALS AUDITED BY

I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.

SIGNATURE *12 Sept 66*

PAY CHANGE NOTIFICATION

9 SEPT 65

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

A. NATURE OF PERSONNEL ACTION				4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT	
REASSIGNMENT				09 09 65		REGULAR	
6. FUNDS		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY			
V TO V CF TO V		V TO CF CF TO CF		6134 0573 0000		50 USC 403 J	
9. ORGANIZATIONAL DESIGNATIONS				10. LOCATION OF OFFICIAL STATION			
DDP/SR DIVISION OFFICE OF THE CHIEF				WASH., D.C.			
11. POSITION TITLE				12. POSITION NUMBER		13. SERVICE DESIGNATION	
POL OFFICER 2ND SEC OPS OFFICER D DIV CH				0002		D	
14. CLASSIFICATION SCHEDULE (SS, LR, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE	
FSR GS		0136.01		04 2 16 1		12495 18935	
18. REMARKS WASH., D.C.							
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INTEGREE CODE	24. HIRE DATE	25. DATE OF BIRTH
37	10	48040 SR		75013	1	11 11 25	11 11 25
26. DATE OF LEI		27. DATE OF LEI		28. DATE OF LEI		29. DATE OF LEI	
NO DA YR		NO DA YR		NO DA YR		NO DA YR	
30. SPECIAL REFERENCE		31. RETIREMENT DATA		32. SEPARATION DATA CODE		33. SECURITY REQ NO.	
1. CSC 2. FICA 3. NONE		CODE		TYPE		NO DA YR	
34. VLT. PREFERENCE		35. SERV. COMP. DATE		36. LONG. COMP. DATE		37. CAREER CATEGORY	
CODE		NO DA YR		NO DA YR		CODE	
0. NONE 1. 5 PT 2. 10 PT		NO DA YR		NO DA YR		CODE	
40. PREVIOUS GOVERNMENT SERVICE DATA		41. LEAVE CAT CODE		42. FEDERAL TAX DATA		43. STATE TAX DATA	
CODE		CODE		CODE		CODE	
0. NO PREVIOUS SERVICE 1. NO BREAK IN SERVICE 2. BREAK IN SERVICE LESS THAN 5 YRS 3. BREAK IN SERVICE MORE THAN 5 YRS		0. NO 1. YES		0. NO 1. YES		0. NO 1. YES	

SIGNATURE OR OTHER AUTHENTICATION

POSTED

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 49-301
PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,
AS AMENDED, AND A-DCI POLICY DIRECTIVE DATED 1 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 OCTOBER 1965

NAME	SERIAL	ORGN.	FUNDS	GW-STEP	OLD SALARY	NEW SALARY
	48	040	CF	GS 16 1	\$18,935	\$19,619

SECRET
(When Filled In)

5 JUN65

NOTIFICATION OF PERSONNEL ACTION

NATURE OF PERSONNEL ACTION		4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT	
PROMOTION - CORRECTION		06 06 65		REGULAR	
6. FUNDS		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY	
V TO V CF TO V		5134 0573 0000		50 USC 403 J	
9. ORGANIZATIONAL DESIGNATIONS		10. LOCATION OF OFFICIAL STATION			
DDP/SR COUNTERINTELLIGENCE GROUP OFFICE OF THE CHIEF		WASH., D.C.			
11. POSITION TITLE		12. POSITION NUMBER		13. SERVICE DESIGNATION	
POL OFFICER 2nd SEC OPS OFFICER CH		0985		0	
14. CLASSIFICATION SCHEDULE (GS, LO, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP	
FSR GS		0136.01		04 2 16. 1	
17. SALARY OR RATE		18. REMARKS			
12495 18935		THIS ACTION CORRECTS FORM 1150 EFFECTIVE 06/06/65 AS FOLLOWS: TO ADD INTEGRATED INFORMATION. ITEM #11 WHICH READ OPS OFFICER BR CH TO READ OPS OFFICER CH.			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING	22. STATION CODE	23. INTERGEE CODE	24. HOURS CODE
		NUMERIC ALPHABETIC			
25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LEI			
MO DA YR	MO DA YR	MO DA YR			
11 11 25					
28. NTE EXPIRES	29. SPECIAL REFERENCE	30. RETIREMENT DATA	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA	33. SECURITY REQ. NO
NO DA YR		1. CSC 2. FICA 3. NONE			
34. VET. PREFERENCE	35. SERV. COMP. DATE	36. LONG COMP. DATE	37. CAREER CATEGORY	38. FEGLI / HEALTH INSURANCE	39. SOCIAL SECURITY NO.
CODE	0. NONE 1. 5 YR 2. 10 YR	NO DA YR	CODE	CODE	
40. PREVIOUS GOVERNMENT SERVICE DATA	41. LEAVE CAT	42. FEDERAL TAX DATA	43. STATE TAX DATA		
CODE	0. NO PREVIOUS SERVICE 1. NO BREAK IN SERVICE 2. BREAK IN SERVICE (LESS THAN 3 YRS) 3. BREAK IN SERVICE (MORE THAN 3 YRS)	CODE	CODE		
SIGNATURE OR OTHER AUTHENTICATION					
[Signature]					

RZR: 28 MAY 65

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
OCF											
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
PROMOTION						06 06 65		REGULAR			
6. FUNDS		7. TO V		8. TO CF		7. LOSS CENTER NO. CHARGEABLE		8. CXC OR OTHER LEGAL AUTHORITY			
CF TO V		X		CF TO CF		5134 0573 0000		50 USC 403 J			
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION					
DDP/SR						WASH., D.C.					
11. POSITION/TITLE						12. POSITION NUMBER		13. SERVICE DESIGNATION			
OPS OFFICER BR CH						0985		0			
14. CLASSIFICATION SCHEDULE (GS, LO, etc.)				15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
GS				0135.01		16 1		18935			
18. REMARKS											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODING		22. STATION CODE		23. INTEGRITY CODE		24. HQ/IN CODE	
22		10		48200 SR		75013				1	
25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI		28. RETIREMENT DATA		29. SEPARATION DATA CODE		30. CORRECTION/CANCELLATION DATA	
11 11 25		06 06 65		06 06 65						31. SECURITY REQ NO.	
32. VET. PREFERENCE		33. SERV. COMP. DATE		34. LONG. COMP. DATE		35. CAREER CATEGORY		36. FEGLI / HEALTH INSURANCE		37. SOCIAL SECURITY NO.	
CODE		MO DA YR		MO DA YR		CAR H/V		CODE		CODE	
0 - NOAE		1 - 0 PT		2 - 10 PT		PROV TEMP		0 - WAIVER		1 - YES	
41. PREVIOUS GOVERNMENT SERVICE DATA				42. REATE CAT		43. FEDERAL TAX DATA				44. STATE TAX DATA	
CODE				CODE		CODE				CODE	
0 - NO PREVIOUS SERVICE				1 - YES		NO TAX EXEMPTIONS				FORM EXECUTED	
1 - NO BREAK IN SERVICE				2 - NO		1 - YES				2 - NO	
2 - BREAK IN SERVICE (LESS THAN 1 YRS)											
3 - BREAK IN SERVICE (MORE THAN 1 YRS)											
SIGNATURE OR OTHER AUTHENTICATION											
<div style="border: 1px solid black; width: 200px; height: 40px; margin: 0 auto;"></div> <div style="position: absolute; right: 0; bottom: 0; border: 2px solid black; padding: 5px; transform: rotate(-10deg);"> POSTED JUN 6/9/65 </div>											

FORM 11-62 1150

Use Previous Edition

SECRET

 GROUP 1
 Excluded from automatic
 downgrading and
 declassification

(When Filled In)

SALARY CONVERTED TO RATE SHOWN FOR INDIVIDUAL'S GRADE AND STEP AS INDICATED IN CHART BELOW.

[illegible]

OLD SALARY RATE				NEW SALARY RATE				TYPE ACTION		
Grade	Step	Salary	Effective Date	Grade	Step	Salary	Effective Date	PSI	LSI	ADI
GS 15 2		11630	09/15/63	GS 15 3		11600	09/13/64			
<p>6. Remarks and Authorization</p> <p>NO EXCESS LWOP IN PAY STATUS AT END OF WAITING PERIOD LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS AUDITED BY</p> <p>I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.</p> <p>SIGNATURE: [Redacted] DATE: 15/7/64</p> <p>PAY CHANGE NOTIFICATION</p>										

Form 844

Obsolete Previous

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION			
ADD: 04/23/64			
3. NATURE OF PERSONNEL ACTION		4. EFFECTIVE DATE	
REASSIGNMENT		04 12 64	
5. CATEGORY OF EMPLOYMENT		7. COST (ENTER NO. CHARGEABLE)	
A. FUNDS		4134 1000 1000	
9. ORGANIZATIONAL DESIGNATIONS		8. CSE OR OTHER LEGAL AUTHORITY	
BDP/SR DIVISION DDP SR CI GR OFF OF THE CH		WASH., D.C.	
11. POSITION TITLE		12. POSITION NUMBER	
GPS OFFICER BR CH		0985	
13. CAREER SERVICE DESIGNATION		17. SALARY OR RATE	
D		15	
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)		15. OCCUPATIONAL SERIES	
SS		0136.01	
16. GRADE AND STEP			
15			
18. REMARKS			
SIGNATURE OR OTHER AUTHENTICATION			
<p>POSTED</p> <p>27 APR</p>			

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 87-793 AND DCI
MEMORANDUM DATED 1 AUGUST 1956; SALARY IS ADJUSTED AS FOLLOWS,
EFFECTIVE 5 JANUARY 1964.

NAME SERIAL 48 080 ORGN FUNDS GR-87 OLD SALARY \$15,045 NEW SALARY \$16,180

LLG: 31 OCT. 62

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
ODF											
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
REASSIGNMENT						NO. DA. YR. 10 31 62		REGULAR			
6. FUNDS		V. TO V		V. TO CF		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY			
CF TO V		X		CF TO CF		3134 1000 1000		50 USC 403 J			
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION					
DDP SR CHIEF, OPERATIONS AND PLANS COUNTERINTELLIGENCE BRANCH OFFICE OF THE CHIEF						WASH., D.C.					
11. POSITION TITLE						12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION			
POL OFFICER 2ND SEC OPS OFFICER BR CH						0578		D			
14. CLASSIFICATION SCHEDULE (GS, LO, etc.)			15. OCCUPATIONAL SERIES			16. GRADE AND STEP		17. SALARY OR RATE			
FSR GS			0136.01			05 0 15 1		9620 14565			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INTERGRADE CODE	24. MOBILE CODE	25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI
37	10	NUMERIC	ALPHABETIC	75013	1	1	MO. DA. YR.	MO. DA. YR.	MO. DA. YR.		
28. HTE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA		33. SECURITY REQ. NO.	
MO. DA. YR.				1. CSC 2. PICA 3. NONE		TYPE		MO. DA. YR.		EOD DATA	
35. VET. PREFERENCE		36. SERV. COMP. DATE		37. LONG COMP. DATE		38. CAREER CATEGORY		39. FEGLI / HEALTH INSURANCE		40. SOCIAL SECURITY NO.	
CODE		MO. DA. YR.		MO. DA. YR.		CAR. RES. / PNU / FUND		CODE		HEALTH INS. CODE	
1. NO PREVIOUS SERVICE 2. NO BREAK IN SERVICE 3. BREAK IN SERVICE (LESS THAN 3 YRS) 4. BREAK IN SERVICE (MORE THAN 3 YRS)						41. LEAVE CAT. CODE		42. FEDERAL TAX DATA		43. STATE TAX DATA	
						FORM EXECUTED 1. YES 2. NO		NO. TAX EXEMPTIONS		FORM EXECUTED 1. YES 2. NO	
SIGNATURE OR OTHER AUTHENTICATION											
<div style="border: 1px solid black; padding: 10px; display: inline-block;"> <p style="font-size: 1.2em; margin: 0;">POSTED</p> <p style="font-size: 1.2em; margin: 0;">MAR 11-7-67</p> </div>											

OLD SALARY RATE				NEW SALARY RATE				TYPE ACTION		
Grade	Step	Salary	Low (E) Date	Grade	Step	Salary	Effective Date	PSJ	LSJ	ADJ
GS 15	1	314,965	09/10/67	GS 15	2	315,045	09/15/67			

8. Remarks and Authorization

/ / NO EXCESS LWOP
 / / IN PAY STATUS AT END OF WAITING PERIOD 00 0
 / / LWOP STATUS AT END OF WAITING PERIOD
 CLERKS INITIALS AUDITED BY

I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.

SIGNATURE _____ DATE 9/18/67

PAY CHANGE NOTIFICATION MAH

Form 560

Obsolete Previous Edition

(4-61)

ARM: 14 SEPT 62

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
ODF											
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
PROMOTION						09 16 62		REGULAR			
6. FUNDS		7. TO V		8. TO CF		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY			
CF TO V		X		CF TO CF		3139 9600 1065		50 USC 403 J			
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION					
DDP EE											
11. POSITION TITLE				12. POSITION NUMBER				13. CAREER SERVICE DESIGNATION			
POL OFFICER 2ND SEC OPS OFFICER				1586				D			
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE					
FSR GS		0136.01		05 0 15 1		9055 13730					
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODES		22. STATUS CODE		23. INTEGREE CODE		24. HOURS CODE	
22 10		54600 EE		69007		1		3		11 11 25	
25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI		28. DATE OF BIRTH		29. DATE OF GRADE		30. DATE OF LEI	
11 11 25		09 16 62		09 16 62		11 11 25		09 16 62		09 16 62	
31. NTE EXPIRES		32. SPECIAL REFERENCE		33. RETIREMENT DATA		34. SEPARATION DATA CODE		35. CORRECTION/CANCELLATION DATA		36. SECURITY REG. NO.	
NO. DA YR		80		CODE		TYPE		NO. DA YR		37. SEC	
								EOD DATA			
38. VET. REFERENCE		39. SERV. COMP. DATE		40. LONG. COMP. DATE		41. CAREER CATEGORY		42. FEGLI / HEALTH INSURANCE		43. SOCIAL SECURITY NO.	
CODE		NO. DA YR		NO. DA YR		CODE		CODE		CODE	
0 - NONE 1 - 5 PT 2 - 10 PT						LPR BSL PROV TEMP		0 - WAIVER 1 - YES		HEALTH INS. CODE	
44. PREVIOUS GOVERNMENT SERVICE DATA				45. LEAVE CAT.				46. FEDERAL TAX DATA			
CODE				CODE				CODE			
0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE LESS THAN 3 YRS. 3 - BREAK IN SERVICE MORE THAN 3 YRS.				FORM EXECUTED: 1 - YES 2 - NO				FORM EXECUTED: 1 - YES 2 - NO			
SIGNATURE OR OTHER AUTHENTICATION											
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> 10.5 201862 </div>											

Form 1150

Use Previous Edition

SECRET

SECRET
(When Filled In)

(4-61)

DDP/EE 52 UV				7. TYPE ACTION			
OLD SALARY RATE				NEW SALARY RATE			
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date
GS 14	2	\$12,470	12/13/59	14	3	\$12,730	06/11/61
8. REMARKS AND AUTHENTICATION							
/ / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / IN LWOP STATUS AT END OF WAITING PERIOD							

IN ACCORDANCE WITH THE PROVISIONS OF P. L. 86-568 AND DCI MEMO DATED 1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS EFFECTIVE 10 JULY 1960.

SD	NAME	SERIAL	ORGN	GR-ST	OLD SALARY	NEW SALARY
		52 27	GS-14	2	\$11,595	\$12,470

/S/

DIRECTOR OF PERSONNEL

SECRET
(WHEN FILLED IN)

1. EMP. SERIAL NO.				2. NAME				3. ASSIGNED ORGN.				4. FUNDS				5. ALLOTMENT			
								DDP/EE 52				UV							
6. OLD SALARY RATE								7. NEW SALARY RATE											
GRADE		STEP		SALARY		LAST EFFECTIVE DATE		GRADE		STEP		SALARY		EFFECTIVE DATE					
GS 14		1		\$11,355		06-15-59		GS 14		2		\$11,595		12-13-59					
TO BE COMPLETED BY THE OFFICE OF COMPTROLLER																			
8. CHECK ONE <input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> EXCESS LWOP								9. NUMBER OF HOURS LWOP											
IF EXCESS LWOP, CHECK FOLLOWING: <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> IN LWOP STATUS AT END OF WAITING PERIOD								10. INITIALS OF CLERK											
								11. AUDITED BY											
TO BE COMPLETED BY THE OFFICE OF PERSONNEL																			
12. TYPE OF ACTION <input type="checkbox"/> P.S.I. <input type="checkbox"/> L.S.E. <input type="checkbox"/> PAY ADJUSTMENT								13. REMARKS 161											
14. AUTHENTICATION																			
C. M. STEWART																			
PAY CHANGE NOTIFICATION																			

IN LIEU OF FORM 1150 THIS NOTIFICATION EFFECTS RESLOTTING RESULTING
FROM R-20-250

SER #	NAME	SD	OLD SLOT	NEW SLOT	DATE
		DI	1585	1586	05/01/59

SECRET

GENERAL SCHEDULE SALARY INCREASE RETROACTIVELY EFFECTIVE
12 JANUARY 1958 AUTHORIZED BY P. L. 85 - 462 AND DCI
DIRECTIVE. SALARY AS OF 15 JUNE 1958 ADJUSTED AS FOLLOWS

NAME	SERIAL	GRADE-STEP	OLD SALARY	NEW SALARY
		GS-14-1	\$10,320	\$11,355

737 DIRECTOR OF PERSONNEL

SECRET

SECRET
(When Filled In)

MCM 13 JUNE 58															NOTIFICATION OF PERSONNEL ACTION														
															4. Vet. Prof.		5. Sex		6. GS-ECG										
															None-0 5 Pt-1 10 Pt-2		Code		Mo. Da. Yr.										
															1		M 1		07 24 50										
7. SCD			8. CSC Retire.			9. CSC Or Other Legal Authority			10. Appt. Affidav.			11. FEGLI			12. LCD			13. Other											
Mo. Da. Yr.			Yes-1 No-2			Code			Mo. Da. Yr.			Yes-1 No-2			Code			Mo. Da. Yr.											
04 08 47			1			50 USCA 403			Mo. Da. Yr.			07 24 50			2														

PREVIOUS ASSIGNMENT

14. Organizational Designations										Code		15. Location Of Official Station										Station Code	
DDP EE																							
OFFICE OF THE CHIEF																							
16. Dept. - Field			17. Position Title			18. Position No.			19. Serv.			20. Occas. Series											
Dept - 1 USfld - 3 Frqn - 5			Code POL OFF 2ND SECTY AREA OPS OFF			1585			FSR GS			0136.01											
21. Grade & Step			22. Salary Or Rate			23. SD			24. Date Of Grade			25. Pay Due			26. Appropriation Number								
06 13 2			\$ 7100 9205			DI			Mo. Da. Yr.			Mo. Da. Yr.			8 3160 55 065								

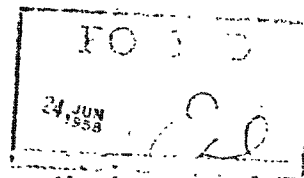
ACTION

27. Nature Of Action				Code		28. Eff. Date				29. Type Of Employee				Code		30. Separation Data	
PROMOTION				30		06 15 58				REGULAR				OM			

PRESENT ASSIGNMENT

31. Organizational Designations										Code		32. Location Of Official Station										Station Code	
DDP EE																						9007	
OFFICE OF THE CHIEF										5288													
33. Dept. - Field			34. Position Title			35. Position No.			36. Serv.			37. Occas. Series											
Dept - 1 USfld - 3 Frqn - 5			Code POL OFF 2ND SECTY AREA OPS OFF			1585			FSR GS			0136.01											
38. Grade & Step			39. Salary Or Rate			40. SD			41. Date Of Grade			42. Pay Due			43. Appropriation Number								
06 14 1			\$ 7100 10320			DI			Mo. Da. Yr.			Mo. Da. Yr.			8 3160 55 065								

44. Remarks



PERIODIC STEP INCREASE - CERTIFICATION

SECRET

PERSONNEL FOLDER (4)

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

ARE: 7 MAR 1958

										4. Vac. Post.		5. Sex		6. CS - EOD						
										Name Code		M 1		Mo. Dp. Yr.						
										5 MAR 10 1958				07 24 50						
7. SCD			8. CSC Rate			9. CSC Or Other Legal Authority			10. Appt. A/R Date			11. SSN			12. LCD			13. P. No.		
Mo.	Da.	Yr.	Yes - 1	Code		Mo.	Da.	Yr.	Yes - 1	Code		Mo.	Da.	Yr.	Yes - 1	Code				
04	08	47	No - 2	1	50 USCA 403 J							07	24	50	No - 2	2				

PREVIOUS ASSIGNMENT

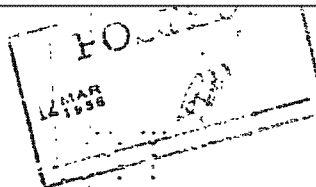
14. Organizational Designation				Code		15. Location Of Official Station				Station Code	
DDP EE										69007	
OFFICE OF THE CHIEF				5288							
16. Dept. - Field		17. Position Title		18. Position No.		19. Serv.		20. Occup. Series			
Dept. - 1	Code	AREA OPS OFF		1585		GS		0136.01			
USStd - 3											
Fragn - 5	5										
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade		25. P. No. Due		26. Appropriation Number	
13 1		\$ 8990		DI		Mo. Da. Yr.		Mo. Da. Yr.		8 3160 55 065	
						11 04 56		05 04 58			

ACTION

27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Data	
								OM			

PRESENT ASSIGNMENT

31. Organizational Designation				Code		32. Location Of Official Station				Station Code	
DDP EE										69007	
OFFICE OF THE CHIEF				5288							
33. Dept. - Field		34. Position Title		35. Position No.		36. Serv.		37. Occup. Series			
Dept. - 1	Code	POL OFF 2ND SECTY		1585		FSR		0136.01			
USStd - 3		AREA OPS OFF				GS					
Fragn - 5	5										
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade		42. P. No. Due		43. Appropriation Number	
06		\$ 7100		DI		Mo. Da. Yr.		Mo. Da. Yr.		8 3160 55 065	
12 1		8990				11 04 56		05 04 58			



SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

MCO

										4. Vet. Pref.		5. Sex		6. CS-EOD					
										None-0 5 Pt-1 10 Pt-2		Code 1 M		Mo. Da. Yr. 07 24 50					
7. SCD			8. CSC Retml.		9. CSC Or Other Legal Authority					10. Appl. Adv.			11. FEGLI		12. LCB		13. Spec. Yes		
Mo.	Da.	Yr.	Yes-1 No-2	Code	50 USCA 403 J					Mo.	Da.	Yr.	Yes-1 No-2	Code	Mo.	Da.	Yr.	Yes-1 No-2	Code
04	08	47		1									1		07	24	50		2

PREVIOUS ASSIGNMENT

14. Organizational Designations				Code		15. Location Of Official Station				Station Code	
DDP EE						WASH. D. C.					
FI OPERATIONS SECTION											
16. Dept. - Field		17. Position Title		18. Position No.		19. Serv.		20. Occup. Series			
Dept - 1 USMld - 3 Prgh - 5	Code	1.0. (FI)		0118		GS		0136.51			
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade		25. PSI Due		26. Appropriation Number	
131		\$ 8990		01		Mo. Da. Yr.		Mo. Da. Yr.		8 3100 20	

ACTION

27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Data	
REASSIGNMENT (TRANSFER TO UNVOUCHERED FUNDS)		05		12 15 57		REGULAR		01			

PRESENT ASSIGNMENT

31. Organizational Designations				Code		32. Location Of Official Station				Station Code	
DDP EE				5288						69007	
OFFICE OF THE CHIEF											
33. Dept. - Field		34. Position Title		35. Position No.		36. Serv.		37. Occup. Series			
Dept - 1 USMld - 3 Prgh - 5	Code	AREA OPS OFF		1505		GS		0136.01			
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade		42. PSI Due		43. Appropriation Number	
131		\$ 8990		01		11 10 56		05 10 56		8 3160 55 065	

44. Remarks

SUBJECT TO APPROVED MEDICAL CLEARANCE PRIOR TO BEING SENT OVERSEAS.

POSTED

26 DEC
1957

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

are

		3. JOURNAL OR ACTION NO.	4. DATE 10 May 1957
This is to notify you of the following action affecting your employment:			
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) REASSIGNMENT 56		6. EFFECTIVE DATE 5 May 1957	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY 50 USCA 403 j
FROM		TO	
I.O. (CI) BO-216 GS-0136-53-13 \$8990.00 per annum CE Section		I.O. (VI) BO-118-13 GS-0136-51-13 \$8990.00 per annum DDP/EE VI Operations Section Washington, D. C.	
9. SERVICE, SERIES, GRADE, SALARY		10. ORGANIZATIONAL DESIGNATIONS	
11. HEADQUARTERS 2		12. FIELD OR DEPT'L FIELD <input type="checkbox"/> DEPARTMENTAL <input checked="" type="checkbox"/>	
13. VETERAN'S PREFERENCE NONE <input type="checkbox"/> WWII <input type="checkbox"/> OTHER <input checked="" type="checkbox"/> 5 PT <input type="checkbox"/> 10 POINT <input type="checkbox"/>		14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> I. A. <input type="checkbox"/> REAL <input type="checkbox"/> 8D-DI	
15. SEX M <input checked="" type="checkbox"/> F <input type="checkbox"/>		16. APPROPRIATION FROM: 7-3100-20 750-13 TO: Same	
17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) Yes		18. DATE OF APPOINTMENT AFFIDAVITS (EXCLUSIONS ONLY)	
19. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:			
20. REMARKS: 3 BOB 07/24/50 <div style="border: 1px solid black; padding: 5px; transform: rotate(-15deg); display: inline-block;">POSTED 5/17/57 WYN</div> ENTRANCE PERFORMANCE RATING: Director of Personnel			

4. PERSONNEL FOLDER COPY

77 5/10/57

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

ARO

		1. JOURNAL OR ACTION NO.		4. DATE	
				2 November 56	
This is to notify you of the following action affecting your employment:					
3. NATURE OF ACTION (USE STANDARD TERMINOLOGY)		6. EFFECTIVE DATE		7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY	
PROMOTION		30		4 May 1956	
FROM		TO			
BO-216-12		8. POSITION TITLE		I. O. (CI) BO-216	
GS-0136.53-12 \$7705.00 per annum		9. SERVICE CLASS GRADE, SALARY		GS-0136.53-13 \$8990.00 per annum	
		10. ORGANIZATIONAL DESIGNATION		DDP/EE	
		11. HEADQUARTERS		CE Section	
		2		Washington, D. C.	
FIELD		DEPARTMENTAL		FIELD	
13. VETERAN'S PREFERENCE		14. POSITION CLASSIFICATION ACTION			
NONE WWII OTHER S-PT 10 POINT		NEW VICE I. A. REAL			
X		BO-DI			
15. SEX		16. APPROPRIATION		17. DATE OF APPOINTMENT	
M		FROM: 7-3100-20		18. LEGAL RESIDENCY	
		TO: Same		CLAIMED PROVED	
		750-13		STATE:	
20. REMARKS.					
<p>This also corrects Item #1, First Name, on SF-52 effective 28 Feb 1954 and SF-52 effective 20 Sep 1954; also, SF-50 effective 20 May 1956 which read [] to read []</p> <p>3 and 07/24/50</p>					
<p>ENTRANCE PERFORMANCE RATING:</p> <p>Director of Personnel</p>					

4. PERSONNEL FOLDER COPY

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION 1v1

		3. JOURNAL OR ACTION NO.	4. DATE 11 May 1956
This is to notify you of the following action affecting your employment:			
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) Reassignment		6. EFFECTIVE DATE 20 May 1956	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY 50 U.S.C. 403 j
FROM		TO	
Area Ops. Off. BGF-857 OS-0136.01-12 \$7785.00 per annum DDP/ES Austrian Station Operations Staff Vienna, Austria		I. O. (CI) BO-216-12 OS-0136.53-12 \$7785.00 per annum DDP/ES CS Section Washington, D. C.	
<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL	
13. VETERAN'S PREFERENCE NONE <input type="checkbox"/> WWI <input type="checkbox"/> OTHER <input type="checkbox"/> S-PT <input checked="" type="checkbox"/> 10-POINT BIBAR <input type="checkbox"/> OTHER <input type="checkbox"/>		14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VEC <input type="checkbox"/> I. A. <input type="checkbox"/> REAL <input type="checkbox"/> SD/DI	
15. SEX M	16. APPROPRIATION -490M: 6-3110-55-016 TO: 6-3100-20 750-13	17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) Yes	18. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY) STATE: Calif.
19. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED			
20. REMARKS: 3 EOD Transfer TO Vouchered funds FROM Unvouchered funds. 3 EOD			

ENTRANCE PERFORMANCE RATING:

Director of Personnel

Rm 5/14/56

PERIODIC STEP INCREASE CERTIFICATION

CONFIDENTIAL
(When Filled In)

U. S. GOVERNMENT PRINTING OFFICE: 1954-220089

1. Agency and organizational designations					2. Payroll period		3. Check No. UV		4. Slip No.		
					5. Grade and salary GS- 12 \$7570.00						
PAYROLL CHANGE DATA											
	BASE PAY	OVERTIME		GROSS PAY	RET.	FEDERAL TAX	BOND	F.I.C.A.	STATE TAX	GROUP LIFE INS.	NET PAY
7. Previous normal											
8. New normal											
9. Pay file period											
10. Remarks					11. Appropriations ER/AS 3			12. Prepared by JFJ 6 FEB 56			13. Auth'd by JFJ 20 FEB 56
<input checked="" type="checkbox"/> Periodic step-increase <input type="checkbox"/> Pay adjustment <input type="checkbox"/> Other step-increase											
14. Effective date 25 MAR 56	15. Date last equivalent increase 26 SEP 54	16. Old salary rate \$7570.00	17. New salary rate \$7785.00	18. XXXXXXXXXXXXXXXXXXXX SERVICE AND CONDUCT ALL SATISFACTORY (Signature or other authentication) <i>JFJ</i>							
19. LWOP data (fill in appropriate spaces covering LWOP during following periods) Period(s) _____				(Check applicable box in case of excess LWOP) <input type="checkbox"/> In pay status at end of waiting period. <input type="checkbox"/> In LWOP status at end of waiting period.							
<input type="checkbox"/> No excess LWOP. Total excess LWOP _____				Initials of Clerk							
STANDARD FORM NO. 1126d—Revised Form prescribed by Comp. Gen., U. S. October 25, 1954, General Regulations No. 107				PAYROLL CHANGE SLIP — PERSONNEL COPY							

STANDARD FORM 52
FORM DATED BY THE
U. S. CIVIL SERVICE COMMISSION
22 MARCH 1954 - FEDERAL PERSONNEL
MANUAL, CHAPTER 10

SECRET

UNVOUCHERED

744 778
9/21/54
Sam

REQUEST FOR PERSONNEL ACTION

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.
If applicable, obtain resignation and fill in separation data on reverse.

1. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) Promotion		4. REQUEST NO.	4. DATE OF REQUEST 19 Aug 54
B. POSITION (Specify whether establish, change grade or title, etc.)		6. EFFECTIVE DATE A. PROPOSED: ASAP	7. C. S. OR OTHER LEGAL AUTHORITY
		8. APPROVED: SEP 26 1954	

FROM— Ops Off. (CE) BG(F) 869-11 OS-0136.52-11 \$5940.00 DDP/EE Austria Mission Vienna, Austria	9. POSITION TITLE AND NUMBER Area Ops. Off. BG(F) 857 OS-0136.01-12 \$7040.00 DDP/EE Austrian Mission Operations Staff Vienna, Austria	10. SERVICE GRADE AND SALARY	11. ORGANIZATIONAL DESIGNATIONS	12. HEADQUARTERS
<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		12. FIELD OR DEPARTMENTAL

A. REMARKS (Use reverse if necessary)
**PURSUANT TO DCI DIRECTIVE
EFFECTIVE 10 MAR. 1955**
PERIODIC STEP INCREASE DUE 24 Oct 54
TO SALARY \$ 6140

B. REQUEST EE/Per.		C. REQUEST Signature: _____ Title: FLIC/MD	
D. REQUEST telephone extension: 3884		14. POSITION CLASSIFICATION ACTION FL/SD	
13. VETERAN PREFERENCE NONE <input type="checkbox"/> WWI <input type="checkbox"/> OTHER <input checked="" type="checkbox"/> 5 PT. <input type="checkbox"/> 10 POINT DISAB. OTHER		15. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) Yes	
16. DATE OF APPOINT- MENT AFFIDAVIT'S (ACCESSION ONLY)		17. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input checked="" type="checkbox"/> PROVED STATE: Calif.	

21. STANDARD FORM 50 REMARKS
**APPROVED BY
FT CAREER SERVICE BOARD**
DATE: _____

22. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS
A.			
B. CEIL OR POS. CONTROL	RR 9/1/54		
C. CLASSIFICATION			
D. PLACEMENT OR EMPL.		16 Sept 54	
E.			
F. APPROVED			

POSTED
9/21/54
SECRET
16 Sept 54

AM 52
ONE
OF
OF
PERSONNEL
ACTION

SECRET

UNCLASSIFIED

REQUEST FOR PERSONNEL ACTION

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.

		1. REQUEST NO.	4. DATE OF REQUEST																		
			25 Feb. 54																		
5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.)		6. EFFECTIVE DATE A. PROPOSED:	7. C.S. OR OTHER LEGAL AUTHORITY																		
Reassignment		28 Feb; 1954																			
8. POSITION (Specify whether establish, change grade or title, etc.)		B. APPROVED: FEB 28 1954																			
FROM—	9. POSITION TITLE AND NUMBER	TO—																			
Intelligence Off. (CI) BG(F) 86-11 GS-132-11 \$5940.00		Ops Officer (CZ) BG(F) 869-11 GS-0136.52-11 \$5940.00																			
DDP/EE Austrian Mission CZ Section Vienna, Austria	10. SERVICE GRADE AND SALARY	DDP/EE Austria Mission																			
	11. ORGANIZATIONAL DESIGNATIONS																				
	12. HEADQUARTERS	Vienna, Austria																			
<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL	13. FIELD OR DEPARTMENTAL	<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL																			
A. REMARKS (Use reverse if necessary)																					
[Redacted]																					
B. REQUEST APPROVED BY		Signature:																			
[Redacted]		[Redacted]																			
C. FOR ADDITIONAL INFORMATION ONLY (Insert into telephone extension)		Title:																			
3882 416		CD-FI																			
13. VETERAN PREFERENCE		14. POSITION CLASSIFICATION ACTION																			
<table border="1"> <tr> <td>NONE</td> <td>WWII</td> <td>OTHER</td> <td>5-PT.</td> <td>10-POINT</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>		NONE	WWII	OTHER	5-PT.	10-POINT						<table border="1"> <tr> <td>NEW</td> <td>VICE</td> <td>I. A.</td> <td>REAL</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table>		NEW	VICE	I. A.	REAL				
NONE	WWII	OTHER	5-PT.	10-POINT																	
NEW	VICE	I. A.	REAL																		
15. SEX		16. RACE																			
W		W																			
17. APPLICATION		18. SUBJECT TO C.S. RETIREMENT ACT (YES-NO)																			
FROM: 4-3110-55-016 TO: 4-3110-55-016																					
19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY)		20. LEGAL RESIDENCE																			
		<input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:																			
21. STANDARD FORM 55 REMARKS																					
[Redacted]																					
22. CLEARANCES																					
A.		INITIAL OR SIGNATURE																			
B. CELL OR POS. CONTROL		DATE																			
C. CLASSIFICATION		REMARKS:																			
D. PLACEMENT OR EMPL		[Redacted]																			
E.		[Redacted]																			
F. APPROVED BY		[Redacted]																			

POSTED

STANDARD FORM 52
FORM 52-1
U. S. CIVIL SERVICE COMMISSION
ANNUAL REPORT - PERSONNEL RECORDS
SERIAL, CHAPTER 2

REQUEST FOR PERSONNEL ACTION

UNFOUNDED

REQUESTING OFFICE: Fill in Items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.
If applicable, obtain resignation and fill in separation data on reverse.

1. DATE OF BIRTH		2. REQUEST NO.	3. DATE OF REQUEST 3/19/53
4. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) Promotion		5. EFFECTIVE DATE A. PROPOSED	6. C. S. OR OTHER LEGAL AUTHORITY
7. POSITION (Specify whether establish, change grade or title, etc.)		8. APPROVED: APR 26 1953	
FROM: Intelligence Officer GS-132-9 \$8,000 p/a DDP EE Operations Section Vienna, Austria		TO: Intelligence Off-(Counterintel) ID (F) GS-11 GS-132-11 \$8,040 p/a DDP/EE Austrian Mission CE Section Vienna, Austria	
9. FIELD <input type="checkbox"/> DEPARTMENTAL <input type="checkbox"/>		10. FIELD <input type="checkbox"/> DEPARTMENTAL <input type="checkbox"/>	

A. REMARKS (Use reverse if necessary)

11. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension)	12. SIGNATURE F1/PD
--	------------------------

13. VETERAN PREFERENCE				14. POSITION CLASSIFICATION ACTION					
MORE	WHEN	OTHER	8-PT.	15. POINT	NEW	VICE	L. A.	REAL	
				DISAB. OTHER					
15. SEX	16. RACE	17. APPROPRIATION FROM: 3100-55-016 TO: 3100-55-016			18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO)		19. DATE OF APPOINT- MENT AFFIDAVITS (ACCESSIONS ONLY)		20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:

21. STANDARD FORM 50 REMARKS	
[REDACTED]	

22. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS:
A.			
B. CEIL. OR POS. CONTROL			
C. CLASSIFICATION			
D. PLACEMENT OR ENPL			
E.			
F. APPROVED BY [REDACTED]			

STANDARD FORM 52
PROPOSED BY THE
U. S. CIVIL SERVICE COMMISSION
ANNOUNCED 10-1-50 FEDERAL PERSONNEL
MANUAL, CHAPTER VI

UNVOUCHERED

REQUEST FOR PERSONNEL ACTION

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.
If applicable, obtain resignation and fill in separation data on reverse.

		1. REQUEST NO.	4. DATE OF REQUEST 6 Dec. 1952
3. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) Conversion		5. EFFECTIVE DATE A. PROPOSED 808 6 Dec. 52	7. C.S. OR OTHER LEGAL AUTHORITY
B. POSITION (Specify whether establish, change grade or title, etc.)		8. APPROVED: W. H. S. J. P.	

