

SECRET
(If Not Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
1 SERIAL NUMBER 003620		2 NAME (Last-First-Middle) VITALE, GUY		17 Feb 69	
3 NATURE OF PERSONNEL ACTION RETIREMENT (VOLUNTARY) UNDER THE CIA RETIREMENT - CIA & DISABILITY SYND			4 EFFECTIVE DATE REQUESTED MONTH DAY YEAR 02 28 69		5 CATEGORY OF EMPLOYMENT REGULAR
6 FUNDS <input checked="" type="checkbox"/> V TO V <input type="checkbox"/> CF TO V		<input type="checkbox"/> V TO CF <input type="checkbox"/> CF TO CF		7 FINANCIAL ANALYSIS (NO CHARGEABLE) 9235 0620	
9 ORGANIZATIONAL DESIGNATIONS DDP/WH WH/COG OPERATIONS BRANCH WH SECTION			10 LOCATION OF OFFICIAL STATION WASH., D.C.		
11 POSITION TITLE INTELLIGENCE ASST			12 POSITION NUMBER 1685	13 CAREER SERVICE DESIGNATION D	
14 CLASSIFICATION SCHEDULE (43, I.B., etc.) GS		15 OCCUPATIONAL SERIES 0301.26	16 GRADE AND STEP 08 6	17 SALARY OR RATE \$ 8984	
18 REMARKS Last working day is 28 February 1969. 1152 telecoord. w/ [redacted], R.D. - dnmw 3/3/69 *Intel ASST occupying Intel ANALYST SLOT 1 - Finance [Signature] SA/ES/1 20 Feb 69					
19A SIGNATURE OF REQUESTING OFFICIAL Henry L. Berthold C/WH/Personnel		DATE SIGNED 17 Feb 69	19B SIGNATURE OF CAREER SERVICE APPROVING OFFICER [Signature]		DATE SIGNED 20 Feb 69
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19 ACTION CODE 45 10	20 EMPLOY CODE	21 OFFICE CODING NUMERIC ALPHABETIC		22 STATION CODE	23 INTEGER CODE
24 HOOURS CODE	25 DATE OF BIRTH MO. DA. YR. 1 16 17		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-CC 2-OCGM 3-FICA 4-NONE	31 SEPARATION DATA CODE 0 B J C O C O	32 CORRECTION CANCELLATION DATA TYPE MO. DA. YR.	33 SECURITY RES. NO.
34 SERV. COMP. DATE MO. DA. YR.	35 VET. PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT	36 LONG. COMP. DATE MO. DA. YR.	37 CAREER CATEGORY CAR. ASST PROV/TEMP	38 FEGLI HEALTH INSURANCE CODE CODE 3-MAINER 1-YES 2-NO	
41 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)		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 POSITION CONTROL CERTIFICATION			46 OP APPROVAL [Signature]		DATE APPROVED 3

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

SECRET

(If Not Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED					
1 SERIAL NUMBER 003620		2 NAME (Last-First-Middle) VITALE, GUY		17 Feb 69					
3 NATURE OF PERSONNEL ACTION RETIREMENT (VOLUNTARY) UNDER THE CIA RETIREMENT - CIA & DISABILITY SY.			4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 02 28 69		5 CATEGORY OF EMPLOYMENT REGULAR				
6 FUNDS X V TO V CF TO V		V TO CF CF TO CF		7. FINANCIAL ANALYSIS NO CHARGEABLE 9235 0620		8 LEGAL AUTHORITY (Completed by Office of Personnel) P.L. 33-643 Sect. 233			
9 ORGANIZATIONAL DESIGNATIONS DDP/WH WH/COG OPERATIONS BRANCH WH Section				10. LOCATION OF OFFICIAL STATION WASH., D.C.					
11 POSITION TITLE INTELLIGENCE ASST (S)			12 POSITION NUMBER 1685		13 CAREER SERVICE DESIGNATION D				
14 CLASSIFICATION SCHEDULE (GS, FB, etc.) GS		15 OCCUPATIONAL SERIES 0301.26		16 GRADE AND STEP 08 6		17 SALARY OR RATE \$ 8984			
18. REMARKS Last working day is 28 February 1969. 1152 telecoord. [redacted], R.B. - dnm 3/3/69 *Intel Asst according Intel ANALYST SLOT* 1 - Finance <i>Pydew...</i> <i>SA/esi 20 Feb 69</i>									
18A SIGNATURE OF REGULATING OFFICER Henry L. Berthold C/WH/Personnel			DATE SIGNED 17 Feb 69		18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>[Signature]</i>		DATE SIGNED		
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. INTEGRITY CODE	24. HQ/OTRS CODE 1	25. DATE OF BIRTH MO. DA. YR. 1 16 17	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-CP 2-FCM 3-FCA 4-9/28		31. SEPARATION DATA CODE 0 P. 1000	32. CORRECTION - CANCELLATION DATA TYPE MO. DA. YR.		33. SECURITY REQ. NO.		34. SEX
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 CODE	39. LEGAL/HEALTH INSURANCE CODE 0-WAIVER 1-YES HEALTH INS. CODE		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 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)			42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS		44. STATE TAX DATA FORM EXECUTED CODE NO. TAX EXEMP. STATE CODE			
45. POSITION CONTROL CERTIFICATION				46. O.P. APPROVAL 3-6-69 je <i>[Signature]</i>		DATE APPROVED			

FORM 1152 USE PREVIOUS EDITION 3-67

SECRET

GROUP 1 EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

(4)

JLB: 10 MAR 69

DEF NOTIFICATION OF PERSONNEL ACTION							
1. SERIAL NUMBER 003620		2. NAME (LAST, FIRST, MIDDLE) VITALE GUY					
3. NATURE OF PERSONNEL ACTION RETIREMENT VOLUNTARY UNDER CIA RETIREMENT AND DISABILITY SYSTEM				4. EFFECTIVE DATE MO DA YR 02 28 69		5. CATEGORY OF EMPLOYMENT REGULAR	
A. FUNDS <input checked="" type="checkbox"/>		V TO V		V TO CF		7. Financial Analysis No. Chargeable	
		CF TO V		CF TO CF		8. CSC OR OTHER LEGAL AUTHORITY P.L. 88-643 SECT. 233	
9. ORGANIZATIONAL DESIGNATIONS				10. LOCATION OF OFFICIAL STATION 9235 0620 0000			
11. POSITION TITLE INTELLIGENCE ASST				12. POSITION NUMBER 1685		13. SERVICE DESIGNATION D	
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS			15. OCCUPATIONAL SERIES 0301, 26		16. GRADE AND STEP 08 8		17. SALARY OR RATE 8984
18. REMARKS							
SIGNATURE OR OTHER AUTHENTICATION							