FROM: Assistant Attache Intell. Officer (Ops.) FSS-9 \$4290 p/a OS-9 \$5310. OSO FDM Operations Section Vienna, Austria	A. POSITION NAME AND NUMBER	TO: Intelligence Officer GS-9 \$5310. DDP EE Operations Section Vienna, Austria
<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL	B. SERVICE CODE AND SALARY C. ORGANIZATIONAL DESIGNATION D. HEADQUARTERS	<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL

9. REMARKS (Use reverse if necessary)

10. FOR ADDITIONAL INFORMATION ONLY (Valid only telephone extension)

13. VETERAN PREFERENCE		14. POSITION CLASSIFICATION ACTION	
NONE	WWII OTHER SPT. DISAB. OTHER	NEW	WCS S.A. REAL
15. SEX	16. RACE	17. APPROPRIATE FROM: TO:	18. SUBJECT TO C.S. REQUIREMENT ACT (YES-NO)
			19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSORS ONLY)
20. LEGAL RESIDENCE		<input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:	

21. STANDARD FORM 50 REMARKS	
22. CLEARANCES	INITIAL OR SIGNATURE
A.	
B. CEIL. OR POS. CONTROL	
C. CLASSIFICATION	
D. PLACEMENT OR ENPL.	
E.	
F. APPROVED BY	

Agency and organizational designations
CENTRAL INTELLIGENCE AGENCY

2. Pay roll
3. Block No.
UT

4. Grade and salary
GS-9 8505

	BASE PAY	OVERTIME	GROSS PAY	RET.	TAX	BOND	FICA	NET PAY
7. Previous normal								
8. New normal								
9. Pay this period								

10. Remarks

11. Appropriation(s)
DDI 37

12. Prepared by
12. Audited by

☒ Periodic step increase
☐ Pay adjustment
☐ Other step increase

14. Effective date
1 Aug 52

15. Date last increased
1 Mar 51

16. Old salary rate
8505

17. New salary rate
8510

18. Performance rating is satisfactory or better.
(Signature or other authentication)

19. LWOP data (Fill in appropriate spaces covering LWOP during following periods):
☐ No excess LWOP. Total excess LWOP

STANDARD FORM NO. 11260-1
Rev. 6, 1950; General Regulation No. 103

CONFIDENTIAL

SECRET

SECURITY INFORMATION

CONFIDENTIAL FUNDS PERSONNEL ACTION

		DATE 12 December 1951	
NATURE OF ACTION Reassignment		EFFECTIVE DATE 23 December 1951	
TITLE	FROM Asst. Attache (Political Off.) Intell. Officer FS-9 #4290 GS-9, \$165.42	TO Asst. Attache Intell. Officer (Ops) #4290 FS-9 #4290 GS-9, \$165.	
GRADE AND SALARY	OSO	OSO	
OFFICE	OSO	OSO	
DIVISION	FIN	FIN	
BRANCH	External Section "A"	Operations Section External Section "A"	
OFFICIAL STATION	Vienna, Austria	Vienna, Austria (3110-00)	
QUALIFICATIONS	APPROVAL FOR ASSISTANT DIRECTOR		EXECUTIVE
CLASSIFICATION	594	PER	105
POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH		YES	NO
DATE OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON			
SECURITY CLEARED ON			
OVERSEAS AGREEMENT SIGNED			
ENTERED ON DUTY			
REMARKS:		SIGNATURE OF AUTHENTICATING OFFICER	
From Slot No. 9 to Slot No. 8 replacing Young		182	
CONFIDENTIAL FUNDS BRANCH			

SECURITY INFORMATION

SECRET

SECRET

CONFIDENTIAL FUNDS PERSONNEL ACTION

NATURE OF ACTION		DATE
Periodic Pay Increase		22 August 1951
		EFFECTIVE DATE
		5 August 1951
	FROM	TO
TITLE	Asst. Attache (Political Off) Intelligence Officer	Asst. Attache (Political Off) Intelligence Officer
GRADE AND SALARY	FSB-9 \$4290.00 GS-2 \$4600.00	FSB-9 \$4290.00 GS-2 \$4725.00
OFFICE	OSO	OSO
DIVISION	FIN	FIN
BRANCH	External Section "A"	External Section "A"
OFFICIAL STATION	Vienna	Vienna
APPROVAL		
QUALIFICATIONS	FOR ASSISTANT DIRECTOR	EXECUTIVE
CLASSIFICATION	PERSONNEL OFFICER	
POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS <input type="checkbox"/> YES <input type="checkbox"/> NO		
OATH OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____		
SECURITY CLEARED ON _____		
OVERSEAS AGREEMENT SIGNED _____		
ENTERED ON DUTY _____		
(SIGNATURE OF AUTHENTICATING OFFICER)		
REMARKS:		
L.S.I. 24 July 1950 PURSUANT TO DCI DIRECTIVE EFFECTIVE 24 OCT. 1951 SALARY ADJUSTED TO \$ 5185.00 This is to certify that the conduct and services of the employee during this period have been satisfactory in all respects. Difference between Dept of State salary and CIA salary to be paid by CIA.		
COPY IN PAYROLL FILES CONFIDENTIAL FUNDS BRANCH Division Chief		

SECRET

CONFIDENTIAL FUNDS PERSONNEL ACTION

		DATE 23 May 1951
NATURE OF ACTION Integration		EFFECTIVE DATE 25 May 1951
	FROM	TO
TITLE	Intelligence Officer (Ops) GS-9	FSS-9 Asst. Attache (Political Offr.)
GRADE AND SALARY	GS-9 \$4,600.00	FSS-9 \$4,290.00
OFFICE	OSO	OSO
DIVISION	FIN	FIN
BRANCH	External Section "A"	External Section "A"
OFFICIAL STATION	Vienna	Vienna
APPROVAL		
CLASSIFICATION	FOR ASSISTANT DIRECTOR PERSONNEL OFFICER	EXECUTIVE
POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS YES <input type="checkbox"/> NO <input type="checkbox"/>		
OATH OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____		
SECURITY CLEARED ON _____		
OVERSEAS AGREEMENT SIGNED _____		
ENTERED ON DUTY _____		
(SIGNATURE OF AUTHENTICATING OFFICER)		
REMARKS:		
<p>* Subject integrated into the Department of State as FSS-9, with a salary of \$4,290.00. Subject is to be paid the difference between CIA salary of \$4,600.00 and salary of \$4,290.00 to be paid by the Department of State and allowances in accordance therewith.</p> <p>Subject is due a lump sum payment for annual leave to be paid up to 24 May 1951.</p>		
POSTED <i>Jim 25 May</i>		COPY IN PAYROLL FILES CONFIDENTIAL FUNDS BRANCH

SECRET

CONFIDENTIAL FUNDS PERSONNEL ACTION

		DATE 4 April 1951
NATURE OF ACTION Transfer		EFFECTIVE DATE 15 April 1951
	FROM	TO
TITLE	Intelligence Officer (Ops) GS-9	Intelligence Off. (Ops) GS-9
GRADE AND SALARY	GS-9 \$1400.00	GS-9 \$1400.00
OFFICE	OSO	OSO
DIVISION	FIM/BAD	FIM
BRANCH	I.O. Branch - FOS	External Section "A"
OFFICIAL STATION	Karlsruhe	Vienna
APPROVAL		
QUALIFICATIONS	FOR ASSISTANT DIRECTOR	EXECUTIVE
	PERSONNEL OFFICER	
	<i>11/951</i>	
POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS		YES <input type="checkbox"/> NO <input type="checkbox"/>
DATA OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____		
SECURITY CLEARED ON _____		
OVERSEAS AGREEMENT SIGNED _____		
ENTERED ON DUTY _____		
SIGNATURE OF AUTHENTICATING OFFICER		
REMARKS: Slot 6. <i>Concurrence date 11 April 1951</i> <i>W. F. Osborne / hdk</i> <i>OK</i> <i>5 Apr 51</i> 130		

SECRET

SECRET

CONFIDENTIAL FUNDS PERSONNEL ACTION

		DATE 13 December 1950
NATURE OF ACTION Intra Agency Transfer		EFFECTIVE DATE 7 January 1951
	FROM	TO
TITLE	Intell. Officer GS-9	Intell. Officer (Ops) GS-9
GRADE AND SALARY	GS-9 \$4600.00	GS-9 \$4600.00
OFFICE	Advisory Council	OSO
DIVISION	Office of Chief	FDE/DAD
BRANCH		Intell. Operations Branch
OFFICIAL STATION	Washington, D.C.	Karlsruhe
QUALIFICATIONS	APPROVAL FOR ASSISTANT DIRECTOR EXECUTIVE	
CLASSIFICATION / 444444 - GS-9 PERSONNEL OFFICER		
<div style="display: flex; justify-content: space-between;"> <div> <p>POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS</p> <p>YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>PATH OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____</p> <p>SECURITY CLEARED ON _____</p> <p>OVERSEAS AGREEMENT SIGNED _____</p> <p>ENTERED ON DUTY _____</p> </div> <div> <p>CONFIDENTIAL FUNDS BRANCH</p> <p>INITIALS</p> <p>SIGNATURE OF AUTHENTICATING OFFICER</p> </div> </div>		
REMARKS:		
<p>S-53</p> <p>Employee is replacement for [redacted]</p> <p>Concurrence 12/26/50</p> <p>13/1/51 24 12/15/50</p>		

SECRET

CONFIDENTIAL FUNDS PERSONNEL ACTION

		DATE 15 November 1950
NATURE OF ACTION Promotion		EFFECTIVE DATE
	FROM	TO
TITLE		Intelligence Officer (Ops)
GRADE AND SALARY		GS-9 \$1600.00
OFFICE		OSO
DIVISION		7-1/1AD
BRANCH		I O Branch - P. O. S.
OFFICIAL STATION		WFO
QUALIFICATIONS	APPROVAL FOR ASSISTANT DIRECTOR	EXECUTIVE
CLASSIFICATION	PERSONNEL OFFICER	
POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS		YES <input type="checkbox"/> NO <input type="checkbox"/>
BATH OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____		
SECURITY CLEARED ON _____		
OVERSEAS AGREEMENT SIGNED _____		
ENTERED ON DUTY _____		
SIGNATURE OF AUTHENTICATING OFFICER _____		
REMARKS: <p>Plot - 53</p> <p>Please transfer leave from V funds. Replacement for [redacted]</p> <p>DATE <u>Dec 6-50</u></p> <p>CONCUR FOR THE CHIEF OF INSPECTION AND SECURITY STAFF <u>[Signature]</u></p> <p>CHIEF, SPECIAL SECURITY BRANCH</p> <p>This party prior to departure should report to the Advisory Council for debriefing</p>		

FORM NO. 97-2
NOV 1949

SECRET

GPO 83-900339

SECRET

CONFIDENTIAL FUNDS PERSONNEL ACTION

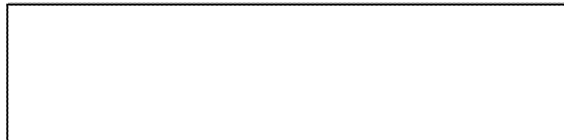
NAME		DATE	
		24 August 1949	
		EFFECTIVE DATE	
		24 July 1950	
	FROM	TO	
TITLE		Intelligence Officer GS-9	
GRADE AND SALARY		GS-9, \$4600.00 on off	
OFFICE		P-3, \$4400.00	
BRANCH		Advisory Council	
DIVISION		O/C	
OFFICIAL STATION		Washington, D. C.	
QUALIFICATIONS	APPROVAL		EXECUTIVE
	FOR ASSISTANT DIRECTOR		
CLASSIFICATION	PERSONNEL OFFICER		
		YES	NO
		<input checked="" type="checkbox"/>	<input type="checkbox"/>
CONFORMANCE WITH AGENCY REGULATIONS			
DATE OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON 24 July 1950			
SECURITY CLEARED ON 29 August 49 Extended 29 May 1950			
OVERSEAS AGREEMENT SIGNED Not Applicable			
ENTERED ON DUTY 24 July 1950			
SIGNATURE OF AUTHENTICATING OFFICER			
REMARKS:			
DOG-04/26/53 CSE00-07/24/51 Please transfer accrued leave from Vouchered Funds. LCD-07/24/50 Security concurrence requested 24 August 1949.			
<div style="border: 1px solid black; width: 150px; height: 80px; margin: 0 auto; transform: rotate(-15deg); display: flex; align-items: center; justify-content: center;"> <div style="writing-mode: vertical-rl; transform: rotate(180deg);">Authorized Certifying Officer</div> </div>			

FORM NO. 37-1 PREVIOUS EDITIONS ARE NOT TO BE USED.

SECRET

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT :



PERIOD UNDER REVIEW : 1 April 1970 - 31 March 1971

MONTHS UNDER MY SUPERVISION: 42 months

OVER-ALL RATING : Strong

1. As  completes approximately 42 months as
Chief of Station, 

DAY
1971

6

B. The physical divisions within the official component of the Station have separated personnel and files in a manner which makes close teamwork against the target difficult. These divisions could and should have been corrected.

C. [] has not always seen eye-to-eye with Headquarters on matters of method and emphasis, a phenomenon which has impaired operational progress. We accept that each Station Chief has the right -- indeed, the duty -- to hold independent views and to express them with integrity [] has done), but believe that differing views could have been resolved more easily had Station reporting to Headquarters been less parsimonious.

3. To sum up, [] abilities to conceptualize and to build viable models is truly outstanding, as is the exhaustively thorough manner of his staff work; his capability to translate his concepts into productive human endeavor has been less impressive. In spite of his considerable social and diplomatic skills, [] is essentially a reserved person who finds some difficulty in communicating with his subordinates.

4. In spite of the problems noted, problems which we perhaps overstress as a result of our high expectations, [] has made good progress during this period and [] performance has been STRONG. []

European Division

REVIEWING OFFICER'S COMMENTS:

Concur

Date: 11 May 71

Carl Meyer
Assistant Deputy Director for
Plans

RYBAT

SECRET

ATTACHMENT TO ORBIT 3007

ATTACHMENT TO ORBIT 3300

TO :
SUBJECT: Annual Fitness Report

1. In accordance with the fitness report procedure for EUR Division, a copy of the fitness report on the Chief of Station is forwarded to him upon completion by the Rating Officer. Depending upon the grades of the Chiefs of Station concerned, the fitness reports are prepared either by the Chief or Deputy Chief of EUR, and those written by Chief, EUR go to Deputy Chief CS for review.
2. It should be borne in mind that this fitness report has been prepared in accordance with the EUR Division policy for such reporting as established in Field Notice 41.
3. Please sign at the bottom of this letter of transmittal on the line indicated, to certify that you have seen the fitness report. The transmittal letter should then be returned to Headquarters for inclusion in your personnel file.

I certify that I have seen my fitness report for the period 1 April 70 - 31 March 71, and have attached my comments for the record.

SIGNATURE

27 April 1971
DATE

RYBAT SECRET

SECRET RYBAT

ATTACHMENT TO OBET 5300

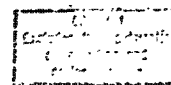
27 April 1971

COMMENTS on Fitness Report on [REDACTED]
1 April 1970 - 31 March 1971

I agree with the fitness report's own suggestion that the "problems" it noted were overstressed: its negative content outweighs the positive by nearly three to one and is emphasized by its format and sentence structure. Because its overall effect belies the "Strong" rating, I believe that it creates a misleading picture, and therefore think it necessary to comment. Moreover, the report leaves the impression of a general failing in two specific areas which I am sure it did not intend to, since these are two areas which, during the two years since the preceding fitness report, have been

[REDACTED]

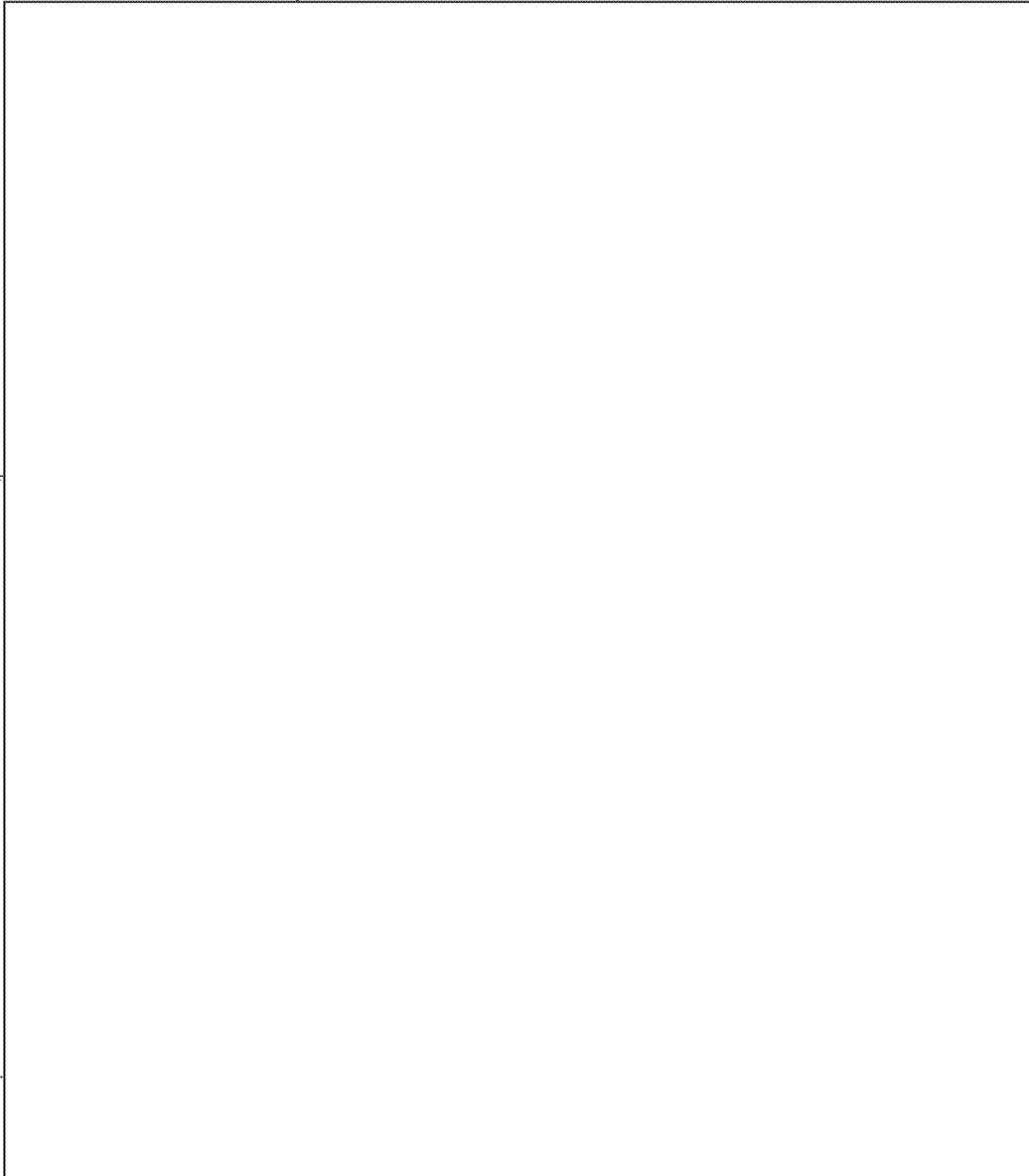
[REDACTED]

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SECRET RYBAT

COMMENTS continued

Page 2

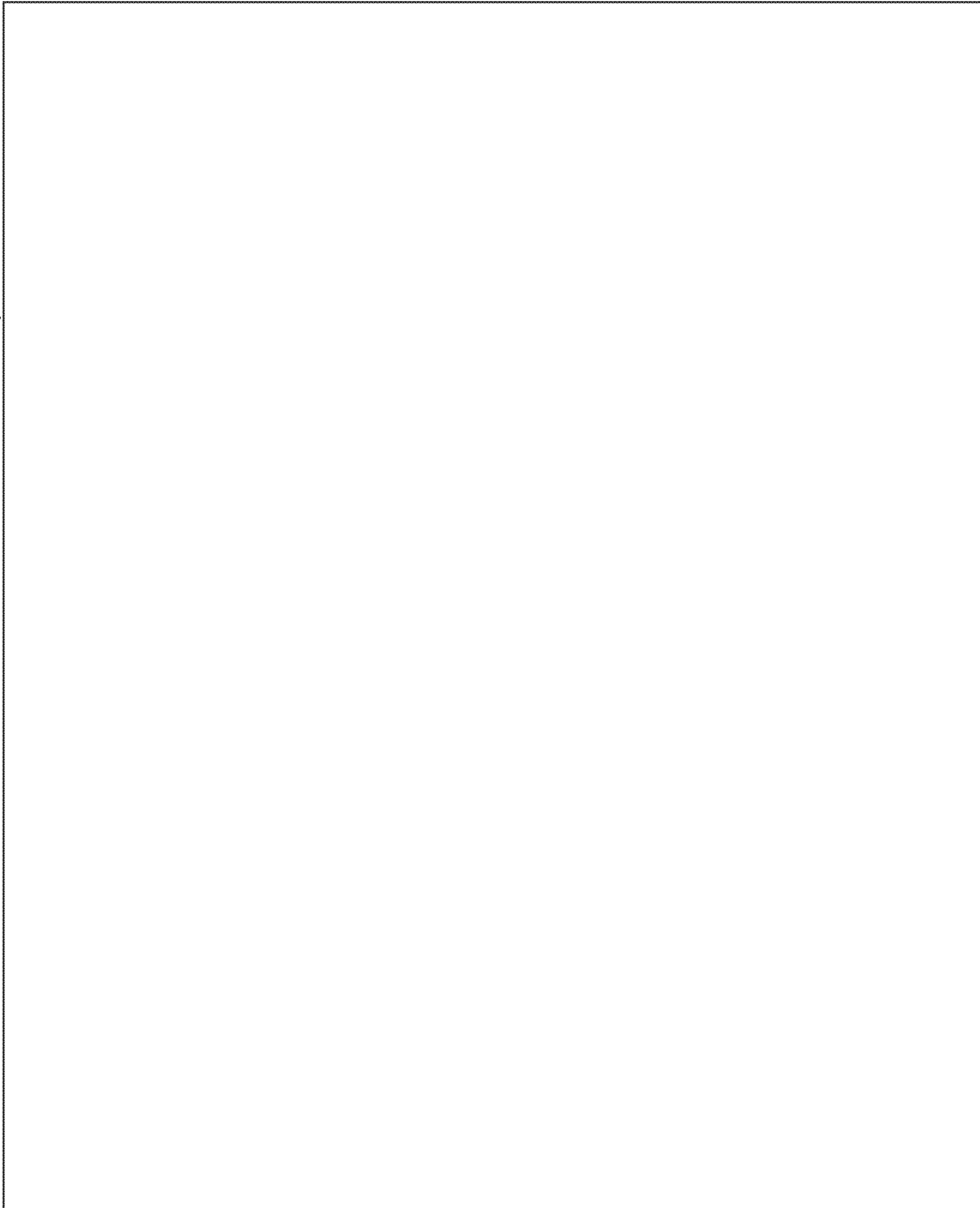


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COMMENTS continued

Page 3

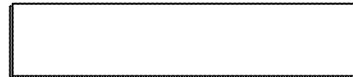
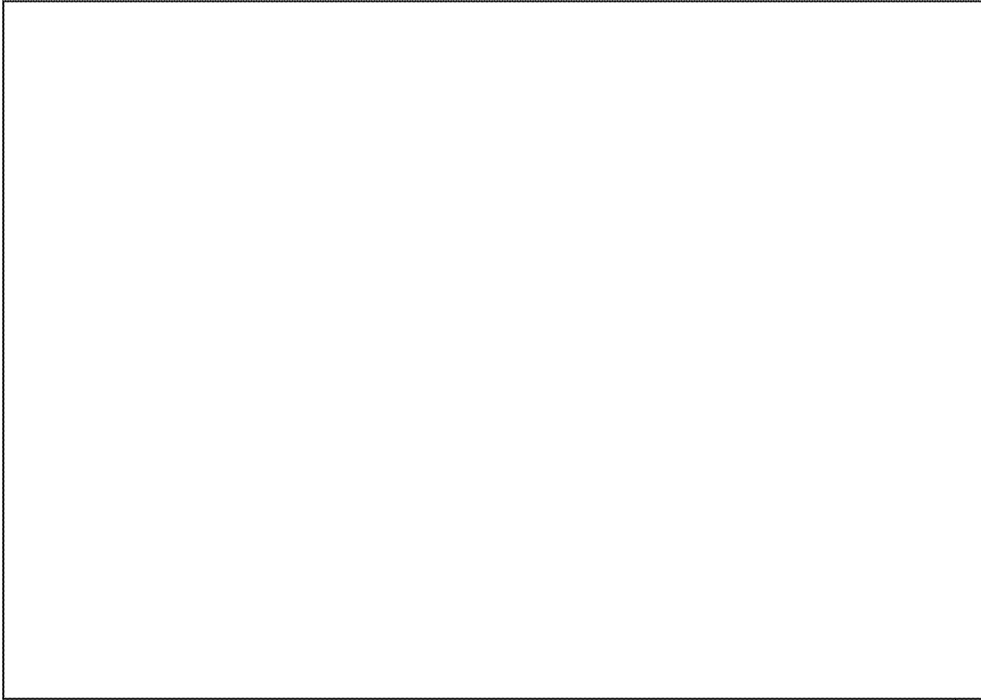


SECRET RYBAT

SECRET RYBAT

COMMENTS continued

Page 4



SECRET RYBAT

SECRET

5 May 1970

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT :

PERIOD UNDER REVIEW : 1 April 1969 - 31 March 1970

MONTHS UNDER MY SUPERVISION: 24

OVERALL RATING : Outstanding

1. For this reporting period must be rated as Outstanding for the achievements of his Station, achievements in very considerable measure due to his personal vision of how

SECRET

13 May 1970
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- 2 -

communication between [] and his subordinates, both inside and outside of the [] installation. [] intellectual capabilities tend to outstrip those of most of his colleagues, but it does seem to me that he has dealt with this problem well and has thus been able to engender loyalty and cohesion among the members of his Station.

[]
European Division

REVIEWING OFFICER'S COMMENTS:

Concern -

Date:

5 May '70

Carl W. Meyer
Assistant Deputy Director for Plans

SECRET

SECRET

EYES ONLY

5 May 1970

MEMORANDUM FOR: Secretary, CSCS Board

SUBJECT : Recommendation for Promotion to GS-17 -
[redacted]

1. It is recommended that [redacted] be promoted to GS-17. He has been in grade as GS-16 since June 1965 and has served as COS [redacted] since August 1967. His previous assignment was as Deputy Chief, SB Division.

2. The reasons for this promotion are amply covered in my fitness report of this same date. I have just returned from an extensive trip through the European area, during which I had a chance to see and talk with a very large number of officers [redacted] is one of two whom I am recommending for promotion as a result. He is one of our very finest station chiefs, possessed of imagination, intellect and ability personally to handle operations which very few of his colleagues can match. He is one of those on whom the future of the Organization is going to depend, and I believe that the promotion is more than justified,

[redacted]

European Division

EYES ONLY

SECRET

SECRET

SECRET

9 May 1969

TO : [] Chief of Station []

SUBJECT: Annual Fitness Report

1. Effective with this fitness report cycle, KEYWAY is initiating a procedure by which a copy of the fitness report on a Chief of Station is forwarded to him upon completion by the Rating Officer. Depending upon the grades of the Chiefs of Station concerned, the fitness reports are drafted either by the Chief or Deputy Chief of KEYWAY, and those drafted by Chief, KEYWAY go to Deputy Chief WOMACE for review.

2. Please sign at the bottom of this letter of transmittal on the line indicated, to certify that you have seen the fitness report. The transmittal letter should then be returned to Headquarters for inclusion in your personnel file.

[]

I certify that I have seen my fitness report for the period 10 March 1968 - 31 March 1969

[]
SIGNATURE

21 May 1969
DATE

SECRET

SECRET

LIMITED OFFICIAL USE (When Completed)

Ref 6/30/72



CHIEF OF MISSION'S EVALUATION OF PERFORMANCE

(Mission submits original and one copy directly to appropriate agency, retains one copy.)

75-89
B-3

OFFICER BEING RATED Chief of Station			
POSITION		GRADE	AGENCY
RATING PERIOD May 13, 1969 - Dec. 29, 1969		DATE OF REPORT December 29, 1969	
SIGNATURE OF REPORTING OFFICER <i>John S. Eisenhauer</i>		TITLE Ambassador	
SIGNATURE OF REVIEWING OFFICER		TITLE	
EVALUATION OF PERFORMANCE			
<input checked="" type="checkbox"/> Outstanding <input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory			
II. Does this officer properly understand and perform his role and his functions as a member of your staff under existing Presidential directives? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, explain in detail below.)			
Has he seen this report? <input type="checkbox"/> Yes <input type="checkbox"/> No			
NARRATIVE COMMENTS			
(Attach additional sheets, if necessary for this section or for reviewing officer's comments.)			
<p>This officer is undoubtedly one of extremely high professional competence. In addition I have complete confidence in his discretion.</p> <p>This officer is presentable, tactful, and enthusiastic. He constitutes an outstanding asset to this mission.</p>			

SECRET

X LIMITED OFFICIAL USE ONLY XXX



CHIEF OF MISSION'S EVALUATION OF PERFORMANCE

(Mission submits original and one copy directly to appropriate agency; retains one copy.)

OFFICER BEING RATED			
POSITION	Chief	GRADE	AGENCY
RATING PERIOD		DATE OF REPORT	
November 15, 1967-Nov. 15, 1968		February 24, 1969	
SIGNATURE OF REPORTING OFFICER		TITLE	
		Ridgway B. Knight Ambassador	
SIGNATURE OF REVIEWING OFFICER		TITLE	
EVALUATION OF PERFORMANCE			
<input checked="" type="checkbox"/> Outstanding <input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory			
II. Does this officer properly understand and perform his role and his functions as a member of your staff under existing Presidential directives? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, explain in detail below.)			
Has he seen this report? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
NARRATIVE COMMENTS			
(Attach additional sheets, if necessary for this section or for reviewing officer's comments.)			
<p>I cannot of course comment on the professional aspects of the Chief [] performance because of the highly specialized nature of his responsibilities.</p> <p>However as a member of the Country Team I give him the highest marks for his cooperative spirit, courtesy and willingness to contribute to the success of our common efforts and undertakings.</p> <p>Likewise I am satisfied that he maintains exceptionally close and effective relations []</p> <p>III. [] Endowed with an unusually frank and attractive personality, the Chief [] is a respected and well liked member of our official American group [] both in American and local circles, where his fluent and excellent French is much appreciated.</p> <p>His wife is a refined, quiet and attractive lady of Austrian birth. Both have gone through an agonizingly long and grave health problem with a young son of theirs and deserve extraordinary credit for the courage and dignity which they constantly displayed during their ordeal.</p> <p>In every respect, I consider him to be an outstanding [] Station Chief.</p>			

Ind. in memo to
DEI dated
14 Mar 1969.

LIMITED OFFICIAL USE (When Completed)



CHIEF OF MISSION'S EVALUATION OF PERFORMANCE

(Mission submits original and one copy directly to appropriate agency, retains one copy.)

OFFICER BEING RATED Chief of Station 			
POSITION		GRADE	AGENCY
RATING PERIOD December 30, 1969 - November 4, 1970		DATE OF REPORT November 4, 1970	
SIGNATURE OF REPORTING OFFICER <i>John S. Eisenhauer</i>		TITLE Ambassador	
SIGNATURE OF REVIEWING OFFICER		TITLE	
EVALUATION OF PERFORMANCE			
<input checked="" type="checkbox"/> Outstanding <input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory			
II. Does this officer properly understand and perform his role and his functions as a member of your staff under existing Presidential directives? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, explain in detail below.)			
Has he seen this report? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
NARRATIVE COMMENTS			
(Attach additional sheets, if necessary for this section or for reviewing officer's comments.)			
<p>This officer is undoubtedly one of extremely high professional competence. In addition I have complete confidence in his discretion.</p> <p>This officer is presentable, tactful, and enthusiastic. He constitutes an outstanding asset to this mission.</p>			
III.			

SECRET

~~UNCLASSIFIED~~

CHIEF OF MISSION'S EVALUATION OF PERFORMANCE

(Mission submits original and one copy directly to appropriate agency, retains one copy.)

OFFICER BEING RATED			
Chief of Station			
POSITION	GRADE	AGENCY	
RATING PERIOD		DATE OF REPORT	
November 4, 1979 - September 22, 1971		September 22, 1971	
SIGNATURE OF REPORTING OFFICER		TITLE	
<i>John S. Eisenhauer</i>		Ambassador	
SIGNATURE OF REVIEWING OFFICER		TITLE	
EVALUATION OF PERFORMANCE			
<input checked="" type="checkbox"/> Outstanding <input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory			
II. Does this officer properly understand and perform his role and his functions as a member of your staff under existing Presidential directives? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, explain in detail below.)			
Has he seen this report? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
NARRATIVE COMMENTS			
(Attach additional sheets, if necessary for this section or for reviewing officer's comments.)			
<p>This officer is one of the few who was already here upon my arrival at this post. From careful observation over nearly two and one half years, with contacts several times a week, I am confirmed in my opinion of his extremely high professional competence. Quite naturally, I avoid delving into the details of his day-to-day operations. However, in the area with which I am most concerned--that of his political discretion--I have absolute confidence.</p> <p>This officer is presentable, tactful, and enthusiastic. He fits in harmoniously with the other members of the mission, therefore constituting an outstanding asset thereto.</p>			

SECRET

SECRET



CHIEF OF MISSION'S EVALUATION OF PERFORMANCE

(Mission submits original and one copy directly to appropriate agency, retains one copy.)

POSITION		GRADE		AGENCY	
Chief					
RATING PERIOD (see III below)		DATE OF REPORT November 15, 1967			
SIGNATURE OF REPORTING OFFICER Ridgway B. Knight		TITLE Ambassador			
SIGNATURE OF REVIEWING OFFICER		TITLE			
EVALUATION OF PERFORMANCE					
<input type="checkbox"/> Outstanding <input checked="" type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory X (see III below)					
II. Does this officer properly understand and perform his role and his functions as a member of your staff under existing Presidential directives? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If no, explain in detail below.)					
Has he seen this report? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No					
NARRATIVE COMMENTS					
(Attach additional sheets, if necessary for this section or for reviewing officer's comments.)					
Since the Chief [] reported to post in September of this year, sufficient time has not elapsed to make a definite evaluation of his performance. A performance evaluation covering his full period at post will be made at the time of the next annual assessment period on November 1, 1968. Having said this, I might add that his approach to his job and performance to date in addition to his obvious ability and experience have confirmed my earlier, most favorable impressions of him.					

28 April 1969

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT

PERIOD UNDER REVIEW : 10 March 1968 - 31 March 1969
MONTHS UNDER MY SUPERVISION: 12
OVERALL RATING : Strong

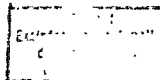
1. [] assumed his duties as Chief of Station on 13 September 1967. It is too early to assess the results of his stewardship; he established in advance a timetable for building up a structure [] and it is not yet clear to what extent these assets are going to be productive against major targets. However, there is no doubt that [] has tackled his job with originality, energy, and enthusiasm. A good indication of these qualities is that, alone among our European Chiefs of Station, [] has himself [] in less than two years.

2. [] accomplishments must be measured in light of the fact that he has had a weak Deputy Chief of Station, and that several of the officers in his small Station have been of quite modest calibre. The restaffing of the Station which is taking place this summer should result in a considerable leap forward.

3. On the personal side, [] has all the qualities which we could ask for in a Chief of Station. He is totally dedicated, incisive and articulate, a pleasant companion and a gracious host. I rate his overall performance as Strong.

[]
European Division

13 MAY 1969
Jan



SECRET

- 2 -

REVIEWING OFFICER'S COMMENTS

Concur

Cord Meyer, Jr.
Cord Meyer, Jr.
Assistant Deputy Director for Plans

30 April 69

SECRET

S-E-C-R-E-T

TRAINING REPORT

Chiefs of Station Seminar No. 11
80 hours, full time

19 - 30 June 1967

Participant

Office

: DDP/EUR

Year of Birth: 1925

Service Designation: D

Grade : GS-16

No. of Students : 12

EOD Date : July 1950

COURSE OBJECTIVES, CONTENT AND METHODS

The COS Seminar is aimed to prepare prospective Chiefs and Deputy Chiefs of Station and Chiefs of Base for field assignments. Emphasis was upon the difficulties confronting Chiefs of small or medium-sized installations, since they must handle a peculiarly wide range of problems. Included were case studies serving to remind outgoing chiefs of various operational approaches and techniques, but more time was devoted to policy, coordination, management, reporting, and administrative responsibilities of the Chief of Station, both within CIA and in the government at large, at home and abroad. Special attention was given to counterinsurgency.

The bulk of the course is given in lectures and question periods conducted by officials responsible for the missions, functions, programs, and services discussed. A few key items of suggested reading are included, and bibliographies of suggested reading tailored to the individual's assignment are offered for those who want them.

ACHIEVEMENT RECORD

This is a certificate of attendance. No further assessment of individual capacity or performance is made in this course.

FOR THE DIRECTOR OF TRAINING:

Acting Chief,
Operations School

S-E-C-R-E-T

SECRET

(When Filled In)

FITNESS REPORT			EMPLOYEE SERIAL NUMBER		
SECTION A			GENERAL		
			4. SEX	6. GRADE	8. DO
			M	GS-16	D
9. OFFICIAL POSITION TITLE			7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION
Ops Officer D Div Ch			DDP/SB		Headquarters
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/>			INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR		
CAREER-PROVISIONAL (See Instructions - Section C)			X ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE		
SPECIAL (Specify):			SPECIAL (Specify):		
11. DATE REPORT DUE IN G.P.			12. REPORTING PERIOD (From - to)		
30 April 1967			1 April 1966 - 31 March 1967		
SECTION B			PERFORMANCE EVALUATION		
<p>W - <u>Weak</u> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - <u>Adequate</u> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - <u>Proficient</u> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - <u>Strong</u> Performance is characterized by exceptional proficiency.</p> <p>O - <u>Outstanding</u> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1					RATING LETTER
SPECIFIC DUTY NO. 2					RATING LETTER
SPECIFIC DUTY NO. 3					RATING LETTER
SPECIFIC DUTY NO. 4					RATING LETTER
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
3 MAY 1967					
OVERALL PERFORMANCE IN CURRENT POSITION					RATING LETTER
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					

SECRET

25 April 1967

MEMORANDUM IN LIEU OF FITNESS REPORT - 1 April 1966 -
31 March 1967

SUBJECT: [REDACTED]

[REDACTED] performance over the period continued to be outstanding. This was his first full year as general deputy during which he still retained responsi-

[REDACTED] Those aspects of his work involving decisions on expenditures of both funds and manpower show him to be sufficiently cost conscious yet this is tempered by a better than average awareness of the operational value to the Agency (or lack thereof) of such expenditures.

[REDACTED] has been selected to become COS of a large European station with excellent potential for [REDACTED]

[REDACTED] In my view, this appointment is additional testimony of the high regard in which he is held by his professional colleagues. In recognition of his outstanding work in SB Division, [REDACTED] has been recommended for promotion to GS-17.

[REDACTED]
David E. Murphy
Chief, Soviet Bloc Division

[REDACTED]
Reviewing Official:

Date 2 March 1967

[REDACTED]
Assistant Deputy Director for Plans

Date 2 May 67

SECRET

8 July 1966

MEMORANDUM IN LIEU OF FITNESS REPORT - 1 April 1965 -
31 March 1966

SUBJECT: [REDACTED]

From the beginning of the reporting period until
9 September 1965, [REDACTED] continued as Chief,
[REDACTED]

[REDACTED]

In fact, his appreciation of their strengths and weaknesses enabled him to place the very best of his officers in key positions in the CI Group where for the most part they remain today. Their performance is still characterized by the high sense of discipline and professionalism imbued in them by [REDACTED] during his service as their chief. I have also been struck by the spirit of loyalty permeating this group even though [REDACTED] associates were often driven at a pace which would have severely tested the supervisor/subordinate relationship in most other units. At the same time, he afforded the senior officers of the CI Group every opportunity for the exercise of initiative and imaginative leadership at their own levels. On the

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- 2 -

other hand, he has little patience with the "time server" who is not prepared to exert himself either to acquire by self study the background he should have to do his job properly or if he has the background to use it effectively in his work.

Moving into the responsibilities of deputy division chief, [] has demonstrated to my satisfaction that he was the best possible choice for this position. He has easily mastered those substantive areas of the division's work with which he had no previous association or encountered only occasionally as Chief, CI Group. This is especially true of the reports and requirements area and of certain collection activities.

[] performance in the position of deputy chief has indeed been outstanding. I would accord him particularly high marks for the energy and enthusiasm he has displayed in shaping and expanding the training and orientation programs conducted by the division as one means of conveying to CS officers outside the division some understanding of the []

[] continues to be sensitive to costs whether one is speaking of funds or man-hours. He does not lightly undertake the expenditure of either. My very positive evaluation of [] potential for senior leadership in the Clandestine Service has not changed. He is a magnificent intelligence officer whose keen intellect and rapidly growing appreciation of the "art of the possible" mark him as one of the best officers in our service. It is my intention to recommend him for promotion at an early opportunity.

[]
David E. Murphy
Chief, Soviet Bloc Division

[]
Date 8 July 1966

Reviewing Official:

[]
H. Lloyd George
Acting Assistant Deputy Director
for Plans

SECRET
Date 8 JUL 1966

12 March 1965

MEMORANDUM IN LIEU OF FITNESS REPORT - 1 April 1964 -
31 March 1965

SUBJECT: [REDACTED]

[REDACTED] still occupies the position described in his last fitness report of 30 April 1964. The quality of his performance continues to be outstanding in all respects including cost consciousness. He has been recommended for promotion to GS-16. This recommendation should receive early consideration. There are certainly very few officers in the GS-15 level who are more deserving in terms of their executive potential and their contributions to the mission of the Clandestine Services.

[REDACTED]
David E. Murphy
Chief, SR Division

[REDACTED]
Date 16 March 1965

Reviewing Official:

[REDACTED]
Thomas H. Karamessines
Assistant Deputy Director for Plans

20 March 1965
Date

26 MAR 1965
me

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(When Filled In)

FITNESS REPORT		EMPLOYEE SERIAL NUMBER 056043	
SECTION A GENERAL			
		3. SEX M	4. GRADE GS-15
		5. SD D	
6. OFFICIAL POSITION TITLE Ops Officer - Chief		7. OFF/DIV/BR OF ASSIGNMENT DDP/SR/CI	
		8. CURRENT STATION Hqs	
9. CHECK (X) TYPE OF APPOINTMENT		10. CHECK (X) TYPE OF REPORT	
<input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) <input type="checkbox"/> SPECIAL (Specify):		<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE <input type="checkbox"/> SPECIAL (Specify):	
11. DATE REPORT DUE IN O.P. 30 April 1964		12. REPORTING PERIOD (From - to) 1 April 1963 - 31 March 1964	
SECTION B PERFORMANCE EVALUATION			
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>			
SPECIFIC DUTIES			
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).			
SPECIFIC DUTY NO. 1 Advise the Chief, SR Division on all matters pertaining to the [] and their activities.			RATING LETTER O
SPEC			
SPEC			
SPEC			
SPEC			
SPEC			
SPECIFIC DUTY NO. 6			RATING LETTER O
OVERALL PERFORMANCE IN CURRENT POSITION			
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.			RATING LETTER O

SECRET

SECRET

(When Filled In)

OFFICE OF PERSONNEL

SECTION C

NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective the relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described.

SECTION D

CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE

21 Apr 64

2.

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

8

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE

21 Apr 64

OFFICIAL TITLE OF SUPERVISOR

Chief, SR Division

Y

ATURE

DAVID E. MURPHY

3.

BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

Concurs heartily.

②

DATE

22 April 64

OFFICIAL TITLE OF REVIEWING OFFICIAL

ADDP

Thomas H. Karamessine

SECRET

14-00000

SECTION C (Continued)

This substantive background lends a quality of toughness and realism to his work as a planner and supervisor which is matched by very few others in the Clandestine Services.

As a supervisor, [redacted] distinguishes himself by the ability he has to be immensely interested in the details of his subordinates' operations while at the same time leaving to them sufficient freedom of decision and action to carry out their programs without undue interference. He retains control over a large element (there are four branches and 53 employees in the group) and several first class senior subordinates by virtue of their respect for his competence and substance. More important, he infuses them with the same sense of dedication and deep enthusiasm for his work he himself possesses.

In his position [redacted] also handles certain sensitive operations directly. All of the qualities of imagination, penetrating insight, energy and professional knowledge which can be seen in his work as a supervisor are present in his case work. He has also demonstrated that he is a superb agent handler with a fresh, common sense approach to tradecraft problems. I have also seen him display a constant readiness to sacrifice his own comfort, leisure and private affairs to the demands of the operational situation. He is not long discouraged in the most difficult circumstances and his natural optimism, alert mind and special kind of clan work constantly to discover new avenues of approach to whatever operational problems he faces.

I would describe his cost consciousness by noting that it is simply foreign to his nature in both a personal and professional sense to use funds thoughtlessly. He has demonstrated that he considers the expenditure of operational funds must be related to a commensurate gain in terms of our operational objectives.

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
SECTION A GENERAL					
		3. SEX M	4. GRADE GS-15	5. SO D	
6. OFFICIAL POSITION TITLE Ops Officer - Branch Chief.		7. OFF/DIV/BR OF ASSIGNMENT DDP/SR		8. CURRENT STATION Hqs	
9. CHECK (X) TYPE OF APPOINTMENT		10. CHECK (X) TYPE OF REPORT			
<input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input checked="" type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) <input type="checkbox"/> SPECIAL (Specify)		<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE <input type="checkbox"/> SPECIAL (Specify)			
11. DATE REPORT DUE IN O.P. 30 April 1963		12. REPORTING PERIOD (From - to) 31 October 1962 - 31 March 1963			
SECTION B PERFORMANCE EVALUATION					
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					RATING LETTER
SPECIFIC DUTY NO. 1 Supervises SR Division CE activities including both research and operations.					P
SPECIFIC DUTY NO. 2 Organizes and manages Branch consisting of people.					P
SPECIFIC DUTY NO. 3 Recommends Division policy on CE matters.					S
SPECIFIC DUTY NO. 4 Represents SR Division to other elements of the Agency on CE matters.					S
SPECIFIC DUTY NO. 5 Briefs foreign intelligence service officers on CE and RIS matters.					O
SPECIFIC DUTY NO. 6					RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER S-
10 APR 1963					

SECRET

(When Filled In)

SECTION C	NARRATIVE COMMENTS <i>APR 12</i>	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. <u>Manner of performance of managerial or supervisory duties must be described, if applicable.</u></p>		
<p>Mr. Bagley is an exceptionally skilled officer in the CE field. His knowledge of the [redacted] is almost unique in the Agency. After accomplishing the assigned task of reorganizing his Branch into a streamlined and operationally active unit, [redacted] is now in the process of actively directing the planning and implementation [redacted]</p> <p>Although in his present position only four months he has shown considerable imagination and initiative. He carries out his managerial duties in a proficient manner. He does however tend to avoid necessary but perhaps unpromising tasks. Inclined to be intolerant of those who do not meet the high standards he sets for himself, [redacted] can be uncompromising in professional matters to the detriment of his relationships with others.</p>		
SECTION D	CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE		
<i>10 APR 1963</i>		
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
<i>4 Months</i>		
DATE	OFFICIAL TITLE OF SUPERVISOR	
<i>10 APR 1963</i>	Chief, Operations and Plans SR Division	
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
<p>This employee is a dedicated and hard-driving operational specialist whose performance in the field on his last tour is well known and respected in the highest Clandestine Services levels. His services were sought after by this Division as Chief of its CI Branch. He was instructed to reorganize and redirect the Division's CI effort and to reorganize the Branch into an aggressive operational unit. He has tackled this with his characteristic aggressiveness and competence and has done extremely well in this undertaking. He has perhaps not paid as much attention to "channels and chains of command" as he should but I believe he understands the importance of a little more tolerance along these</p>		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	
<i>10 April 1963</i>	Chief, SR Division	

SECRET

14-00000

SECTION D - 3 (cont)

lines and will align himself accordingly as his branch shakes down and he becomes a little more experienced in headquarters operation at the branch chief level.

With specific reference to the performance ratings, I would rate this employee as "S" on Specific Duty #1, "S" on Specific Duty #2, and "S" on Specific Duty #5. I would assign this employee an overall rating of "S".

CONFIDENTIAL

Muri

25 August 1962

MEMORANDUM

TO: Chief, EB

ATTN:

David E. Murphy

FROM: Chief of Station, [REDACTED]

SUBJECT: Memorandum in Lieu of Final Fitness Report on
[REDACTED]

1. [REDACTED] will be leaving [REDACTED] Station permanently, with reassignment to Headquarters on 5 September 1962. During his four and a half years here his performance has been highly professional and consistently outstanding. His absence will be keenly felt by the Station.

2. Endowed with a high degree of intelligence, judgment, imagination and operational skill, and with [REDACTED] he has worked in every aspect of Station endeavor, ranging from the proper organization of Station records and [REDACTED]

3. In his primary responsibility as Station [REDACTED] has made unique contributions to KUBARK's approach [REDACTED]

4. [REDACTED]

RYBAT/SECRET

- 2 -

5. Ideally suited to the particular requirements and operational climate of [] is highly regarded and respected by his KUBARK and ODACID associates, and we all have learnt much from him professionally. Exceptionally mature and knowledgeable, he is a natural for a command position. The most outstanding all-around officer in the Station, [] has been producing consistently at a level above his present grade. He has been recommended for promotion repeatedly, the last time on 6 October 1961. It is hoped that in his new assignment he will soon be granted this concrete recognition of his superb performance and high potential.

151 Burton Lifschultz

RYBAT/SECRET

SECRET
(When Filled In)

2005-61
6587-2752

FITNESS REPORT				EMPLOYEE SERIAL NUMBER				
SECTION A GENERAL								
				3. SEX M	4. GRADE GS-14			
5. SERVICE DESIGNATION D		6. OFFICIAL POSITION TITLE Operations Officer						
7. CAREER STAFF STATUS		8. TYPE OF REPORT						
<input type="checkbox"/> NOT ELIGIBLE <input type="checkbox"/> PENDING <input type="checkbox"/> MEMBER <input type="checkbox"/> DECLINED <input type="checkbox"/> DEFERRED <input type="checkbox"/> DENIED		<input type="checkbox"/> INITIAL <input type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT/SUPERVISOR <input type="checkbox"/> REASSIGNMENT/EMPLOYEE						
10. DATE REPORT DUE IN O.P.		11. REPORTING PERIOD From 2 Dec 60 - To 13 Sept 61		SPECIAL (Specify)				
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES								
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).								
1 - Unsatisfactory 2 - Barely adequate 3 - Acceptable 4 - Competent 5 - Excellent 6 - Superior 7 - Outstanding								
SPECIFIC DUTY NO. 1		RATING NO. 6	SPECIFIC DUTY NO. 4		RATING NO. 7			
SPECIFIC DUTY NO. 2		RATING NO. 6	SPECIFIC DUTY NO. 5		RATING NO. 6			
SPECIFIC DUTY NO. 3		RATING NO. 7	SPECIFIC DUTY NO. 6		RATING NO.			
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION								
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.								
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.					RATING NO. 6			
SECTION D DESCRIPTION OF THE EMPLOYEE								
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee								
1 - Least possible degree 2 - Limited degree 3 - Normal degree 4 - Above average degree 5 - Outstanding degree								
CHARACTERISTICS		NOT APPLICABLE	NOT OBSERVED	RATING				
				1	2	3	4	5
GETS THINGS DONE							X	
RESOURCEFUL								X
ACCEPTS RESPONSIBILITIES							X	
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES								X
DOES HIS JOB WITHOUT STRONG SUPPORT								X
FACILITATES SMOOTH OPERATION OF HIS OFFICE							X	
WRITES EFFECTIVELY								X
SECURITY CONSCIOUS								X
THINKS CLEARLY								X
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS								X
OTHER (Specify):								
SEE SECTION "E" ON REVERSE SIDE								

SECRET
(When Filled In)

2 MAR 1960

<div style="position: relative; height: 40px;"> 8 MAY 1960 7X 21A FITNESS REPORT </div>				EMPLOYEE SERIAL NUMBER <div style="border: 1px solid black; width: 100px; height: 20px; margin: 0 auto;"></div>			
SECTION A GENERAL							
1. NAME (Last)		(First) (Middle)		2. DATE OF BIRTH	3. SEX		
					M		
4. SERVICE DESIGNATION		5. OFFICIAL POSITION TITLE		6. GRADE			
FI		Ops Officer		GS-14			
7. OFFICER		DDP					
8. CAREER STAFF STATUS			9. TYPE OF REPORT				
NOT ELIGIBLE <input checked="" type="checkbox"/> MEMBER <input type="checkbox"/> DEFERRED <input type="checkbox"/> PENDING <input type="checkbox"/> DECLINED <input type="checkbox"/> UNBID <input type="checkbox"/>			INITIAL <input type="checkbox"/> REASSIGNMENT/SUPERVISOR <input type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT/EMPLOYEE <input type="checkbox"/>				
10. DATE REPORT DUE IN O.P.		11. REPORTING PERIOD		12. SPECIAL (Specify)			
1 June 1960		4/11/59 - 12/1/60					
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
1 - Unsatisfactory 2 - Barely adequate 3 - Acceptable 4 - Competent 5 - Excellent 6 - Superior 7 - Outstanding							
SPECIFIC DUTY NO. 1		RATING NO.		SPECIFIC DUTY NO. 4			
Plans and supervises		6		Researches and supports liaison			
SPECIFIC DUTY NO. 2		RATING NO.		SPECIFIC DUTY NO. 5			
		6					
SPECIFIC DUTY NO. 3		RATING NO.		SPECIFIC DUTY NO. 6			
		6		for KUBARK purposes			
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION							
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.							
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.					RATING NO. <div style="border: 1px solid black; width: 30px; height: 30px; margin: 0 auto; line-height: 30px;">6</div>		
SECTION D DESCRIPTION OF THE EMPLOYEE							
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee							
1 - Least possible degree		2 - Limited degree		3 - Normal degree			
				4 - Above average degree			
				5 - Outstanding degree			
CHARACTERISTICS		NOT APPLICABLE	NOT OBSERVED	RATING			
				1	2	3	
GETS THINGS DONE						4	
RESOURCEFUL						5	
ACCEPTS RESPONSIBILITIES						X	
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES						X	
DOES HIS JOB WITHOUT STRONG SUPPORT						X	
FACILITATES SMOOTH OPERATION OF HIS OFFICE						X	
WRITES EFFECTIVELY						X	
SECURITY CONSCIOUS						X	
THINKS CLEARLY						X	
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS						X	
OTHER (Specify):							
SEE SECTION "E" ON REVERSE SIDE							

SECRET

(When Filled in)

SECTION E NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE		
<p>Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvements of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D as provide the basis for determining future personnel actions.</p> <p>Subject is a thoroughly professional intelligence officer endowed with a high degree of intelligence and ability to concentrate. He is imaginative and skilled. A rapid, accurate and purposeful worker, he is a good writer and an articulate speaker. Though his natural bent is in the CE field, in which he excels, he has also demonstrated ability and accomplishments in other areas of Station activity. He is par-</p>		
<p>Subject tends at times to avoid necessary but unpromising Station chores and at times is intolerant of those who do not meet the very high standards he sets for himself. These are minor flaws in an otherwise superior officer with outstanding potential.</p>		
SECTION F CERTIFICATION AND COMMENTS		
1. BY EMPLOYEE		
I certify that I have seen Sections A, B, C, D and E of this Report.		
DATE		
9 December 1960		
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.		
EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS	REPORT MADE WITHIN LAST 90 DAYS	
OTHER (Specify):		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
9 December 1960		
3. BY REVIEWING OFFICIAL		
<input checked="" type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.		
<input type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.		
<input type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.		
<input type="checkbox"/> I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.		
COMMENTS OF REVIEWING OFFICIAL		
<p>I concur completely in the supervisor's estimate and would state that Subject is the most outstanding all around officer in the Station. Further, he is ideally suited to the peculiar requirements [redacted] In my opinion he has been performing consistently at a level above his present grade and all members of the Station, including myself, have learned much from him professionally.</p>		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
9 December 1960		/s/ Burton R. LIPSCHULTZ

SECRET

SECRET
(When Filled In)

FITNESS REPORT		EMPLOYEE SERIAL NUMBER 034790	
SECTION A GENERAL			
		3. SEX M	4. GRADE GS-14
5. SERVICE DESIGNATION FI	6. OFFICIAL POSITION TITLE Area Ops Officer		7. OFF/D DD/P
8. CAREER STAFF STATUS		9. TYPE OF REPORT	
<input type="checkbox"/> NOT ELIGIBLE <input checked="" type="checkbox"/> MEMBER <input type="checkbox"/> DEFERRED <input type="checkbox"/> PENDING <input type="checkbox"/> DECLINED <input type="checkbox"/> DENIED		<input checked="" type="checkbox"/> INITIAL REASSIGNMENT/SUPERVISOR <input type="checkbox"/> ANNUAL REASSIGNMENT/EMPLOYEE	
10. DATE REPORT DUE IN O.P. 31 May 1959	11. REPORTING PERIOD 3/10/58 - 3/31/59	SPECIAL (Specify)	
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES			
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).			
1 - Unsatisfactory 2 - Barely adequate 3 - Acceptable 4 - Competent 5 - Excellent 6 - Superior 7 - Outstanding			
SPECIFIC DUTY NO. 1		RATING NO. 6	SPECIFIC DUTY NO. 4
SPECIFIC DUTY NO. 2		RATING NO. 6	SPECIFIC DUTY NO. 5
SPECIFIC DUTY NO. 3		RATING NO.	SPECIFIC DUTY NO. 6
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION			
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.			
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.			RATING NO. 5
SECTION D DESCRIPTION OF THE EMPLOYEE			
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee			
1 - Least possible degree 2 - Limited degree 3 - Normal degree 4 - Above average degree 5 - Outstanding degree			
CHARACTERISTICS	NOT APPLICABLE	NOT OBSERVED	RATING
GETS THINGS DONE			1 2 3 4 5
RESOURCEFUL			
ACCEPTS RESPONSIBILITIES			
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES			
DOES HIS JOB WITHOUT STRONG SUPPORT			
FACILITATES SMOOTH OPERATION OF HIS OFFICE			
WRITES EFFECTIVELY			
SECURITY CONSCIOUS			
THINKS CLEARLY			
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS			
OTHER (Specify):			

SEE SECTION "E" ON REVERSE SIDE

SECRET

(When Filled In)

SECTION E

NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the best basis for determining future personnel actions.

SEP 10 11 42 AM '59

1. Subject is an exceptionally strong Case Officer in terms of initiative, imagination and skill. His greatest assets are a thorough understanding

worker with unusual powers of concentration, a good writer and articulate speaker. Although reasonably versatile, he has become a specialist in the CE field, for which he seems particularly well suited by natural talent and personality. Most of his work in his current position has required analysis, coordination and "desk" management of operations

2. By virtue of his intellectual capacity and intense interest in his work, Subject's potential for further development must be rated high. However, he should attempt to bring more flexibility and understanding into his relations with others. His views tend to be very positive and sometimes are argued with more vigor than tact. These are minor weaknesses in an otherwise exceptionally promising officer.

SECTION F

CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

I certify that I have seen Sections A, B, C, D and E of this Report.

DATE

30 April 1959

2.

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

12 months

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.

EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS

REPORT MADE WITHIN LAST 90 DAYS

OTHER (Specify):

DATE

28 April

OFFICIAL TITLE OF SUPERVISOR

Operations Officer

3.

BY REVIEWING OFFICIAL

I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.

I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.

I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.

I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.

COMMENTS OF REVIEWING OFFICIAL

DATE

30 April 1959

OFFICIAL TITLE OF REVIEWING OFFICIAL

Chief of Station

TYPED OR PRINTED NAME AND SIGNATURE

/s/ BURTON R. LIPSCHULTZ

SECRET

SECRET
(When Filled In)

FIELD FITNESS REPORT

The Fitness Report is an important factor in organization personnel management. It seeks to provide:
1. The organization selection based with information of value when considering the application of an individual for membership in the career staff; and
2. A periodic record of job performance as an aid to the effective utilization of personnel.

INSTRUCTIONS

TO THE FIELD ADMINISTRATIVE OR PERSONNEL OFFICER: Consult current field administrative instructions regarding the initiation and transmittal of this report to Headquarters.

TO THE FIELD SUPERVISOR: Read the entire form before attempting to complete any item. As the supervisor who assigns, directs and reviews the work of the individual, you have primary responsibility for evaluating his strengths, weaknesses, and on-the-job effectiveness as

revealed by his day-to-day activities. If this individual has been under your supervision for less than 30 days, you will collaborate, if practicable, with his previous supervisors to make sure the report is accurate and complete. Primary responsibility rests with the current supervisor. It is assumed that, throughout the period this individual has been under your supervision, you have discharged your supervisory responsibilities by frequent discussions of his work, so that in a general way he knows where he stands.

IT IS OPTIONAL WHETHER OR NOT THIS FITNESS REPORT IS SHOWN TO THE PERSON BEING RATED

SECTION I

		B. SEX	2. SERVICE DESIGNATION
		M	
4. GRADE	5. STATION DESIGNATION (Current)		
GS-12	Vienna, Austria		
6. DUE DATE OF THIS REPORT	7. PERIOD COVERED BY THIS REPORT (Inclusive dates)		
30 November 1954	1 July through 15 November 1954		

SECTION II (To be completed by field supervisor)

1. CURRENT POSITION	2. DATE ASSUMED RESPONSIBILITY FOR POSITION
	11 June 1954
3. STATE THE SPECIFIC ASSIGNMENTS OR TASKS WHICH ARE TYPICAL OF THOSE GIVEN TO THE EMPLOYEE DURING THE PAST THREE TO SIX MONTHS (List in order of frequency)	
Case officer in the [] Responsible for the developmental activity, general guidance and directing, reporting and administering, and the file research	
[]	

SECTION III (To be completed at headquarters only)

DO NOT COMPLETE - - FOR HEADQUARTERS USE ONLY

AUTHENTICATION OF REPORT AND SIGNATURES

3. THIS REPORT [] WAS [] WAS NOT SHOWN TO THE INDIVIDUAL BEING RATED.	
4. DATE REPORT AUTHEN.	5. NAME AND SIGNATURE OF ADMINISTRATIVE OR PERSONNEL OFFICER AT HEADQUARTERS
DEC 29 1954	[]

DO NOT COMPLETE - - FOR HEADQUARTERS USE ONLY

SECRET

(When Filled In)

SECTION IV

This section is provided as an aid in describing the individual. Your description is not favorable or unfavorable in itself but acquires its meaning in relation to a particular job or assignment. The descriptive words are to be interpreted literally.

On the left hand side of the page below are a series of statements that apply in some degree to most people. On the right hand side of the page are four major categories of descriptions. The scale within each category is divided into three small blocks; this is to allow you to make finer distinctions if you so desire. Look at the statement on the left - then check the category on the right which best tells how much the statement applies to the person you are rating. Placing an "X" in the "Not Observed" column means you have no opinion on whether a phrase applies to an individual. Placing an "X" in the "Does Not Apply" column means that you have the definite opinion that the description is not at all suited to the individual.

STATEMENTS		CATEGORIES					
		NOT OB- SERVED	DOES NOT APPLY	APPLIES TO A LIMITED DEGREE	APPLIES TO A REASONABLE DEGREE	APPLIES TO AN ABOVE AVERAGE DEGREE	APPLIES TO AN OUTSTANDING DEGREE
A. ABLE TO SEE ANOTHER'S POINT OF VIEW.	SAMPLES			X			
B. PRACTICAL.						X	
1. A GOOD REPORTER OF EVENTS.							X
2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES.						X	
3. CAUTIOUS IN ACTION.						X	
4. HAS INITIATIVE.							X
5. UNEMOTIONAL.					X		
6. ANALYTIC IN HIS THINKING.							X
7. CONSTANTLY STRIVING FOR NEW KNOWLEDGE AND IDEAS.							X
8. GETS ALONG WITH PEOPLE AT ALL SOCIAL LEVELS.					X		
9. HAS SENSE OF HUMOR.						X	
10. KNOWS WHEN TO SEEK ASSISTANCE.						X	
11. CALM.						X	
12. CAN GET ALONG WITH PEOPLE.						X	
13. MEMORY FOR FACTS.							X
14. GETS THINGS DONE.							X
15. KEEPS ORIENTED TOWARD LONG TERM GOALS.						X	
16. CAN COPE WITH EMERGENCIES.						X	
17. HAS HIGH STANDARDS OF ACCOMPLISHMENT.							X
18. HAS STAMINA; CAN KEEP GOING A LONG TIME.						X	
19. HAS WIDE RANGE OF INFORMATION.						X	
20. SHOWS ORIGINALITY.						X	
21. ACCEPTS RESPONSIBILITIES.					X		
22. ADMITS HIS ERRORS.					X		
23. RESPONDS WELL TO SUPERVISION.					X		
24. EVEN DISPOSITION.					X		
25. ABLE TO DO HIS JOB WITHOUT STRONG SUPPORT.					X		

SECRET

SECRET
(When Filled In)

	(When Filled In)									
26. CAN THINK ON HIS FEET.							X			
27. COMES UP WITH SOLUTIONS TO PROBLEMS.								X		
28. STIMULATING TO ASSOCIATES; A "SPARK PLUG".							X			
29. TOUGH MINDED.							X			
30. OBSERVANT.							X			
31. CAPABLE.								X		
32. CLEAR THINKING.								X		
33. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS.							X			
34. EVALUATES SELF REALISTICALLY.							X			
35. WELL INFORMED ABOUT CURRENT EVENTS.								X		
36. DELIBERATE.							X			
37. EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES.								X		
38. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS.	X									
39. THOUGHTFUL OF OTHERS.					X					
40. WORKS WELL UNDER PRESSURE.							X			
41. DISPLAYS JUDGEMENT.								X		
42. GIVES CREDIT WHERE CREDIT IS DUE.	X								X	
43. HAS DRIVE.							X			
44. IS SECURITY CONSCIOUS.								X		
45. VERSATILE.								X		
46. HIS CRITICISM IS CONSTRUCTIVE.								X		
47. ABLE TO INFLUENCE OTHERS.								X		
48. FACILITATES SMOOTH OPERATION OF HIS OFFICE.								X		
49. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION.								X		
50. A GOOD SUPERVISOR.							X			

SECTION V

4. WHAT ARE HIS OUTSTANDING STRENGTHS? Basic brain power, ambition, determination, organizational ability, education, area knowledge, language ability, social poise, experience, aggressiveness. Writes extremely well, effectively presenting complicated material. Deeply interested in his work, anxious to learn more about it. Has unusually thorough grounding in tradecraft. Understands "policy" aspect of operations--relationships with other agencies, etc--to much greater degree than others his grade and experience.

8. WHAT ARE HIS OUTSTANDING WEAKNESSES? Subj accepts responsibility, but sometimes fails to carry on with it; he has great charm when interested in using it, but has had increasing difficulties in relationships with office staff because of impression he gives of own importance. Tends to blame circumstance for personal failure to follow through on assignments affected by personal relations. Wants to be in "inner circle" and tends to sulk when he feels he is not, or when things do not go entirely to his satisfaction.

SECRET

SECRET
(When Filled In)

C. INDICATE IF YOU THINK THAT ANY SINGLE STRENGTH OR WEAKNESS OUTWEIGHS ALL OTHER CONSIDERATIONS:
Mental ability, motivation, enthusiasm, experience, far outweigh all other considerations which would not have been remarked in an officer of less outstanding ability.

D. DO YOU FEEL THAT HE REQUIRES CLOSE SUPERVISION? ☐ NO ☐ YES. IF YES, WHY?

Only that in the sense that an outstanding employee should be exposed to good supervision at all times to see that his career develops as fully as can be expected.

E. WHAT TRAINING DO YOU RECOMMEND FOR THIS INDIVIDUAL?

Any advanced operations training which he may not have had.

F. OTHER COMMENTS (Indicate here general traits, specific habits or characteristics not covered elsewhere in the report but which have a bearing on effective utilization of this person):

Subject is an outstanding young officer.

SECTION VI

Read all descriptions before rating. Place "X" in the most appropriate box under subsections A,B,C,&D

A. DIRECTIONS: Consider only the skill with which the person has performed the duties of his job and rate him accordingly.

- ☐ 1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
- ☐ 2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES COMPETENTLY.
- ☐ 3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
- ☐ 4. PERFORMS DUTIES IN A TYPICALLY COMPETENT, EFFECTIVE MANNER.
- ☒ 5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
- ☐ 6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE RATER.

IS THIS INDIVIDUAL BETTER QUALIFIED FOR WORK IN SOME OTHER AREA? ☒ NO ☐ YES. IF YES, WHAT?

C. DIRECTIONS: Based upon what he has said, his actions, and any other indications, give your opinion of this person's attitude toward the organization.

- ☐ 1. HAS AN ANTAGONISTIC ATTITUDE TOWARD THE AGENCY... WILL DEFINITELY LEAVE THE ORGANIZATION AT THE FIRST OPPORTUNITY.
- ☐ 2. HAS STRONG NEGATIVE ATTITUDE TOWARD ORGANIZATION... IRKED BY RESTRICTIONS... REGARDS AGENCY AS A TEMPORARY STOP UNTIL HE CAN GET SOMETHING BETTER.
- ☐ 3. TENDS TO HAVE AN UNFAVORABLE ATTITUDE TOWARD THE ORGANIZATION... BOTHERED BY MINOR FRUSTRATIONS... WILL QUIT IF THESE CONTINUE.
- ☐ 4. HIS ATTITUDE TOWARD THE ORGANIZATION IS INDIFFERENT... HAS "WAIT AND SEE" ATTITUDE... WOULD LEAVE IF SOMEONE OFFERED HIM SOMETHING BETTER.
- ☐ 5. TENDS TO HAVE FAVORABLE ATTITUDE TOWARD ORGANIZATION... MAKES ALLOWANCES FOR RESTRICTIONS IMPOSED BY WORKING FOR ORGANIZATION... THINKS IN TERMS OF A CAREER IN THE ORGANIZATION.
- ☒ 6. DEFINITELY HAS FAVORABLE ATTITUDE TOWARD THE ORGANIZATION... HAVING AN UNEXPECTED OUTSIDE OPPORTUNITY, WILL PROBABLY ENDEAVOR TO MAKE A CAREER IN THE ORGANIZATION.
- ☐ 7. HAS AN ENTHUSIASTIC ATTITUDE TOWARD THE ORGANIZATION... WILL PROBABLY NEVER CONSIDER WORKING ANY PLACE BUT IN THE ORGANIZATION.

B. DIRECTIONS: Considering others of this person's grade and type of assignment, how would you rate him on potentiality for assumption of greater responsibilities normally indicated by promotion.

- ☐ 1. HAS REACHED THE HIGHEST GRADE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED.
- ☐ 2. IS MAKING PROGRESS, BUT NEEDS MORE TIME IN PRESENT GRADE BEFORE PROMOTION TO A HIGHER GRADE CAN BE RECOMMENDED.
- ☐ 3. IS READY TO TAKE ON RESPONSIBILITIES OF THE NEXT HIGHER GRADE, BUT MAY NEED TRAINING IN SOME AREAS.
- ☐ 4. WILL PROBABLY ADJUST QUICKLY TO THE MORE RESPONSIBLE DUTIES OF THE NEXT HIGHER GRADE.
- ☐ 5. IS ALREADY PERFORMING AT THE LEVEL OF THE NEXT HIGHER GRADE.
- ☒ 6. AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR RAPID ADVANCEMENT.

D. DIRECTIONS: Consider everything you know about this person in making your rating, skill in job duties, conduct on the job, personal characteristics or habits, and special defects or talents.

- ☐ 1. DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED.
- ☐ 2. OF DOUBTFUL SUITABILITY... WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW.
- ☐ 3. A BARELY ACCEPTABLE EMPLOYEE... DEFINITELY BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION.
- ☐ 4. A TYPICAL EMPLOYEE... HE DISPLAYS THE SAME SUITABILITY AS MOST OF THE PEOPLE I KNOW IN THE ORGANIZATION.
- ☐ 5. A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS.
- ☐ 6. AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION.
- ☒ 7. EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION.

SECRET

SECRET

(When Filled In)

FITNESS REPORT (Part I) PERFORMANCE

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 29-370. It is recommended that you read the entire form before completing any question. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item 8, of Section "A" below.

SECTION A

GENERAL

3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT DDP/		8. OFFICIAL POSITION TITLE I.O. (VI)	
7. GRADE GS-13	6. DATE 24 July 1957	9. PERIOD COVERED BY THIS REPORT (inclusive dates) July 1956 - July 1957	
10. TYPE OF REPORT (Check one) <input checked="" type="checkbox"/> ANNUAL		11. SPECIAL (Specify) REASSIGNMENT-SUPERVISOR REASSIGNMENT-EMPLOYEE	

SECTION B

CERTIFICATION

1. FOR THE RATER: THIS REPORT ☒ HAS ☐ HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT:

A. CHECK (X) APPROPRIATE STATEMENTS:

<input checked="" type="checkbox"/> THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.	IF INDIVIDUAL IS RATED "I" IN C1 OR D, A WARNING LETTER HAS BEEN SENT TO HIM & A COPY ATTACHED TO THIS REPORT.
THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS.	I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW TO EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify):
I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.	

B. THIS DATE

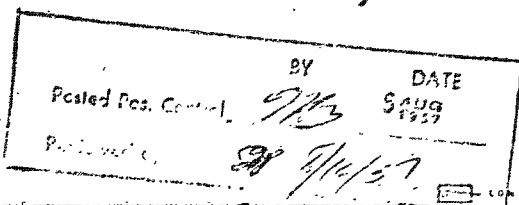
16 July 57

SUPERVISOR'S OFFICIAL TITLE

Chief, EE/P

2. FOR THE DELIVERING OFFICER

INFORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.



CONTINUED ON ATTACHED SHEET

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.

A. THIS DATE

17 July 57

B. TYPED OFFICIAL

OFFICIAL

OFFICIAL TITLE OF REVIEWING OFFICIAL

ACCP/EE

SECTION C

1. RATING ON GENERAL PERFORMANCE OF DUTIES

DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

- 6
- DOES NOT PERFORM DUTIES ADEQUATELY: HE IS INCOMPETENT.
 - HAZARD ADEQUATE IN PERFORMANCE, ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING. HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.
 - PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
 - PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.
 - A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
 - PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.

COMMENTS:

SECRET

Performance

SECRET

(When Filled In)

2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES																											
<p>DIRECTIONS:</p> <p>a. State in the spaces below up to six of the more important SPECIFIC duties performed during this rating period. Place the most important first. Do not include minor or unimportant duties.</p> <p>b. Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.</p> <p>c. For supervisors, ability to supervise will always be rated as a specific duty (do not rate supervisors those who supervise a secretary only).</p> <p>d. Compare in your mind, when possible, the individual being rated with others performing similar duties at a similar level of responsibility.</p> <p>e. Two individuals with the same job title may be performing different duties. If so, rate them on different duties.</p> <p>f. Be specific. Examples of the kind of duties that might be rated are:</p> <table border="0"> <tr> <td>ORAL BRIEFING</td> <td>HAS AND USES AREA KNOWLEDGE</td> <td>CONDUCTS INTERROGATIONS</td> </tr> <tr> <td>GIVING LECTURES</td> <td>DEVELOPS NEW PROGRAMS</td> <td>PREPARES SUMMARIES</td> </tr> <tr> <td>CONDUCTING SEMINARS</td> <td>ANALYZES INDUSTRIAL REPORTS</td> <td>TRANSLATES GERMAN</td> </tr> <tr> <td>WRITING TECHNICAL REPORTS</td> <td>MANAGES FILES</td> <td>DEBRIEFING SOURCES</td> </tr> <tr> <td>CONDUCTING EXTERNAL LIAISON</td> <td>OPERATES RADIO</td> <td>KEEPS BOOKS</td> </tr> <tr> <td>TRAINING</td> <td>COORDINATES WITH OTHER OFFICES</td> <td>DRIVES TRUCK</td> </tr> <tr> <td>TAKING DICTATION</td> <td>WRITES REGULATIONS</td> <td>MAINTAINS AIR CONDITIONING</td> </tr> <tr> <td>SUPERVISING</td> <td>PREPARES CORRESPONDENCE</td> <td>EVALUATES SIGNIFICANCE OF DATA</td> </tr> </table> <p>g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.</p>				ORAL BRIEFING	HAS AND USES AREA KNOWLEDGE	CONDUCTS INTERROGATIONS	GIVING LECTURES	DEVELOPS NEW PROGRAMS	PREPARES SUMMARIES	CONDUCTING SEMINARS	ANALYZES INDUSTRIAL REPORTS	TRANSLATES GERMAN	WRITING TECHNICAL REPORTS	MANAGES FILES	DEBRIEFING SOURCES	CONDUCTING EXTERNAL LIAISON	OPERATES RADIO	KEEPS BOOKS	TRAINING	COORDINATES WITH OTHER OFFICES	DRIVES TRUCK	TAKING DICTATION	WRITES REGULATIONS	MAINTAINS AIR CONDITIONING	SUPERVISING	PREPARES CORRESPONDENCE	EVALUATES SIGNIFICANCE OF DATA
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CONDUCTING EXTERNAL LIAISON	OPERATES RADIO	KEEPS BOOKS																									
TRAINING	COORDINATES WITH OTHER OFFICES	DRIVES TRUCK																									
TAKING DICTATION	WRITES REGULATIONS	MAINTAINS AIR CONDITIONING																									
SUPERVISING	PREPARES CORRESPONDENCE	EVALUATES SIGNIFICANCE OF DATA																									
<p>7 OFFICE OF PERSONNEL AUG 2 12 21 PM '57 MAIL ROOM</p>																											
<p>1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY 2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY 3 - PERFORMS THIS DUTY ACCEPTABLY 4 - PERFORMS THIS DUTY IN A COMPETENT MANNER 5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB 6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS 7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY</p>																											
<p>DESCRIPTIVE RATING NUMBER</p>	<p>SPECIFIC DUTY NO. 1</p>	<p>RATING NUMBER</p>	<p>SPECIFIC DUTY NO. 2</p>																								
	Supervises conduct of Branch operations.	6	Acts as deputy to Branch Chief.																								
	SPECIFIC DUTY NO. 3		SPECIFIC DUTY NO. 4																								
	Provides over-all operational guidance to field stations.	5																									
	SPECIFIC DUTY NO. 5		SPECIFIC DUTY NO. 6																								
	Performs function of senior Branch CE officer.	7																									
<p>3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE</p> <p>DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job.</p> <p>The high ratings given [redacted] are given in full consciousness of their uniqueness in this Division. [redacted] all-around competence, his professional integrity, devotion to duty, his thorough grasp of clandestine operations and particularly his comprehension of CE matters [redacted] of the highest order and, in my opinion, [redacted] therefore deserve this type of recognition.</p> <p>[redacted] can be impatient with the less gifted, intolerant of bureaucratic necessities, or uncompromising in professional matters. These traits are listed here not to detract from his professional competence or personal qualities, but to indicate that his supervisory talents are not yet fully developed. [redacted] speaks [redacted]</p>																											
<p>SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION</p> <p>DIRECTIONS: Take into account here everything you know about the individual...productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents...and how he fits in with your team. Compare him with others doing similar work of about the same level.</p> <p>1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED 2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW 3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION 4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION 5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS 6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION 7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION</p>																											
<p>7</p> <p>RATING NUMBER</p>																											
<p>IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. IF YES, EXPLAIN FULLY:</p>																											

SECRET

SECRET

(When Filled In)

FITNESS REPORT (Part II) POTENTIAL

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the OF no later than 30 days after the due date indicated in item 8 of Section "E" below.

SECTION E.

GENERAL

1. SEX M		2. SERVICE DESIGNATION DI	
3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT DDP/		4. OFFICIAL POSITION TITLE I.O. (FI)	
5. GRADE GS-13	6. DATE REPORT DUE IN OP 24 July 1957	7. PERIOD COVERED BY THIS REPORT (Inclusive dates) July 1956 - July 1957	
10. TYPE OF REPORT (Check one) <input checked="" type="checkbox"/> ANNUAL		11. SPECIAL (Specify) REASSIGNMENT-SUPERVISOR REASSIGNMENT-EMPLOYEE	

SECTION F.

CERTIFICATION

1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGEMENT OF THE INDIVIDUAL BEING RATED		
A. THIS DATE 16 July 57	B. SIGNATURE <i>[Signature]</i>	C. SUPERVISOR'S OFFICIAL TITLE Chief, EE/P
2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.		
A. THIS DATE 17 July 57	B. SIGNATURE <i>[Signature]</i>	C. OFFICIAL TITLE OF REVIEWING OFFICIAL ACOF/EE

SECTION G.

ESTIMATE OF POTENTIAL

1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES
DIRECTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.

6 RATING NUMBER	1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES
	4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES
	5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING
	6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL
	7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES

2. SUPERVISORY POTENTIAL

DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? ☒ Yes ☐ No If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.

DESCRIPTIVE RATING NUMBER	0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION	1 - BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION	2 - BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION	3 - BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION
ACTUAL	POTENTIAL	DESCRIPTIVE SITUATION		
3		A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds), whose contact with immediate subordinates is frequent (First line supervisor)		
3		A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors)		
	2	A GROUP WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level)		
	0	WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT		
3		WHEN IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION		
3		WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX		
		OTHER (Specify)		

SECRET
(When Filled In)

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RAISED EMPLOYEE HAS BEEN IN THE POSITION Ten					
4. COMMENTS CONCERNING POTENTIAL <div style="border: 1px solid black; width: 100px; height: 15px; margin-bottom: 5px;"></div> potential as a Clandestine Services operations officer is limited only by his relative youth and symptoms such as occasional impatience and doggedness. His intellectual gifts and professional competence are beyond question and qualify him for any operational job within DD/P in due course.					
SECTION II. FUTURE PLANS					
5. OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL <div style="border: 1px solid black; width: 100px; height: 15px; margin-bottom: 5px;"></div> would probably profit from a short exposure to high-level staff work by increasing his knowledge of the U.S. intelligence community.					
6. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS None.					
SECTION I. DESCRIPTION OF INDIVIDUAL					
DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.					
X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL 1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE 2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE 3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE 4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE 5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE					
CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
3	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	5	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	4	21. IS EFFECTIVE IN DISCUSSING WITH ASSOCIATES
5	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	4	12. SHOWS ORIGINALITY	4	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
5	3. HAS INITIATIVE	4	13. ACCEPTS RESPONSIBILITIES	3	23. IS THOUGHTFUL OF OTHERS
5	4. IS ANALYTIC IN HIS THINKING	4	14. ADMITS HIS ERRORS	5	24. WORKS WELL UNDER PRESSURE
5	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	4	15. RESPONDS WELL TO SUPERVISION	4	25. DISPLAYS JUDGMENT
4	6. KNOWS WHEN TO SEEK ASSISTANCE	5	16. DOES HIS JOB WITHOUT STRONG SUPPORT	5	26. IS SECURITY CONSCIOUS
3	7. CAN GET ALONG WITH PEOPLE	5	17. COMES UP WITH SOLUTIONS TO PROBLEMS	5	27. IS VERSATILE
5	8. HAS MEMORY FOR FACTS	5	18. IS OBLIVIOUS	4	28. HIS CRITICISM IS CONSTRUCTIVE
5	9. GETS THINGS DONE	5	19. THINKS CLEARLY	5	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
5	10. CAN COPE WITH EMERGENCIES	4	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	5	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET

SECRET

(When Filled In)

FITNESS REPORT (Part I) - PERFORMANCE

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 20-370. It is recommended that you read the entire form before completing any question. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item 8, of Section A below.

SECTION A.

GENERAL

1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX M	4. SERVICE DESIGNATION DI
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT DDP/EE/P		6. OFFICIAL POSITION TITLE I.O. (CI)	
7. GRADE GS-12	8. DATE REPORT DUE IN OP 24 July 1956	9. PERIOD COVERED BY THIS REPORT (Inclusive dates) October 1955 - 24 July 1956	
10. TYPE OF REPORT (Check one)	INITIAL <input type="checkbox"/>	REASSIGNMENT-SUPERVISOR <input type="checkbox"/>	SPECIAL (Specify) <input type="checkbox"/>
	ANNUAL <input type="checkbox"/>	REASSIGNMENT-EMPLOYEE <input type="checkbox"/>	

SECTION B.

CERTIFICATION

1. FOR THE RATER: THIS REPORT ☒ HAS ☐ HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT.

A. CHECK (X) APPROPRIATE STATEMENTS:

<input checked="" type="checkbox"/> THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.	IF INDIVIDUAL IS RATED "I" IN C1 OR D, A WARNING LETTER WAS SENT TO HIM & A COPY ATTACHED TO THIS REPORT.
<input type="checkbox"/> THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS.	I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW I EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify):
<input checked="" type="checkbox"/> I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.	

B. THIS DATE 6 Aug 56	SUPERVISOR'S OFFICIAL TITLE Chief, EE/P
2. FOR THE REVIEWING OFFICIAL: INFORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.	

BY	DATE
Posted Rec. Control <i>Handed 7/15/56</i>	
Reviewed by FUD <input type="checkbox"/>	ATTACHED SHEET

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.

A. THIS DATE 29 Aug 56	OFFICIAL TITLE OF REVIEWING OFFICIAL EE/COP
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SECTION C. JOB PERFORMANCE EVALUATION

1. RATING ON GENERAL PERFORMANCE OF DUTIES

DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

6 INSERT RATING NUMBER	1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
	2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.
	3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
	4. PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.
	5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
	6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.