SECRET

28 FEB 1969

MEMORANDUM FOR : Mr. Guy Vitale
THROUGH : Head of CS Career Service
SUBJECT : Notification of Approval of Request for
Voluntary Retirement

1. I am pleased to inform you that your request for voluntary retirement under the CIA Retirement and Disability System has been approved by the Director of Central Intelligence.

2. Your retirement will become effective 28 February 1969 and your annuity will commence as of 1 March 1969. The annuity is payable on the first day of the month following that for which it accrued. You may be assured that every effort will be made to expedite delivery of your first check following completion of the administrative processing required to effect your retirement.

3. You will receive a lump-sum payment for your accrued annual leave up to 30 days or for whatever amount of leave credit you carried over from the last calendar year if that amount is more than 30 days.

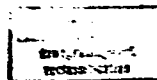
Robert S. Wattlea
Director of Personnel

Distribution:
0 - Addressee
1 - D/Fers
1 - OP Files
1 - Soft File
1 - ROB Reader

OP BSD ROB/ [] jef

(27 February 1969)

SECRET



SECRET
(When Filled In)

CERTIFICATION OF SEPARATING EMPLOYEE

Name (Last-First-Middle)

VITALE, GUY

MEMORANDUM FOR THE RECORD - ATTACH TO OFFICIAL PERSONNEL FOLDER

I hereby acknowledge the receipt of the following forms and/or information concerning my separation from CIA as indicated by check mark:

1. Standard Form 8 (Notice to Federal Employee about Unemployment Compensation).
2. Standard Form 55 (Notice of Conversion Privilege, Federal Employees' Group Life Insurance).
3. Standard Form 56 (Agency Certification of Insurance Status, Federal Employers' Group Life Insurance Act of 1954).
4. Standard Form 2802 (Application for Refund of Retirement Deductions).
5. Form 2595 (Authorization for Disposition of Paychecks).
6. Applicable to returnee (resignee from overseas assignment).
I have been advised of my right to have a medical examination before my separation from this Agency and of the importance of such a medical check to my health and well-being.
 Appointment arranged with Office of Medical Services.
 Appointment for Office of Medical Services examination declined.
7. I have been informed of "conflict of interests" policy of the Agency and foresee no problem in this regard concerning my new employment.
8. Form 71 (Application for Leave).
9. CSC Pamphlet 51 (Re-employment Rights of Federal Employees Performing Armed Forces Duty).
10. Instructions for returning to duty from Extended Leave or Active Military Service.

Signature of Employee

Guy Vitale

Date Signed

28 Feb. '69

Address (Street, City, State, Zip Code)

1730 "H" St. N.W., Wash., D.C.

Correspondence

Overt

Covert

SECRET

SECRET

NOTIFICATION OF ESTABLISHMENT OR CANCELLATION OF OFFICIAL COVER BACKSTOP		DATE 18 February 1960
TO: (Check)	<input checked="" type="checkbox"/> CHIEF, RECORDS AND CONTROL	FILE NUMBER 11326
	<input type="checkbox"/> CHIEF, CONTRACT PERSONNEL DIVISION	EMPLOYEE NUMBER 003620
	<input type="checkbox"/> CHIEF, OPERATING COMPONENT (For action)	ID CARD NUMBER
ATTN: Chief Support Staff	OFFICIAL COVER	<input type="checkbox"/> BACKSTOP ESTABLISHED <input checked="" type="checkbox"/> DISCONTINUED
REF: Retirement Debriefing	SUBJECT	UNIT
VITALE, Guy		
KEEP ON TOP OF FILE WHILE COVER IN EFFECT		
ESTABLISHMENT OF OFFICIAL COVER BLOCK RECORDS (OPM 20-800-11)		CANCELLATION OF OFFICIAL COVER UNBLOCK RECORDS (OPM 20-800-11)
A. TEMPORARILY FOR _____ DAYS EFFECTIVE DATE COB _____	DATE (as of COB) FROM EOD	
B. CONTINUING AS OF COB		
SUBMIT FORM 642 TO CHANGE LIMITATION CATEGORY. (HNB 20-7)	SUBMIT FORM 642 TO CHANGE LIMITATION CATEGORY. (HNB 20-7)	
ASCERTAIN THAT _____ W-2 BEING ISSUED. (HNB 20-11)	RETURN ALL OFFICIAL DOCUMENTATION TO CCS.	
SUBMIT FORM 1322 FOR ANY CHANGE AFFECTING THIS COVER. (HR-240-2a)	DO NOT WRITE IN THIS BLOCK - FOR CCS INTERNAL USE ONLY	
SUBMIT FORM 1323 FOR TRANSFERRING COVER RESPONSIBILITY. (HR-240-2a)		
SUBMIT FORM 2688 <input checked="" type="checkbox"/> FOR HOSPITALIZATION CARD		
REMARKS AND/OR COVER HISTORY		
COVER HISTORY: Oct 49 - Jan 57 Hqs/Overt Jan 57 - Mar 60 Greece/DAC Mar 60 - Present Hqs/DAC		
FORWARDING ADDRESS: UNKNOWN		
EMPLOYMENT ADDRESS: UNKNOWN		
RE/kas		
DISTRIBUTION: COPY 1 - CCD COPY 2 - OPERATING COMPONENT COPY 3 - D/OS COPY 4 - DL/TELSVC COPY 5 - CCS - CHRONO COPY 6 - CCS - FILE		CHIEF, OFFICIAL COVER, CENTRAL COVER STAFF