COMMENTS:

SECRET

(When Filled In)

2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES																											
<p>DIRECTIONS:</p> <p>a. State in the spaces below up to six of the more important SPECIFIC duties performed during this rating period. Place the most important first. Do not include minor or unimportant duties.</p> <p>b. Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.</p> <p>c. For supervisors, ability to supervise will always be rated as a specific duty (do not rate as supervisors those who supervise a secretary only).</p> <p>d. Compare in your mind, when possible, the individual being rated with others performing the same duty at a similar level of responsibility.</p> <p>e. Two individuals with the same job title may be performing different duties, so, rate them on different duties.</p> <p>f. Be specific. Examples of the kind of duties that might be rated are:</p> <table border="0"> <tr> <td>ORAL BRIEFING</td> <td>HAS AND USES AREA KNOWLEDGE</td> <td>CONDUCTS INTERROGATIONS</td> </tr> <tr> <td>GIVING LECTURES</td> <td>DEVELOPS NEW PROGRAMS</td> <td>PREPARES SUMMARIES</td> </tr> <tr> <td>CONDUCTING SEMINARS</td> <td>ANALYZES INDUSTRIAL REPORTS</td> <td>TRANSLATES GERMAN</td> </tr> <tr> <td>WRITING TECHNICAL REPORTS</td> <td>MANAGES FILES</td> <td>DEBRIEFING SOURCES</td> </tr> <tr> <td>CONDUCTING EXTERNAL LIAISON</td> <td>OPERATES RADIO</td> <td>KEEPS BOOKS</td> </tr> <tr> <td>TYPING</td> <td>COORDINATES WITH OTHER OFFICES</td> <td>DRIVES TRUCK</td> </tr> <tr> <td>TAKING DICTATION</td> <td>WRITES REGULATIONS</td> <td>MAINTAINS AIR CONDITIONING</td> </tr> <tr> <td>SUPERVISING</td> <td>PREPARES CORRESPONDENCE</td> <td>EVALUATES SIGNIFICANCE OF DATA</td> </tr> </table> <p>g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.</p>				ORAL BRIEFING	HAS AND USES AREA KNOWLEDGE	CONDUCTS INTERROGATIONS	GIVING LECTURES	DEVELOPS NEW PROGRAMS	PREPARES SUMMARIES	CONDUCTING SEMINARS	ANALYZES INDUSTRIAL REPORTS	TRANSLATES GERMAN	WRITING TECHNICAL REPORTS	MANAGES FILES	DEBRIEFING SOURCES	CONDUCTING EXTERNAL LIAISON	OPERATES RADIO	KEEPS BOOKS	TYPING	COORDINATES WITH OTHER OFFICES	DRIVES TRUCK	TAKING DICTATION	WRITES REGULATIONS	MAINTAINS AIR CONDITIONING	SUPERVISING	PREPARES CORRESPONDENCE	EVALUATES SIGNIFICANCE OF DATA
ORAL BRIEFING	HAS AND USES AREA KNOWLEDGE	CONDUCTS INTERROGATIONS																									
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CONDUCTING EXTERNAL LIAISON	OPERATES RADIO	KEEPS BOOKS																									
TYPING	COORDINATES WITH OTHER OFFICES	DRIVES TRUCK																									
TAKING DICTATION	WRITES REGULATIONS	MAINTAINS AIR CONDITIONING																									
SUPERVISING	PREPARES CORRESPONDENCE	EVALUATES SIGNIFICANCE OF DATA																									
<p>DESCRIPTIVE RATING NUMBER</p> <table border="0"> <tr> <td>1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY</td> <td>6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS</td> </tr> <tr> <td>2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY</td> <td>7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY</td> </tr> <tr> <td>3 - PERFORMS THIS DUTY ACCEPTABLY</td> <td></td> </tr> <tr> <td>4 - PERFORMS THIS DUTY IN A COMPETENT MANNER</td> <td></td> </tr> <tr> <td>5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB</td> <td></td> </tr> </table>				1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY	6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS	2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY	7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY	3 - PERFORMS THIS DUTY ACCEPTABLY		4 - PERFORMS THIS DUTY IN A COMPETENT MANNER		5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB															
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SPECIFIC DUTY NO. 1	RATING NUMBER	SPECIFIC DUTY NO. 4	RATING NUMBER																								
Chief of CE Section, Supervisor	5																										
SPECIFIC DUTY NO. 2	RATING NUMBER	SPECIFIC DUTY NO. 5	RATING NUMBER																								
Conducts CE operations and analysis	6																										
SPECIFIC DUTY NO. 3	RATING NUMBER	SPECIFIC DUTY NO. 6	RATING NUMBER																								
Prepares historical CE Study	6																										
<p>3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE</p> <p>DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job.</p> <p>Outstanding intelligence, insight and personal stability combined with devotion to the job make subject an exceptional officer who would probably perform with distinction in almost any area of the Agency. However, the specific professional knowledge which he acquired as a field case officer in</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>																											
<p>SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION</p> <p>DIRECTIONS: Take into account here everything you know about the individual...productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents...and how he fits in with your team. Compare him with others doing similar work of about the same level.</p> <table border="0"> <tr> <td rowspan="7" style="vertical-align: middle; text-align: center;"> <div style="border: 1px solid black; padding: 5px; display: inline-block;">6</div> RATING NUMBER </td> <td>1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED</td> </tr> <tr> <td>2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW</td> </tr> <tr> <td>3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION</td> </tr> <tr> <td>4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION</td> </tr> <tr> <td>5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS</td> </tr> <tr> <td>6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION</td> </tr> <tr> <td>7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION</td> </tr> </table> <p>IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. IF YES, EXPLAIN FULLY:</p> <div style="border: 1px solid black; height: 40px; width: 100%;"></div>				<div style="border: 1px solid black; padding: 5px; display: inline-block;">6</div> RATING NUMBER	1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED	2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW	3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION	4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION	5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS	6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION	7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION																
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SECRET

(When Filled In)

FITNESS REPORT (Part II) POTENTIAL

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the OI no later than 30 days after the due date indicated in item 8 of Section "E" below.

SECTION E.

GENERAL

		SEX M	SERVICE DESIGNATION DI
7. OFFICE/DIVISION/BRANCH OF ASSIGNMENT DDP/EE/P		8. OFFICIAL POSITION TITLE I.O. (CI)	
9. GRADE GS-12	10. DATE REPORT DUE IN OP 24 July 1956	11. PERIOD COVERED BY THIS REPORT (Inclusive dates) October 1955 - 24 July 1956	
12. TYPE OF REPORT (Check one) <input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> ANNUAL	13. ASSIGNMENT-SUPERVISOR <input type="checkbox"/> REASSIGNMENT-EMPLOYEE	14. SPECIAL (Specify)	

SECTION F.

CERTIFICATION

1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGMENT OF THE INDIVIDUAL BEING RATED	
A. THIS DATE 6 Aug 1956	C. SUPERVISOR'S OFFICIAL TITLE Chief, EE/P
2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.	
A. THIS DATE 29 Aug 56	C. OFFICIAL TITLE OF REVIEWING OFFICIAL EE/COP

SECTION G.

ESTIMATE OF POTENTIAL

1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES	
DIRECTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.	
<div style="border: 1px solid black; padding: 5px; display: inline-block;">5</div> RATING NUMBER	1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES
	4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES
	5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING
	6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL
	7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES

2. SUPERVISORY POTENTIAL

DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? ☐ Yes ☐ No. If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.

DESCRIPTIVE RATING NUMBER	0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION	1 - BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION	2 - BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION	3 - BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION
ACTUAL	POTENTIAL	DESCRIPTIVE SITUATION		
3		A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) WHERE CONTACT WITH IMMEDIATE SUBORDINATES IS FREQUENT (First line supervisor)		
	3	A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors)		
	0	A GROUP, WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level)		
	2	WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT		
	2	WHEN IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION		
	3	WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX		
		OTHER (Specify)		

SECRET

(When Filled In)

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION					
30					
4. COMMENTS CONCERNING POTENTIAL					
<p>While Subject in his present job has shown excellent supervisory ability, it may be that his own personal inclinations would tend to make him feel happier in a more active operational function in his next assignment, rather than in a widening of his supervisory responsibilities.</p>					
OFFICE OF PERSONNEL SEP 6 1955 MAIL ROOM					
SECTION II. FUTURE PLANS					
1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL					
None at present					
2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENT					
Foreign born wife					
SECTION I. DESCRIPTION OF INDIVIDUAL					
<p>DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.</p>					
<p>X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL</p> <p>1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE</p> <p>2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE</p> <p>3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE</p> <p>4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE</p> <p>5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE</p>					
CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
4	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	5	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	4	21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES
5	2. CAN HAVE EXERCISES ON HIS OWN WHEN NEED ARISES	4	12. SHOWS ORIGINALITY	4	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
4	3. HAS INITIATIVE	5	13. ACCEPTS RESPONSIBILITIES	4	23. IS THOUGHTFUL OF OTHERS
5	4. IS ANALYTIC IN HIS THOUGHTS	4	14. ADMITS HIS ERRORS	4	24. WORKS WELL UNDER PRESSURE
4	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	4	15. RESPONDS WELL TO SUPERVISION	4	25. DISPLAYS JUDGEMENT
4	6. ASKS WHEN TO SEEK ASSISTANCE	4	16. DOES HIS JOB WITHOUT STRONG SUPPORT	5	26. IS SECURITY CONSCIOUS
5	7. CAN GET ALONG WITH PEOPLE	5	17. COMES UP WITH SOLUTIONS TO PROBLEMS	4	27. IS SENSITIVE
5	8. HAS MEMORY FOR FACTS	4	18. IS CASUALTY	4	28. HIS CRITICISM IS CONSTRUCTIVE
5	9. GETS THINGS DONE	5	19. THINKS CLEARLY	4	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
4	10. CAN COPE WITH EMERGENCIES	4	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	-	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

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SECRET
(When Filled In)

FIELD FITNESS REPORT

The Fitness Report is an important factor in organization personnel management. It seeks to provide:

1. The organization selection board with information of value when considering the application of an individual for membership in the career staff; and
2. A periodic record of job performance for aid to the effective utilization of personnel.

1955 OCT 21 AM 10:23

INSTRUCTIONS

TO THE FIELD ADMINISTRATIVE OR PERSONNEL OFFICER: Consult current field administrative instructions regarding the initiation and transmittal of this report to Headquarters.

TO THE FIELD SUPERVISOR: Read the entire form before attempting to complete any item. As the supervisor who assigns, directs and reviews the work of the individual, you have primary responsibility for evaluating his strengths, weaknesses, and on-the-job effectiveness as

revealed by his day-to-day work. If this individual has been under your supervision for less than 30 days, you will collaborate, if practicable, with his previous supervisors to make sure the reports are accurate and complete. Primary responsibility rests with the current supervisor. It is assumed that, throughout the period this individual has been under your supervision, you have discharged your supervisory responsibilities by frequent discussions of his work, so that in a real way he knows where he stands.

Field Pct. Control

DATE
20 OCT 1955

IT IS OPTIONAL WHETHER OR NOT THIS FITNESS REPORT IS SHOWN TO THE PERSON BEING RATED

SECTION I

4. GRADE GS-12		5. STATION DESIGNATION (Current) Vienna Operations Base		6. SEX M	7. SERVICE DESIGNATION DI
8. DUE DATE OF THIS REPORT 16 Aug 55 (final VOB)		9. PERIOD COVERED BY THIS REPORT (Inclusive dates) 16 November 1954 thru 15 August 1955			

SECTION II (To be completed by field supervisor)

1. CURRENT [Redacted]	2. DATE ASSUMED RESPONSIBILITY FOR POSITION 14 June 1951
3. STATE THE SPECIFIC ASSIGNMENTS OR TASKS WHICH ARE TYPICAL OF THOSE GIVEN TO THE EMPLOYEE DURING THE PAST THREE TO SIX MONTHS (List in order of frequency)	

[Redacted] Responsible for the developmental activity, general guidance and directing, reporting and administering, and the file research of [Redacted] Projects

SECTION III (To be completed at headquarters only)

DO NOT COMPLETE - FOR HEADQUARTERS USE ONLY

AUTHENTICATION OF REPORT AND SIGNATURES	
3. THIS REPORT <input type="checkbox"/> WAS <input checked="" type="checkbox"/> WAS NOT SHOWN TO THE INDIVIDUAL BEING RATED.	
4. DATE REPORT AUTHENTICATED AT HQS. SEP 29 1955	5. NAME AND SIGNATURE OF ADMINISTRATIVE OR PERSONNEL OFFICER AT HEADQUARTERS AUTHORIZED TO AUTHENTICATE SIGNATURES [Redacted]

DO NOT COMPLETE

RS USE ONLY

SECRET
(When Filled In)

SECTION IV

This section is provided as an aid in describing the individual. Your description is favorable or unfavorable in itself but acquires its meaning in relation to a particular job or assignment. The following words are to be interpreted literally.

On the left hand side of the page below are a series of statements that apply to most people. On the right hand side of the page are four major categories of descriptions. Each category is divided into three small blocks; this is to allow you to make finer distinctions of the statement on the left - then check the category on the right which best tells how much the statement applies to the person you are rating. Placing an "X" in the "Not Observed" column means you have no opinion as to whether a phrase applies to an individual. Placing an "X" in the "Does Not Apply" column means that you have the definite opinion that the description is not at all suited to the individual.

OFFICE OF PERSONNEL
02/12/23 PM 35
MAIL ROOM

STATEMENTS		CATEGORIES					
		NOT OBSERVED	DOES NOT APPLY	APPLIES TO A LIMITED DEGREE	APPLIES TO A REASONABLE DEGREE	APPLIES TO AN ABOVE AVERAGE DEGREE	APPLIES TO AN OUTSTANDING DEGREE
A. ABLE TO SEE ANOTHER'S POINT OF VIEW.	SAMPLES			X			
B. PRACTICAL.						X	
1. A GOOD REPORTER OF EVENTS.							X
2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES.						X	
3. CAUTIOUS IN ACTION.						X	
4. HAS INITIATIVE.							X
5. UNEMOTIONAL.						X	
6. ANALYTIC IN HIS THINKING.							X
7. CONSTANTLY STRIVING FOR NEW KNOWLEDGE AND IDEAS.						X	
8. GETS ALONG WITH PEOPLE AT ALL SOCIAL LEVELS.					X		
9. HAS SENSE OF HUMOR.						X	
10. KNOWS WHEN TO SEEK ASSISTANCE.						X	
11. CALM.						X	
12. CAN GET ALONG WITH PEOPLE.					X		
13. MEMORY FOR FACTS.							X
14. GETS THINGS DONE.							X
15. KEEPS ORIENTED TOWARD LONG TERM GOALS.							X
16. CAN COPE WITH EMERGENCIES.						X	
17. HAS HIGH STANDARDS OF ACCOMPLISHMENT.							X
18. HAS STAMINA; CAN KEEP GOING A LONG TIME.							X
19. HAS WIDE RANGE OF INFORMATION.							X
20. SHOWS ORIGINALITY.						X	
21. ACCEPTS RESPONSIBILITIES.						X	
22. ADMITS HIS ERRORS.						X	
23. RESPONDS WELL TO SUPERVISION.						X	
24. EVEN DISPOSITION						X	
25. ABLE TO DO HIS JOB WITHOUT "STRONG SUPPORT."							X

SECRET

SECTION V

B. WHAT ARE HIS OUTSTANDING WEAKNESSES?

Lack of team spirit. Impatience with the less gifted. Difficulty delegating responsibility. These weaknesses add up to a certain intellectual and social snobbery which could, if continued, unnecessarily restrict Subj's horizons in the broadest aspects of possible future assignments. They will have little effect on his operational brilliance but will not enhance his ability to pass on his experience to others, or to supervise and guide them. Experience over the last couple of years indicates that he will need assistance in this and his failings, minor tho they may be, should regularly be brought

SECRET
(When Filled In)

C. INDICATE IF YOU THINK THAT ANY SINGLE STRENGTH OR WEAKNESS OUTWEIGHS ALL OTHER STRENGTHS OR WEAKNESSES. **OFFICE OF PERSONNEL**
An exceptionally bright person whose strengths outweigh by far his weaknesses. **with**

D. DO YOU FEEL THAT HE REQUIRES CLOSE SUPERVISION? ☒ NO ☐ YES. IF YES, WHY?

OCT 12 2 26 PM '55

MAIL ROOM

E. WHAT TRAINING DO YOU RECOMMEND FOR THIS INDIVIDUAL?
General desk and Headquarters training.

F. OTHER COMMENTS (Indicate here general traits, specific habits or characteristics not covered elsewhere in the report but which have a bearing on effective utilization of this person):

SECTION VI

Read all descriptions before rating. Place "X" in the most appropriate box under subsections A, B, C, & D.

A. DIRECTIONS: Consider only the skill with which the person has performed the duties of his job and rate him accordingly.

- ☐ 1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
- ☐ 2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES COMPETENTLY.
- ☐ 3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
- ☐ 4. PERFORMS DUTIES IN A TYPICALLY COMPETENT, EFFECTIVE MANNER.
- ☐ 5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
- ☒ 6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE RATER.

IS THIS INDIVIDUAL BETTER QUALIFIED FOR WORK IN SOME OTHER AREA? ☒ NO ☐ YES. IF YES, WHAT?

C. DIRECTIONS: Based upon what he has said, his actions, and any other indications, give your opinion of this person's attitude toward the organization.

- ☐ 1. HAS AN ANTAGONISTIC ATTITUDE TOWARD THE ORGANIZATION... WILL DEFINITELY LEAVE THE ORGANIZATION AT THE FIRST OPPORTUNITY.
- ☐ 2. HAS STRONG NEGATIVE ATTITUDE TOWARD ORGANIZATION... IRKED BY RESTRICTIONS... REGARDS ORGANIZATION AS A TEMPORARY STOP UNTIL HE CAN GET SOMETHING BETTER.
- ☐ 3. TENDS TO HAVE AN UNFAVORABLE ATTITUDE TOWARD THE ORGANIZATION... BOTHERED BY MINOR FRUSTRATIONS... WILL QUIT IF THESE CONTINUE.
- ☐ 4. HIS ATTITUDE TOWARD THE ORGANIZATION IS INDIFFERENT... HAS "WAIT AND SEE" ATTITUDE... WOULD LEAVE IF SOMEONE OFFERED HIM SOMETHING BETTER.
- ☐ 5. TENDS TO HAVE FAVORABLE ATTITUDE TOWARD ORGANIZATION... MAKES ALLOWANCES FOR RESTRICTIONS IMPOSED BY WORKING FOR ORGANIZATION... THINKS IN TERMS OF A CAREER IN THE ORGANIZATION.
- ☒ 6. DEFINITELY HAS FAVORABLE ATTITUDE TOWARD THE ORGANIZATION... HARRING AN UNEXPECTED OUTSIDE OPPORTUNITY, WILL PROBABLY ENDEAVOR TO MAKE A CAREER IN THE ORGANIZATION.
- ☐ 7. HAS AN ENTHUSIASTIC ATTITUDE TOWARD THE ORGANIZATION... WILL PROBABLY NEVER CONSIDER WORKING ANY PLACE BUT IN THE ORGANIZATION.

B. DIRECTIONS: Considering others of this person's grade and type of assignment, how would you rate him on potentiality for assumption of greater responsibilities normally indicated by promotion?

- ☐ 1. HAS REACHED THE HIGHEST GRADE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED.
- ☐ 2. IS MAKING PROGRESS, BUT NEEDS MORE TIME IN PRESENT GRADE BEFORE PROMOTION TO A HIGHER GRADE CAN BE RECOMMENDED.
- ☐ 3. IS READY TO TAKE ON RESPONSIBILITIES OF THE NEXT HIGHER GRADE, BUT MAY NEED TRAINING IN SOME AREAS.
- ☐ 4. WILL PROBABLY ADJUST QUICKLY TO THE MORE RESPONSIBLE DUTIES OF THE NEXT HIGHER GRADE.
- ☐ 5. IS ALREADY PERFORMING AT THE LEVEL OF THE NEXT HIGHER GRADE.
- ☒ 6. AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR RAPID ADVANCEMENT.

D. DIRECTIONS: Consider everything you know about this person in making your rating... skill in job duties, conduct on the job, personal characteristics or habits, and special defects or talents.

- ☐ 1. DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED.
- ☐ 2. OF DOUBTFUL SUITABILITY... WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW.
- ☐ 3. A BARELY ACCEPTABLE EMPLOYEE... DEFINITELY BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION.
- ☐ 4. A TYPICAL EMPLOYEE... HE DISPLAYS THE SAME SUITABILITY AS MOST OF THE PEOPLE I KNOW IN THE ORGANIZATION.
- ☐ 5. A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS.
- ☐ 6. AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION.
- ☒ 7. EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION.

SECRET

SECRET**CENTRAL INTELLIGENCE AGENCY**

WASHINGTON 25, D. C.

OFFICE OF THE DIRECTOR

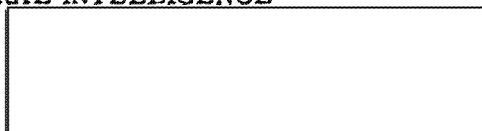
15 JUL 1955

MEMORANDUM FOR: **SUBJECT:** Notification of Membership in the Career Staff

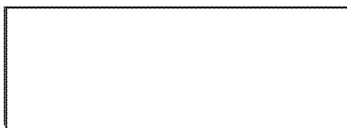
1. On behalf of the Director of Central Intelligence, it gives me pleasure to inform you that your application for membership in the Career Staff has been accepted by the CIA Selection Board. The effective date of your membership is 1 July 1954.

2. Please indicate that you have received this notification by signing in the space provided below and return it to the Head of your Career Service. He will forward it to the Executive Director of the CIA Selection Board.

3. Because your membership in the Career Staff is classified information, it is necessary that this notification be conveyed to you in this manner. The application for membership which you signed has been endorsed on behalf of the Director of Central Intelligence by the Executive Director of the CIA Selection Board and placed in your permanent Official Personnel Folder.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE

Harrison G. Reynolds
Chairman, CIA Selection Board



Career Service Staff
Office of Personnel

Date: 6 Dec 1955

3 JAN 1956

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FIELD REASSIGNMENT QUESTIONNAIRE

DO NOT COMPLETE		FOR HEADQUARTERS USE ONLY	
AUTHENTICATION OF SIGNATURES AND VERIFICATION OF ITEMS 1 THROUGH 7, BELOW			
NAME AND SIGNATURE OF OFFICIAL AT HEADQUARTERS AUTHORIZED TO AUTHENTICATE SIGNATURES AND VERIFY DATA IN ITEMS NOS. 1 THROUGH 7, BELOW		DATE (from item 2)	
		DATE	
TO BE COMPLETED BY EMPLOYEE			
1. DATE OF BIRTH 11 November 1925	2. GRADE GS-12	3. CURRENT POSITION TITLE Area Operations Officer	
4. SERVICE DESIGNATION (if known)	5. CURRENT STATION OR FIELD BASE Vienna Operations Base		
6. OTHER DUTY STATIONS OR FIELD BASES DURING CURRENT TOUR None			7. EXPECTED DATE OF DEPARTURE 15 September 1955
8. WRITE A DESCRIPTION OF YOUR MAJOR DUTIES DURING THE CURRENT TOUR OF DUTY (see special note on Transmittal Form)			
<p>9. PREFERENCE FOR NEXT ASSIGNMENT:</p> <p>A. WRITE A BRIEF DESCRIPTION OF THE TYPE OF WORK YOU WOULD PREFER FOR YOUR NEXT ASSIGNMENT IF IT DIFFERS FROM THAT INDICATED IN ITEM NO. 5, ABOVE. IF YOU HAVE MORE THAN ONE PREFERENCE, INDICATE YOUR CHOICES.</p>			
<p>B. INDICATE WHAT TRAINING YOU BELIEVE YOU SHOULD HAVE IN ORDER TO INCREASE YOUR VALUE TO THE ORGANIZATION (refer to catalog of courses, if available):</p>			

SECRET

9. PREFERENCE FOR NEXT ASSIGNMENT (continued)	
C. INDICATE YOUR PREFERENCE FOR NEXT ASSIGNMENT BY INSERTING NUMBERS 1, 2 AND 3 (1st, 2nd and 3rd choice) IN THE BOXES BELOW:	
<input checked="" type="checkbox"/> RETURN TO MY CURRENT STATION	<input type="checkbox"/> BE ASSIGNED TO HEADQUARTERS FOR A TOUR OF DUTY
<input checked="" type="checkbox"/> BE ASSIGNED TO ANOTHER FIELD STATION <i>St. Louis</i>	
WITH RESPECT TO A POSSIBLE REASSIGNMENT TO ANOTHER FIELD STATION, INDICATE YOUR 1st, 2nd AND 3rd CHOICE FOR GEOGRAPHIC AREA OR SPECIFIC STATION:	
1st CHOICE:	<div style="border: 1px solid black; width: 150px; height: 40px; display: flex; align-items: center; justify-content: center;">[Redacted]</div> <i>St. Louis</i>
2nd CHOICE:	<div style="border: 1px solid black; width: 150px; height: 40px; display: flex; align-items: center; justify-content: center;">[Redacted]</div> <i>St. Louis</i>
3rd CHOICE:	<div style="border: 1px solid black; width: 150px; height: 40px; display: flex; align-items: center; justify-content: center;">[Redacted]</div> <i>St. Louis</i>
10. HOW MUCH LEAVE DO YOU DESIRE BETWEEN ASSIGNMENTS?	
INDICATE NUMBER OF WORK DAYS <u>30</u>	
11. INDICATE THE NUMBER AND AGE OF DEPENDENTS WHO WILL BE TRAVELLING OR MOVING WITH YOU:	
None	
12. SIGNATURE: COMPLETE ITEM NO. 8-1, TRANSMITTAL SHEET, TO INDICATE COMPLETION OF ABOVE PORTION OF THIS FORM.	
TO BE COMPLETED BY SUPERVISOR AT FIELD STATION	
13. IN CONSIDERATION OF THE PAST EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE, HIS EXPRESSED PREFERENCE FOR NEXT ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF THE STATION, INDICATE YOUR RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING:	
<p>This Mission concurs strongly in Subject's request for assignment in Washington. Subject is an outstanding young case officer, an excellent career prospect who we feel will advance rapidly in the organization. He is extremely intelligent, very well motivated, ambitious and determined. Despite his comparative youth, he is already an experienced intelligence officer. Careful attention should be given to his career planning.</p>	
14. SIGNATURE: COMPLETE ITEM NO. 8-2, TRANSMITTAL SHEET, TO INDICATE COMPLETION OF THIS PORTION OF THE FORM.	
TO BE COMPLETED BY APPROPRIATE SUPERVISOR AT HEADQUARTERS	
15. IN CONSIDERATION OF THE PAST EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE, HIS EXPRESSED PREFERENCE FOR NEXT ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF THE DIVISION TO WHICH HE IS CURRENTLY ASSIGNED, INDICATE YOUR RECOMMENDATIONS FOR HIS NEXT ASSIGNMENT AND TRAINING:	
16. NAME OF SUPERVISOR	SIGNATURE:
TITLE:	DATE:
17. REMARKS (additional comment)	
<i>He will be able to place subject in his return. CC/Rer - 7/7/55</i>	

SECRET

SECRET
(When Filled In)

FIELD FITNESS REPORT

The Fitness Report is an important factor in organization personnel management. It seeks to provide:

1. The organization selection board with information of value when considering the application of an individual for membership in the career staff; and
2. A periodic record of job performance as an aid to the effective utilization of personnel.

INSTRUCTIONS

TO THE FIELD ADMINISTRATIVE OR PERSONNEL OFFICER: Consult current field administrative instructions regarding the initiation and transmittal of this report to Headquarters.

TO THE FIELD SUPERVISOR: Read the entire form before attempting to complete any item. As the supervisor who assigns, directs and reviews the work of the individual, you have primary responsibility for evaluating his strengths, weaknesses, and on-the-job effectiveness as

revealed by his day-to-day activities. If this individual has been under your supervision for less than 30 days, you will collaborate, if practicable, with his previous supervisors to make sure the report is accurate and complete. Primary responsibility rests with the current supervisor. It is assumed that, throughout the period this individual has been under your supervision, you have discharged your supervisory responsibility by frequent discussions of his work, so that in a general way he knows where he stands.

5 IT IS OPTIONAL WHETHER OR NOT THIS FITNESS REPORT IS SHOWN TO THE INDIVIDUAL BEING RATED.

SECTION I

1. NAME (Last, first, middle initial) GS-12 Vienna, Austria		2. SEX M	3. SERVICE DESIGNATION Infantry F1
4. DUE DATE OF THIS REPORT 30 November 1954	5. PERIOD COVERED BY THIS REPORT (Inclusive dates) 1 July through 15 November 1954		

SECTION II (To be completed by field supervisor)

6. DATE ASSIGNED RESPONSIBILITY FOR POSITION 14 June 1954	
7. STATE THE SPECIFIC ASSIGNMENTS OR TASKS WHICH ARE TYPICAL OF THOSE GIVEN TO THE EMPLOYEE DURING THE PAST THREE TO SIX MONTHS (List in order of frequency)	
<p align="center">Responsible for the developmental activity, general guidance and directing, reporting and administering, and the file research</p>	

SECTION III (To be completed at headquarters only)

DO NOT COMPLETE - FOR HEADQUARTERS USE ONLY

AUTHENTICATION OF REPORT AND SIGNATURES	
8. THIS REPORT <input type="checkbox"/> WAS <input checked="" type="checkbox"/> WAS NOT SHOWN TO THE INDIVIDUAL BEING RATED.	
9. DATE REPORT AUTHENTICATED AT HQS. DEC 28 1954	10. EL OFFICER AT HEADQUARTERS SIGNATURES

DO NOT COMPLETE - FOR HEADQUARTERS USE ONLY

SECRET
(When Filled In)

SECTION IV

This section is provided as an aid in describing the individual. Your description is not favorable or unfavorable in itself but acquires its meaning in relation to a particular job or assignment. The descriptive words to be interpreted literally.

On the left hand side of the page below are a series of statements that apply in some degree to most people. On the right hand side of the page are four major categories of descriptions. The scale within each category is divided into three small blocks; this is to allow you to make finer distinctions if you so desire. Look at a statement on the left - then check the category on the right which best tells how much the statement applies to the person you are rating. Placing an "X" in the "Not Observed" column means you have no opinion on whether a phrase applies to an individual. Placing an "X" in the "Does Not Apply" column means that you have a definite opinion that the description is not at all suited to the individual.

OFFICE OF PERSONNEL
JAN 13 4 07 PM '55
MAIL ROOM

STATEMENTS	SAMPLES	CATEGORIES					
		NOT OBSERVED	DOES NOT APPLY	APPLIES TO A LIMITED DEGREE	APPLIES TO A REASONABLE DEGREE	APPLIES TO AN ABOVE AVERAGE DEGREE	APPLIES TO AN OUTSTANDING DEGREE
A. ABLE TO SEE ANOTHER'S POINT OF VIEW.				X			
B. PRACTICAL.						X	
1. A GOOD REPORTER OF EVENTS.							X
2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES.						X	
3. CAUTIOUS IN ACTION.						X	
4. HAS INITIATIVE.							X
5. UNEMOTIONAL.					X		
6. ANALYTIC IN HIS THINKING.							X
7. CONSTANTLY STRIVING FOR NEW KNOWLEDGE AND IDEAS.							X
8. GETS ALONG WITH PEOPLE AT ALL SOCIAL LEVELS.					X		
9. HAS SENSE OF HUMOR.						X	
10. KNOWS WHEN TO SEEK ASSISTANCE.						X	
11. CALM.						X	
12. CAN GET ALONG WITH PEOPLE.					X		
13. MINDFUL FOR FACTS.							X
14. GETS THINGS DONE.							X
15. KEEPS ORIENTED TOWARD LONG TERM GOALS.						X	
16. CAN COPE WITH EMERGENCIES.						X	
17. HAS HIGH STANDARDS OF ACCOMPLISHMENT.							X
18. HAS STAMINA CAN KEEP GOING A LONG TIME.					X		
19. HAS WIDE RANGE OF INFORMATION.							X
20. SHOWS ORIGINALITY.							X
21. ACCEPTS RESPONSIBILITIES.					X		
22. ADMITS HIS ERRORS.					X		
23. RESPONDS WELL TO SUPERVISION.						X	
24. EVEN DISPOSITION.					X		
25. ABLE TO DO HIS JOB WITHOUT STRONG SUPPORT.						X	

SECRET

SECRET
(When Filled In)

26. CAN THINK ON HIS FEET.						X			
27. COMES UP WITH SOLUTIONS TO PROBLEMS.								X	
28. STIMULATING TO ASSOCIATES; A "SPARK PLUG".						X			
29. TOUGH MINDED.						X			
30. OBSERVANT.						X			
31. CAPABLE.								X	
32. CLEAR THINKING.								X	
33. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS.						X			
34. EVALUATES SELF REALISTICALLY.						X			
35. WELL INFORMED ABOUT CURRENT EVENTS.							X		
36. DELIBERATE.						X			
37. EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES.							X		
38. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS.	X								
39. THOUGHTFUL OF OTHERS.					X				
40. WORKS WELL UNDER PRESSURE.						X			
41. DISPLAYS JUDGEMENT.							X		
42. GIVES CREDIT WHERE CREDIT IS DUE.	X								
43. HAS DRIVE.								X	
44. IS SECURITY CONSCIOUS.						X			
45. VERSATILE.							X		
46. HIS CRITICISM IS CONSTRUCTIVE.							X		
47. ABLE TO INFLUENCE OTHERS.							X		
48. FACILITATES SMOOTH OPERATION OF HIS OFFICE.							X		
49. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION.							X		
50. A GOOD SUPERVISOR.						X			

SECTION V

4. WHAT ARE HIS OUTSTANDING STRENGTHS? Basic brain power, ambition, determination, organizational ability, education, area knowledge, language ability, social poise, experience, aggressiveness. Writes extremely well, effectively presenting complicated material. Deeply interested in his work, anxious to learn more about it. Has unusually thorough grounding in tradecraft. Understands "policy" aspect of operations--relationships with other agencies, etc.--to much greater degree than others his grade and experience.

2. WHAT ARE HIS OUTSTANDING WEAKNESSES? Subj accepts responsibility, but sometimes fails to carry on with it; he has great charm when interested in using it, but has had increasing difficulties in relationships with office staff because of impression he gives of own importance. Tends to blame circumstance for personal failure to follow through on assignments effected by personal relations. Wants to be in "inner circle" and tends to sulk when he feels he is not, or when things do not go entirely to his satisfaction.

SECRET
(When Filled In)

OFFICE OF PERSONNEL

C. INDICATE IF YOU THINK THAT ANY SINGLE STRENGTH OR WEAKNESS OUTWEIGHS ALL OTHER CONSIDERATIONS. Mental ability, motivation, enthusiasm, experience, etc. *Other considerations which would not have been remarked in an officer of less ability.*

D. DO YOU FEEL THAT HE REQUIRES CLOSE SUPERVISION? ☐ NO ☐ YES. IF YES, WHY?
Only that in the sense that an outstanding employee should be expected to need supervision at all times to see that his career develops as fully as can be expected.

E. WHAT TRAINING DO YOU RECOMMEND FOR THIS INDIVIDUAL?

Any advanced operations training which he may not have had.

F. OTHER COMMENTS (Indicate here general traits, specific habits or characteristics not covered elsewhere in the report but which have a bearing on effective utilization of this person):

Subject is an outstanding young officer.

SECTION VI

Read all descriptions before rating. Place "X" in the most appropriate box under subsections A,B,C,D.

A. DIRECTIONS: Consider only the skill with which the person has performed the duties of his job and rate him accordingly.

- ☐ 1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
- ☐ 2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS NO SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES COMPETENTLY.
- ☐ 3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
- ☐ 4. PERFORMS DUTIES IN A TYPICALLY COMPETENT, EFFECTIVE MANNER.
- ☒ 5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
- ☐ 6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE RATER.

IS THIS INDIVIDUAL BETTER QUALIFIED FOR WORK IN SOME OTHER AREA? ☒ NO ☐ YES. IF YES, WHAT?

C. DIRECTIONS: Based upon what he has said, his actions, and any other indications, give your opinion of this person's attitude toward the organization.

- ☐ 1. HAS AN ANTAGONISTIC ATTITUDE TOWARD THE AGENCY... WILL DEFINITELY LEAVE THE ORGANIZATION AT THE FIRST OPPORTUNITY.
- ☐ 2. HAS STRONG NEGATIVE ATTITUDE TOWARD ORGANIZATION... LINKED BY RESTRICTIONS... REGARDS AGENCY AS A TEMPORARY STOP UNTIL HE CAN GET SOMETHING BETTER.
- ☐ 3. TENDS TO HAVE AN UNFAVORABLE ATTITUDE TOWARD THE ORGANIZATION... BOTHERED BY MINOR FRUSTRATIONS... WILL QUIT IF THESE CONTINUE.
- ☐ 4. HIS ATTITUDE TOWARD THE ORGANIZATION IS INDIFFERENT... HAS "WAIT AND SEE" ATTITUDE... WOULD LEAVE IF SOMEONE OFFERED HIM SOMETHING BETTER.
- ☐ 5. TENDS TO HAVE FAVORABLE ATTITUDE TOWARD ORGANIZATION... MAKES ALLOWANCES FOR RESTRICTIONS IMPOSED BY WORKING FOR ORGANIZATION... THINKS IN TERMS OF A CAREER IN THE ORGANIZATION.
- ☒ 6. DEFINITELY HAS FAVORABLE ATTITUDE TOWARD THE ORGANIZATION... BARRING AN UNEXPECTED OUTSIDE OPPORTUNITY, WILL PROBABLY ENDEAVOR TO MAKE A CAREER IN THE ORGANIZATION.
- ☐ 7. HAD AN ENTHUSIASTIC ATTITUDE TOWARD THE ORGANIZATION... WILL PROBABLY NEVER CONSIDER WORKING ANY PLACE BUT IN THE ORGANIZATION.

B. DIRECTIONS: Considering others of this person's grade and type of assignment, how would you rate him on potentiality for assumption of greater responsibilities than normally indicated by promotion.

- ☐ 1. HAS REACHED THE HIGHEST GRADE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED.
- ☐ 2. IS MAKING PROGRESS, BUT NEEDS MORE TIME IN PRESENT GRADE BEFORE PROMOTION TO A HIGHER GRADE CAN BE RECOMMENDED.
- ☐ 3. IS READY TO TAKE ON RESPONSIBILITIES OF THE NEXT HIGHER GRADE, BUT MAY NEED TRAINING IN SOME AREAS.
- ☐ 4. WILL PROBABLY ADJUST QUICKLY TO THE MORE RESPONSIBLE DUTIES OF THE NEXT HIGHER GRADE.
- ☐ 5. IS ALREADY PERFORMING AT THE LEVEL OF THE NEXT HIGHER GRADE.
- ☒ 6. AN EXCEPTIONAL PERSON AND IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR RAPID ADVANCEMENT.

D. DIRECTIONS: Consider everything you know about this person in making your rating... skill in job duties, conduct on the job, personal characteristics or habits, and special defects or talents.

- ☐ 1. DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED.
- ☐ 2. OF DOUBTFUL SUITABILITY... WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW.
- ☐ 3. A BARELY ACCEPTABLE EMPLOYEE... DEFINITELY BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION.
- ☐ 4. A TYPICAL EMPLOYEE... HE DISPLAYS THE SAME SUITABILITY AS MOST OF THE PEOPLE I KNOW IN THE ORGANIZATION.
- ☐ 5. A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS.
- ☐ 6. AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION.
- ☒ 7. EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION.

SECRET

STATUS AND EFFICIENCY REPORT

(1051)

SECTION 1 THROUGH 6 WILL BE COMPLETED BY EMPLOYEE

NAME (PRINTED) LAST FIRST MIDDLE: [REDACTED] CAT. RATING: G-11 SALARY: [REDACTED] DATE OF ASSIGNMENT TO PRESENT DUTY: 15 June 1951

DESCRIPTION OF DUTIES SINCE LAST EFFICIENCY REPORT (LIST MOST RECENT FIRST, BE SPECIFIC CONCISELY BUT FULLY)

chief of CE section, planning, coordinating and directing activity of VPC under chief of operations. case officer, handling primary CE cases.

IF COURSES OF INSTRUCTION WERE COMPLETED DURING PERIOD OF THIS REPORT, LIST TITLE, LOCATION OF SCHOOL, LENGTH OF COURSE AND DATE COMPLETED. NONE.

PROFICIENCY IN FOREIGN LANGUAGE

LANGUAGE	READING	HEARING	UNDERSTANDING	WRITING	CONVERSATION
French	X			X	X
German	X			X	X
Italian		X		X	X

3. MY PREFERENCE FOR NEXT DUTY AFTER TERMINATION OF CURRENT ASSIGNMENT IS (IF IN US-SO STATE) LOCATION OF DUTY

intelligence officer U.S.
" " Europe

(LIST ONE OR MORE IN ORDER OF PREFERENCE)

HAVE THERE BEEN ANY CHANGES IN PERSONAL STATUS SINCE ORIGINAL EMPLOYMENT OR LAST REPORT - WHICHEVER IS LATER?

MARITAL STATUS: YES [] NO [X] NUMBER OF DEPENDENTS: YES [] NO [X] EMERGENCY ADDRESSEE: YES [] NO [X] LEGAL ADDRESS: YES [] NO [X]

IF THE ANSWER TO ANY OF THE ABOVE IS YES ATTACH A SEPARATE DETAILED REPORT IN DUPLICATE HERETO IN THE CASE OF MARRIAGE, THE REPORT WILL INCLUDE NAMES, ADDRESSES AND CITIZENSHIP OF SPOUSE, FATHER-IN-LAW, MOTHER-IN-LAW, BROTHERS-IN-LAW AND SISTERS-IN-LAW.

27 May 1954
DATE

[REDACTED SIGNATURE]

SECTIONS 7 THROUGH 11 TO BE COMPLETED BY IMMEDIATE SUPERVISOR

PERIOD COVERED BY THIS REPORT: DATE FROM 1/7/53 DATE TO 30/4/54

OCCASION FOR REPORT: ANNUAL [X] REASSIGNMENT OF REPORTING OFFICER [] PROPOSED REASSIGNMENT OF EMPLOYEE REPORTED ON [] COVERING INITIAL 90 DAYS OF EMPLOYMENT []

IS THIS EMPLOYEE QUALIFIED TO PERFORM ALL PRESENT DUTIES? YES [X] NO [] IS EMPLOYEE BETTER QUALIFIED FOR OTHER DUTIES? YES [] NO [X] IF SO, WHAT DUTY OR DUTIES

DO YOU CONCUR IN EMPLOYEE'S DESCRIPTION OF DUTIES UNDER SECTION 2? YES [X] NO [] IF NO, EXPLAIN IN SECTION 11

HAS EMPLOYEE STRIVEN FOR PROFESSIONAL IMPROVEMENT? YES [X] NO [] DO YOU RECOMMEND EMPLOYEE FOR PROMOTION? YES [X] NO [] IF SO, TO WHAT GRADE AND FOR WHAT POSITION? See EAVA-7058

FOR EACH FACTOR OBSERVED CHECK THE APPROPRIATE BOX TO INDICATE HOW THE EMPLOYEE COMPARES WITH ALL OTHERS OF THE SAME CLASSIFICATION WHOSE PROFESSIONAL ABILITIES ARE KNOWN TO YOU PERSONALLY. DO NOT LIMIT THIS COMPARISON TO THE OTHERS NOW UNDER YOUR SUPERVISION. DO NOT HESITATE TO MARK NOT OBSERVED ON ANY QUALITY WHEN APPROPRIATE.

RATING FACTORS	NOT OBSERVED	UNSATISFACTORY	FAIR	GOOD	VERY GOOD	EXCELLENT	OUTSTANDING
A. ABILITY TO WORK AND GET ALONG WITH PEOPLE					X		
B. INTEREST AND ENTHUSIASM IN WORK							X
C. SECURITY CONSCIOUSNESS						X	
D. ABILITY TO GRASP INSTRUCTIONS AND PLANS						X	
E. ATTENTION TO DUTY						X	X
F. JUDGMENT AND COMMON SENSE						X	
G. ABILITY TO OBTAIN RESULTS AND GET THINGS DONE						X	
H. DISCRETION						X	X
I. INITIATIVE						X	
J. ABILITY TO HANDLE AND DIRECT PEOPLE						X	
K. PERFORMANCE OF PRESENT DUTIES (ITEM 2)						X	
L. ABILITY TO EVALUATE INTELLIGENCE INFORMATION						X	
M. TACT					X		
N. SAGACITY (NON-CURLIBILITY)						X	
O. LEADERSHIP						X	
P. PHYSICAL STAMINA						X	
Q. MENTAL STAMINA					X		

INDICATE YOUR ATTITUDE TOWARD HAVING THIS EMPLOYEE UNDER YOUR COMMAND OR SUPERVISION WOULD YOU DEFINITELY [] PREFER HIM? [] BE SATISFIED [] BE PLEASED [] PARTICULARLY []

NOT WANT HIM? [] HAVE HIM? [] TO HAVE HIM? [] TO HAVE HIM? []

ENTER HERE ANY DESIRED REMARKS PERTAINING TO EMPLOYEE'S QUALIFICATIONS OR TASKS THEREON WHICH ARE CONSIDERED PERTINENT TO THE EVALUATION OF THIS EMPLOYEE. OUTSTANDING ASSETS AND OR SERIOUS LIMITATIONS SHOULD BE STATED ALSO REASONS FOR AND RECOMMENDATIONS AS TO PLACEMENT WILL BE GIVEN BY SUPERVISOR TO HIS SUPERIOR.

1. Subject is a brilliant young intelligence officer. He is unusually intelligent, quick and perceptive. He writes forcefully, organizes his material well and has an excellent manner and presence. He is vitally interested in his work and has made a systematic study of it. [REDACTED]

He is well read and has an unusually good grasp of politics and has an excellent background in history. He has travelled in Europe considerably and has lived abroad (on his own hook) much of his adult life. In Vienna, he has learned German well.

(IF ADDITIONAL SPACE IS NEEDED ATTACH EXTRA SHEET)

1 July 1954
DATE

[REDACTED SIGNATURE]
[REDACTED SIGNATURE]

IF REVIEWING OFFICER OR CHIEF OF STATION DOES NOT CONCUR WITH THIS REPORT EXCEPTIONS WILL BE STATED IN SPACE PROVIDED ON THE REVERSE SIDE HEREOF.

UNDER NO CIRCUMSTANCES IS THIS REPORT TO BE SHOWN TO THE EMPLOYEE REPORTED ON

CONFIDENTIAL

CONFIDENTIAL

2. Subject's weaknesses, which because of his outstanding ability and promise are rather magnified in this assessment, lie mainly in his occasionally faulty human relations. Subject rejects much of the social life which is customarily associated (although not necessarily for the best) with Kubark field posts. His interests, aside from his work, are primarily intellectual and artistic. These interests, coupled with his at best pro forma fulfilling of the customary Kubark social protocols, definitely weaken his relationship with the rest of the staff.

3. Subject comes from a service environment and was himself [] when very young. This early environment and training has, probably without Subject's being aware of it, caused him to expect of others a devotion to duty and self discipline which is rarely to be found. These high standards have caused Subject to discount to some degree the abilities of the clerical staff and, to a lesser degree, other junior personnel.

4. A second weakness probably results from Subject's consistently successful career. He has, without any effort on his own part, frequently if not invariably found himself closely associated with "management" and regarded by the "management" as being unusually talented. This has caused him to expect his work to receive special attention which is not always warranted. When this does not happen, he tends to pout.

5. There is no question in the writer's mind but what Subject would be an outstanding addition to any office in the Agency. He has, as far as can be seen now, an unlimited growth potential. His minor faults will correct themselves with maturity and increasing experience.

CONFIDENTIAL

ND EFFICIENCY REPORT

INSTRUCTIONS ON REVERSE SIDE

1. NAME (PRINTED) LAST FIRST MIDDLE CAC RATING SALARY DATE OF ASSIGNMENT
 2. DESCRIPTION OF DUTIES SINCE LAST EFFICIENCY REPORT. (LIST MOST RECENT FIRST, DESCRIBE CONCISELY BUT FULLY)
 3. IF COURSES OF INSTRUCTION WERE COMPLETED DURING PERIOD OF THIS REPORT LIST TITLE, LOCATION OF SCHOOL, LENGTH OF COURSE AND DATE COMPLETED
 4. PROFICIENCY IN FOREIGN LANGUAGES
 5. MY PREFERENCE FOR NEXT DUTY AFTER TERMINATION OF CURRENT ASSIGNMENT IS: (IF IN US-NO STATE) TYPE OF DUTY LOCATION
 6. HAVE THERE BEEN ANY CHANGES IN PERSONAL STATUS SINCE ORIGINAL EMPLOYMENT OR LAST REPORT - WHICHEVER IS LATER?
 MARITAL STATUS YES NO NUMBER OF DEPENDENTS YES NO EMERGENCY ADDRESSEE YES NO LEGAL ADDRESS YES NO
 IF THE ANSWER TO ANY OF THE ABOVE IS YES, ATTACH A SEPARATE DETAILED REPORT IN (INDICATE HERE) IN THE CASE OF MARRIAGE, THE REPORT WILL INCLUDE NAMES, ADDRESSES, AND CITIZENSHIP OF OTHERS. IN-LAW AND SISTERS-IN-LAW.
 DATE
 SIGNATURE OF EMPLOYEE

SECTIONS 7 THROUGH 11 TO BE COMPLETED BY IMMEDIATE SUPERVISOR

7. PERIOD COVERED BY THIS REPORT
 DATE FROM DATE TO
 OCCASION FOR REPORT
 ANNUAL REASSIGNMENT OF REPORTING OFFICER PROPOSED REASSIGNMENT OF EMPLOYEE REPORTED ON COVERING INITIAL 90 DAYS OF EMPLOYMENT
 8. IS THIS EMPLOYEE QUALIFIED TO PERFORM ALL PRESENT DUTIES? YES NO IS EMPLOYEE BETTER QUALIFIED FOR OTHER DUTIES? YES NO IF SO, WHAT DUTY OR DUTIES
 DO YOU CONCUR IN EMPLOYEE'S DESCRIPTION OF DUTIES UNDER SECTION 2? YES NO IF NO, EXPLAIN IN SECTION 11
 HAS EMPLOYEE STRIVEN FOR PROFESSIONAL IMPROVEMENT? YES NO DO YOU RECOMMEND EMPLOYEE FOR PROMOTION? YES NO IF SO, TO WHAT GRADE AND FOR WHAT POSITION?
 9. FOR EACH FACTOR OBSERVED CHECK THE APPROPRIATE BOX TO INDICATE HOW THE EMPLOYEE COMPARES WITH ALL OTHERS OF THE SAME CLASSIFICATION WHOSE PROFESSIONAL ABILITIES ARE KNOWN TO YOU PERSONALLY. DO NOT LIMIT THIS COMPARISON TO THE OTHERS NOW UNDER YOUR SUPERVISION. DO NOT HESITATE TO MARK NOT OBSERVED ON ANY QUALITY WHEN APPROPRIATE.
 RATING FACTORS NOT OBSERVED UNSATISFACTORY FAIR GOOD VERY GOOD EXCELLENT OUTSTANDING
 A. ABILITY TO WORK AND GET ALONG WITH PEOPLE
 B. INTEREST AND ENTHUSIASM IN WORK
 C. SECURITY CONSCIOUSNESS
 D. ABILITY TO GRASP INSTRUCTIONS AND PLANS
 E. ATTENTION TO DUTY
 F. JUDGMENT AND COMMON SENSE
 G. ABILITY TO OBTAIN RESULTS AND GET THINGS DONE
 H. DISCRETION
 I. INITIATIVE
 J. ABILITY TO HANDLE AND DIRECT PEOPLE
 K. PERFORMANCE OF PRESENT DUTIES (ITEM 2)
 L. ABILITY TO EVALUATE INTELLIGENCE INFORMATION
 M. TACT
 N. SAGACITY (NON-GULLIBILITY)
 O. LEADERSHIP
 P. PHYSICAL STAMINA
 Q. MENTAL STAMINA
 10. INDICATE YOUR ATTITUDE TOWARD HAVING THIS EMPLOYEE UNDER YOUR COMMAND OR SUPERVISION WOULD YOU
 DEFINITELY PREFER NOT TO HAVE HIM? BE SATISFIED BE PLEASED PARTICULARLY DESIRE HIM?
 11. ENTER HERE ANY DESIRED REMARKS PERTAINING TO PARTICULAR QUALIFICATIONS OR LACK THEREOF WHICH ARE CONSIDERED PERTINENT TO THE EVALUATION OF THIS EMPLOYEE. OUTSTANDING ASSETS AND OR SERIOUS LIMITATIONS SHOULD BE STATED ALSO REASONS FOR AND RECOMMENDATIONS AS TO REASSIGNMENT WILL BE GIVEN IF APPROPRIATE TO THIS REPORT.

COMMENT ATTACHED

(IF ADDITIONAL SPACE IS NEEDED ATTACH EXTRA SHEET)

8 Sept 53

DATE

(IF REVIEWING OFFICER OR CHIEF OF STATION DOES NOT CONCUR WITH THIS REPORT, EXCEPTIONS WILL BE STATED IN SPACE PROVIDED ON THE REVERSE SIDE HEREOF)

SIGNATURE OF REVIEWING OFFICER

SIGNATURE OF REVIEWING OFFICER

UNDER NO CIRCUMSTANCES IS THIS REPORT TO BE SHOWN TO THE EMPLOYEE REPORTED ON

CONFIDENTIAL

SECRET

Attachment to EAVA-4351

K A P O K

23 September 1953

1. Subject has completed a two-year tour at VOR and after home leave has returned here for another two years. [REDACTED]

2. Subject has a notably orderly mind, unusual intelligence, and a remarkable interest in his work. He is able to handle a variety of tasks at one time. Although Subject has had a variety of agent-handling experience, [REDACTED]

[REDACTED] We believe this will give him the experience and depth necessary to support his already good theoretical knowledge. Subject is extremely well disciplined personally. Unfortunately and unrealistically, he sometimes expects other persons to have similar self-discipline. He also tends in other ways to disregard the human elements ever present in intelligence operations. However, there is no question in my mind but that additional experience will cure both of these very minor faults.

3. I have every reason to believe that Subject will be ready [REDACTED]


Morton A. Woolley

SECRET

CONFIDENTIAL
STATUS AND EFFICIENCY REPORT
(SEE INSTRUCTIONS ON REVERSE SIDE)

(1151)

SECTIONS 1 THROUGH 6 WILL BE COMPLETED BY EMPLOYEE. TYPEWRITER WILL BE USED IF POSSIBLE.

1. NAME (PRINTED) LAST FIRST MIDDLE CAP RATING SALARY DATE OF ASSIGNMENT TO PRESENT DUTY

2. DESCRIPTION OF DUTIES SINCE LAST EFFICIENCY REPORT. LIST MOST RECENT FIRST. DESCRIBE CONCISELY BUT FULLY.

(1)

3. IF COURSES OF INSTRUCTION WERE COMPLETED DURING PERIOD OF THIS REPORT, LIST TITLE, LOCATION OR SCHOOL, LENGTH OF COURSE AND DATE COMPLETED. None

4. PROFICIENCY IN FOREIGN LANG. READING SITTING UNDERSTANDING

	EXC	GOOD	FAIR	EXC	GOOD	FAIR	EXC	GOOD	FAIR
French	X			X			X		
German		X					X	X	
Italian			X			X			X

5. MY PREFERENCE FOR NEXT DUTY AFTER TERMINATION OF CURRENT ASSIGNMENT IS, (IF IN US SO STATE) TYPE OF DUTY LOCATION

Case Officer Vienna/Eastern Europe

(LIST ONE OR MORE IN ORDER OF PREFERENCE)

6. HAVE THERE BEEN ANY CHANGES IN PERSONAL STATUS SINCE ORIGINAL EMPLOYMENT OR LAST REPORT - WHICHEVER IS LATEST?

MARITAL STATUS YES NO NUMBER OF DEPENDENTS YES NO EMERGENCY ADDRESSEE YES NO LEGAL ALIEN YES NO

IF THE ANSWER TO ANY OF THE ABOVE IS YES, ATTACH A SEPARATE DETAILED REPORT IN DUPLICATE HEREIN IN THE CASE OF MARRIAGE. THE REPORT WILL INCLUDE NAMES, ADDRESSES, AND CITIZENSHIP OF SPOUSE, FATHER-IN-LAW, MOTHER-IN-LAW, BROTHERS-IN-LAW AND SISTERS-IN-LAW.

5 June 1952
DATE

SECTIONS 7 THROUGH 11 TO BE COMPLETED BY IMMEDIATE SUPERVISOR

7. PERIOD COVERED BY THIS REPORT OCCASION FOR REPORT

June 1951 DATE TO June 1952

ANNUAL ☒ REASSIGNMENT OF REPORTING OFFICER ☐ PROMOTED REASSIGNMENT OF EMPLOYEE REPORTED ON ☐ COVERING INITIAL 90 DAYS OF EMPLOYMENT ☐

8. IS THIS EMPLOYEE QUALIFIED TO PERFORM ALL PRESENT DUTIES? YES NO IS EMPLOYEE BETTER QUALIFIED FOR OTHER DUTIES? YES NO IF SO, WHAT DUTY OR DUTIES

DO YOU CONCUR IN EMPLOYEE'S DESCRIPTION OF DUTIES UNDER SECTION 2? YES NO IF NO, EXPLAIN IN SECTION 11

HAS EMPLOYEE STRIVEN FOR PROFESSIONAL IMPROVEMENT? YES NO DO YOU RECOMMEND EMPLOYEE FOR PROMOTION? YES NO IF SO, TO WHAT GRADE AND POSITION?

GS-11

9. FOR EACH FACTOR OBSERVED CHECK THE APPROPRIATE BOX TO INDICATE HOW THE EMPLOYEE COMPARES WITH ALL OTHERS OF THE SAME CLASSIFICATION WHOSE PROFESSIONAL ABILITIES ARE KNOWN TO YOU PERSONALLY. DO NOT LIMIT THIS COMPARISON TO THE OTHERS NOW UNDER YOUR SUPERVISION. DO NOT HESITATE TO MARK NOT OBSERVED ON ANY QUALITY WHEN APPROPRIATE

RATING FACTORS	NOT OBSERVED	UNSATISFACTORY	FAIR	GOOD	VERY GOOD	EXCELLENT	OUTSTANDING
A. ABILITY TO WORK AND GET ALONG WITH PEOPLE						X	
B. INTEREST AND ENTHUSIASM IN WORK							X
C. SECURITY CONSCIOUSNESS						X	
D. ABILITY TO GRASP INSTRUCTIONS AND PLANS						B	
E. ATTENTION TO DUTY							X
F. JUDGMENT AND COMMON SENSE							X
G. ABILITY TO OBTAIN RESULTS AND GET THINGS DONE							X
H. DISCRETION						X	
I. INITIATIVE							X
J. ABILITY TO HANDLE AND DIRECT PEOPLE						X	
K. PERFORMANCE OF PRESENT DUTIES (ITEM 2)							X
L. ABILITY TO EVALUATE INTELLIGENCE INFORMATION						X	
M. FACT						X	
N. SAGACITY (NON-QUALIFIABILITY)						X	
O. LEADERSHIP						X	
P. PHYSICAL STAMINA						X	
Q. MENTAL STAMINA						X	

10. INDICATE YOUR ATTITUDE TOWARD HAVING THIS EMPLOYEE UNDER YOUR COMMAND OR SUPERVISION. WOULD YOU: DEFINITELY PREFER NOT TO HAVE HIM? BE SATISFIED TO HAVE HIM? BE PLEASED TO HAVE HIM? PARTICULARLY DESIRE HIM?

11. ENTER HERE ANY DESIRED REMARKS PERTAINING TO PARTICULAR QUALIFICATIONS OR LACK THEREOF WHICH ARE CONSIDERED PERTINENT TO THE EVALUATION OF THIS EMPLOYEE. ORGANIZATIONAL ASSESS AND OR SERIOUS LIMITATIONS SHOULD BE STATED. ALSO REASONS FOR AND RECOMMENDATIONS AS TO REASSIGNMENT WILL BE GIVEN IF APPROPRIATE TO THIS REPORT.

At the close of one year in the field, Subj has shown every indication of becoming an outstanding case officer. Subj gives each of his operations a maximum amount of far planning and pays unusual attention to details. If Subj continues to develop as he has in the past, and after additional experience in agent handling, he will be ready for increased executive responsibilities, along the line of Deputy Operations chief, within a year.

IF ADDITIONAL SPACE IS NEEDED ATTACH EXTRA SHEET

11 June '52
DATE

REVIEWING OFFICER OR CHIEF OF STATION DOES NOT CONCUR WITH THIS REPORT. EXCEPTIONS WILL BE STATED IN SPACE PROVIDED ON THE REVERSE SIDE HEREIN

UNDER NO CIRCUMSTANCES IS THIS REPORT TO BE SHOWN TO THE EMPLOYEE REPORTED ON

Signature of Reporting Officer: Martin A. Woolley
Signature of Reviewing Officer: H. P. [illegible]

APR 1952

CONFIDENTIAL

CONFIDENTIAL
STATUS AND EFFICIENCY REPORT

USE INSTRUCTIONS ON REVERSE SIDE

SECTIONS 1 THROUGH 6 WILL BE COMPLETED BY EMPLOYEES

TYPEWRITER WILL BE USED IF POSSIBLE

SECTIONS 1 THROUGH 6 WILL BE COMPLETED BY EMPLOYER				TYPEWRITER WILL BE USED IF POSSIBLE		
1. NAME (PRINTED)	LAST	FIRST	MIDDLE	CAT. RATING	SALARY	DATE OF ASSIGNMENT TO PRESENT DUTY
				GS-9	\$4600.	15 June 1951

2. INNOVATION OR IMPROVEMENT SINCE LAST EFFICIENCY REPORT. (LIST MOST RECENT FIRST, DESCRIBE CONCISELY BUT FULLY)

7. If courses of instruction were completed during period of this report list title, location of school, length of course and date completed. None.

4. PROFICIENCY IN FOREIGN LANGUAGE	READING		SPEAKING		UNDERSTANDING	
	EXC	GOOD FAIR	EXC	GOOD FAIR	EXC	GOOD FAIR
French	X		X		X	
German					X	X
Italian		X		X		X

0. HAVE THERE BEEN ANY CHANGES IN PERSONAL STATUS SINCE ORIGINAL EMPLOYMENT OR LAST REPORT - WHICHEVER IS LATER?

MARITAL STATUS	YES	NUMBER OF DEPENDENTS	YES	EMERGENCY ADDRESSEE	YES	LEGAL ADDRESS	YES
	X NO		X NO		X NO		X NO

IF THE ANSWER TO ANY OF THE ABOVE IS YES, ATTACH A SEPARATE DETAILED REPORT IN TRIPLICATE HERETO IN THE CASE OF MAJORITIES. THE REPORTS WILL INCLUDE NAMES, ADDRESSES, AND CITIZENSHIP OF SPOUSE, FATHER-IN-LAW, MOTHER-IN-LAW, BROTHERS-IN-LAW, AND SISTERS-IN-LAW.

17 September 1951

DATE

SECTIONS 7 THROUGH 11 TO BE COMPLETED BY IMMEDIATE SUPERVISOR

7. PERIOD COVERED BY THIS REPORT
DATE FROM 16 Jun '51 DATE TO 18 Sep '51
OCCASION FOR REPORT
ANNUAL ☒ REASSIGNMENT OF REPORTING OFFICER ☐ PROMISED REASSIGNMENT OF EMPLOYEE REPORTED ON ☐ CARRYING INITIAL ☐ DAYS OF EMPLOYMENT ☒

6. IS THIS EMPLOYEE QUALIFIED TO PERFORM ALL PRESENT DUTIES? ☒ YES ☐ NO IS EMPLOYEE BEATER QUALIFIED FOR OTHER DUTIES? ☒ YES ☐ NO IF SO, WHAT DUTY OR DUTIES
Time could be better used as an

ops analyst than doing routine photo work. This will be taken care of when T/O filled;-----

DO YOU CONCUR IN EMPLOYEE'S DESCRIPTION OF DUTIES UNDER SECTION 2? ☒ YES ☐ NO IF NO EXPLAIN IN SECTION II

HAS EMPLOYEE STRIVEN FOR ☒ YES ☐ NO DO YOU RECOMMEND EMPLOYEE ☒ YES ☐ NO IF SO TO WHAT GRADE AND FOR WHAT POSITION?

PROFESSIONAL IMPROVEMENT SET? ☐ YES ☒ NO FOR PROMOTION? ☒ YES ☐ NO

9. FOR EACH FACTOR OBSERVED CHECK THE APPROPRIATE BOX TO INDICATE HOW THE EMPLOYEE COMPARES WITH ALL OTHERS OF THE SAME CLASSIFICATION WHOSE PROFESSIONAL ABILITIES ARE KNOWN TO YOU PERSONALLY. DO NOT FILL THIS COMPARED TO THE OTHERS NOW UNDER YOUR SUPERVISION, DO NOT HESITATE TO MARK NOT OBSERVED ON ANY QUALITY WHEN APPROPRIATE.

RATING FACTORS	NOT OBSERVED	UNSATISFACTORY	FAIR	GOOD	VERY GOOD	EXCELLENT	OUTSTANDING
A. ABILITY TO WORK AND GET ALONG WITH PEOPLE						X	
B. INTEREST AND ENTHUSIASM IN WORK						X	
C. SECURITY CONSCIOUSNESS						X	
D. ABILITY TO GRASP INSTRUCTIONS AND PLANS						X	
E. ATTENTION TO DUTY						X	
F. JUDGMENT AND COMMON SENSE						X	
G. ABILITY TO OBTAIN RESULTS AND GET THINGS DONE						X	
H. DISCRETION						X	
I. INITIATIVE						X	
J. ABILITY TO HANDLE AND DIRECT PEOPLE					X		
K. PERFORMANCE OF PRESENT DUTIES (ITEM 2)					X		
L. ABILITY TO EVALUATE INTELLIGENCE INFORMATION					X		
M. LACK						X	
N. SAGACITY (NON-CREDIBILITY)						X	
O. LEADERSHIP	X						
P. PHYSICAL STAMINA						X	
Q. MENTAL STAMINA	X						

10. INDICATE YOUR ATTITUDE TOWARD HAVING THIS EMPLOYEE UNDER YOUR COMMAND OR SUPERVISION. WOULD YOU DEFINITELY PREFER NOT BE PLEASED PARTICULARLY NOT WANT HIM? TO HAVE HIM? BE SATISFIED TO HAVE HIM? TO HAVE HIM? TO HAVE HIM? TO HAVE HIM? ☒

7. ENTER HERE ANY DESIRED REMARKS PERTAINING TO PARTICULAR QUALIFICATIONS OR LACK THEREOF WHICH ARE CONSIDERED PERTINENT TO THE EVALUATION OF THIS EMPLOYEE. OUTSTANDING ACHIEVEMENTS AND/OR SERIOUS LIMITATIONS SHOULD BE STATED ALSO. REASONS FOR AND RECOMMENDATIONS AS TO REASSIGNMENT WILL BE GIVEN IF APPROPRIATE TO THIS REPORT.

Subject appears to be an excellent prospect for operational work. He is intelligent, quick to learn, and hard working. He approaches problems systematically and with forethought. He has an excellent background in history and is well up on current events.

(B) ADDITIONAL SPACE IS NEEDED ATACH EXTRA SHEET)

18 September 1951

DATA

(IF REVIEWING OFFICER OR CHIEF OF STATION DOES NOT
CONCUR WITH THIS REPORT, EXCEPTIONS WILL BE STATED
IN SPACE PROVIDED ON THE REVERSE SIDE HEREOF)

UNDER NO CIRCUMSTANCES IS THIS REPORT TO BE SHOWN TO THE EMPLOYEE REPORTED ON

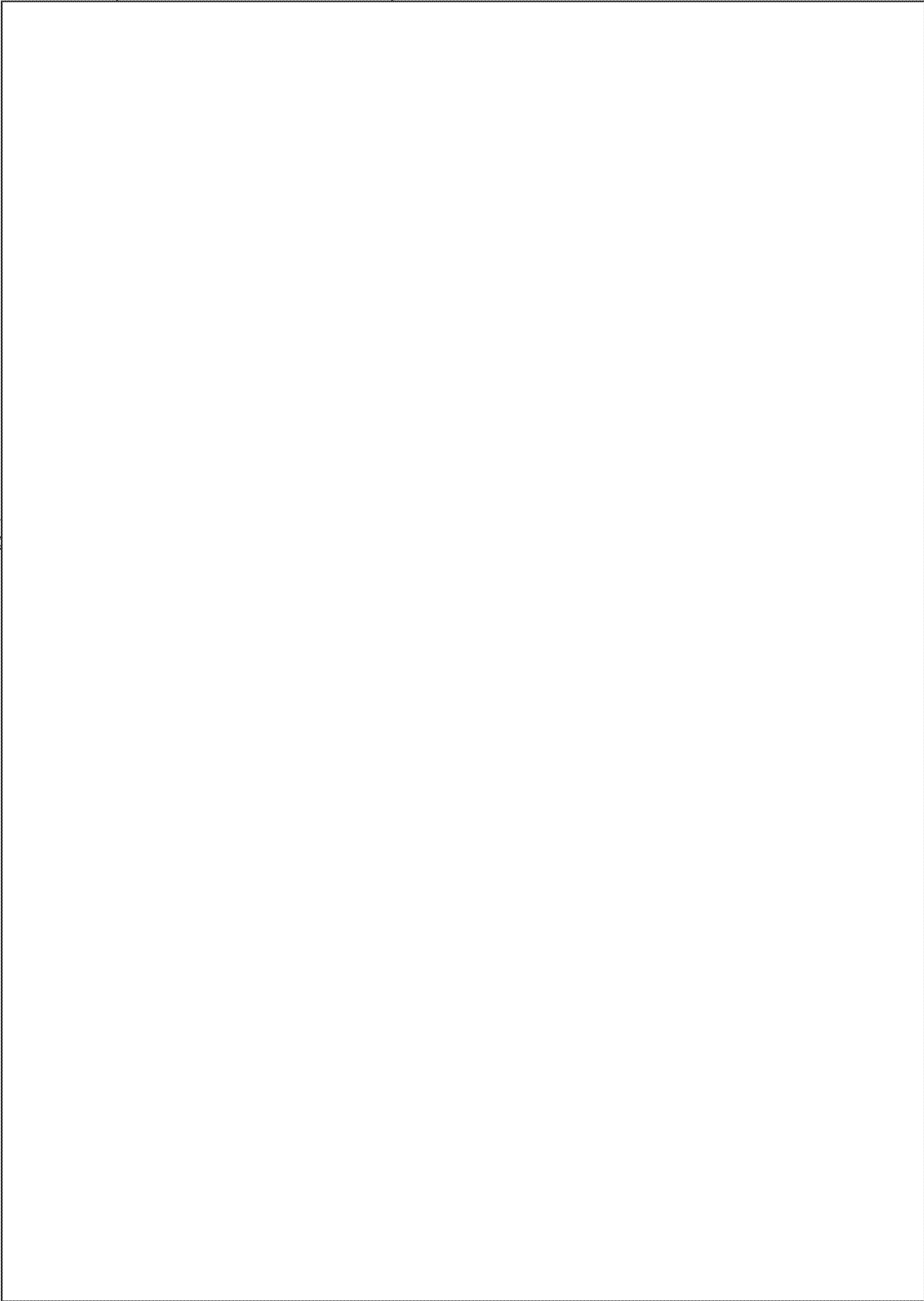
CONFIDENTIAL

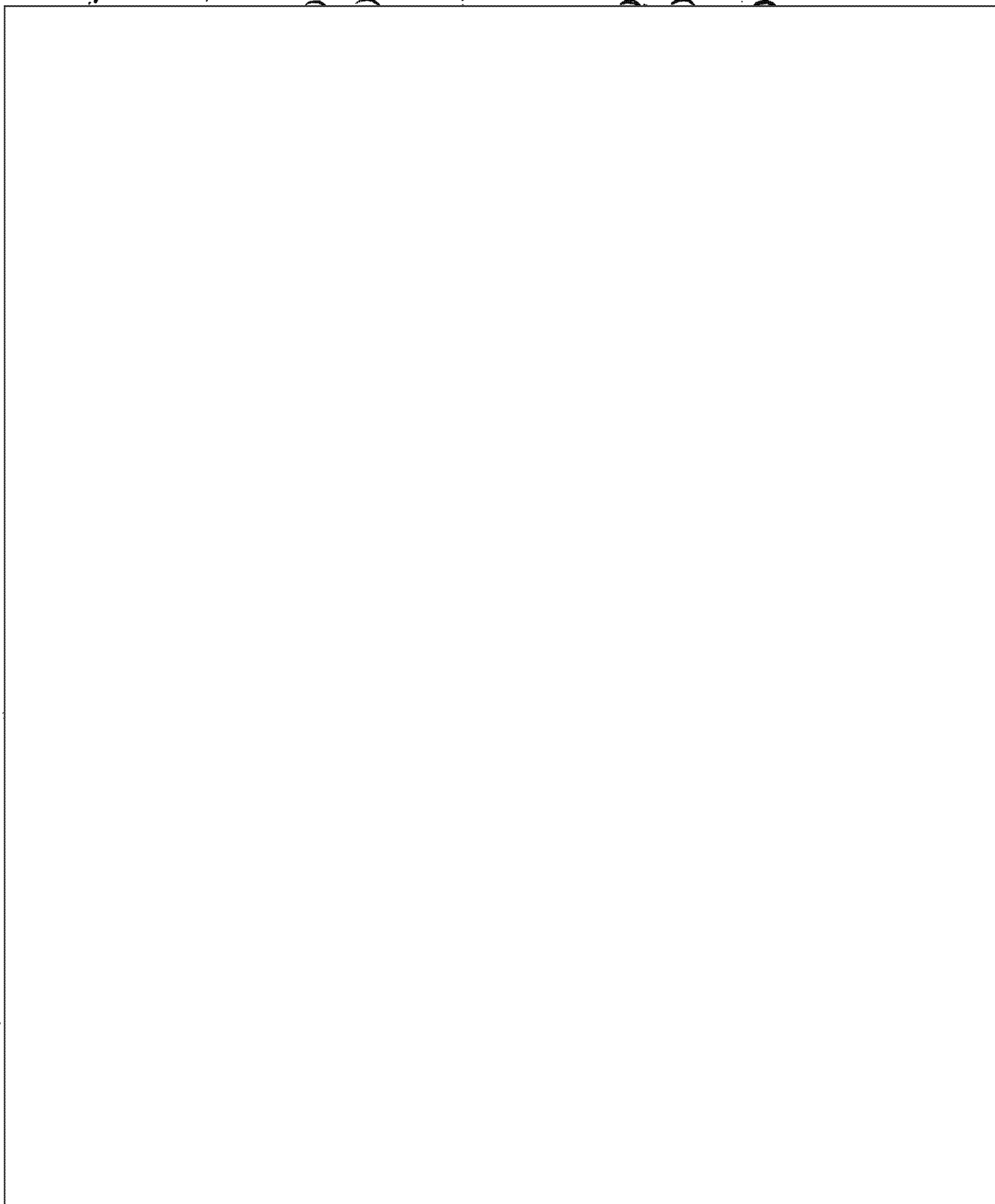
FILE COPY OF STANDARD FORM 56

**"AGENCY CERTIFICATION OF INSURANCE STATUS—
FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM"**

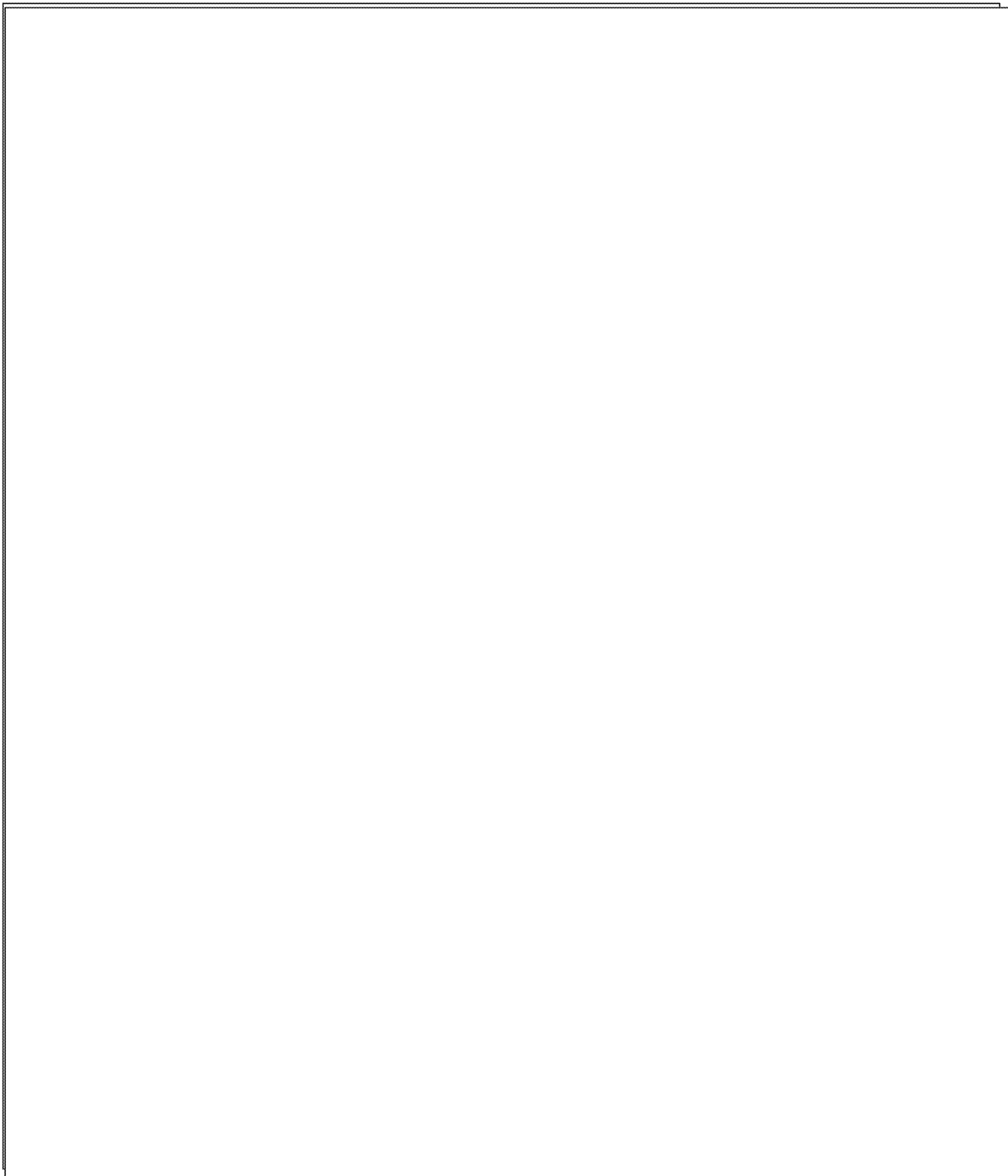
on file with the Retirement Operations Branch,

Office of Personnel (x3257).









SECRET

**ELECTION, DECLINATION, OR WAIVER
OF LIFE INSURANCE COVERAGE**
FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM

**IMPORTANT
AGENCY INSTRUCTIONS
ON BACK OF ORIGINAL**

TO COMPLETE THIS FORM—

1 FOLLOW THESE GENERAL INSTRUCTIONS:

- Read the back of the "Duplicate" carefully before you fill in the form.
- Fill in BOTH COPIES of the form. Type or use ink.
- Do not detach any part.

2 FILL IN THE IDENTIFYING INFORMATION BELOW (please print or type):

NAME (last)	(first)	(middle)	DATE OF BIRTH (month day year)	SOCIAL SECURITY NUMBER
EMPLOYING DEPARTMENT OR AGENCY			LOCATION (City, State, ZIP Code)	

3 MARK AN "X" IN ONE OF THE BOXES BELOW (do NOT mark more than one):

Mark here
if you
WANT BOTH
optional and
regular
insurance

☐
(A)

ELECTION OF OPTIONAL (IN ADDITION TO REGULAR) INSURANCE

I elect the \$10,000 additional optional insurance and authorize the required deductions from my salary, compensation, or annuity to pay the full cost of the optional insurance. This optional insurance is in addition to my regular insurance.

Mark here
if you
DO NOT WANT
OPTIONAL but
do want
regular
insurance

☒
(B)

DECLINATION OF OPTIONAL (BUT NOT REGULAR) INSURANCE

I decline the \$10,000 additional optional insurance. I understand that I cannot elect optional insurance until at least 1 year after the effective date of this declination and unless at the time I apply for it I am under age 50 and present satisfactory medical evidence of insurability. I understand also that my regular insurance is not affected by this declination of additional optional insurance.

Mark here
if you
WANT NEITHER
regular nor
optional
insurance

☐
(C)

WAIVER OF LIFE INSURANCE COVERAGE

I desire not to be insured and I waive coverage under the Federal Employees Group Life Insurance Program. I understand that I cannot cancel this waiver and obtain regular insurance until at least 1 year after the effective date of this waiver and unless at the time I apply for insurance I am under age 50 and present satisfactory medical evidence of insurability. I understand also that I cannot now or later have the \$10,000 additional optional insurance unless I have the regular insurance.