SPF: 20 FEB 69

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER 003620		2. NAME (LAST-FIRST-MIDDLE) VITALE, GUY	
3. NATURE OF PERSONNEL ACTION DESIGNATION AS PARTICIPANT IN CIA RETIREMENT AND DISABILITY SYSTEM			4. EFFECTIVE DATE MO DA YR 02 23 69
			5. CATEGORY OF EMPLOYMENT REGULAR
6. FUNDS	<input checked="" type="checkbox"/> V TO V	<input type="checkbox"/> V TO CF	7. Financial Analysis No. Chargeable 9235 0620 0000
	<input type="checkbox"/> CF TO V	<input type="checkbox"/> CF TO CF	
		8. CSC OR OTHER LEGAL AUTHORITY PL 88-643 SECT. 103	
9. ORGANIZATIONAL DESIGNATIONS DDF/WH		10. LOCATION OF OFFICIAL STATION WASH., D.C.	
11. POSITION TITLE		12. POSITION NUMBER	13. SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)	15. OCCUPATIONAL SERIES	16. GRADE AND STEP 08	17. SALARY OR RATE
18. REMARKS			

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. INTEGREE CODE	24. Months Code	25. DATE OF BIRTH MO DA YR	26. DATE OF GRADE MO DA YR	27. DATE OF LEI MO DA YR
28. NTE EMPRES MO DA YR	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1. CSC 2. CIA 3. PCA 4. NONE		CODE	31. SEPARATION DATA CODE	32. Correction /Cancellation Data TYPE MO DA YR		33. SECURITY REQ NO	34. SEX
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 CAR RESV PROV TEMP		CODE	39. FEGLI - HEALTH INSURANCE CODE 1 WAIVER 2 YES		40. SOCIAL SECURITY NO.	
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE 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)		42. LEAVE CAT. CODE		43. FEDERAL TAX DATA FORM EXECUTED CODE NO TAX EXEMPTIONS 1 YES 2 NO			44. STATE TAX DATA FORM EXECUTED CODE NO TAX EXEMPT STATE CODE 1 YES 2 NO		

EOD DATA

SIGNATURE OR OTHER AUTHENTICATION

FCSTED
22-69
je

SECRET

REQUEST FOR PERSONNEL ACTION

DATE PREPARED

7 FEBRUARY 1969

1. SERIAL NUMBER 003620		2. NAME (Last-First-Middle) VITALE, GUY	
3. NATURE OF PERSONNEL ACTION DESIGNATION AS A PARTICIPANT IN THE CIA RETIREMENT AND DISABILITY SYSTEM			4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 02 23 69
5. CATEGORIES OF EMPLOYMENT REGULAR		6. LEGAL AUTHORITY (Completed by Office of Personnel) PL 83-643 Sect. 203	
7. FUNDS V TO V CF TO V		8. COST CENTER NO. CHARGE AREA 9235 - 0620	
9. ORGANIZATIONAL DESIGNATIONS DDP/WII		10. LOCATION OF OFFICIAL STATION WASHINGTON, D.C.	
11. POSITION TITLE		12. POSITION NUMBER	13. CAREER SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (U.S. F.R. PA.)	15. OCCUPATIONAL SERIES	16. GRADE AND STEP S	17. SALARY OR RATE \$
18. REMARKS			
18A. SIGNATURE OF REQUESTING OFFICIAL		DATE SIGNED	18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER
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. INTERRISE CODE	24. MOD/PTS CODE	25. DATE OF BIRTH MO. DA. YR.	26. DATE OF HIRE MO. DA. YR.
27. DATE OF LEI MO. DA. YR.	28. NTE EXPIRES MO. DA. YR.	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1-YES 2-FYER 3-NONE
			2
31. SEPARATION DATA CODE	32. CONNECTION CANCELLATION DATA TYPE MO. DA. YR.	33. SECURITY REG NO.	34. SEX
35. VET. PREFERENCE CODE	36. SERV COMP DATE MO. DA. YR.	37. LONG COMP. DATE MO. DA. YR.	38. CAREER CATEGORY CODE
39. FEDERAL HEALTH INSURANCE CODE	40. SOCIAL SECURITY NO.	41. PREVIOUS GOVERNMENT SERVICE DATA 0-NONE 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 FORM 8 EXEMPTED CODE NO. TAX EXEMPTIONS	44. STATE TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS	
45. POSITION CONTROL CERTIFICATION		46. APPROVED <i>[Signature]</i>	DATE APPROVED 13 FEB 69

SECRET

69-1750

Executive Registry
69-2024

17 APR 1969

Mr. Guy Vitale
1730 H Street, N. W.
Washington, D. C. 20006

Dear Mr. Vitale:

As you bring to a close more than twenty-six years of service to your country, I want to join your friends and co-workers in wishing you well and hoping that you find the years ahead filled with enjoyment and satisfaction.

It takes the conscientious efforts of many people to do the important work of this Agency. You leave with the knowledge that you have personally contributed to our success in carrying out our mission. Your faithful and loyal support has measured up to the high ideals and traditions of the Federal service.

May I express to you my appreciation and extend my best wishes for the years ahead.

Sincerely,

~~Richard Helms~~
Richard Helms
Director

Distribution:

- 0 - Addressee
- 1 - ER
- 1 - C/EAB/OS
- 1 - D/Pers
- 1 - OPF
- 1 - ROB
- 1 - ROB Reader

Originator: _____
 Director of Personnel

Concur: SIGNED 2 APR 1969
 C/EAB/OS

OP/RAD/ROB [] jef (1 April 1969)

SECRET

MEMORANDUM FOR : Director of Central Intelligence

SUBJECT : Request for Voluntary Retirement
Guy Vitale

1. This memorandum submits a recommendation for your approval; this recommendation is contained in paragraph 4.
2. Mr. Guy Vitale, GS-08, Intelligence Analyst, Western Hemisphere Division, Clandestine Services, has applied for voluntary retirement under the provisions of Headquarters Regulation 20-50j, to be effective 28 February 1959.
3. Mr. Vitale has been designated a participant in the CIA Retirement and Disability System and meets the technical requirements for voluntary retirement under the System. He is 51 years old with over 28 years of Federal service. This service includes over 21 years with the Agency of which 5 years were in qualifying service. The Head of the Clandestine Services Career Service and the CIA Retirement Board have recommended that his application for voluntary retirement be approved. I endorse these recommendations.
4. It is recommended that you approve the voluntary retirement of Mr. Guy Vitale under the provisions of Headquarters Regulation 20-50j.