**4 SIGN AND DATE. IF YOU MARKED BOX "A" OR "C",
COMPLETE THE "STATISTICAL STUB," THEN RETURN
THE ENTIRE FORM TO YOUR EMPLOYING OFFICE.**

SIGNATURE (do not print)

20 February 1968

FOR EMPLOYING OFFICE USE ONLY

(official receiving date stamp)

RECEIVED
OFFICE
MAR 15 10 20 AM '68

See Table of Effective Dates on back of Original

ORIGINAL COPY—Retain in Official Personnel Folder

STANDARD FORM No. 176-T
JANUARY 1963
(for use only until April 14, 1964)
176-101

SECRET
(When Filled In)

REPORT OF SERVICE ABROAD													
TO: Office of Personnel, Transactions and Records Branch, Status Section													
SERIAL NO.		NAME											
		LAST				FIRST				MIDDLE			
INSTRUCTIONS													
USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (<i>One only</i>). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OPI NO. 58, REVISED.													
PCS DATES OF SERVICE													
ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA			O/P USE ONLY		COUNTRY		
MONTH	DAY	YEAR	MONTH	DAY	YEAR	1 - PCS (<i>Basic</i>) 3 - CORRECTION 5 - CANCELLATION			CODE	27 28 29 30 31		CODE	
25-26	27-28	29-30	31-32	33-34	35-36				27			40-42	
09	12	67							1			065	
TDY DATES OF SERVICE													
ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA			O/P USE ONLY		AREA(S)		
MONTH	DAY	YEAR	MONTH	DAY	YEAR	2 - TDY (<i>Basic</i>) 4 - CORRECTION 6 - CANCELLATION			CODE	27 28 29 30 31		CODE	
25-26	27-28	29-30	31-32	33-34	35-36				27			40-42	
OFFICE OF PERSONNEL USE ONLY - PUNCH AREA													
SOURCE DOCUMENT AND CERTIFICATION													
TRAVEL VOUCHER						DISPATCH							
CABLE						DUTY STATUS OR TIME AND ATTENDANCE REPORT							
OTHER (<i>Specify</i>)													
DOCUMENT IDENTIFICATION NO. 51115						DOCUMENT DATE/PERIOD 9/13/67							
REMARKS													
PREPARED BY						<input checked="" type="checkbox"/> REPORT ANNOTATED ON CONTROL DOCUMENT DATE 9/15/67				ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT FILED SIGNATURE			
<input checked="" type="checkbox"/> C & L DIVISION, CTR. <input checked="" type="checkbox"/> C & T DIVISION													
THIS REPORT WILL BE FILED IN THE O IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER													

SECRET
(When Filled In)

REQUEST FOR MEDICAL EVALUATION		1. DATE OF REQUEST 7 July 1965
2. NAME (Last, First, Middle) <div style="border: 1px solid black; height: 15px; width: 100%;"></div>	3. POSITION TITLE Ops Off Ch	4. GRADE GS-16
5. OFFICE, DIVISION, BRANCH IDP/GR		6. EMPLOYEE'S EXT. 4496
7. PURPOSE OF EVALUATION		
<input type="checkbox"/> PRE-EMPLOYMENT <input type="checkbox"/> ENTRANCE ON DUTY <input checked="" type="checkbox"/> TDY STANDBY <input type="checkbox"/> SPECIAL TRAINING <input type="checkbox"/> ANNUAL <input type="checkbox"/> RETURN TO DUTY <input type="checkbox"/> FITNESS FOR DUTY <input type="checkbox"/> MEDICAL RETIREMENT	<div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> <input type="checkbox"/> HDQM/TDY <input type="checkbox"/> OVERSEAS ASSIGNMENT ETD STATION TDY OR PCS TYPE OF COVER NO. OF DEPENDENTS TO ACCOMPANY NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SP 89) ATTACHED </div> <input type="checkbox"/> RETURN FROM OVERSEAS <div style="border: 1px solid black; padding: 5px;"> ETA STATION NO. OF DEP.'S </div>	
(PURSUE TDY STANDBY EXPIRES SEP 65)		
8. OVERSEAS PLANNING EVALUATION (One block must be checked) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		9. REQUESTING OFFICER SIGNATURE <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <div style="display: flex; justify-content: space-between; font-size: small;"> ROOM NO. & BUILDING 534204 EXT. 3923 </div>
10. COMMENTS <div style="text-align: center; font-weight: bold; font-size: 1.2em;">QUALIFIED FOR TDY STA UNTIL</div>		
11. REPORT OF EVALUATION <div style="border: 1px solid black; height: 30px; width: 100%;"></div>		
DATE 17 29 65		SIGNATURE FOR CHIEF OF MEDICAL STAFF

FORM 1451
RECORD OF OVERSEAS SERVICE

NAME OF EMPLOYEE: [REDACTED] EMPLOYEE SERVICE NO.: [REDACTED]

COMPLETED BY EMPLOYEE: YES [] NO [] TELEPHONE EXT.: [REDACTED]

DO NOT FOLD, STAPLE, SPINDLE, OR MUTILATE

SECRET (WITH FILLED IN)

INSTRUCTIONS	DO NOT WRITE IN COLUMN	WHERE SERVICE WAS PERFORMED	DATE	DATES		SERVICE AS CIVILIAN - 1 MILITARY - 2 (ENTER NO.)	RESPONSIBLE U.S. GOVT. DEPT. OR AGENCY	DO NOT WRITE IN COLUMN
				FROM	TO			
THIS FORM MUST BE RETURNED								
WHETHER YOU HAVE HAD OVERSEAS SERVICE OR NOT.	850	AUSTRIA	1	05/10/50	1	1	100	
PLEASE READ CAREFULLY INSTRUCTIONS ON ACCOMPANYING CARD; THEN FILL OUT THIS FORM AS ACCURATELY AS POSSIBLE.	801	EUROPE	2	03/50	1	1	100	
	801	EUROPE	2	06/50	1	1	100	
	805		2	12/57	1	1	100	
	840		1	03/58	1	1	100	
	807		2	06/58	2	65, 1, 2, 1	620	

IF ADDITIONAL SPACE IS NEEDED CHECK HERE []

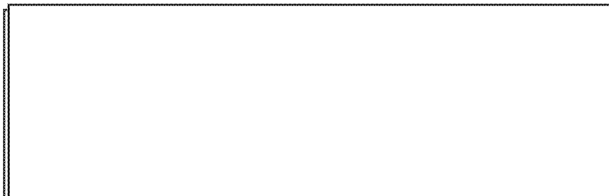
INITIALS OF OFFICER FOR SUPPLEMENTAL CARDS []

SECRET

CONFIDENTIAL
(When Filled In)

MEMORANDUM OF UNDERSTANDING

I hereby acknowledge that I have read and understand the contents
of Handbook 20-4, Employee Conduct, dated 29 August 1961.



24 Oct 62
Date

CONFIDENTIAL

SECRET
(When Filled In)

CAREER PREFERENCE OUTLINE		
<p>This Outline, when completed, is a documented description of the individual's career interests and proposed career activities together with the comments of his supervisor and his Career Service. The original will be filed in the employee's Official Personnel Folder and will serve as a guide for future personnel actions affecting him. <u>Implementation of career preferences must depend upon the needs of the Organization.</u></p> <p align="center">- CONSULT ATTACHED INSTRUCTION SHEET PRIOR TO COMPLETING THIS OUTLINE -</p>		
<div style="display: flex; justify-content: space-between;"> SECTION A. GENERAL </div>		
<div style="border: 1px solid black; height: 20px; width: 100%;"></div>		<div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; padding: 2px;">B. SERVICE DESIGNATION</div> <div style="border: 1px solid black; padding: 2px;">4. GRADE</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="border: 1px solid black; padding: 2px;">DI</div> <div style="border: 1px solid black; padding: 2px;">GS-13</div> </div>
<div style="border: 1px solid black; padding: 2px;">9. ORGANIZATIONAL TITLE</div>		
<div style="display: flex; justify-content: space-between;"> SECTION B. CAREER INTERESTS </div>		
<div style="border: 1px solid black; padding: 2px;">9. GENERAL TYPE OF ACTIVITY</div>		
<div style="border: 1px solid black; padding: 2px;"> FI Operations (including planning and supervision) </div>		
<div style="border: 1px solid black; padding: 2px;"> 10. SPECIFIC TYPE OF ACTIVITY (including assignments) A. IMMEDIATE (Within next 1 to 3 years) </div>		
<div style="border: 1px solid black; padding: 2px;"> Remain in EE Division plus training and rotation in order to prepare for field assignment. Overseas tour - EE area - FI Operations </div>		
<div style="border: 1px solid black; padding: 2px;"> B. LONG-RANGE (Within next 3 to 5 years) </div>		
<div style="border: 1px solid black; padding: 2px;"> Return to field station, followed by PCS, Headquarters, EE Division </div>		
<div style="border: 1px solid black; padding: 2px;"> SECTION C. TRAINING </div>		
<div style="border: 1px solid black; padding: 2px;"> 11. ORGANIZATIONAL, EXTERNAL, AND ON-THE-JOB TRAINING A. IMMEDIATE (Within next 1 to 3 years) </div>		
<div style="border: 1px solid black; padding: 2px;"> Clandestine Services Review. OJO </div>		
<div style="border: 1px solid black; height: 30px; width: 100%;"></div>		
<div style="border: 1px solid black; padding: 2px;"> B. LONG-RANGE (Within next 3 to 5 years) </div>		
<div style="border: 1px solid black; padding: 2px;"> 12. ADDITIONAL COMMENTS </div>		
<div style="border: 1px solid black; height: 40px; width: 100%;"></div>		
I recognize that the implementation of my career preferences must depend upon the needs of the organization. I understand that my performance, capabilities and interests will be given due consideration.	13. DATE COMPLETED <div style="border: 1px solid black; padding: 2px; text-align: center;">7 Feb 57</div>	14. SIGNATURE OF EMPLOYEE <div style="border: 1px solid black; padding: 2px; text-align: center;">See Item 21</div>

SECRET
(When Filled In)

SECTION D.	
COMMENTS BY SUPERVISOR	
15. RELATIVE TO CAREER INTERESTS OF EMPLOYEE	
16. RELATIVE TO TRAINING FOR EMPLOYEE	
17. TYPED OR PRINTED NAME OF SUPERVISOR	
18. SIGNATURE	
19. TITLE	20. DATE
SECTION E.	
FOR USE OF CAREER SERVICE	
21. COMMENTS	
Detailed Individual Career Plan approved by FI Panel on file in FI Career Management Office, 2048 L	
22. TYPED OR PRINTED NAME	
24. TITLE	
23. DATE	21 FEB 1957
LEAVE BLANK	

SECRET

CONFIDENTIAL

Ty R

[illegible]

CONFIDENTIAL
(When Filled In)

1. *1/R*

2. THIS DATE *21 May 56*

3. ☒ **SA** ☐ **GROUP HOSPITALIZATION INCORPORATED (GHI)** ☒ **OUTER DISEASES**
☒ **MUTUAL BENEFIT OF OMAHA - HOSPITALIZATION** ☒ **INCOME REPLACEMENT**
☒ **UNITED LIFE INSURANCE (ULIC)** ☐ **CASH PAYMENT OF PREMIUMS AT THE TIME EMPLOYEE APPLIES FOR INSURANCE MUST COVER THE PERIOD OF TIME HE WILL BE AWAY FROM HEADQUARTERS.**
☒ **AIR TRIP INSURANCE**

4. ITINERARY (To be completed only for individuals making application for Air Trip Insurance)

5. I AM NOW PARTICIPATING, OR WOULD LIKE TO PARTICIPATE IN THE INSURANCE PROGRAMS LISTED BELOW.

TYPE OF POLICY	DESIRED	NOW HAVE	POLICY NUMBER	EACH PAY PERIOD	CASH PAID
<i>D.H.I.</i>		<input checked="" type="checkbox"/>		<i>Prop'd</i>	
<i>Red Empl'd</i>		<input checked="" type="checkbox"/>			

6. I DO NOT ELECT TO PARTICIPATE IN ANY OF THE STATED INSURANCE PROGRAMS

7. EMPLOYEE INTERVIEWED BY *CPD* (Signature) *ICU (Signature)*

8. REMARKS

then completed, the original of this form should be forwarded to T&RB for incorporation in the employee's official personnel folder. The copy should be forwarded to CPB for retention in CPB files.

INSURANCE QUESTIONNAIRE

STATEMENT OF FEDERAL CIVILIAN AND MILITARY SERVICE										CERVICE	DIVISION
										BRANCH	SECTION
I. FEDERAL CIVILIAN SERVICE (BEGIN WITH THIS AGENCY AND FOLLOW IN REVERSE CHRONOLOGICAL ORDER)											
AGENCY	LOCATION	FROM			TO			TOTAL SERVICE			
		DA.	MO.	YR.	DA.	MO.	YR.	DA.	MO.	YR.	
Organization		26	7	1950	31	12	51	8	5	1	
	(part time; see remarks, below)										
Total Civilian Service									2	9	1
II. MILITARY SERVICE (INCLUDE ONLY PERIODS OF ACTIVE DUTY; DO NOT INCLUDE TERMINAL LEAVE)											
BRANCH OF SERVICE	FROM			TO			TOTAL SERVICE				
	DA.	MO.	YR.	DA.	MO.	YR.	DA.	MO.	YR.		
Marine Corps	11	3	1943	26	6	1946	16	3	3		
" "	Nc	10	1	1949	21	1	1949	12	-	-	
" "	Nc	25	8	1947	26	8	1949	12			
Total Military Service									10	4	3
III. CERTIFICATION											
<p>I hereby certify that the above Civilian and Military Service is complete and accurate to the best of my knowledge.</p> <p><u>28 February 1952</u> DATE</p> <p>SIGNATURE OF EMPLOYEE</p>											
REMARKS: (CONCERNING ABOVE SERVICE)						V FOR PERSONNEL OFFICE USE ONLY					
Part-time work (four hours per day) for						TOTAL CREDITABLE SERVICE					
30 November 1948.						DAYS MONTHS YEARS					
as of 31 Dec 51						12 1 5					

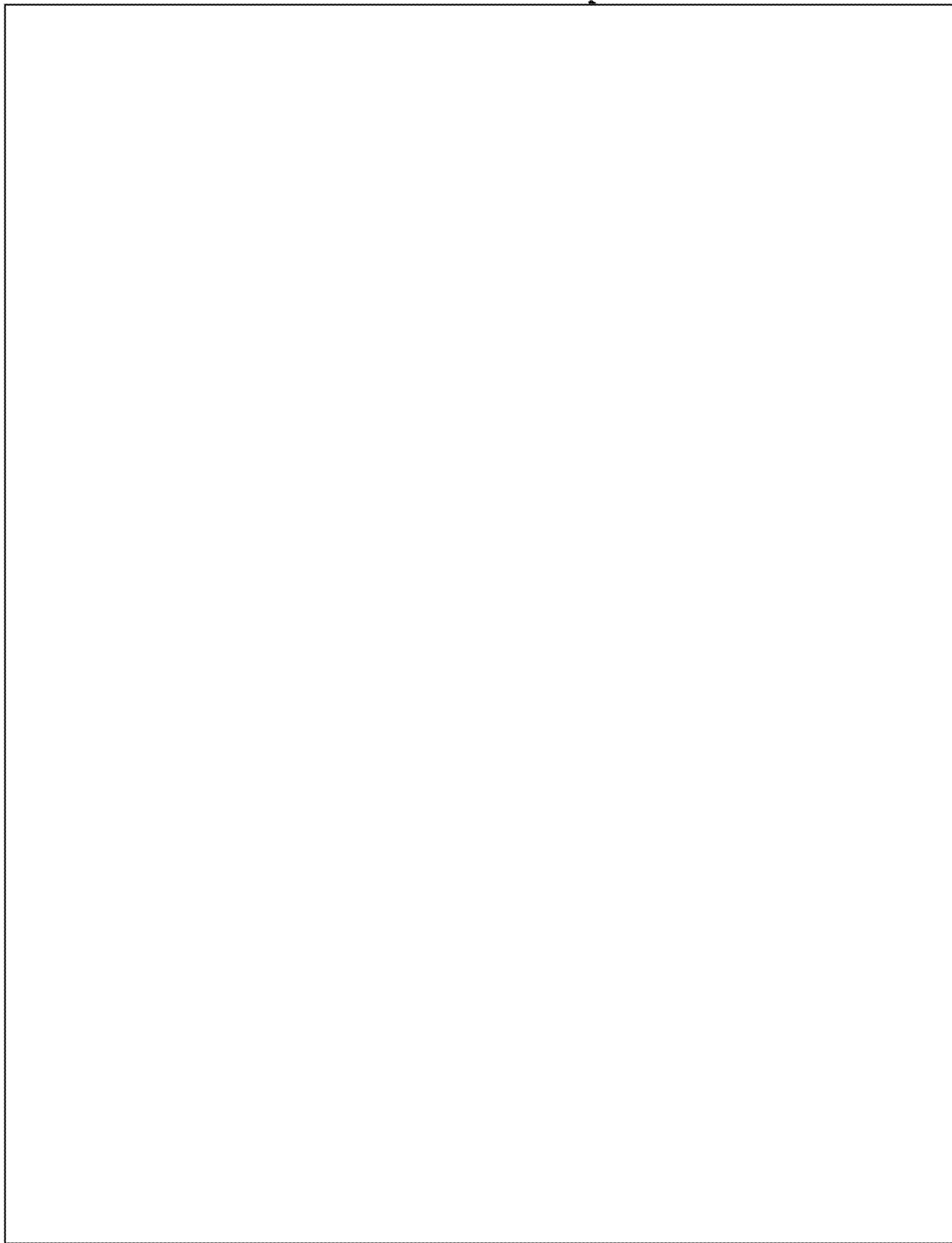
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AGREEMENT

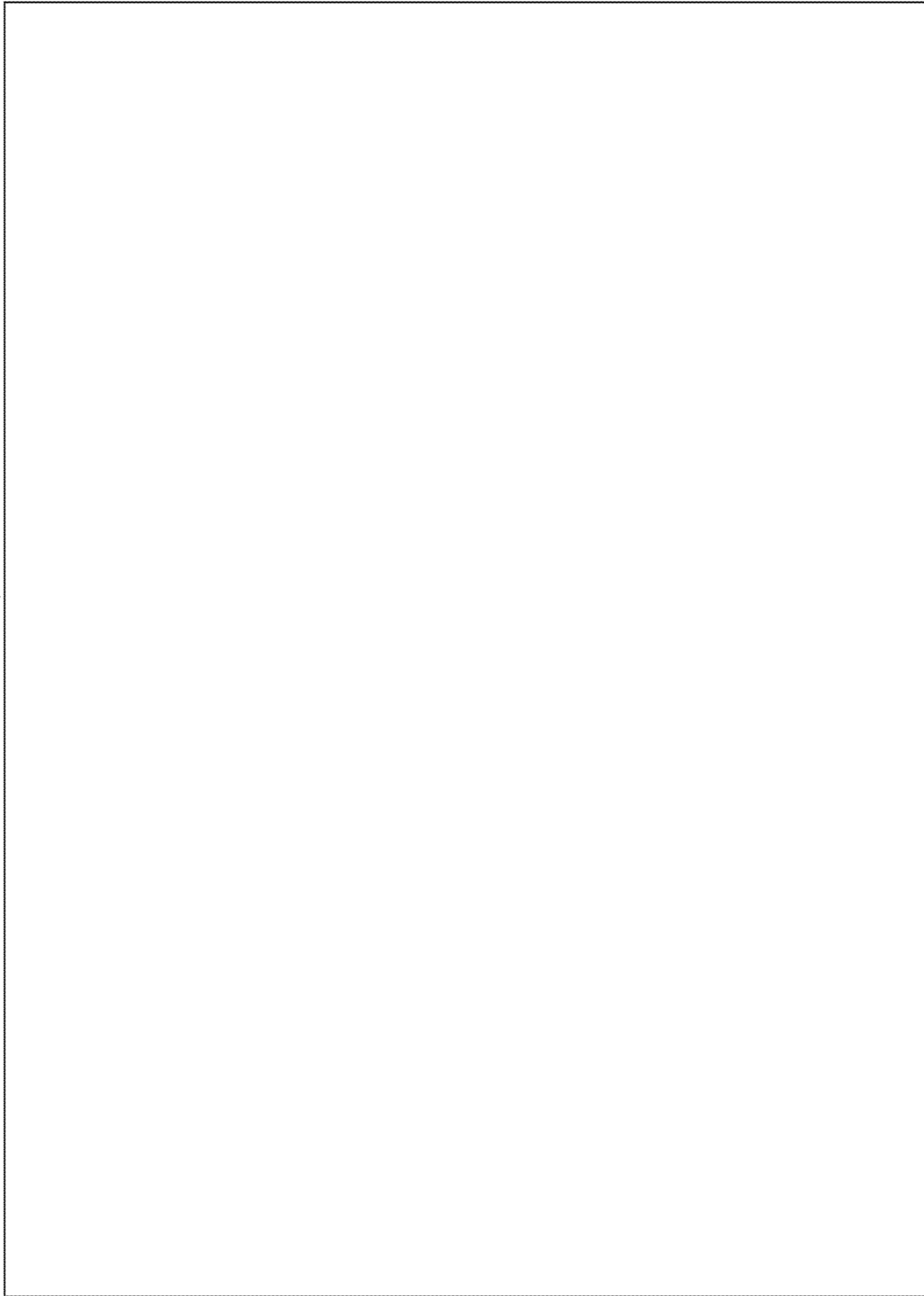
AGREEMENT made this 24th day of May, 1951, effective the 25th day of May, 1951, by and between the United States of America (hereinafter referred to as the Government), as represented by the Central Intelligence Agency, and (hereinafter referred to as the Employee).

RECITALS

SECRET

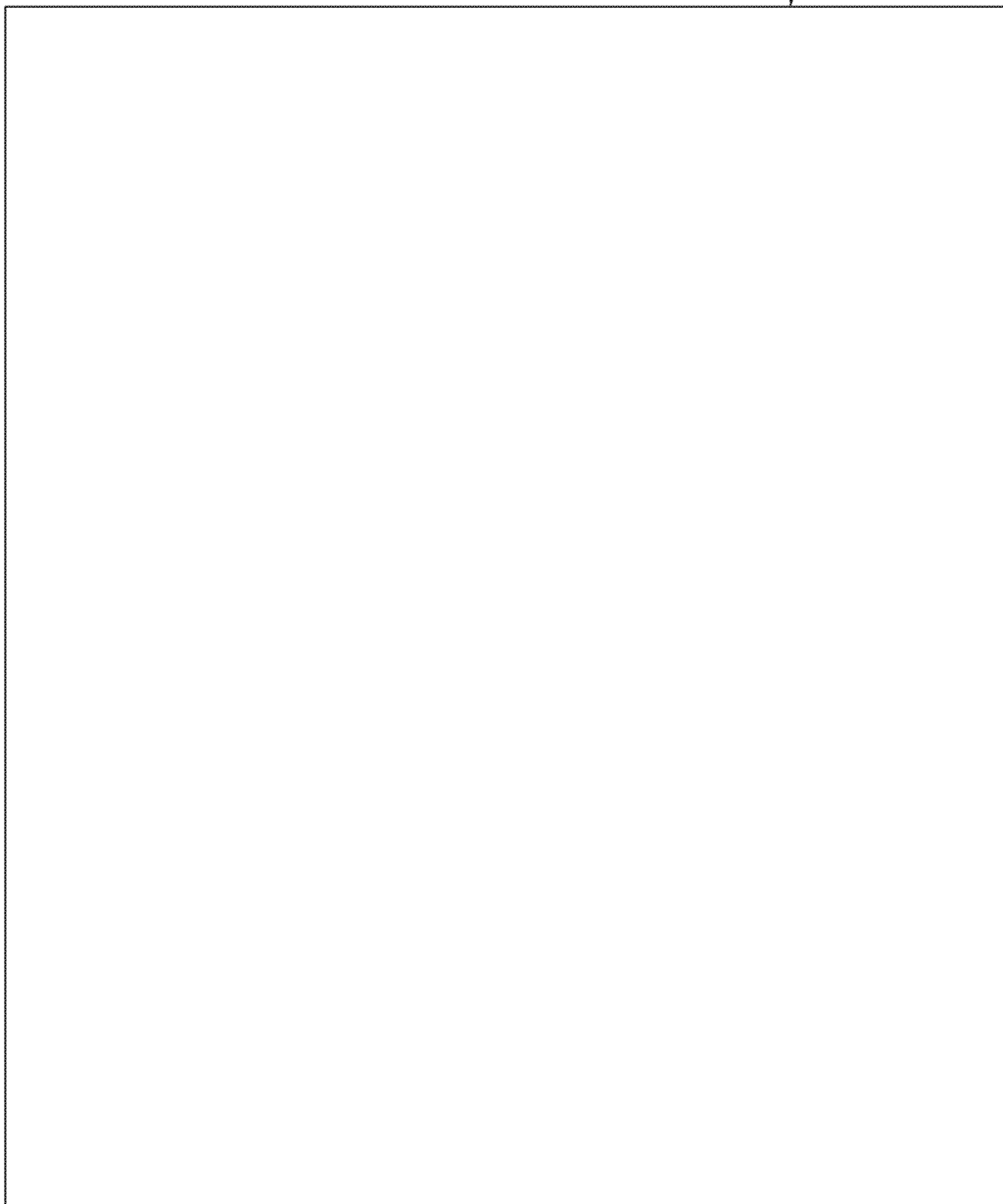
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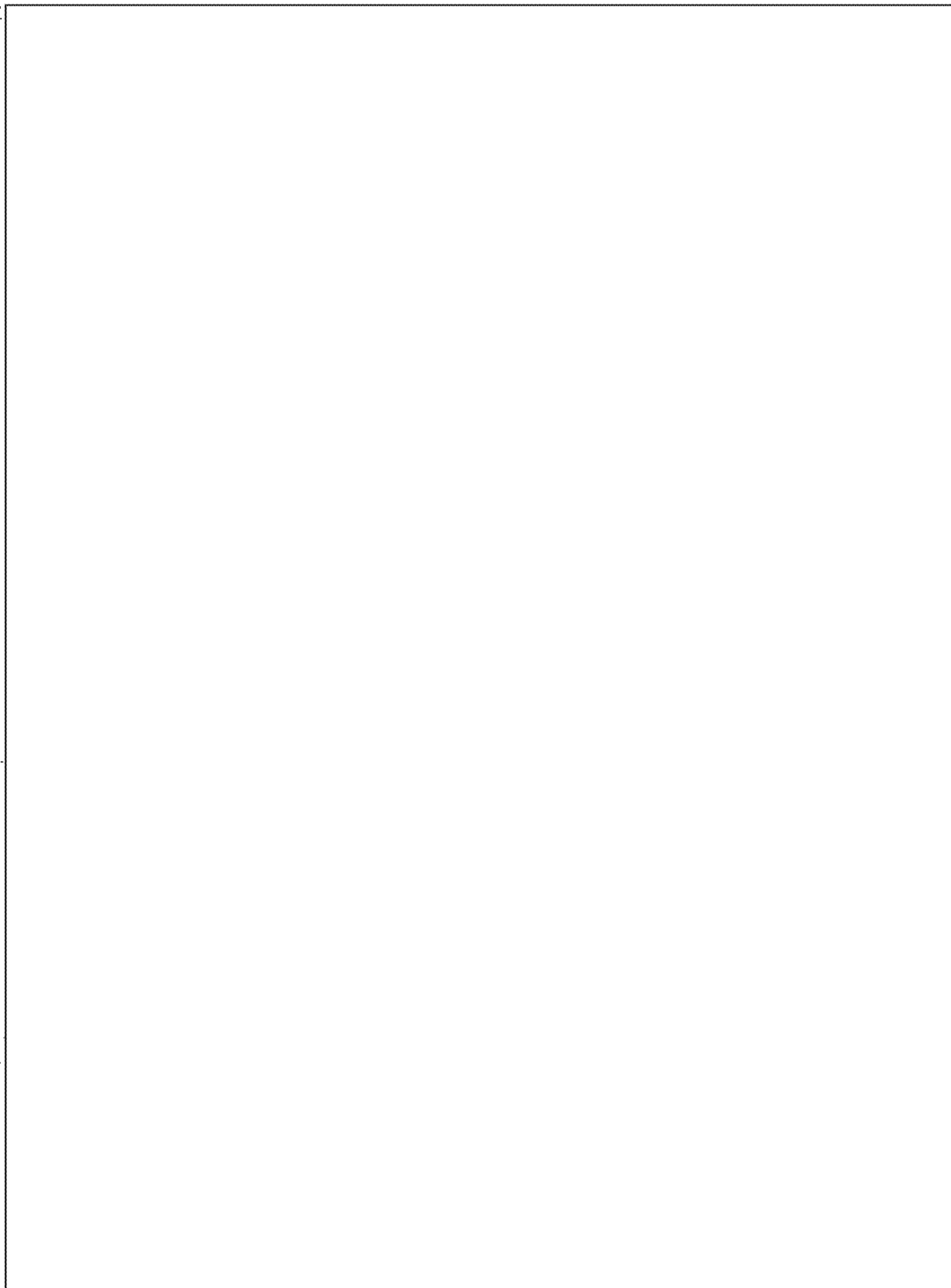


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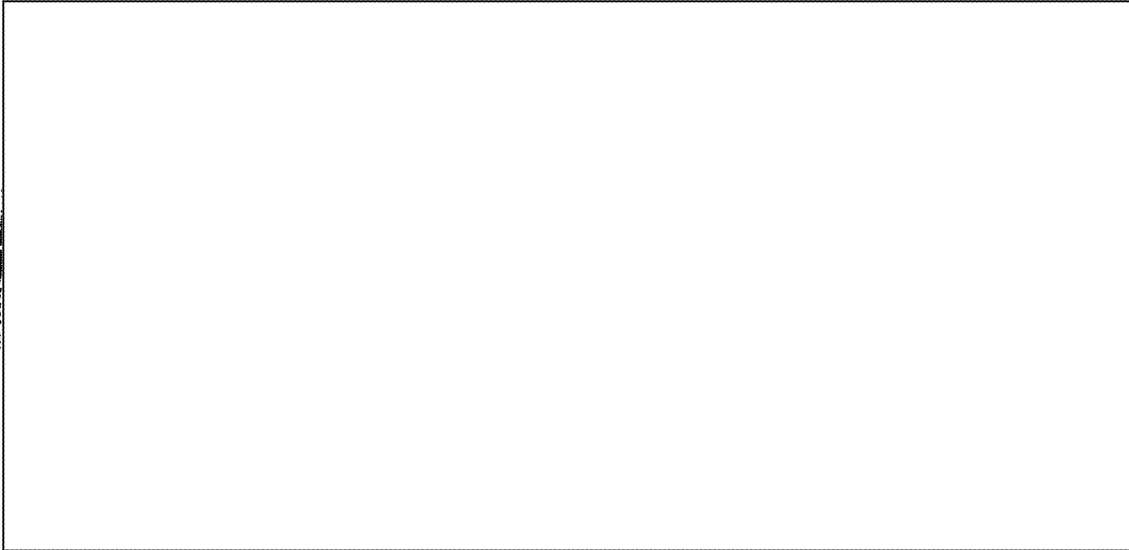
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FORM DSP-34
9-1-48
FORMERLY FS-372

DEPARTMENT STATE
APPLICATION FOR EMPLOYMENT
IN THE FOREIGN SERVICE OF THE UNITED STATES

BE BUREAU NO. 47-2071.1
APPL. L EXPIRES AUGUST 31, 1950

THIS SPACE FOR OFFICE USE ONLY

INSTRUCTIONS—Answers to all questions must be typed or printed. All questions must be answered fully. If sufficient space has not been provided for your answer to any question, complete your answer under item # 27.

PREVIOUS _____ CARGED _____ ACKNOWLEDGED _____
INDEXED _____ INVESTIGATED _____ ACTION _____
CODE _____ OTHER _____

DATE OF APPLICATION

Social Security No. 570-06-7715

POSITION APPLIED FOR

THIS SPACE FOR OFFICE
USE ONLY

3. NAME (Last) (First) (Middle) (Maiden, if any)

2. HAVE YOU EVER BEEN KNOWN BY ANY OTHER NAME? ☐ YES ☒ NO
IF ANSWER IS "YES", GIVE FULL DETAILS UNDER ITEM #37.

3a. PERMANENT ADDRESS (Place from which transportation will be authorized if appointed, Street number and name)

4. STATE OF WHICH YOU ARE A LEGAL RESIDENT

5. PRESENT ADDRESS IF DIFFERENT FROM ABOVE

PRESENT BUSINESS PHONE

8a. IF BORN OUTSIDE U.S. HOW WAS CITIZENSHIP ACQUIRED?

8b. IF A NATURALIZED CITIZEN, PLACE, DATE, AND NUMBER OF NATURALIZATION CERTIFICATE

9. SEX ☒ MALE ☐ FEMALE

10. HEIGHT

11. WEIGHT

LBS.

12. MARITAL STATUS

☒ SINGLE

☐ MARRIED

☐ WIDOWED

☐ DIVORCED

☐ SEPARATED

13. WHAT IS THE LOWEST BASE SALARY, EXCLUSIVE OF ALLOWANCES YOU WILL ACCEPT? \$ _____ PER ANNUM

14. WHAT RESTRICTIONS ARE THERE IF ANY ON YOUR IMMEDIATE AVAILABILITY FOR DUTY IN ANY PART OF THE WORLD?

None

15. FULL NAME OF HUSBAND/WIFE (If wife, maiden name)

D. DATE OF BIRTH

C. PLACE OF BIRTH (City, state, or country)

d. IF BORN OUTSIDE U.S. HOW WAS CITIZENSHIP ACQUIRED?

e. IF NATURALIZED, PLACE, DATE, AND NUMBER OF NATURALIZATION CERTIFICATE.

16. DEPENDENTS

NAME

RELATIONSHIP

DATE OF BIRTH

None

17. WHICH DEPENDENTS WOULD YOU WISH TO ACCOMPANY YOU: AEROA07

18a. FATHER'S NAME

D. PLACE OF BIRTH

C. OCCUPATION

20a. CAN YOU TAKE DICTATION?

☐ YES ☒ NO

W.P.M.

D. ARE YOU A STENOGRAPHER?

☐ YES ☒ NO

W.P.M.

C. CAN YOU TYPE BY TOUCH SYSTEM?

☒ YES ☐ NO

10 W.P.M.

D. NAME OTHER OFFICE MACHINES YOU OPERATE

None

21. MILITARY STATUS				
3. IF YOU HAVE BEEN IN THE ARMED FORCES OR IN THE MERCHANT MARINE IN WHAT SERVICE AND BRANCH DID YOU SERVE? (e.g. U.S. Army, Field Artillery)		.. SERVICE OR SPECIAL BRANCH		
U. S. Marine Corps				
C. DATE OF ENTRY ON ACTIVE DUTY		D. RATE OR RANK AT TIME OF		E. DATE OF NON-REARLE DISCHARGE OR SEPARATION
F. RATE OR RANK AT TIME OF DISCHARGE OR SEPARATION		G. PRESENT RATE OR RANK IF ON ACTIVE DUTY		
22a. WHAT PERTINENT FEDERAL CIVIL SERVICE EXAMINATIONS HAVE YOU TAKEN? (Give year, title, and grade received)				
None				
D. DO YOU HAVE A PERMANENT CIVIL SERVICE STATUS IN THE FEDERAL GOVERNMENT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		E. IF NOW EMPLOYED IN THE FEDERAL GOVERNMENT GIVE PRESENT GRADE AND DATE OF LAST CHANGE IN GRADE		
23. HAVE YOU EVER APPLIED FOR A POSITION UNDER THE DEPARTMENT OF STATE OR TAKEN AN EXAMINATION FOR A POSITION UNDER THE DEPARTMENT OF STATE? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF ANSWER IS "YES" GIVE PARTICULARS UNDER ITEM #37.				
24. HAVE YOU EVER HELD A POSITION UNDER A FOREIGN GOVERNMENT? (Including service in the Armed Services of a Foreign power) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF ANSWER IS "YES" GIVE DETAILS UNDER ITEM #37.				
25. OUTLINE YOUR TRAVEL OR RESIDENCE ABROAD GIVING DATES, PURPOSE, AND PLACES. (If not while in the Armed Forces give number, date, and place of issuance of American passport.)				
26. FOREIGN LANGUAGES (Name and indicate the extent of your competence, i.e. Excellent, Good, Fair).				
a. LANGUAGE		b. READ	c. WRITE	d. SPEAK
French		Excellent	Excellent	Excellent
German		Fair	Fair	Fair
27. EDUCATION				
1. GRADE SCHOOL — CIRCLE HIGHEST GRADE COMPLETED 1 2 3 4 5 6 7 8				
NAME AND ADDRESS		DATES ATTENDED	YEARS COMPLETED	DEGREES CONFERRED
D. HIGH SCHOOLS OR PREPARATORY SCHOOLS				
C. COLLEGES OR UNIVERSITIES			1	
			3	AB Int. Rel.
E. OTHER EDUCATIONAL INSTITUTIONS OR TRAINING SCHOOLS			2 1/2	MA PHD
28. EMPLOYMENT				
INSTRUCTIONS. (In the space provided below describe every position which you have held since you first began to work. Start with present position and work back to the first position which you held. Account for all periods of unemployment and state reasons of any unemployment indicated). Use continuation sheet if more space is required.				
PRESENT POSITION				
DATES OF EMPLOYMENT (Month, year)		EXACT TITLE OF YOUR PRESENT POSITION		SALARY OR EARNINGS
FROM: July 1950 TO: Present				STARTING \$ PER YR.
PLACE OF EMPLOYMENT (City, state)				PRESENT \$ PER YR.
NAME AND ADDRESS OF EMPLOYER		DESCRIPTION OF YOUR WORK		
		Unemployed		
NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU				
NAME AND TITLE OF YOUR IMMEDIATE SUPERVISOR				
REASON FOR DESIRING TO CHANGE EMPLOYMENT		IF CURRENTLY EMPLOYED, DO YOU APPROACH PRESENT EMPLOYER? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		

DATES OF EMPLOYMENT (Month, year) FROM: TO: PLACE OF EMPLOYMENT (City, state) NAME AND ADDRESS OF EMPLOYER NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU NAME AND TITLE OF IMMEDIATE SUPERVISOR REASON FOR LEAVING		EXACT TITLE OF YOUR POSITION SALARY OR EARNINGS STARTING \$ PER YR. FINAL \$ PER YR. DESCRIPTION OF YOUR WORK
DATES OF EMPLOYMENT (Month, year) FROM: TO: PLACE OF EMPLOYMENT (City, state) NAME AND ADDRESS OF EMPLOYER NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU NAME AND TITLE OF IMMEDIATE SUPERVISOR REASON FOR LEAVING		EXACT TITLE OF YOUR POSITION SALARY OR EARNINGS STARTING \$ PER YR. FINAL \$ PER YR. DESCRIPTION OF YOUR WORK
DATES OF EMPLOYMENT (Month, year) FROM: TO: PLACE OF EMPLOYMENT (City, state) NAME AND ADDRESS OF EMPLOYER NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU NAME AND TITLE OF IMMEDIATE SUPERVISOR REASON FOR LEAVING		EXACT TITLE OF YOUR POSITION SALARY OR EARNINGS STARTING \$ PER YR. FINAL \$ PER YR. DESCRIPTION OF YOUR WORK

29. OTHER POSITIONS HELD FOR LESS THAN THREE MONTHS AND PERIODS OF UNEMPLOYMENT. (List - Beginning with most recent)			
DURATION	POSITION	NAME AND ADDRESS OF EMPLOYER OR REASON	STARTING AND FINAL SALARY PER ANNUM
July 1948 to Dec. 1948	Administrative Ass't.		Part time approx. \$1 hr.
June 1948 to July 1948	Administrative Ass't.		\$ \$
Apr. 1948 to June 1948	Administrative Ass't.		\$ \$

30. HAVE YOU EVER BEEN DISCHARGED OR FORGED TO TESTIFY FOR MISCONDUCT OR UNSATISFACTORY SERVICE FROM ANY POSITION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF ANSWER IS "YES" GIVE FULL DETAILS UNDER ITEM #37.	
31a. HAVE YOU NOW OR HAVE YOU EVER HAD ANY PHYSICAL DEFECTS OR DISABILITIES WHATSOEVER? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	31b. HAVE YOU EVER BEEN UNDER TREATMENT FOR A MENTAL OR EMOTIONAL DISORDER? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
32. WITHIN THE PAST TWELVE MONTHS, HAVE YOU FREQUENTLY USED INTOXICATING BEVERAGES TO EXCESS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	33. HAVE YOU EVER HAD TUBERCULOSIS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
34. WERE YOU EVER MEDICALLY DISCHARGED FROM THE ARMED FORCES? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	IF ANY OF YOUR ANSWERS TO ANY OF THE ABOVE IS "YES" GIVE FULL PARTICULARS UNDER ITEM #37.

910 030 2-288

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TRAINING EVALUATION

1. The official to whom this report is entrusted is personally responsible for it. Although he may within his discretion show it to other members of his staff, the report should never be shown to the student whom it concerns.

2. The report summarizes the findings, observations, and opinions of the various instructors during the course listed only, with no reference to other facts or findings about the student. More complete data is available in the files of the Training Division and may be examined after contacting the Records and Scheduling Officer.

STUDENT'S NAME DATE OF REPORT 8 December 1950
 TRAINING COURSE Advanced Operations - XI DIVISION OSO/FOM Age 25 GRADE GS-9
 TRAINING PERIOD 30 October - 1 December 1950 PROJECTED ASSIGNMENT Intelligence Officer
Germany

1. PERFORMANCE RECORD. The following grades show the achievement of the student in class problems and examinations. The total possible score is broken down to indicate the relative weighting of various factors. The overall adjectival rating is based on the following scale: 0 to 59% unsatisfactory; 60 to 79% satisfactory; 80 to 89% excellent; 90 to 100% superior.

	Possible Score	Achieved Score
FACTS (1) Comprehension of mission of OSO	(40%)	36
(2) Comprehension of mission of OPC	(40%)	36
(3) Comprehension of operational procedures	(25%)	22
(4) Comprehension of operational policy	(25%)	24
(5) USSR and Communism (clandestine aspects)	(20%)	18
SKILLS (6) Evaluation of operational data	(30%)	27
(7) Operational planning	(30%)	26
(8) Operational mechanics	(30%)	28
(9) Personality analysis	(30%)	27
(10) Personality manipulation	(30%)	29
TOTAL	(320%)	273

Overall adjectival rating Superior (91%)

2. TRAIT CHARACTERISTICS RECORD. The following indicates the various personality traits as observed by the instructors during the training period. The observations include the student's participation and conduct in training as well as his reactions to various problems and situations. A scale of 0 to 10 is used, 0 indicating that the trait has not been observed, the lower numbers indicating below average, and the higher indicating above average.

	Rating
(1) Ability to get along and work with people	9
(2) Ability to grasp instructions	9
(3) Enthusiasm and interest in work	9
(4) Industriousness	10
(5) Practical intelligence	8
(6) Astuteness	7
(7) Adaptability	7
(8) Effectiveness	9
(9) Stability	8
(10) Initiative	9
(11) Imagination	8
(12) Ability to handle and direct people	8

3. COMMENT: (To be used only in cases of outstanding strengths or weaknesses)

(See back of page)

APPROVED.

REVIEWED.

ADSO
 Chief, FOM
 STB
 CAU
 Files

COMMENT:

It is worthy of note that [] is the third student to be rated Superior since the initiation of the AUC.

SECRET

12 December 1950

MEMORANDUM TO: Chief, FDM

FROM : Chief, TAD

SUBJECT : [REDACTED]

1. It is with pleasure that the instructors and staff of TAD commend [REDACTED] on his outstanding performance throughout the period of his training.