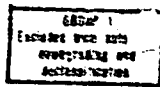
Robert S. Wattles
Director of Personnel

The recommendation contained in paragraph 4 is approved:

Director of Central Intelligence

Date

SECRET



SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION						DATE PREPARED											
1 SERIAL NUMBER		7 NAME (Last-First-Middle)				13 DECEMBER 1965											
003620		VITALE, Jay															
3 NATURE OF PERSONNEL ACTION			4 EFFECTIVE DATE REQUESTED		5 CATEGORY OF EMPLOYMENT												
REASSIGNMENT			MONTH DAY YEAR 12 28 65		REGULAR												
6 FUNDS		7 COST CENTER NO. CHARGEABLE		8 LEGAL AUTHORITY (Completed by Office of Personnel)													
X V TO V CF TO V		6235-1162															
9 ORGANIZATIONAL DESIGNATIONS			10 LOCATION OF OFFICIAL STATION														
DDP/WH WH/C Miami Operations Branch PM Section			Washington, D.C.														
11 POSITION TITLE			12 POSITION NUMBER		13 CAREER SERVICE DESIGNATION												
INTELL. ASST. (D)			1506		D												
14 CLASSIFICATION SCHEDULE (GS, FR, etc.)		15 OCCUPATIONAL SERIES		16 GRADE AND STEP		17 SALARY OR RATE											
GS (07)		0301.23		03 (4)		\$ 7553											
18 REMARKS																	
From WH/C/MOB, PM Sec., #1142																	
P.R.A. per HR 20-21c(3) NTE December 1967.																	
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> Recorded By CSPD fr </div>																	
18A SIGNATURE OF REQUESTING OFFICIAL			DATE SIGNED		18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER		DATE SIGNED										
ROBERT D. CASHMAN, C/WH/Pers.			20 Dec 1965		-W. J. Galt		21 DEC 1965										
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL																	
19 ACTION CODE		20 EMPLOY CODE		21 OFFICE CODING		22 STATION CODE		23 INTELE CODE		24 PDQRS CODE		25 DATE OF BIRTH		26 DATE OF GRADE		27 DATE OF LEI	
37 10		5150		008		75015						10/16/17					
28 NTE EXPIRES		29 SPECIAL REFERENCE		30 RETIREMENT DATA		31 SEPARATION DATA CODE		32 CORRECTION, CANCELLATION DATA		33 SECURITY RIG. NO.		34 SEX					
12/27/67		83								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.		CODE		CODE									
0-NONE 1-5 PT 2-10 PT																	
41. PREVIOUS GOVERNMENT SERVICE DATA				42 LEAVE CAT. CODE		43 FEDERAL TAX DATA				44 STATE TAX DATA							
CODE				CODE		FORM EXECUTED				FORM EXECUTED							
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)						1-YES 2-NO				1-YES 2-NO							
45. POSITION CONTROL CERTIFICATION						46 OP APPROVAL						DATE APPROVED					
12 23 65 H						[Signature]						12 23 65					

SECRET

MEMORANDUM FOR: Mr. Guy Vitale

20 October 1965

THROUGH : Head of D Career Service

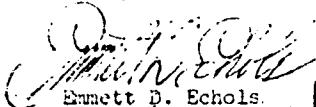
SUBJECT : Notification of Non-eligibility for Designation as a Participant in the CIA Retirement and Disability System

1. As you may know, we are in the process of reviewing the employment history and current career field of all employees in the Agency to identify those who are eligible for designation as a participant in the new CIA Retirement and Disability System. In this process, the initial review of each case is made by the individual's Career Service. If the Head of his Career Service nominates him for participation in the system, this nomination is reviewed by the CIA Retirement Board which recommends final action to me. However, if the Head of the Career Service advises that the employee does not meet the basic requirements of HR 20-50 for participation, I have accepted this finding without further review by the CIA Retirement Board. This practice has been adopted in the interest of expediting this screening process so that those employees who are eligible to participate in the system may be designated participants as soon as possible.

2. In your case, the Head of your Career Service has advised me that you do not meet the requirements of HR 20-50 for designation as a participant and I have accordingly made the formal determination required by the regulation that you are not eligible for designation. From a review of your record it appears that the decision of your Career Service was based upon the fact that you have 15 years or more of Agency service, but have not as yet performed 60 months of qualifying service as required by regulation. My determination that you are not eligible at this time for designation in no way affects your current status under the Civil Service Retirement System, nor does it preclude reconsideration of your eligibility to participate in the CIA System if you should meet the requirements for designation in the future.

3. Should you desire further information concerning the requirements for designation as a participant in the CIA Retirement System, I suggest that you read paragraph e of HR 20-50 and paragraph 5 of the Employee Bulletin dated 30 July 1965, entitled "Public Law 88-643, The Central Intelligence Agency Retirement Act of 1964 for Certain Employees".

4. It is always possible that the records upon which the determination made in your case may have been incomplete or inaccurate regarding your actual employment history with the Agency. If, after studying the materials cited above, you have questions regarding the determination that you are not eligible to participate in the CIA Retirement System, please feel free to contact officials of your Career Service. They are familiar with the details of your case and will gladly discuss them with you. In addition, you may wish to discuss your case with the CIA Retirement Staff located in Room 6E-1319 Headquarters (extension 6001). If such discussions do not resolve any questions you have regarding your eligibility, you may request that your case be formally considered by the Board. However, this request must be made within 30 days of the date of this memorandum.