2. It is felt by the above mentioned officers that he is the type of individual which can contribute greatly to the mission of CIA.

[REDACTED]
Chief, TAD

APPOINTMENT AFFIDAVITS

IMPORTANT.—Before swearing to these appointment affidavits, you should read and understand the attached information for appointee

CIA
(Department or agency)

ADVISORY COUNCIL
(Bureau or division)

WASHINGTON, D. C.
(Place of employment)

I, , do solemnly swear (or affirm) that—

A. OATH OF OFFICE

I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely without any mental reservation or purpose of evasion; that I will well and faithfully discharge the duties of the office on which I am about to enter, **SO HELP ME GOD.**

B. AFFIDAVIT AS TO SUBVERSIVE ACTIVITY AND AFFILIATION

I am not a Communist or Fascist. I do not advocate nor am I a member of any organization that advocates the overthrow of the Government of the United States by force or violence or other unconstitutional means or seeking by force or violence to deny other persons their rights under the Constitution of the United States. I do further swear (or affirm) I will not so advocate, nor will I become a member of such organization during the period that I am an employee of the Federal Government.

C. AFFIDAVIT AS TO STRIKING AGAINST THE FEDERAL GOVERNMENT

I am not engaged in any strike against the Government of the United States and that I will not so engage while an employee of the Government of the United States; that I am not a member of an organization of Government employees that asserts the right to strike against the Government of the United States, and that I will not, while a Government employee, become a member of such an organization.

D. AFFIDAVIT AS TO PURCHASE AND SALE OF OFFICE

I have not paid, or offered or promised to pay, any money or other thing of value to any person, firm or corporation for the use of influence to procure my appointment.

E. AFFIDAVIT AS TO DECLARATION OF APPOINTEE

The answers contained in my Application for Federal Employment, Form No. SF-57, dated 11 May 1960, 19 , filed with the above-named department or agency, which I have reviewed, are true and correct as of this date with the exceptions noted in the Declaration of Appointee on the reverse of this form. (If no exceptions, write "None" on the Declaration of Appointee.)

Subscribed and sworn before me this 24th day of July, A. D. 1960,

at Washington,
(City)

D. C.

[SEAL]

(Title)

NOTE.—If the oath is taken before a Notary Public the date of expiration of his commission should be shown.

DECLARATION OF APPOINTEE

This form is to be completed before entrance on duty. Question 3 is to be answered in all cases, otherwise answer only those questions which require an answer different from that given to the corresponding questions on your application form. If no answers are different, write "NONE" in Item 10, below. Any false statement in this declaration will be grounds for cancellation of application or dismissal after appointment. Impersonation is a criminal offense and will be prosecuted accordingly.

1. PRESENT ADDRESS (street and number, city and State)

2. (A) DATE OF BIRTH

(B) PLACE OF BIRTH (city or town and State or country)

3. (A) IN CASE OF EMERGENCY PLEASE NOTIFY

(B) RELATIONSHIP

(C) STREET AND NUMBER, CITY AND STATE

(D) TELEPHONE NO.

4. DOES THE UNITED STATES GOVERNMENT EMPLOY, IN A CIVILIAN CAPACITY, ANY RELATIVE OF YOURS (EITHER BY BLOOD OR MARRIAGE) WITH WHOM YOU LIVE OR HAVE LIVED WITHIN THE PAST 24 MONTHS? ☐ YES ☒ NO

If no, for each such relative fill in the blanks below. If additional space is necessary, complete under Item 10.

NAME	POST OFFICE ADDRESS (Give street number, if any)	(1) POSITION (2) TEMPORARY OR NOT (3) DEPARTMENT OR AGENCY IN WHICH EMPLOYED	RELATION- SHIP	MAR- RIED (Check one)	SINGLE
		1. _____		<input type="checkbox"/>	<input type="checkbox"/>
		2. _____		<input type="checkbox"/>	<input type="checkbox"/>
		3. _____		<input type="checkbox"/>	<input type="checkbox"/>
		4. _____		<input type="checkbox"/>	<input type="checkbox"/>
		5. _____		<input type="checkbox"/>	<input type="checkbox"/>

INDICATE "YES" OR "NO" ANSWER BY PLACING "X" IN PROPER COLUMN

YES NO

ITEM NO.

10. SPACE FOR DETAILED ANSWERS TO OTHER QUESTIONS

WRITE IN LEFT COLUMN NUMBERS OF ITEMS TO WHICH DETAILED ANSWERS APPLY

5. ARE YOU A CITIZEN OF OR DO YOU OWE ALLEGIANCE TO THE UNITED STATES?

X

6. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY?

If your answer is "Yes", give details in Item 10.

7. DO YOU RECEIVE ANY ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT OR ANY PENSION OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE?

If your answer is "Yes", give in Item 10 reason for retirement, that is, age, optional disability, or by reason of voluntary or involuntary separation after 5 years' service; amount of retirement pay, and under what retirement act; and rating, if retired from military or naval service.

8. HAVE YOU EVER BEEN DISCHARGED, OR FORCED TO RESIGN, FOR MISCONDUCT OR UNDESIRABLE SERVICE FROM ANY POSITION?

If your answer is "Yes", give in Item 10 the name and address of employer, date, and reason in each case.

9. HAVE YOU WITHIN 12 MONTHS, HAVE YOU EVER BEEN ARRESTED, INDICTED OR SUBJUDGED INTO COURT AS A DEFENDANT IN A CRIMINAL PROCEEDING, OR CONVICTED, FINED, OR IMPRISONED, OR PLACED ON PROBATION, OR HAVE YOU EVER BEEN ORDERED TO DEPOSIT BAIL OR COLLATERAL FOR THE VIOLATION OF ANY LAW, POLICE REGULATION, OR ORDINANCE (EXCLUDING MINOR TRAFFIC VIOLATIONS FOR WHICH A FINE OR FORFEITURE OF YOUR LICENSE WAS IMPOSED)?

If your answer is "Yes", list all such cases under Item 10. Give in each case: (1) The date; (2) the nature of the offense or violation; (3) the name and location of the court; (4) the penalty imposed, if any, or other disposition of the case. If appointed, your fingerprints will be taken.

INSTRUCTIONS TO APPOINTING OFFICER

The appointing officer before whom the foregoing certificate is made shall determine to his own satisfaction that this appointment would be in conformance with the Civil Service Act, applicable Civil Service Rules and Regulations and acts of Congress pertaining to appointment.

This form should be checked for holding of office, pension, suitability in connection with any record of recent discharge or arrest, and particularly for the following:

(1) *Identity of appointee.*—The appointee's signature and handwriting are to be compared with the application and with previous records. The physical appearance may be checked against the medical certificate. The appointee may also be questioned as to his personal history for agreement with his previous statements.

(2) *Age.*—If definite age limits have been established for the position, it should be determined that applicant is not outside the age range for appointment. Until such determination is made, the appointee may not be consummated.

(3) *Citizenship.*—The appointing officer is responsible for observing the citizenship provisions of (1) the Civil Service Rules and (2) appropriation acts. Form 61 constitutes an affidavit for both purposes and is acceptable proof of citizenship status in the absence of conflicting evidence. In doubtful cases the appointment should not be consummated until clearance has been secured from the certifying office of the Civil Service Commission.

(4) *Members of Family.*—Section 9 of the Civil Service Act provides that whenever there are already two or more members of a family serving under probational or permanent appointment in the competitive service, no other member of such family is eligible for probational or permanent appointment in the competitive service. The appointments of persons entitled to veteran preference are not subject to this requirement. The members-of-family provision does not apply to temporary appointments. Doubtful cases may be referred to the appropriate office of the Civil Service Commission for decision.

CENTRAL INTELLIGENCE AGENCY

2430 E STREET NW.

WASHINGTON 25, D. C.

Date 24 July 1950

Dear [redacted]

1. This is to notify you that the United States Government as represented by the Central Intelligence Agency, has accepted your employment effective. 24 July 1950.

Position: Intelligence Officer GS-9

Base Salary: GS-9,, \$4600.00 per annum

2. You will be:

a. Entitled to annual and sick leave in accordance with Civil Service Commission rules and regulations, or such other provisions of law or regulations as may be established in lieu thereof.

b. Reimbursed for travel expenses in accordance with CIA Regulations or Standardized Government Travel Regulations, as amended.

c. If stationed outside continental United States, granted such monetary allowances as are prescribed by CIA Regulations.

3. Employment is conditioned upon satisfactory completion of the training courses prescribed by CIA and satisfactory performance of duty for a total period of six months from date of employment. In the event either training or performance of duty is deemed unsatisfactory by CIA, you will be offered other types of employment if available, or your employment will be terminated.

4. Your appointment is for such time as your services may be required and funds are available for the work of CIA. Notice of termination will be given you by procedure similar to that provided by Civil Service rules and regulations.

[redacted]
Official authorized to sign letters of appointment

I accept the above agreement as a condition of my employment by CIA.

[redacted] — 24 July 1950
Date

Form No. 51-105
June 1948

1. ALGORITHM

[illegible]

~~CONFIDENTIAL~~ - Not to be Discussed
with Applicant or Employee

7-20-49

SERVICE, GRADE, POSITION

B-3 Research Analyst

AGE 23 SEX MALE ☒ FEMALE ☐ STATUS NEW EMPL. ☒ ☐ ELEM. ☐ H.SCH. ☐ EDUCATION COLLEGE ☐ DEGREE ☐ MAJOR:

DATE	TYPING	SHORTHAND			TOT. TIME
	GROSS NET ERRORS	1	2	3	
10-1-58	100	10	20	30	100
10-2-58	100	10	20	30	100
10-3-58	100	10	20	30	100
10-4-58	100	10	20	30	100
10-5-58	100	10	20	30	100
10-6-58	100	10	20	30	100
10-7-58	100	10	20	30	100
10-8-58	100	10	20	30	100
10-9-58	100	10	20	30	100
10-10-58	100	10	20	30	100
10-11-58	100	10	20	30	100
10-12-58	100	10	20	30	100
10-13-58	100	10	20	30	100
10-14-58	100	10	20	30	100
10-15-58	100	10	20	30	100
10-16-58	100	10	20	30	100
10-17-58	100	10	20	30	100
10-18-58	100	10	20	30	100
10-19-58	100	10	20	30	100
10-20-58	100	10	20	30	100
10-21-58	100	10	20	30	100
10-22-58	100	10	20	30	100
10-23-58	100	10	20	30	100
10-24-58	100	10	20	30	100
10-25-58	100	10	20	30	100
10-26-58	100	10	20	30	100
10-27-58	100	10	20	30	100
10-28-58	100	10	20	30	100
10-29-58	100	10	20	30	100
10-30-58	100	10	20	30	100
10-31-58	100	10	20	30	100
11-1-58	100	10	20	30	100
11-2-58	100	10	20	30	100
11-3-58	100	10	20	30	100
11-4-58	100	10	20	30	100
11-5-58	100	10	20	30	100
11-6-58	100	10	20	30	100
11-7-58	100	10	20	30	100
11-8-58	100	10	20	30	100
11-9-58	100	10	20	30	100
11-10-58	100	10	20	30	100
11-11-58	100	10	20	30	100
11-12-58	100	10	20	30	100
11-13-58	100	10	20	30	100
11-14-58	100	10	20	30	100
11-15-58	100	10	20	30	100
11-16-58	100	10	20	30	100
11-17-58	100	10	20	30	100
11-18-58	100	10	20	30	100
11-19-58	100	10	20	30	100
11-20-58	100	10	20	30	100
11-21-58	100	10	20	30	100
11-22-58	100	10	20	30	100
11-23-58	100	10	20	30	100
11-24-58	100	10	20	30	100
11-25-58	100	10	20	30	100
11-26-58	100	10	20	30	100
11-27-58	100	10	20	30	100
11-28-58	100	10	20	30	100
11-29-58	100	10	20	30	100
11-30-58	100	10	20	30	100
12-1-58	100	10	20	30	100
12-2-58	100	10	20	30	100
12-3-58	100	10	20	3	

[illegible]

TYPE OF TEST	RAW SCORE	PERCENTILE	TYPE OF TEST
1. Army Alpha	10	10	1. Army Alpha
2. Army Beta	10	10	2. Army Beta
3. Terman	10	10	3. Terman
4. Stanford-Binet	10	10	4. Stanford-Binet
5. Wechsler	10	10	5. Wechsler
6. Binet	10	10	6. Binet
7. Terman	10	10	7. Terman
8. Stanford-Binet	10	10	8. Stanford-Binet
9. Wechsler	10	10	9. Wechsler
10. Binet	10	10	10. Binet
11. Terman	10	10	11. Terman
12. Stanford-Binet	10	10	12. Stanford-Binet
13. Wechsler	10	10	13. Wechsler
14. Binet	10	10	14. Binet
15. Terman	10	10	15. Terman
16. Stanford-Binet	10	10	16. Stanford-Binet
17. Wechsler	10	10	17. Wechsler
18. Binet	10	10	18. Binet
19. Terman	10	10	19. Terman
20. Stanford-Binet	10	10	20. Stanford-Binet
21. Wechsler	10	10	21. Wechsler
22. Binet	10	10	22. Binet
23. Terman	10	10	23. Terman
24. Stanford-Binet	10	10	24. Stanford-Binet
25. Wechsler	10	10	25. Wechsler
26. Binet	10	10	26. Binet
27. Terman	10	10	27. Terman
28. Stanford-Binet	10	10	28. Stanford-Binet
29. Wechsler	10	10	29. Wechsler
30. Binet	10	10	30. Binet
31. Terman	10	10	31. Terman
32. Stanford-Binet	10	10	32. Stanford-Binet
33. Wechsler	10	10	33. Wechsler
34. Binet	10	10	34. Binet
35. Terman	10	10	35. Terman
36. Stanford-Binet	10	10	36. Stanford-Binet
37. Wechsler	10	10	37. Wechsler
38. Binet	10	10	38. Binet
39. Terman	10	10	39. Terman
40. Stanford-Binet	10	10	40. Stanford-Binet
41. Wechsler	10	10	41. Wechsler
42. Binet	10	10	42. Binet
43. Terman	10	10	43. Terman
44. Stanford-Binet	10	10	44. Stanford-Binet
45. Wechsler	10	10	45. Wechsler
46. Binet	10	10	46. Binet
47. Terman	10	10	47. Terman
48. Stanford-Binet	10	10	48. Stanford-Binet
49. Wechsler	10	10	49. Wechsler
50. Binet	10	10	50. Binet
51. Terman	10	10	51. Terman
52. Stanford-Binet	10	10	52. Stanford-Binet
53. Wechsler	10	10	53. Wechsler
54. Binet	10	10	54. Binet
55. Terman	10	10	55. Terman
56. Stanford-Binet	10	10	56. Stanford-Binet
57. Wechsler	10	10	57. Wechsler
58. Binet	10	10	58. Binet
59. Terman	10	10	59. Terman
60. Stanford-Binet	10	10	60. Stanford-Binet
61. Wechsler	10	10	61. Wechsler
62. Binet	10	10	62. Binet
63. Terman	10	10	63. Terman
64. Stanford-Binet	10	10	64. Stanford-Binet
65. Wechsler	10	10	65. Wechsler
66. Binet	10	10	66. Binet
67. Terman	10	10	67. Terman
68. Stanford-Binet	10	10	68. Stanford-Binet
69. Wechsler	10	10	69. Wechsler
70. Binet	10	10	70. Binet
71. Terman	10	10	71. Terman
72. Stanford-Binet	10	10	72. Stanford-Binet
73. Wechsler	10	10	73. Wechsler
74. Binet	10	10	74. Binet
75. Terman	10	10	75. Terman
76. Stanford-Binet	10	10	76. Stanford-Binet
77. Wechsler	10	10	77. Wechsler
78. Binet	10	10	78. Binet
79. Terman	10	10	79. Terman
80. Stanford-Binet	10	10	80. Stanford-Binet
81. Wechsler	10	10	81. Wechsler
82. Binet	10	10	82. Binet
83. Terman	10	10	83. Terman
84. Stanford-Binet	10	10	84. Stanford-Binet
85. Wechsler	10	10	85. Wechsler
86. Binet	10	10	86. Binet
87. Terman	10	10	87. Terman
88. Stanford-Binet	10	10	88. Stanford-Binet
89. Wechsler	10	10	89. Wechsler

DIRECTIONS		DIRECTIONS	
DATE: CLERICAL		LA-9	
SPELLING		GEN. TEST I	
SENTENCES		FRENCH LL	
NUMERICAL AB.		FRENCH UL	
ANSTR. REAS.		GERMAN LL	
SPACE ROL.		ITALIAN LL	
VERB. REAS.		SPANISH LL	
MECH. REAS.		Ohio Higher	
SUPV. TEST: FORM			

[illegible]

TYPE OF TEST	RAW SCORE	PERCENTILE
AREA INFO (AFFAIRS)		
AREA INFO (PEOPLE)		
JENNETT LIBRARY INFO		
CIA CLASSIF. I		
CIA CLASSIF. II		
CORR. AND EFF. OF EXP.		
CSU TEST: FORM		
TECHNICAL READING		
WATSON-GLASER:		
GENERALIZATIONS	20	99
INFERENCES	39	93
DISC. ARGUMENTS	74	65
RECOG. ASSUMPTIONS	19	99
GEN. LOG. REAS.	25	99
CONSISTENCY	25	95
APPL. LOG. REAS.	24	98

OSD REPORT OF PHYSICAL QUALIFICATIONS FOR DUTY

20 July 1950

194

WAS GIVEN A PHYSICAL

EXAMINATION ON THIS DATE AND FOUND QUALIFIED FOR
#1 & New Employee☒ FULL DUTY OVERSEAS☐ LIMITED DUTY OVERSEAS☐ DUTY IN USA ONLY

PROFILE SERIAL (FOR ARMY EM ONLY)

☐ ☐ ☐ ☐ ☐ ☐

DEFECTS NOTED:

None

FORM NO. 37-32
DEC 1948

OSD REPORT OF PHYSICAL QUALIFICATIONS FOR DUTY

OSD

26 Jan 51

194

WAS GIVEN A PHYSICAL

EXAMINATION ON THIS DATE AND FOUND QUALIFIED FOR

#1 Overseas

☒ FULL DUTY OVERSEAS☐ LIMITED DUTY OVERSEAS☐ DUTY IN USA ONLY

PROFILE SERIAL (FOR ARMY EM ONLY)

☐ ☐ ☐ ☐ ☐ ☐

DEFECTS NOTED:

None

FORM NO. 37-32
DEC 1948

(10-4B) MRD COPY

SECRET

(When Filled In)

1. PERSONNEL SERIAL NO. (1-6) 126043		LANGUAGE PROFICIENCY AND AWARDS DATA			2. LD NO. 6070	
3. NAME (7-24)		4. COMPONENT 25		5. GRADE 14		6. DATE OF BIRTH Nov. 11, 1925
7. LANGUAGE German		8. CODE (23-27) 604		9. DATE OF TEST June 17, 1960		10. ANNIVERSARY DATE (28-29) June 17, 1961
11. TEST PURPOSE AWARD		12. TEST SCORES				13. ELIGIBILITY (39)
READING (24) 7		WRITING (35) 7		PRONUNCIATION (36) 7		AWARDABLE A M
SPEAKING (37) 7		UNDERSTANDING (38) 7				NOT AWARDABLE
14. I CERTIFY THIS EMPLOYEE FOR AWARD				15. TYPE OF AWARD		
SIGNATURE		DATE		A-M A		
				E-I-H C-I		
				C C		
				R-W-B B		
				D-V V		
16. AMOUNT OF AWARD		\$ 200.00		17. I CERTIFY THAT FUNDS ARE AVAILABLE		
18. FEDERAL TAX DEDUCTION		\$		OBLIGATION REF. NO.		
19. STATE/DC TAX DEDUCTION		\$		SIGNATURE		
20. CHARGE ALLOTMENT NO.				DATE		
21. NET AMOUNT OF AWARD		\$		22. EMPLOYEE PAYROLL NO.		
23. FORWARD CHECK TO				24. ALLOTMENT OF ASSIGNMENT		
				25. CHECK NO.		
				DATE		

FORM 1273 USE PREVIOUS EDITIONS
4-55

SECRET

(10-48) MRD COPY

SECRET

(When Filled In)

1. PERSONNEL SERIAL NO. (1-6) 126043		LANGUAGE PROFICIENCY AND AWARDS DATA			2. LD NO. 6027	
3. NAME (7-24)		4. COMPONENT 25		5. GRADE 14		6. DATE OF BIRTH Nov. 11, 1925
7. LANGUAGE German		8. CODE (23-27) 281		9. DATE OF TEST June 15, 1960		10. ANNIVERSARY DATE (28-29) June 17, 1961
11. TEST PURPOSE AWARD		12. TEST SCORES				13. ELIGIBILITY (39)
READING (24) 7		WRITING (35) 7		PRONUNCIATION (36) 7		AWARDABLE A M
SPEAKING (37) 7		UNDERSTANDING (38) 7				NOT AWARDABLE
14. I CERTIFY THIS EMPLOYEE FOR AWARD				15. TYPE OF AWARD		
SIGNATURE		DATE		A-M A		
				E-I-H C-I		
				C C		
				R-W-B B		
				D-V V		
16. AMOUNT OF AWARD		\$ 200.00		17. I CERTIFY THAT FUNDS ARE AVAILABLE		
18. FEDERAL TAX DEDUCTION		\$		OBLIGATION REF. NO.		
19. STATE/DC TAX DEDUCTION		\$		SIGNATURE		
20. CHARGE ALLOTMENT NO.				DATE		
21. NET AMOUNT OF AWARD		\$		22. EMPLOYEE PAYROLL NO.		
23. FORWARD CHECK TO				24. ALLOTMENT OF ASSIGNMENT		
				25. CHECK NO.		
				DATE		

FORM 1273 USE PREVIOUS EDITIONS
4-55

SECRET

(10-48) MRD COPY

SECRET

(When Filled In)

PERIODIC SUPPLEMENT

PERSONAL HISTORY STATEMENT

THIS DATE

30 July 1957

INSTRUCTIONS

This form provides the means whereby your official personnel records will be kept current. Even though it duplicates information you have furnished previously, it will be necessary for you to complete Sections I through VI in their entirety. You need complete Sections VII through XIII only if there has been a change since you entered on duty with the organization or if you believe the item requires more complete coverage than you have previously reported.

SECTION I

GENERAL

1. FULL NAME (Last-First-Middle)

18 SEP 1957

2. CURRENT ADDRESS (No., Street, City, Zone, State)

3. PERMANENT ADDRESS (No., Street, City, Zone, State)

4. HOME TELEPHONE NUMBER

5. STATE, TERRITORY, POSSESSION OR COUNTRY IN WHICH YOU NOW CLAIM RESIDENCE

Virginia

SECTION II

PERSON TO BE NOTIFIED IN CASE OF EMERGENCY

1. NAME (Last-First-Middle) PREFERABLY RESIDING IN U.S.

2. RELATIONSHIP

Wife

3. HOME

4. BUSI

(If) INDICATE NAME OF FIRM OR EMPLOYER, IF APPLICABLE

5. HOME

HOME NUMBER

7. BUSINESS TELEPHONE EXTENSION

NA

6. IN CASE OF EMERGENCY, OTHER CLOSE RELATIVES (Spouse, Mother, Father) MAY ALSO BE NOTIFIED. IF SUCH NOTIFICATION IS NOT DESIRABLE BECAUSE OF HEALTH OR OTHER REASONS, PLEASE SO STATE.

NA

SECTION III

MARITAL STATUS

1. CHECK (X) ONE:

☐

SINGLE

☒

MARRIED

☐

WIDOWED

☐

SEPARATED

☐

DIVORCED

☐

ANNULLED

2. FURNISH DATE, PLACE AND REASON FOR ALL SEPARATIONS, DIVORCES OR ANNULMENTS

SPOUSE: If you have been married more than once, including annulments, use a separate sheet for former wife or husband giving data below for all previous marriages. If marriage is contemplated, provide same data for fiancé.

3. NAME

(First)

(Middle)

(maiden)

(Last)

4. DATE OF MARRIAGE

5. PLACE OF MARRIAGE (City, State, Country)

Vienna, Austria

6. HOME ADDRESS (No., Street, City, State, Country)

7. LIVING

8. DATE OF DEATH

9. CAUSE OF DEATH

X

YES

NO

NA

NA

10. CURRENT ADDRESS (Give last address, if deceased)

11. G

12. I

13. CITIZENSHIP (Country)

14. DATE ACQUIRED

15. WHERE ACQUIRED (City, State, Country)

Vienna, Austria

16. OCCUPATION

Housewife

17. PRESENT EMPLOYER (Also give former employer, or if spouse is deceased or unemployed, list two employers)

NA

18. EMPLOYER'S OR BUSINESS ADDRESS (No., Street, City, State, Country)

NA

SECTION III CONTINUED TO PAGE 2

COPIED
FOR
QUALIFICATIONS
DATE JUN 1958

SECRET

(When Filled In)

SECTION III CONTINUED FROM PAGE 1

21. DATES OF MILITARY SERVICE OF SPOUSE (From: and To:) BY MONTH AND YEAR	
NA	
22. BRANCH OF SERVICE	23. COUNTRY WITH WHICH MILITARY SERVICE AFFILIATED
NA	
24. DETAILS OF OTHER GOVERNMENT SERVICE, U.S. OR FOREIGN	
NONE	

SECTION IV RELATIVES BY BLOOD, MARRIAGE OR ADOPTION LIVING ABROAD OR WHO ARE NOT U.S. CITIZENS

1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP
4. ADDRESS	
5. CITIZENSHIP	
1. FULL NAME	2. RELATIONSHIP
4. ADDRESS	
5. CITIZENSHIP	
1. FULL NAME	2. RELATIONSHIP
4. ADDRESS	
5. CITIZENSHIP	
1. FULL NAME	2. RELATIONSHIP
4. ADDRESS	
5. CITIZENSHIP	
D. SPECIAL AGENT	

SECTION V FINANCIAL STATUS

1. ARE YOU ENTIRELY DEPENDENT ON YOUR SALARY?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
2. DO YOU HAVE ANY FINANCIAL INTEREST IN, OR OFFICIAL CONNECTION WITH, NON-U.S. CORPORATIONS OR BUSINESSES OR IN OR WITH U.S. CORPORATIONS OR BUSINESSES HAVING SUBSTANTIAL FOREIGN INTERESTS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF YOU HAVE ANSWERED "YES," GIVE COMPLETE DETAILS ON A SEPARATE SHEET AND ATTACH IN A SEALED ENVELOPE.		
3. DO YOU RECEIVE AN ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT, PENSION, OR COMPENSATION FOR MILITARY OR NAVAL SERVICE? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
4. IF YOU HAVE ANSWERED "YES" TO QUESTION 3 ABOVE, GIVE COMPLETE DETAILS.		
NA		
5. WITHOUT REFERENCE TO YOUR SALARY, STATE OTHER SOURCES OF RECURRENT INCOME NOT INDICATED BY PRECEDING ITEMS.		
NA		

SECTION V CONTINUED TO PAGE 2

SECRET

SECRET
(When Filled In)

SECTION V CONTINUED FROM PAGE 2								
6. BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS								
NAME OF INSTITUTION			ADDRESS (City, State, Country)					
National Savings and Trust Company			Washington, D.C.					
7. HAVE YOU EVER BEEN IN, OR PETITIONED FOR, BANKRUPTCY?			YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>					
8. IF YOU HAVE ANSWERED "YES" TO QUESTION 7 ABOVE, GIVE PARTICULARS, INCLUDING COURT AND DATE(S)								
NA								
SECTION VI CITIZENSHIP								
1. COUNTRY OF CURRENT CITIZENSHIP		2. CITIZENSHIP ACQUIRED BY - CHECK (X) ONE:						
USA		<input checked="" type="checkbox"/> BIRTH <input type="checkbox"/> MARRIAGE <input type="checkbox"/> OTHER (Specify):						
3. HAVE YOU TAKEN STEPS TO CHANGE YOUR PRESENT CITIZENSHIP? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		4. GIVE PARTICULARS						
		NA						
5. IF YOU HAVE APPLIED FOR U.S. CITIZENSHIP, INDICATE PRESENT STATUS OF YOUR APPLICATION (First papers, etc.)								
NA								
SECTION VII EDUCATION								
1. CHECK (X) HIGHEST LEVEL OF EDUCATION ATTAINED								
LESS THAN HIGH SCHOOL GRADUATE		OVER TWO YEARS OF COLLEGE - NO DEGREE						
HIGH SCHOOL GRADUATE		BACHELOR'S DEGREE						
TRADE, BUSINESS, OR COMMERCIAL SCHOOL GRADUATE		GRADUATE STUDY LEADING TO HIGHER DEGREE						
TWO YEARS COLLEGE OR LESS		MASTER'S DEGREE		<input checked="" type="checkbox"/> DOCTOR'S DEGREE				
2. COLLEGE OR UNIVERSITY STUDY								
NAME AND LOCATION OF COLLEGE OR UNIVERSITY		SUBJECT		DATE ATTENDED		DEGREE REC'D	DATE REC'D	SEM/QUA HRS. COMPLETED (Specify)
		MAJOR	MINOR	FROM	TO			
3. TRADE, COMMERCIAL AND VOCATIONAL SCHOOLS								
NAME OF SCHOOL	STUDY OR SPECIALIZATION	DATES ATTENDED		TOTAL HOURS				
		FROM	TO					
None								
4. MILITARY TRAINING (Full time duty in specialized schools such as Ordnance, Intelligence, Communications, etc.)								
NAME OF SCHOOL	STUDY OR SPECIALIZATION	DATES ATTENDED		TOTAL HRS.				
		FROM	TO					
5. OTHER EDUCATIONAL TRAINING NOT INDICATED ABOVE								

SECRET

SECRET
(When Filled In)

SECTION VIII GEOGRAPHIC AREA KNOWLEDGE						
1. LIST BELOW ANY FOREIGN REGIONS OR COUNTRIES OF WHICH YOU HAVE GAINED KNOWLEDGE AS A RESULT OF RESIDENCE, TRAVEL, STUDY OR WORK ASSIGNMENT OTHER THAN ORGANIZATION EXPERIENCE. UNDER COLUMN "TYPE OF SPECIALIZED KNOWLEDGE," INDICATE TYPE OF KNOWLEDGE SUCH AS TERRAIN, COASTS, HARBORS, UTILITIES, RAILROADS, INDUSTRIES, POLITICAL PARTIES, ETC.						
NAME OF REGION OR COUNTRY	TYPE OF SPECIALIZED KNOWLEDGE	DATES OF RESIDENCE, TRAVEL, ETC.	KNOWLEDGE ACQUIRED BY			
			RESIDENCE	TRAVEL	STUDY	WORK ASSIGNMENT
			X	X	X	
				X	X	

2. INDICATE THE PURPOSE OF VISIT, RESIDENCE OR TRAVEL FOR EACH OF THE REGIONS OR COUNTRIES LISTED ABOVE

Residence with family in 20's; graduate study and tourist travel in other areas, 1947-50.

3. LIST BELOW ANY FOREIGN REGIONS OR COUNTRIES OF WHICH YOU HAVE GAINED KNOWLEDGE AS A RESULT OF ORGANIZATION ASSIGNMENT OR ACTIVITY.

NAME OF REGION OR COUNTRY	TYPE OF SPECIALIZED KNOWLEDGE	DATES OF RESIDENCE, TRAVEL, ETC.	KNOWLEDGE ACQUIRED BY		
			HOOTS ASSIGNMENT	FIELD ASSIGNMENT	TRAINING

SECTION IX TYPING AND STENOGRAPHIC SKILLS				
1. TYPING (W.P.M.) 40	2. STENOGRAPHY (W.P.M.)	3. SHORTHAND SYSTEM USED - CHECK (X) APPROPRIATE ITEM		
		<input type="checkbox"/> GREGG	<input type="checkbox"/> SPEEDWRITING	<input type="checkbox"/> STENOGRAPHY OTHER (Specify):
4. INDICATE OTHER BUSINESS MACHINES WITH WHICH YOU HAVE HAD OPERATING EXPERIENCE OR TRAINING (Comptometer, Micrograph, Card Punch, etc.) None				
SECTION X SPECIAL QUALIFICATIONS				
1. LIST ALL HOBBIES AND SPORTS IN WHICH YOU ARE ACTIVE OR HAVE ACTIVELY PARTICIPATED. INDICATE YOUR PROFICIENCY IN EACH tennis (good), golf (fair), swimming (good), Chess (fair), skiing (fair) hunting (fair), fishing (fair)				
2. INDICATE ANY SPECIAL QUALIFICATIONS, RESULTING FROM EXPERIENCE OR TRAINING, WHICH MIGHT FIT YOU FOR A PARTICULAR POSITION OR TYPE OF WORK				
3. EXCLUDING EQUIPMENT NOTED IN SECTION X, LIST ANY SPECIAL SKILLS YOU POSSESS RELATING TO OTHER EQUIPMENT OR MACHINES SUCH AS OPERATION OF SHORTHAVE RADIO, MULTILITH, TURRET LATHE, SCIENTIFIC AND PROFESSIONAL DEVICES, ETC. None				
4. IF YOU ARE A LICENSED OR CERTIFIED MEMBER OF ANY TRADE OR PROFESSION (Pilot, Electrician, Radio Operator, Teacher, Lawyer, CPA, Medical Technician, etc.), INDICATE THE KIND OF LICENSE OR CERTIFICATE, NAME OF ISSUING STATE, AND REGISTRY NUMBER, IF ANY.				
No				
5. FIRST LICENSE OR CERTIFICATE (Year of Issue)		6. LATEST LICENSE OR CERTIFICATE (Year of Issue)		

SECRET

SECRET
(When Filled In)

SECTION X CONTINUED FROM PAGE 2

7. LIST ANY SIGNIFICANT PUBLISHED MATERIALS OF WHICH YOU ARE THE AUTHOR (Do not submit copies unless requested). INDICATE TITLE, PUBLICATION DATE, AND TYPE OF WRITING (Non-fiction, scientific articles, general interest subjects, novels, short stories, etc.)

and published

International Protection of National Minorities, 1950 (book written/as doctoral dissertation)

8. INDICATE ANY DEVICES WHICH YOU HAVE INVENTED AND STATE WHETHER OR NOT THEY ARE PATENTED

None.

9. LIST ANY PUBLIC SPEAKING AND PUBLIC RELATIONS EXPERIENCE

None.

10. LIST ANY PROFESSIONAL, ACADEMIC OR HONORARY ASSOCIATIONS OR SOCIETIES IN WHICH YOU ARE NOW OR WERE FORMERLY A MEMBER. LIST ACADEMIC HONORS YOU HAVE RECEIVED.

None.

SECTION XI ORGANIZATION WORK EXPERIENCE - SINCE LAST COMPLETION OF A PERSONNEL QUALIFICATIONS QUESTIONNAIRE

1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
July 1950-June 1951	GS-9	Advisory Council and FDM German and Austrian Branches.
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
0		
6. DESCRIPTION OF DUTIES		
desk case officer and undergoing training		
1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
July 1951 to September 1955	GS-12	FDM and EE Division, Austrian Station
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
4-5	Case Officer and Chief, CE Austria	
6. DESCRIPTION OF DUTIES		
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1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
6. DESCRIPTION OF DUTIES		
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4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
6. DESCRIPTION OF DUTIES		

(Use additional pages if required)

SECRET
5

CHILDREN AND OTHER DEPENDENTS

SECRET

SECRET
(When Filled In)

LANGUAGE DATA RECORD				
PART I-GENERAL				
1. NAME (Last-First-Middle)		2. DATE OF BIRTH		
3. LANGUAGE	4. TODAY'S DATE		5.	
	MONTH	DAY	YEAR	<input type="checkbox"/> I HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE
	JUNE	17	1957	
PART II-LANGUAGE ELEMENTS				
SECTION A. Reading (40)				
1. I CAN READ TEXTS OF ANY DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY ONLY RARELY.				
2. I CAN READ TEXTS OF MOST GRADES OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALLY.				
3. I CAN READ TEXTS OF AVERAGE DIFFICULTY (newspapers, reference materials, etc.), USING THE DICTIONARY FREQUENTLY.				
4. I CAN READ SIMPLE TEXTS, SUCH AS STREET SIGNS, NEWSPAPER HEADLINES, ETC., USING THE DICTIONARY FREQUENTLY.				
5. I HAVE NO READING ABILITY IN THE LANGUAGE.				
SECTION B. Writing (41)				
1. I CAN WRITE PERSONAL LETTERS AND SIMILAR MATERIAL WITH COMPLETE SUCCESS WITHOUT USING THE DICTIONARY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH VERY FEW GRAMMATICAL ERRORS, IN NATIVE STYLE, USING THE DICTIONARY ONLY RARELY.				
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3. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH OCCASIONAL MINOR GRAMMATICAL ERRORS AND IN OBVIOUSLY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY OCCASIONALLY.				
4. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY FREQUENTLY.				
5. I CANNOT WRITE IN THE LANGUAGE.				
SECTION C. Pronunciation (42)				
1. MY PRONUNCIATION IS NATIVE.				
2. WHILE NATIVES CAN DETECT AN ACCENT IN MY PRONUNCIATION THEY HAVE NO DIFFICULTY UNDERSTANDING ME.				
3. MY PRONUNCIATION IS OBVIOUSLY FOREIGN, BUT ONLY RARELY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND.				
4. MY PRONUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND.				
5. I HAVE NO SKILL IN PRONUNCIATION.				
CONTINUE ON REVERSE SIDE				

FORM NO. 444C
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SECRET

(4-43)

CONTINUATION OF PART II—LANGUAGE ELEMENTS	
SECTION D. Speaking (43)	
1.	I SPEAK FLUENTLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS; I CONVERSE FREELY AND IDIOMATICALLY IN ALL FIELDS WITH WHICH I AM FAMILIAR.
2.	I SPEAK FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE IN MOST FIELDS WITH WHICH I AM FAMILIAR AND I EMPLOY SOME POPULAR SAYINGS, LITERARY QUOTATIONS, AND COMMON PROVERBS.
3.	I GET ALONG QUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUSINESS IN PARTICULAR FIELDS.
4.	I MANAGE TO GET ALONG IN THE MOST COMMON SITUATIONS OF DAILY LIFE AND TRAVEL.
5.	I HAVE NO ABILITY TO USE THE LANGUAGE IN ANY OF THE ABOVE RESPECTS.
SECTION E. Understanding (44)	
1.	I UNDERSTAND NON-TECHNICAL CONVERSATION ON ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND NEARLY EVERYTHING I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
2.	I UNDERSTAND NON-TECHNICAL CONVERSATION ON NEARLY ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MOST OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES, INCLUDING MOST JOKES AND PUNS.
3.	I UNDERSTAND NEARLY ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRAVEL, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.
4.	I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
5.	I AM NOT ABLE TO UNDERSTAND THE SPOKEN LANGUAGE.
BEFORE CONTINUING - CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.	
PART III—EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)	
1.	I HAVE HAD EXPERIENCE AS A TRANSLATOR.
2.	I HAVE HAD EXPERIENCE AS AN INTERPRETER.
3.	BOTH OF THE ABOVE STATEMENTS APPLY.
4.	NONE OF THE ABOVE STATEMENTS APPLY.
PART IV—CERTIFICATION	
<p>I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS CERTIFICATION CONSTITUTES MY APPLICATION FOR A MAINTENANCE AWARD PROVIDED I AM ELIGIBLE UNDER THE TERMS OF REGULATION NO. 25-115, PAR. 10(4). I UNDERSTAND THAT I MUST PASS AN OBJECTIVE LANGUAGE-PROFICIENCY TEST BEFORE I BECOME ELIGIBLE FOR AN AWARD, AND THAT IRRESPECTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE AWARDS WILL BE CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.</p>	
DATE SIGNED	SIGN
17 June 1957	
(46)	

SECRET
(When Filled In)

LANGUAGE DATA RECORD				
PART I-GENERAL				
1. NAME (Last-First-Middle)			2. DATE OF BIRTH	
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5. I HAVE NO SKILL IN PRONUNCIATION.				
CONTINUE ON REVERSE SIDE				

CONTINUATION OF PART II- LANGUAGE ELEMENTS

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DATE SIGNED

17 June 1954

SIGN

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DATE SIGNED

17 June 1957

SIGNATURE

(46)