Emmett D. Echols
Director of Personnel

SECRET

Group 1
Excluded from automatic
downgrading
and declassification

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION					DATE PREPARED 12 December 1962												
1. SERIAL NUMBER 003620 ✓		2. NAME (Last-First-Middle) VITALE, Guy ✓															
3. NATURE OF PERSONNEL ACTION PROMOTION			4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 01 20 63		5. CATEGORY OF EMPLOYMENT REGULAR												
6. FUNDS ▶ X V TO V CF TO V		V TO CF CF TO CF		7. COST CENTER NO. CHARGE-ABLE 3232-1000-1000		8. LEGAL AUTHORITY (Completed by Office of Personnel)											
9. ORGANIZATIONAL DESIGNATIONS DDP Task Force W FI/CI Branch				10. LOCATION OF OFFICIAL STATION Washington, D.C.													
11. POSITION TITLE OPS OFFICER			12. POSITION NUMBER 0683		13. CAREER SERVICE DESIGNATION D												
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS		15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 08 (3)		17. SALARY OR RATE \$6500 ✓											
18. REMARKS Promotion recommendation attached. Fitness Report submitted previously. <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;">Recorded by CSPD <i>Lawe</i></div>																	
19. SIGNATURE OF REQUESTING OFFICIAL <i>Louis W. Armstrong</i> LOUIS W. ARMSTRONG, C/TFW/Per. 14 Dec 62			DATE SIGNED		19. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>H. J. ...</i>		DATE SIGNED 11/7/63										
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL																	
19. ACTION CODE 32 10		20. EMPLOY CODE 61300		21. OFFICE CODING NUMERIC ALPHABETIC TFW		22. STATION CODE 75013		23. INTEROFF CODE		24. POSTS CODE 1		25. DATE OF BIRTH MO. DA. YR. 10 16 17		26. DATE OF GRAD MO. DA. YR.		27. DATE OF LEI MO. DA. YR.	
28. NTE EXPIRES MO. DA. YR.		29. SPEC. REFERENCE		30. RETIREMENT DATA 1 - CSC 3 - FICA 5 - NONE		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.				33. SECURITY REQ. NO.		34. SER			
35. VET. PREFERENCE CODE 1 - NONE 2 - 5 YR. 3 - 10 YR.		36. SER. COMP. DATE MO. DA. YR.		37. LONG. COMP. DATE MO. DA. YR.		38. CAREER CATEGORY CAR/RESV PROV/TEMP		39. FEGLI / HEALTH INSURANCE CODE CODE Q - WITHER 1 - YES		40. SOCIAL SECURITY NO.		41. FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS		42. STATE TAX DATA FORM EXECUTED CODE NO. TAX EXEMPT. STATE CODE			
43. 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 NO. TAX EXEMPTIONS		44. STATE TAX DATA FORM EXECUTED CODE NO. TAX EXEMPT. STATE CODE		45. O.P. APPROVAL <i>H. J. ...</i>		46. DATE APPROVED					
43. POSITION CONTROL CERTIFICATION <i>W. Kearney</i>								45. O.P. APPROVAL <i>H. J. ...</i>				46. DATE APPROVED					

2
A

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED	
1. SERIAL NUMBER 003620		2. NAME (Last-First-Middle) VITALE, Guy								• 12 December	
3. NATURE OF PERSONNEL ACTION PROMOTION						4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR		5. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS X V TO V		V TO CP		7. COST CENTER NO. CHARGE-ABLE 3232-1000-1000		8. LEGAL AUTHORITY (Completed by Office of Personnel)					
CF TO V		CF TO CF		9. ORGANIZATIONAL DESIGNATIONS DDP Task Force W FI/CI Branch							
10. LOCATION OF OFFICIAL STATION Washington, D.C.						11. POSITION TITLE OPS OFFICER		12. POSITION NUMBER (D) 0533		13. CAREER SERVICE DESIGNATION D	
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS			15. OCCUPATIONAL SERIES (09) 0136.01		16. GRADE AND STEP 03 (3)		17. SALARY OR RATE \$6500				
18. REMARKS Promotion recommendation attached. Fitness Report submitted previously.											
18A. SIGNATURE OF REQUESTING OFFICIAL LOUIS W. ARMSTRONG, C/TFW/Pers.				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. INTEROFF. CODE	24. MONTHS CODE	25. DATE OF 3-PT. MO. DA. YR.		26. DATE OF 3-PT. MO. DA. YR.		27. DATE OF LEI MO. DA. YR.
28. WTE EXPIRES MO. DA. YR.		29. SPECIAL REFERENCE	30. RETIREMENT DATA 1 - ESC 3 - FICA 5 - NONE		31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.		EOD DATA		33. SECURITY REQ. NO.	34. SER
35. VET. PREFERENCE CODE 0 - NONE 1 - 5 yr. 2 - 10 yr.	36. SEPV. COMP. DATE MO. DA. YR.		37. LONG. COMP. DATE MO. DA. YR.		38. CAREER CATEGORY CAR/RESV PROV/TEMP		39. FECLT / HEALTH INSURANCE CODE CODE 0 - WAIVER HEALTH INS. CODE 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 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 1 - YES 2 - NO		CODE	NO. TAX EXEMP.	STATE CODE
45. POSITION CONTROL CERTIFICATION						46. O.P. APPROVAL			DATE APPROVED		

FORM 1152 0850, ETC. PREVIOUS EDITIONS AND FORM 1152A.

SECRET

(4)

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION						DATE PREPARED	
1. SERIAL NUMBER 003620						2. NAME (Last-First-Middle) VITALE, Guy (IM)	
3. NATURE OF PERSONNEL ACTION REASSIGNMENT AND TRANSFER TO VOUCHERED FUNDS				4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 03 18 62		5. CATEGORY OF EMPLOYMENT REGULAR	
6. FUNDS		V TO V X CF TO V		V TO CF CF TO CF		7. COST CENTER NO. CHARGE-ABLE 2235-1400-1000	
8. ORGANIZATIONAL DESIGNATIONS DDP/WH Branch 4 FI/CI Sec.				9. LOCATION OF OFFICIAL STATION Washington, D. C.			
11. POSITION TITLE INTELL ASST				12. POSITION NUMBER 0685		13. CAREER SERVICE DESIGNATION D	
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS		15. OCCUPATIONAL SERIES 0301.28		16. GRADE AND STEP 07 (3)		17. SALARY OR RATE \$ 5685	
18. REMARKS From: DDP/EE/CS/Dev. Compl., D.C. Security Approval [Signature] 3/6/62 CONCURRENCE: [Signature] (per phone) EE/Personnel Officer 1 copy to Security							
19. SIGNATURE OF REQUESTING OFFICIAL WH/4 Pers. Officer				DATE SIGNED		20. SIGNATURE OF CAREER SERVICE APPROVING OFFICER [Signature]	
21. SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
22. EMPLOY. CODE 16 16		23. OFFICE CODING NUMERIC ALPHABETIC 205- 4583		24. STATION CODE 4583		25. DATE OF BIRTH MO. DA. YR. 10 16 17	
26. DATE OF GRADE MO. DA. YR.		27. DATE OF LET MO. DA. YR.		28. DATE OF BIRTH MO. DA. YR.		29. DATE OF GRADE MO. DA. YR.	
30. VET. PREFERENCE CODE 0 - NONE 1 - 5 YR. 2 - 10 YR.		31. SERVA. COMP. DATE MO. DA. YR.		32. LONG. COMP. DATE MO. DA. YR.		33. MIL. SERVA. CREDIT/ALCD 1 - YES 2 - NO	
34. SPECIAL REFERENCE 1 - US 2 - FECA 3 - NONE		35. RETIREMENT DATA 1 - YES 2 - NO		36. SEPARATION DATA CODE 1 - YES 2 - NO		37. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.	
38. FEEL / HEALTH INSURANCE CODE 0 - NEITHER 1 - YES		39. HEALTH INS. CODE		40. SECURITY NO.		41. SECURITY NO.	
42. PREVIOUS GOVERNMENT SERVICE DATA CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 12 MOS) 3 - BREAK IN SERVICE (MORE THAN 12 MOS)		43. LEAVE CAT. CODE		44. FEDERAL TAX DATA FORM EXEMPTED CODE NO. TAX EXEMPTIONS 1 - YES 2 - NO		45. STATE TAX DATA FORM EXEMPTED CODE NO. TAX EXEMPTIONS 1 - YES 2 - NO	
46. POSITION CONTROL CERTIFICATION [Signature] 03/2/62						47. O.P. APPROVAL [Signature]	
48. DATE APPROVED						49. DATE APPROVED	

REQUEST FOR PERSONNEL ACTION

6 June 1960

1. Serial No. 503620		2. Name (Last-First-Middle) VITALE GUY			3. Date Of Birth Mo. Da. Yr. 10 16 17			4. Vet. Pref. None-0 5 Pr-1 10 Pr-2 1		5. Sex M 1		6. CS - EOD Mo. Da. Yr. 09 13 49		
7. SCD Mo. Da. Yr. 10 24 42		8. CSC Patmt. Yes-1 No-2 1		9. CSC Or Other Legal Authority 50 USCA 403		10. Apmt. Affidav. Mo. Da. Yr.			11. FEGLI Yes-1 No-2		12. LCD Mo. Da. Yr. 09 13 49		13. Mil. Serv. Credit, Yrs. Yes-1 No-2 2	

PREVIOUS ASSIGNMENT

14. Organizational Designations: DDP EE ATHENS STATION OPERATIONS STAFF RECORDS INTEGRATION SECTION				Code 5231		15. Location Of Official Station ATHENS, GREECE				Station-Code 29501		
16. Dept. - Field Dept. - US/Id - Frgn Code 5		17. Position Title INTELL ASST				18. Position No. 1809		19. Serv. GS		20. Occup. Series 0301.28		
21. Grade & Step 07 1		22. Salary Or Rate \$ 4980		23. SD DS		24. Date Of Grade Mo. Da. Yr. 09 06 59		25. PSI Due Mo. Da. Yr. 09 04 60		26. Appropriation Number 0139 9350 3018		

ACTION

27. Nature Of Action REASSIGNMENT		Code 17		28. Eff. Date Mo. Da. Yr. 06 12 60		29. Type Of Employee REGULAR		Code 25		30. Separation Data	
---------------------------------------------	--	-------------------	--	-------------------------------------------------	--	----------------------------------------	--	-------------------	--	---------------------	--

PRESENT ASSIGNMENT

31. Organizational Designations CS/CS DEVELOPMENT COMPLEMENT EE DIVISION				Code 5258		32. Location Of Official Station WASH., D.C.				Station Code 75013		
33. Dept. - Field Dept. - US/Id - Frgn Code 1		34. Position Title				35. Position No. 661260		36. Serv.		37. Occup. Series		
38. Grade & Step		39. Salary Or Rate \$		40. SD D		41. Date Of Grade Mo. Da. Yr.		42. PSI Due Mo. Da. Yr.		43. Appropriation Number 0320 1998		

SOURCE OF REQUEST

A. Requested By (Name And Title) Personnel		C. Request Approved By (Signature And Title)	
Additional Information Call (Name & Telephone Ext.) X3884			

CLEARANCES

Clearance	Signature	Date	Clearance	Signature	Date
A. Career Board	<i>[Signature]</i>	12/1/60	Placement		
B. Pes. Control			E.		
C. Classification			F. Approved By	<i>[Signature]</i>	6-15-60

Remarks **In-casual**
FCS RETURNEE

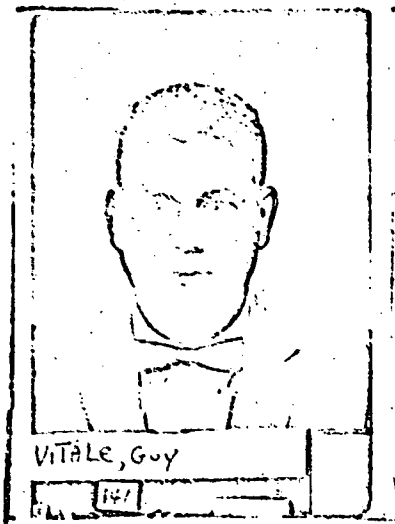
14-00000

Pre 1960 Requests for
Personnel Action

SECRET
(When Filled In)