36447

STANDARD FORM 57 NOV 1947 U S CIVIL SERVICE COMMISSION		APPLICATION FOR FEDERAL EMPLOYMENT																															
INSTRUCTIONS: In order to prevent delay in consideration of your application, answer every question on this form clearly and completely. Type or print in INK. In applying for a specific United States Civil Service examination, read the examination announcement carefully and follow all directions. If you are applying for a WRITTEN examination, follow the instructions on the admission card regarding disposition of this application. If you are applying for an UNWRITTEN examination, mail this application to the office named in the announcement. Be sure to mail to the same office any other forms required by the announcement. Notify the office with which you file this application of any change in your address.																																	
ANNOUNCEMENT NO.	1. NAME OF EXAMINATION OR KIND OF POSITION APPLIED FOR		<div style="text-align: center; font-weight: bold; margin-bottom: 10px;">DO NOT WRITE IN THIS BLOCK</div> <div style="text-align: center; font-weight: bold; margin-bottom: 10px;">For Use of Civil Service Commission Only</div> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> APPROVED <input type="checkbox"/> NON APPROVED </div> <div style="width: 45%;"> <input type="checkbox"/> MATERIAL SUBMITTED <input type="checkbox"/> RETURNED </div> </div> <div style="text-align: center; font-weight: bold; margin-bottom: 10px;">ENTERED REGISTER</div> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">MUTATIONS</div> <div style="width: 45%;">APP. REVIEW</div> </div> <div style="text-align: center; font-weight: bold; margin-bottom: 10px;">APPROVED:</div> <table border="1" style="width: 100%; border-collapse: collapse; font-size: 0.8em;"> <thead> <tr> <th style="width: 15%;">OPTION</th> <th style="width: 10%;">GRADE</th> <th style="width: 10%;">EARNED RATING</th> <th style="width: 20%;">PREFERENCE</th> <th style="width: 10%;">AUGM. RATING</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td><input type="checkbox"/> 5 POINTS (ENTJ)</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td><input type="checkbox"/> 10 POINTS</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td><input type="checkbox"/> WIFE OR WIDOW</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td><input type="checkbox"/> DEAF</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td><input type="checkbox"/> BEING INVESTIGATED</td> <td></td> </tr> </tbody> </table> <div style="text-align: center; font-weight: bold; margin-top: 10px;">INITIALS AND DATE</div>	OPTION	GRADE	EARNED RATING	PREFERENCE	AUGM. RATING				<input type="checkbox"/> 5 POINTS (ENTJ)					<input type="checkbox"/> 10 POINTS					<input type="checkbox"/> WIFE OR WIDOW					<input type="checkbox"/> DEAF					<input type="checkbox"/> BEING INVESTIGATED	
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2. OPTION(S) (if mentioned in examination announcement)		4. DATE OF THIS APPLICATION 11 May 1950																															
3. PLACE OF EMPLOYMENT APPLIED FOR (City and State)																																	
14. (a) HAVE YOU EVER BEEN EMPLOYED BY THE FEDERAL GOVERNMENT? <input type="checkbox"/> YES <input type="checkbox"/> NO (b) IF SO, GIVE LAST GRADE AND DATE OF LAST CHANGE IN GRADE:																																	
15. (a) WHAT IS THE LOWEST ENTRANCE SALARY YOU WILL ACCEPT? \$ (b) CHECK IF YOU WILL ACCEPT SHORT-TERM APPOINTMENT, IF OFFERED: <input type="checkbox"/> 1 TO 3 MONTHS <input type="checkbox"/> 3 TO 6 MONTHS <input type="checkbox"/> 6 TO 12 MONTHS NOTE: Acceptance or refusal of a temporary short-term appointment will not affect your opportunity to obtain a probational appointment. (c) IF YOU ARE WILLING TO TRAVEL, SPECIFY: <input type="checkbox"/> OCCASIONALLY <input type="checkbox"/> FREQUENTLY <input type="checkbox"/> CONSTANTLY																																	
16. EXPERIENCE: It is important for you to furnish all information requested below in sufficient detail to enable the Civil Service Commission and the appointing officers of agencies to give you full credit in determining your qualifications. Use a separate block for each position. Start with your present position and work back, explaining clearly the principal tasks which you performed in each position, accounting for all periods of unemployment. Experience gained more than 15 years ago which is not pertinent to the work for which you are applying may be summarized in one or more of the blocks. If your duties changed materially while working for the same employer, use a separate block to describe each position. You must include any pertinent religious, civic, military, or organizational activity which you have performed, either with or without compensation, showing the number of hours per week and weeks per year in which you were engaged in such activity. Military experience should be described in the space below in its proper sequence. (a) If you were ever employed in any position under a name different from that shown in Item 1 of this application, give under "Description of your work" for each position, the name used. (b) If you have never been employed or are now unemployed, indicate that fact in the space provided below for "Present Position."																																	
1. PRESENT POSITION																																	
DATES OF EMPLOYMENT (month, year) FROM: TO PRESENT TIME PLACE OF EMPLOYMENT (city and State)		LAST TITLE OF YOUR PRESENT POSITION CLASSIFICATION GRADE (if in Federal Service) SALARY OR EARNINGS: STARTING, \$ PER PER PRESENT, \$ PER PER																															
NAME AND ADDRESS OF EMPLOYER (firm, organization, or person; if Federal, name department, bureau or establishment, and division)		NAME AND TITLE OF IMMEDIATE SUPERVISOR																															
NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU		REASON FOR DESIRING TO CHANGE EMPLOYMENT																															
DESCRIPTION OF YOUR WORK																																	

IS CONTINUED

[illegible]

(3)	DATES OF EMPLOYMENT (<i>month, year</i>)	EXAL : TITLE OF YOUR POSITION	CLASSIFICATION GRADE <i>(if in Federal service)</i>	SALARY OR EARNINGS:	PEN PER
	FROM:	TO:		STARTING \$ FINAL \$	
PLACE OF EMPLOYMENT (<i>city and State</i>)		NAME AND TITLE OF IMMEDIATE SUPERVISOR			
NAME AND ADDRESS OF EMPLOYER (<i>firm, organization, or person; if Federal, name department, bureau or establishment, and division</i>)		KIND OF BUSINESS OR ORGANIZATION (<i>e. g., wholesale silk, insurance agency, manufacture of locks, etc.</i>)			
NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU		REASON FOR LEAVING			
DESCRIPTION OF YOUR WORK					

(4) DATES OF EMPLOYMENT (month, year)	EXACT TITLE OF YOUR POSITION	CLASSIFICATION GRADE <i>(If in Federal Service)</i>	SALARY OR EARNINGS: STARTING \$ FINAL \$ PER PER
FROM: TO:			
PLACE OF EMPLOYMENT (city and State)	NAME AND TITLE OF IMMEDIATE SUPERVISOR		
NAME AND ADDRESS OF EMPLOYER (firm, organization, or person; if Federal, name department, bureau or establishment, and division)	KIND OF BUSINESS OR ORGANIZATION (e.g., wholesale silk, insurance agency, manufacture of locks, etc.)		
NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU	REASON FOR LEAVING		
DESCRIPTION OF YOUR WORK			

[illegible]

26 REFERENCE: List three persons living in the United States or Territories of the United States who are NOT related to you and who have definite knowledge of your qualifications and fitness for the position for which you are applying. Do not repeat names of supervisors listed under Item 16 (EXPERIENCE).			PRESENT BUSINESS OR HOME ADDRESS (Give complete current address, including street and number)		BUSINESS OR OCCUPATION	
FULL NAME	(Give complete current address, including street and number)	BUSINESS OR OCCUPATION				
1.						
2.						
3.						
INDICATE "YES" OR "NO" ANSWER BY PLACING "X" IN PROPER COLUMN			YES	NO	INDICATE "YES" OR "NO" ANSWER BY PLACING "X" IN PROPER COLUMN	
25. MAY INQUIRY BE MADE OF YOUR PRESENT EMPLOYER REGARDING YOUR CHARACTER QUALIFICATIONS ETC?			<input checked="" type="checkbox"/>	<input type="checkbox"/>	25. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY? <i>If your answer is "Yes," give details in Item 39.</i>	
26. ARE YOU A CITIZEN OF OR DO YOU OWE ALLEGIANCE TO THE UNITED STATES?			<input checked="" type="checkbox"/>	<input type="checkbox"/>	26. DOES THE UNITED STATES GOVERNMENT EMPLOY IN A CIVILIAN CAPACITY ANY RELATIVE OF YOURS (BY BLOOD OR MARRIAGE) WITH WHOM YOU LIVE OR HAVE LIVED WITHIN THE PAST 24 MONTHS? <i>If your answer is "Yes," show in Item 36 for EACH such relative (1) full name, (2) present address, (3) relationship, (4) Department or Agency by which employed, and (5) kind of appointment.</i>	
27. ARE YOU NOW OR HAVE YOU EVER BEEN A MEMBER OF THE COMMUNIST PARTY, U. S. A. OR ANY COMMUNIST ORGANIZATION?			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
28. ARE YOU NOW OR HAVE YOU EVER BEEN A MEMBER OF A FASCIST ORGANIZATION?			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
29. ARE YOU NOW OR HAVE YOU EVER BEEN A MEMBER OF ANY ORGANIZATION, ASSOCIATION, MOVEMENT, GROUP, OR COMBINATION OF PERSONS WHICH ADVOCATES THE OVERTHROW OF OUR CONSTITUTIONAL FORM OF GOVERNMENT, OR OF AN ORGANIZATION, ASSOCIATION, MOVEMENT, GROUP, OR COMBINATION OF PERSONS WHICH HAS ADOPTED A POLICY OF ADVOCATING OR APPROVING THE COMMISSION OF ACTS OF FORCE OR VIOLENCE TO ENFORCE THEIR POLICY, OR THEIR RIGHTS UNDER THE CONSTITUTION OF THE UNITED STATES OR OF AN ATTEMPT TO ALTER THE FORM OF GOVERNMENT OF THE UNITED STATES BY A CONSTITUTIONAL MEANS?			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<i>If your answer to question 27, 28, or 29 above is "Yes," state in Item 34 the names of all such organizations, associations, movements, groups, or combination of persons and dates of membership. Give complete details of your activities therein and make any explanation you desire regarding your membership or activities therein.</i>						
30. SINCE YOUR 18TH BIRTHDAY, HAVE YOU EVER BEEN ARRESTED, INDICTED, OR SUMMONED INTO COURT AS A DEFENDANT IN A CRIMINAL PROSECUTION, OR CONVICTED, FINED, OR IMPRISONED OR PLACED ON PROBATION OR HAVE YOU EVER BEEN ORDERED TO PAY FINE OR COLLATERAL FOR THE VIOLATION OF ANY LAW, POLICE REGULATION OR ORDINANCE INCLUDING VEHICLE TRAFFIC VIOLATIONS FOR WHICH A FINE OR FORTIFITURE OF \$25 OR LESS WAS IMPOSED?			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<i>If your answer is "Yes," list all such cases under Item 34 below. Give in each case (1) the date; (2) the nature of the offense or violation; (3) the name and location of the court; (4) the penalty imposed, if any, or other disposition of the case. If appointed, your fingerprints will be taken.</i>						
31. HAVE YOU EVER BEEN DISCHARGED OR FORCED TO RESIGN, FOR MISCONDUCT OR UNSATISFACTORY SERVICE FROM ANY POSITION?			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<i>If your answer is "Yes," give in Item 34 the name and address of employer, date, and reason in each case.</i>						
32. HAVE YOU EVER BEEN BARRED BY THE U. S. CIVIL SERVICE COMMISSION FROM TAKING EXAMINATION OR ACCEPTING CIVIL SERVICE APPOINTMENT?			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<i>If your answer is "Yes," give dates of and reasons for each bar in Item 34.</i>						
33. HAVE YOU ANY PHYSICAL HANDICAP, DEFECT, OR OTHER DISABILITY WHICH SHOULD BE CONSIDERED IN ASSIGNING YOU TO WORK?			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<i>If your answer is "Yes," give complete details in Item 34 so that consideration can be given to your physical fitness for the job.</i>						
34. DO YOU RECEIVE AN ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT OR ANY PERSON OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE?			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<i>If your answer is "Yes," give complete details in Item 34.</i>						
<div style="display: flex; justify-content: space-between;"> <div> <p>37. (A) WERE YOU EVER IN THE UNITED STATES MILITARY OR NAVAL SERVICE DURING TIME OF WAR?</p> <p>(B) IS THE WORD "HONORABLE" OR THE WORD "SATISFACTORY" USED IN YOUR DISCHARGE OR SEPARATION PAPERS TO SHOW THE TYPE OF YOUR DISCHARGE OR SEPARATION?</p> <p>(C) WAS SERVICE PERFORMED ON AN ACTIVE FULL TIME BASIS, WITH FULL MILITARY PAY AND ALLOWANCE?</p> </div> <div style="border: 1px solid black; padding: 5px; width: 60%;"> <p>DATE OF ENTRY OR ENTRIES INTO SERVICE: <u>11 Mar. 1943</u></p> <p>DATE OF SEPARATION OR SEPARATIONS: <u>26 June 1946</u></p> <p>BRANCH OF SERVICE (Army, Navy, Marine Corps, Coast Guard, etc.): <u>Marine Corps</u></p> <p>SERIAL NO. (if none, give grade or position): <u>None</u></p> </div> <div> <p>YES NO</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> </div> </div>						
<div style="display: flex; justify-content: space-between;"> <div> <p>38. (A) IF YOU SERVED IN THE UNITED STATES MILITARY OR NAVAL SERVICE DURING PEACETIME ONLY, DO YOU PARTICIPATE IN A CAMPAIGN OR EXPLANATION AND RECEIVE A CAMPAIGN BADGE OR SERVICE RIBBON?</p> <p>(B) ARE YOU A DISABLED VETERAN?</p> <p>(C) ARE YOU A VETERAN'S WIDOW WHO HAS NOT REMARRIED?</p> <p>(D) ARE YOU THE WIFE OF A VETERAN WHO HAS A SERVICE CONNECTED DISABILITY AND WHO RECEIVES UNDER CIVIL SERVICE APPOINTMENT?</p> </div> <div> <p>YES NO</p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p><input type="checkbox"/> <input type="checkbox"/></p> </div> </div>						
<p>THIS SPACE FOR USE OF APPOINTING OFFICER ONLY</p> <p>The information contained in the answers to Question 37 above has been verified by comparison with the discharge certificate on _____ 19____</p> <p>Agency: _____ Title: _____</p>						
<p>39. SPACE FOR DETAILED ANSWERS TO OTHER QUESTIONS (Give complete answers to which answer applies)</p>						
<p>ITEM NO. _____</p> <p>ITEM NO. _____</p>						
<p>If more space is required, use paper the same size as this page. Write on each sheet your name, address, date of birth, and examination title. Attach to inside of this application.</p>						
<p>Before signing this application check back over it to make sure that you have answered ALL questions correctly.</p> <p>I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith.</p> <p>False statement on this application is punishable by Law (U. S. Code, Title 18, Section 80).</p>						
<p>SIGNATURE OF APPLICANT</p> <p>(Sign your name in blue ink)</p>						<p>Initials</p> <p>(In blue ink)</p>

36447

PERSONAL HISTORY STATEMENT

- Instructions: 1. Answer all questions completely. If question does not apply write "not applicable." Write "unknown" only if you do not know the answer and cannot obtain the answer from personal records. Use the blank pages at the end of this form for extra details on any question or questions for which you do not have sufficient room.
2. Type, print or write carefully; illegible or incomplete forms will not receive consideration.

HAVE YOU READ AND DO YOU UNDERSTAND THE INSTRUCTIONS? yes
Yes or No

SEC. 1. PERSONAL BACKGROUND

Telephone:

A. FULL NAME Mr.
(Use No Initials) Mrs.

PRESENT ADDRESS PERMANENT ADDRESS B. NICKNAME WHAT OTHER NAMES HAVE YOU USED?

UNDER WHAT CIRCUMSTANCES HAVE YOU EVER USED THESE NAMES?

HOW LONG? IF A LEGAL CHANGE, GIVE PARTICULARS

C. DATE OF BIRTH WHERE? PLACE OF BIRTH BY WHAT AUTHORITY
City State Country

D. PRESENT CITIZENSHIP U.S.A. BY BIRTH? BY MARRIAGE?
Country

NATIONALITY CERTIFICATE # ISSUED BY
Date Court

State Country

A PREVIOUS NATIONALITY? Yes or No Country

WHAT DATES? TO ANY OTHER NATIONALITY? Country

ARS

IN STEPS TO CHANGE PRESENT CITIZENSHIP? No GIVE PARTICULARS:

E. IF BORN OUTSIDE U.S. WHEN DID YOU FIRST ARRIVE IN THIS COUNTRY? _____

PORT OF ENTRY? _____ ON PASSPORT OF WHAT COUNTRY? _____

LAST U.S. VISA _____
Number Type Place of Issue Date of Issue

SEC. 2. PHYSICAL DESCRIPTION

AGE SEX male HEIGHT WEIGHT

EYES _____ HAIR _____ COMPLEXION _____ SCARS _____

BUILD _____ OTHER DISTINGUISHING FEATURES _____

SEC. 3. MARITAL STATUS

A. SINGLE ☒ MARRIED _____ DIVORCED _____ WIDOWED _____

STATE DATE, PLACE, AND REASON FOR ALL SEPARATIONS, DIVORCES OR ANNULMENTS _____

B. WIFE OR HUSBAND (IF YOU HAVE BEEN MARRIED MORE THAN ONCE — INCLUDE ANNULMENTS — USE A SEPARATE SHEET FOR FORMER WIFE OR HUSBAND GIVING DATA REQUIRED BELOW FOR ALL PREVIOUS MARRIAGES.)

NAME OF SPOUSE _____
First Middle Maiden Last

PLACE AND DATE OF MARRIAGE _____

HIS (OR HER) ADDRESS BEFORE MARRIAGE _____
St. & No. City State Country

LIVING OR DECEASED _____ DATE OF DECEASE _____ CAUSE _____

PRESENT, OR LAST, ADDRESS _____
St. & No. City State Country

DATE OF BIRTH _____ PLACE OF BIRTH _____
City State Country

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY _____

CITIZENSHIP _____ WHEN ACQUIRED? _____ WHERE? _____
City State Country

OCCUPATION _____ LAST EMPLOYER _____

EMPLOYER'S OR BUSINESS ADDRESS _____
St. & No. City State Country

MILITARY SERVICE FROM _____ TO _____ BRANCH OF SERVICE _____
Date Date

COUNTRY _____ DETAILS OF OTHER GOV'T. SERVICE, U.S. OR FOREIGN _____

SEC. 4. CHILDREN OR DEPENDENTS (Include partial dependents)

1. NAME _____ RELATIONSHIP _____ AGE _____
CITIZENSHIP _____ ADDRESS _____
St. & No. City State Country

2. NAME _____ RELATIONSHIP _____ AGE _____
CITIZENSHIP _____ ADDRESS _____
St. & No. City State Country

3. NAME _____ RELATIONSHIP _____ AGE _____
CITIZENSHIP _____ ADDRESS _____
St. & No. City State Country

SEC. 5. FATHER (Give the same information for stepfather and/or guardian on a separate sheet)

FULL NAME _____
First Middle Last

LIVING OR DECEASED _____ DATE OF DECEASE _____ CAUSE _____

PRESENT, OR, LAST, ADDRESS _____
St. & No. City State Country

DATE OF BIRTH _____ PLACE OF BIRTH _____
City State Country

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY _____

CITIZENSHIP _____ WHEN ACQUIRED? _____ WHERE? _____
City State Country

OCCUPATION _____ LAST EMPLOYER _____

EMPLOYER'S OR OWN BUSINESS ADDRESS _____
St. & No. City State Country

MILITARY SERVICE FROM _____ TO _____ BRANCH OF SERVICE _____
Date Date

COUNTRY _____ DETAILS OF OTHER GOV'T SERVICE, U.S. OR FOREIGN.

SEC. 6. MOTHER (Give the same information for stepmother on a separate sheet)

FULL NAME _____
First Middle Last

LIVING OR DECEASED _____ DATE OF DECEASE _____ CAUSE _____

PRESENT, OR LAST, ADDRESS _____
St. & No. City State Country

DATE OF BIRTH _____ PLACE OF BIRTH _____
City State Country

CITIZENSHIP _____ WHEN ACQUIRED? _____ WHERE? _____
City State Country

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY _____

SEC. 12. EDUCATION

ELEMENTARY SCHOOL	ADDRESS	City	State	Country
DATES ATTENDED	GRADUATE?			
HIGH SCHOOL	ADDRESS	City	State	Country
DATES ATTENDED	GRADUATE?			
COLLEGE	ADDRESS	City	State	Country
DATES ATTENDED	DEGREE			
COLLEGE				
DATE				

SEC. 13. MILITARY, NAVAL OR OTHER GOVT SERVICE — U.S. OR FOREIGN

Country	Service	Rank	Dates of Service
Last Station	Serial No.	Type of Discharge	
REMARKS:			
SELECTIVE SERVICE BOARD NUMBER		ADDRESS	
IF DEFERRED GIVE REASON			
INDICATE MEMBERSHIP IN MILITARY RESERVE ORGANIZATIONS			

SEC. 14. CHRONOLOGICAL HISTORY OF EMPLOYMENT FOR PAST 15 YEARS. ACCOUNT FOR ALL PERIODS. INCLUDE CASUAL EMPLOYMENT. INCLUDE ALSO PERIODS OF UNEMPLOYMENT. GIVE ADDRESSES AND STATE WHAT YOU DID DURING PERIODS OF UNEMPLOYMENT. LIST LAST POSITION FIRST.

1. FROM _____ TO _____
— no employment in period May 1949 - May 1950 —

EMPLOYING FIRM OR AGENCY			
ADDRESS	St. & No.	City	State Country
KIND OF BUSINESS	NAME OF SUPERVISOR		
TITLE OF JOB	SALARY \$	PER	
YOUR DUTIES			
REASONS FOR LEAVING			

2. FROM _____ TO _____

EMPLOYING FIRM OR AGENCY	
--------------------------	--

SEC. 18. GIVE THREE NEIGHBORS AT YOUR LAST NORMAL RESIDENCE IN THE U.S. — (Give residence and business addresses where possible.)

	Street and Number	City	State
1. _____	BUS. ADD. _____	_____	_____
	RES. ADD. _____	_____	_____
2. _____	BUS. ADD. _____	_____	_____
	RES. ADD. _____	_____	_____
3. _____	BUS. ADD. _____	_____	_____
	RES. ADD. _____	_____	_____

SEC. 19. FINANCIAL BACKGROUND

- A. ARE YOU ENTIRELY DEPENDENT ON YOUR SALARY? _____ IF NOT, STATE SOURCES OF OTHER INCOME _____
- B. NAMES AND ADDRESSES OF BANKS WITH WHICH YOU HAVE ACCOUNTS _____
National Savings and Trust Co., Washington, D.C. - Credit Suisse, Geneva, Switzerland
- C. HAVE YOU EVER BEEN IN, OR PETITIONED FOR, BANKRUPTCY? _____
 GIVE PARTICULARS, INCLUDING COURT: _____
- D. GIVE THREE CREDIT REFERENCES — IN THE U.S.
- | 1. NAME | ADDRESS | St. & No. | City | State |
|---------|---------|-----------|------|-------|
| 2. NAME | ADDRESS | St. & No. | City | State |
| 3. NAME | ADDRESS | St. & No. | City | State |

SEC. 20. RESIDENCES FOR THE PAST 15 YEARS

FROM Oct. 1949 TO June 1950

FROM May 1949 TO Oct. 1949

FROM	TO	St. No.	City	State	Country
FROM	TO	St. No.	City	State	Country
FROM	TO	St. No.	City	State	Country
FROM	TO	St. No.	City	State	Country
FROM	TO	St. No.	City	State	Country
FROM	TO	St. No.	City	State	Country
FROM	TO	St. No.	City	State	Country

SEC. 21. RESIDENCE OR TRAVEL OUTSIDE OF THE UNITED STATES

A. FROM Oct. 1949 TO June 1950

FROM	TO	City or Section	Country	Purpose
FROM	TO	City or Section	Country	Purpose

FROM _____	TO _____	City or Section _____	Country _____	Purpose _____
FROM _____	TO _____	City or Section _____	Country _____	Purpose _____
FROM _____	TO _____	City or Section _____	Country _____	Purpose _____

B. LAST U.S. PASSPORT — NUMBER, DATE AND PLACE OF ISSUE:

HOW MANY OTHER U.S. PASSPORTS HAVE YOU HAD? None GIVE APPROXIMATE

DATES: _____

PASSPORTS OF OTHER NATIONS: None

SEC. 22. CLUBS, SOCIETIES AND OTHER ORGANIZATIONS

LIST NAMES AND ADDRESSES OF ALL CLUBS, SOCIETIES, PROFESSIONAL SOCIETIES, EMPLOYEE GROUPS, ORGANIZATIONS OF ANY KIND (INCLUDE MEMBERSHIP IN, OR SUPPORT OF, ANY ORGANIZATION HAVING HEADQUARTERS OR BRANCH IN A FOREIGN COUNTRY) TO WHICH YOU BELONG OR HAVE BELONGED:

— none in period covered — May '49 — May '50 —

1. Name and Chapter _____ St. & No. _____ City _____ State _____ Country _____

DATES OF MEMBERSHIP: _____

2. Name and Chapter _____ St. & No. _____ City _____ State _____ Country _____

DATES OF MEMBERSHIP: _____

3. Name and Chapter _____ St. & No. _____ City _____ State _____ Country _____

DATES OF MEMBERSHIP: _____

4. Name and Chapter _____ St. & No. _____ City _____ State _____ Country _____

DATES OF MEMBERSHIP: _____

5. Name and Chapter _____ St. & No. _____ City _____ State _____ Country _____

DATES OF MEMBERSHIP: _____

6. Name and Chapter _____ St. & No. _____ City _____ State _____ Country _____

DATES OF MEMBERSHIP: _____

7. Name and Chapter _____ St. & No. _____ City _____ State _____ Country _____

DATES OF MEMBERSHIP: _____

14-00000

SEC. 23. GENERAL QUALIFICATIONS

A. FOREIGN LANGUAGES (STATE DEGREE OR PROFICIENCY AS "SLIGHT" "FAIR" OR "FLUENT")

LANGUAGE

LANGUAGE

LANGUAGE

B. LIST ALL SPORTS AND HOBBIES WHICH INTEREST YOU. INDICATE DEGREE OF PROFICIENCY IN EACH:

C. HAVE YOU ANY QUALIFICATIONS, AS A RESULT OF TRAINING OR EXPERIENCE, WHICH MIGHT FIT YOU FOR A PARTICULAR POSITION?

D. LIST BELOW THE NAMES OF GOVERNMENT DEPARTMENTS, AGENCIES OR OFFICES TO WHICH YOU HAVE APPLIED FOR EMPLOYMENT SINCE 1933:

E. IF, TO YOUR KNOWLEDGE, ANY OF THE ABOVE HAS CONDUCTED AN INVESTIGATION OF YOU, INDICATE BELOW THE NAME OF THAT AGENCY AND THE APPROXIMATE DATE OF THE INVESTIGATION:

SEC. 24. MISCELLANEOUS

- A. DO YOU ADVOCATE OR HAVE YOU EVER ADVOCATED, OR ARE YOU NOW OR HAVE YOU EVER BEEN A MEMBER OR, OR HAVE YOU SUPPORTED ANY POLITICAL PARTY OR ORGANIZATION WHICH ADVOCATES THE OVERTHROW OF OUR CONSTITUTIONAL FORM OF GOVERNMENT IN THE UNITED STATES?

IF "YES", EXPLAIN:

No.

- B. DO YOU USE, OR HAVE YOU USED, INTOXICANTS? yes IF SO, TO WHAT EXTENT? moderately

- C. HAVE YOU EVER BEEN ARRESTED, INDICTED OR CONVICTED FOR ANY VIOLATION OF LAW OTHER THAN A MINOR TRAFFIC VIOLATION? IF SO, STATE NAME OF COURT, CITY, STATE, COUNTRY, NATURE OF OFFENSE AND DISPOSITION OF CASE:

- D. HAVE YOU EVER BEEN COURT-MARTIALED WHILE A MEMBER OF THE ARMED FORCES? IF ANSWER IS "YES," GIVE DETAILS BELOW:

No

SEC. 25. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY:

NAME

RELATIONSHIP mother

ADDRESS

St. & No.

City

State

Country

SEC. 26. YOU ARE INFORMED THAT THE CORRECTNESS OF ALL STATEMENTS MADE HEREIN WILL BE INVESTIGATED.

ARE THERE ANY UNFAVORABLE INCIDENTS IN YOUR LIFE NOT MENTIONED ABOVE WHICH MAY BE DISCOVERED IN SUBSEQUENT INVESTIGATION, WHETHER YOU WERE DIRECTLY INVOLVED OR NOT, WHICH MIGHT REQUIRE EXPLANATION? IF SO, DESCRIBE. IF NOT, ANSWER "NO."

No.

SEC. 27. I CERTIFY THAT THE FOREGOING ANSWERS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF, AND I AGREE THAT ANY MISSTATEMENT OR OMISSION AS TO A MATERIAL FACT WILL CONSTITUTE GROUNDS FOR IMMEDIATE DISMISSAL OR REJECTION OF MY APPLICATION.

SIGNED AT

City and State

DATE 11 May 1950

Witness

USE THE FOLLOWING PAGES FOR EXTRA DETAILS. NUMBER ACCORDING TO THE NUMBER OF THE QUESTION TO WHICH THEY RELATE. SIGN YOUR NAME AT THE END OF THE ADDED MATERIAL. IF ADDITIONAL SPACE IS REQUIRED USE EXTRA PAGES THE SAME SIZE AS THESE AND SIGN EACH SUCH PAGE.

(1)
DATE OF
CLEARANCE(2)
DATE OF
REVOCAION

SUBJECT: NOTIFICATION OF GRANTING OR REVOCATION OF STAFF CRYPTOGRAPHIC CLEARANCE (NR 90-4)

1. AN ENTRY IN ITEM (1) DENOTES THAT THE ABOVE NAMED INDIVIDUAL HAS BEEN GRANTED A STAFF CRYPTOGRAPHIC CLEARANCE. AN ENTRY IN ITEM (2) DENOTES THAT THE STAFF CRYPTOGRAPHIC CLEARANCE HELD BY THIS INDIVIDUAL HAS BEEN REVOKED. THE CLEARANCE OR REVOCATION, IS EFFECTIVE AS OF THE MONTH AND YEAR IMPRINTED ABOVE. SUBJECT HAS BEEN BRIEFED OR DEBRIEFED, AS APPROPRIATE, CONCERNING CRYPTOGRAPHIC AND RELATED COMMUNICATIONS SECURITY MATTERS AND HAS SIGNED A BRIEFING/DEBRIEFING STATEMENT, AS APPROPRIATE, ACKNOWLEDGING RESPONSIBILITY FOR THE PROTECTION OF CRYPTOGRAPHIC INFORMATION. UPON REVOCATION OF THE CLEARANCE SUBJECT IS NOT AUTHORIZED TO HAVE FURTHER CUSTODY OF, ACCESS TO, OR OTHERWISE GAIN FUTURE KNOWLEDGE OF STAFF CRYPTOGRAPHIC MATERIAL OR INFORMATION.

2. WHEN EMPLOYEE NO LONGER REQUIRES THE CLEARANCE IN ORDER TO PERFORM HIS/HER ASSIGNED DUTIES, IT IS REQUESTED THAT THE COMMUNICATIONS SECURITY STAFF, OC, BE NOTIFIED SO THAT THE CLEARANCE MAY BE REVOKED.

DISTRIBUTION:

- 1-EMPLOYEE'S COMPONENT
- 1-OFFICE OF PERSONNEL

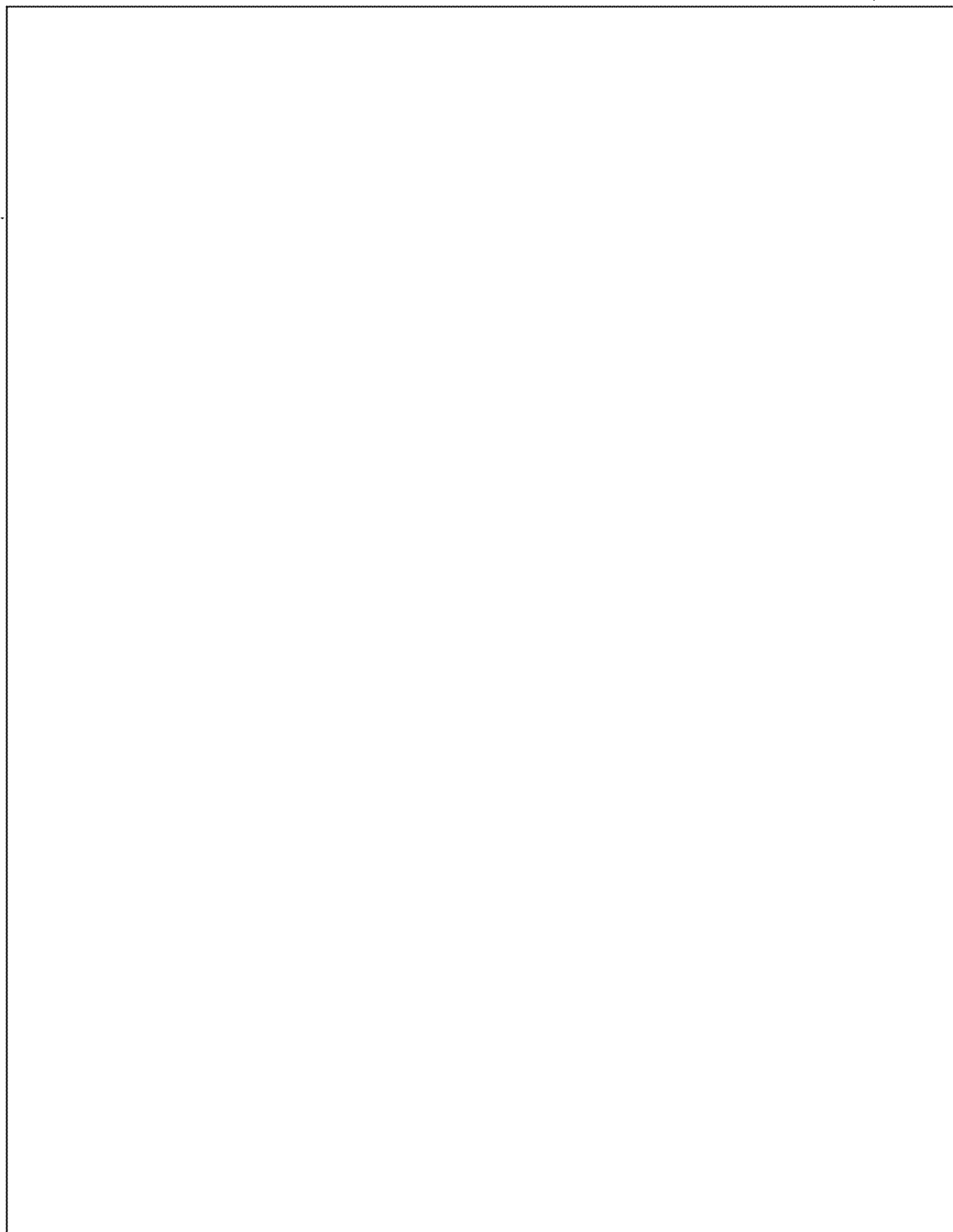
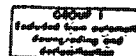
FOR THE CHIEF, COMMUNICATIONS SECURITY STAFF, OC

CHIEF, DOCTRINES BRANCH, OC-S

CONFIDENTIAL

FORM 1-66 1597A

OBSOLETE PREVIOUS EDITIONS



STANDARD FORM NO. 64

CONFIDENTIAL*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Chief, Employees Division, Special Support Staff DATE: 29 May 1950
FROM : Chief, Personnel Security Branch
SUBJECT:

Reference is made to your memorandum dated 25 May 1950 requesting an extension of the security approval granted for subject.

This is to advise that the security clearance granted on 29 August 1949 is still in effect, provided subject enters on duty within 60 days from this date.

FOR OFFICIAL USE ONLY

CONFIDENTIAL

CONFIDENTIAL

SECURITY APPROVAL

To : Personnel Officer
From : Chief of Inspection and Security
Subject:

Date: 29 August 1949

1. Note "X" below:

☒ Security approval is granted subject for access to classified information contingent upon the receipt of derogatory information at some future date.

☐ Provisional clearance for full duty with CIA is granted under the provisions of paragraph 4, Administrative Instruction 10-2, which provides for a temporary appointment pending the completion of full security investigation.

☒ Unless the applicant enters upon duty within 60 days from above date this approval becomes invalid.

2. Your memorandum dated 1 June 1949 stated Subject is an applicant for the Advisory Council.

Chief, Personnel Security Division

CONFIDENTIAL

14-00000

RECORD OF
PREVIOUS GOVERNMENT
SERVICE RETURNED TO
FEDERAL RECORDS CENTER IN
ST. LOUIS, MO.

DATE

Aug 1, 1974
DML

1 June 1949

MEMORANDUM FOR THE CHIEF, PERSONNEL SECURITY DIVISION

SUBJECT: Request for Security Clearance for



1. It is requested that the security investigation be initiated on the above named person, who is being considered for a position with the Central Intelligence Agency.
2. Attached hereto are the required copies of the Personal History Statement.
3. Please notify this office in writing upon completion of the security investigation.



Chief, Personnel Branch

Attachments: 2 Forms 38-1

Form No.

Sep 1948

37-104

CONFIDENTIAL

CENTRAL INTELLIGENCE AGENCY
PERSONNEL BRANCH
REFERRAL SHEET

TO: OFFICE OR BRANCH PR/AS ATTENTION Mr. Flynn DATE 10 May 1949
APPLICANT'S NAME [REDACTED] ☐ FOR INTERVIEW
☐ PAPERS ONLY

☐ FORM 87 ☐ FORM 35-1 ☐ FILE
RECOMMENDED FOR

REQUISITION CONTROL NO. _____

LB

(SIGNATURE FOR THE PERSONNEL OFFICER)

ACTION (FOR ROUTING WITHIN OFFICE OR BRANCH)

TO	DATE	COMMENTS
1.		
2.		
3.		
4.		
5.		

REPORT PAGE (NOTE DASHES)

INDICATE ACCEPTABILITY OF SUBJECT BELOW AND RETURN TO THE PERSONNEL BRANCH, PROCUREMENT AND PLACEMENT DIV.
BUILDING, BY

☐ ACCEPTABLE FOR (OFFICE OR BRANCH)

JOB TITLE AND GRADE

SUBJECT REQUESTED TO FURNISH ☐ FORM 87 ☐ FORMS 35-1 & FORWARD TO PERSONNEL BRANCH, PROCUREMENT & PL. DIV.

☐ NOT ACCEPTABLE - STATE REASONS UNDER REMARKS

REMARKS

BP/LEM

Mr. Flynn

10 May 1949

Per our conversation.

CONFIDENTIAL

TITLE

*Recommended
approved*

24 May 51

Please E. J. [unclear]

SECRET

24 May 1951

TO: Personnel Director, CIA

VIA: ~~AMBY~~ and FDB

FROM: FDB

SUBJECT: [redacted]

1. It is requested that permission be procured from the Marine Corps and the Selective Service for subject to leave the country on a two-year assignment with this Agency in Austria.

2. Below is the information on subject's direct and reserve unit:

A) Selective Service:

Board: [redacted]

Classification: [redacted]

Selective Service Number: 419 25 108

Home Address: 21 [unclear] Avenue, N.W., Washington, D. C.

B) Marine Reserve:

Rank and Serial Number: First Lieutenant - 217506

Marine Reserve: 11th Marine Corps Reserve District

3. Subject has been with the Agency since 24 July 1950 and is unusually well qualified for intelligence work in Austria. If the above permissions are granted, subject will be sent immediately to his assignment.

16/17 C L
J. T. Cunningham
Acting Chief, FDB

APPROVED: [redacted]

For the Asst. [redacted]

Special Operations [redacted]

16/17 C L

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Marine
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6/1/51*

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on to
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5/25/51
E.*

14 November 1950

TO: Employees Division

VIA: EIO

FROM: FDM

SUBJECT:

was employed by this Agency on 24 July 1950 as a Research Analyst assigned to the Advisory Council. Since reporting for duty, he has been in the Training Courses and will complete the Advanced Operations Course on 1 December 1950. During this period, however, it has been agreed that his qualifications could best be utilized as an Intelligence Officer in Germany, and the papers are now in requesting his transfer to FDM for that purpose.

work in the Training Courses has shown him to be unusually well qualified for intelligence work in Germany and that men of his caliber and background are still badly needed by the German Station. If this request can be arranged, he will be sent to Germany as a GS-9 Intelligence Officer at the earliest opportunity.

Richard Helms
Richard Helms
Chief, FDM

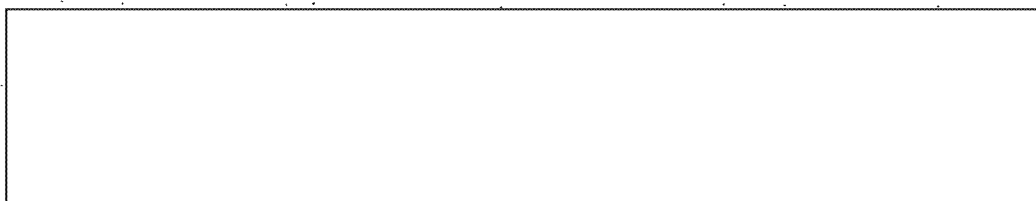
Attachment

APPROVED *W. S. Shurz*
EC/CSC

SECRET
SECURITY INFORMATION

MEMORANDUM FOR THE FILE OF: [REDACTED]

FROM: Office of the Personnel Director



2. Should the subject resign or otherwise be separated from CIA, please notify this office immediately in order that this cancellation action may be revoked and the subject will be made a free agent.



Acting Personnel Director

For the Use of PD(C) or PD(O)

Office of the Personnel Director notified on _____ that the subject has resigned or otherwise been separated from CIA.

(Signature)

SECRET
SECURITY INFORMATION

SECRET

SECURITY INFORMATION

MEMORANDUM FOR THE FILE OF: [REDACTED]

FROM: Office of the Personnel Director

1. On 25 May 53, this office arranged with National Headquarters of Selective Service that the above-named subject be deferred until further notice. This action was taken because it was felt that the subject would be of more service to the United States as an overseas employee with the Central Intelligence Agency than he would be as a member of the Armed Forces.

2. Should the subject be transferred to a departmental position, or should he resign or be otherwise separated from CIA, please notify this office immediately in order that his deferment may be cancelled.

[REDACTED]
Acting Personnel Director

For the Use of PD(C) or PD(O)

Office of the Personnel Director notified on _____ of the following action on the subject:

- ☐ Transfer to a departmental position within CIA
☐ Resignation or other type of separation from CIA

CANCELLED
DATED 25 July 53.
PRR MEMO
(Signature)

SECRET

SECURITY INFORMATION

SECRET

REPRODUCTION MASTERS

BIOGRAPHIC

BIOGRAPHIC PROFILE

H a n d l e W i t h C a r e

SECRET