1. PERS. SERIAL NO.		BIOGRAPHIC PROFILE (PART 1)			SCD: 24 Oct 1942	
03630		2. NAME (Last-First-Middle)		3. SEX	4. DATE OF BIRTH	5. LONGEVITY COMP. DATE
VITALS, Guy (nmn)		M		Oct 1917	13 Sep 1949	
6. MARITAL STATUS	7. DEPENDENTS (Exclud. employees)	8. YEARS OF BIRTH		9. US NATURALIZATION DATE(S)		
Single	0	0		NA		
10. CAREER STATUS	MEMBERSHIP	11. OTHER STATUS		12. LAST MED. RPT. QUAL. FOR		EVAL. FOR
D	Jul 1954			Apr 1960		Dept Duties O/S Returnee
13. CURRENT RESERVE STATUS	NONE SERVICE	GRADE	ACTIVE DUTY WITH CIA CAT.-1	RELEASE TO MIL. SER. CAT.-2	TO BE RETIRED DEFERRED CAT.-3	
D X						
14. ASSESSMENT DATE		15. PROFESSIONAL TEST DATE		16. LANGUAGE APTITUDE TEST DATE		
None		None		None		
17. NON-CIA EMPLOYMENT						
1938-41 Various jobs for short periods of time; also unemployed during part of this time. 1942-46 Military Service, US Army, Sgt 1946-49 Library of Congress, DC - Book Room Attendant						
18. NON-CIA EDUCATION						
1937-38 Nents Hill Jr College, Maine 1948-50 George Washington, DC - Poli Sci						
19. FOREIGN LANGUAGE ABILITIES (Language, Proficiency, Date Tested)		None				
20. AGENCY SPONSORED TRAINING						
1962 Rcds Off Crs						
21. CIA EMPLOYMENT HISTORY SINCE 18 SEPT 1947 (Personnel Actions, Military Orders, and Principal Details)						
EFFECTIVE DATE	POSITION TITLE & OCCUPATIONAL CODE	GRADE	SO	ORGANIZATION & ORGAN. TITLE (If Any)	LOCATION	
Sep 1949	Messenger 0302.01	CPC 3		C&D/Admin/Mail&CourierSect	Hq	
Sep 1950	File Clerk 0305.01	CS-3		RR/Map/Proc&RefBr	"	
Jul 1951	" " 0305.01	4		RR/Geo/Map Library Br	"	
Nov 1952	" " 0305.01	4		ORR/Ch, GeoRes/MapLibrary/ProcBr	"	
Sep 1955	" " 0305.01	5	IR	" " " " " " " "	"	
Dec 1956	Clerk 0301.26	5	DS	DDP/SE/OpsDiv/Rpts, Index&Biog	Athens	
Oct 1957	" " 0301.26	6	DS	" " " " " " " "	"	
Aug 1958	Intel Asst 0301.28	6	DS	DDP/SE/OpsStf/RI Section	"	
Sep 1959	" " 0301.26	7	DS	" " " " " " " "	"	
Jun 1960	" " 0301.26	7	D	DDP/EE/CS/CSDevComp	Hq	
Mar 1962	" " 0301.26	7	D	DDP/AM/Br-1/PI/CI Sec	"	
Jan 1963	Ops Off 0136.01	8	D	DDP/TFN/PI/CI Br	"	
22. DATE REVIEWED		23. PROFILE REVIEWED BY		24. ITEMS 1-18 REVIEWED & VERIFIED BY EMPLOYEE		
25 Jan 1965		hc		D No		

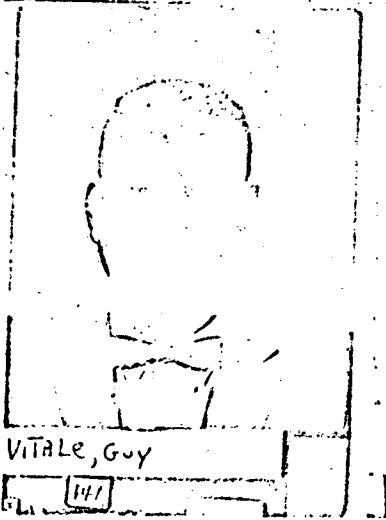
SECRET
(When Filled In)

PERS. SERIAL NO. 03620	BIOGRAPHIC PROFILE (PART 2)	
NAME (Last-First-Middle) VITALE, Guy (nm)		DATE OF BIRTH Oct 1917
22. SUMMARIES OF EVALUATIVE REPORTS FOR THE PAST TWO YEARS <div style="text-align: center;">  <p>VITALE, Guy</p> </div>		
24. SUMMARY OF CAREER PREFERENCE OUTLINE AND/OR FIELD REASSIGNMENT QUESTIONNAIRE		
25. IDENTITY OF OTHER DOCUMENTS WHICH SHOULD BE REVIEWED IN DETAIL		
26. ADDITIONAL INFORMATION Commendation 1960 from Ch, EE Logistics for services rendered while on a temporary assignment to EE Division Logistics Office.		
27. DATE REVIEWED 25 Jan 1965	28. PROFILE REVIEWED BY hc	

SECRET
(When Filled In)

1. PERS. SERIAL NO.		BIOGRAPHIC PROFILE (PART I)			SCD: 24 Oct 1942	
003620		3. SEX	4. DATE OF BIRTH	5. LONGEVITY COMP. DATE		
VITALE, Guy (nm)		M	16 Oct 1917	13 Sep 1949		
6. MARITAL STATUS	7. DEPENDENTS (Exclud. employes)	8. YEARS OF BIRTH		9. US NATURALIZATION CATEG.		
Single	0	NA		SPOUSE		
10. CAREER STATUS	MEMBERSHIP	OTHER STATUS	10. LAST MED. RPT. QUAL. FOR	EVAL. FOR		
None	Jul 1954		Apr 1960	Dept Duties		O/S Returnee
11. CURRENT RESERVE STATUS	NON-SERVICE	GRADE	ACTIVE DUTY WITH CIA CAT.-1	RELEASE TO MIL. SER. CAT.-2	TO BE DEFERRED CAT.-3	
None	X					
12. ASSESSMENT DATE		13. PROFESSIONAL TEST DATE		14. LANGUAGE APTITUDE TEST DATE		
None		None		None		
15. NON-CIA EMPLOYMENT						
1938-41 Various jobs for short periods of time; also unemployed during part of this time.						
1942-46 Military Service, US Army, Sgt						
1946-49 Library of Congress, DC - Clk; Libr Asst						
16. NON-CIA EDUCATION						
1937-38 Kents Hill Jr College, Maine						
1948-50 George Washington, DC - Poli Sci						
1957 American Mission Sch, [redacted] - Greek (3 mos)						
17. FOREIGN LANGUAGE ABILITIES (Language, Proficiency, Date Tested)		None				
18. AGENCY SPONSORED TRAINING						
1962 Reds Off Crs						
19. CIA EMPLOYMENT HISTORY SINCE 18 SEPT 1947 (Personnel Actions, Military Orders, and Principal Details)						
EFFECTIVE DATE	POSITION TITLE & OCCUPATIONAL CODE	GRADE	SD	ORGANIZATION & ORG. TITLE (If any)	LOCATION	
Sep 1949	Messenger	0302.01	CPC 3	C&D/Admin/Mail&CourierSect	Hq	
Sep 1950	File Clerk	0305.01	CS-3	R&E/Map/Proc&RefBr	"	
Jul 1951	" "	0305.01	4	ER/Geo/Map Library Br	"	
Nov 1952	" "	0305.01	4	ORR/Ch, GeoRes/MapLibrary/ProcBr	"	
Sep 1956	" "	0305.01	5	" " " " " " " "	"	
Dec 1956	Clerk	0301.26	6	DDP/SE/OpsDiv/Rpts, Index&Blot	Athens	
Oct 1957	" "	0301.26	6	" " " " " " " "	"	
Aug 1958	Intel Asst	0301.28	6	DDP/SE/OpsStf/RI Section	"	
Sep 1959	" "	0301.26	7	" " " " " " " "	"	
Jun 1960	" "	0301.26	7	DDP/EE/CS/CSDevCorp	Hq	
Mar 1962	" "	0301.26	7	DDP/WH/Br-4/FI/CI Sec	"	
Jan 1963	Ops Off	0136.01	8	DDP/TFM/FI/CI Br	"	
May 1965	" "	0136.01	8	DDP/WH/C/Miami Ops Er	"	
Dec 1965	Intel Asst	0301.28	8	" " " " " " " "	"	
May 1968	Intel Anal	0132.35	8	DDP/WH/C	"	
20. DATE REVIEWED		21. PROFILE REVIEWED BY		22. ITEMS 1-19 REVIEWED & VERIFIED BY EMPLOYEE		
6 Feb 1969		hc		No		

SECRET
(When Filled In)

PERS. SERIAL NO. 03620		BIOGRAPHIC PROFILE (PART 2)	
NAME (Last-First-Middle) VITALE, Guy (nm)		DATE OF BIRTH 16 Oct 1917	
22.  <p>VITALE, Guy 147</p>			
24. SUMMARY OF CAREER PREFERENCE OUTLINE AND/OR FIELD REASSIGNMENT QUESTIONNAIRE			
25. IDENTITY OF OTHER DOCUMENTS WHICH SHOULD BE REVIEWED IN DETAIL			
26. ADDITIONAL INFORMATION Commendation 1960 from Ch, ES Logistics for services rendered while on a temporary assignment to EE Division Logistics Office.			
27. DATE REVIEWED 6 Feb 1969		28. PROFILE REVIEWED BY hc	

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				003620	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle)		2. DATE OF BIRTH	3. SEX	4. GRADE	5. SO
Vitale, Guy		10/16/17	M	08	D
6. OFFICIAL POSITION TITLE		7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION	
Intelligence Asst.		DDP/WH/COG		Hqs.	
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/>	CAREER	<input type="checkbox"/>	RESERVE	<input type="checkbox"/>	TEMPORARY
<input type="checkbox"/>	CAREER-PROVISIONAL (See Instructions - Section C)	<input checked="" type="checkbox"/>	ANNUAL	<input type="checkbox"/>	REASSIGNMENT SUPERVISOR
<input type="checkbox"/>	SPECIAL (Specify):	<input type="checkbox"/>	SPECIAL (Specify):	<input type="checkbox"/>	REASSIGNMENT EMPLOYEE
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to)		
July 1968			1 July 67 - 30 June 68		
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
Analysis and Research of clandestine service documents for information pertinent to the criteria of the CUIS/LA Subversive machine program.					P
SPECIFIC DUTY NO. 2					RATING LETTER
Assists personnel with machine name traces and other operational support assistance.					P
SPECIFIC DUTY NO. 3					RATING LETTER
Preparation of biographic input sheets for machine processing into the Cuban IS program.					P
SPECIFIC DUTY NO. 4					RATING LETTER
As Branch Records Officer insures compliance with CS Records directives including authorization for destruction of CS documents.					P
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
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.					P

9 AUG 1968
JK

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

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. Comments 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 and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

Mr. Vitale since he was assigned to me initially on a part-time basis and later as a full time assistant has performed adequately as an input analyst in addition to his proficient work as a Records Officer and General support assistant. The quality of his input has been good and his production has helped considerably in cutting down the size of the input backlog. Mr. Vitale also continues to perform the Records Officers function for the branch with a sound knowledge of general records procedures. His attitude and attendance record continue to reflect a willingness to assist the branch in whatever way necessary. In addition Mr. Vitale's valuable background knowledge on a former vital portion of the branch's effort continues to be utilized to a considerable extent. He gets along well with his colleagues and contributes to the smooth running of the office.

Mr. Vitale is presently within 2 years of retirement or 4 years, if he does not receive an overseas assignment. He has told the career panel, he would accept an overseas assignment to either Vietnam or Laos. In view of his experience with paramilitary operations, it is felt this would be a more fitting assignment for him than the present one, even though he has been performing quite satisfactorily.

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE 7/18/68	SIGNATURE OF EMPLOYEE <i>Greg Vitale</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 9	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 18 July	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE <i>Alva King</i> Alva King
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL I concur in the evaluation of this employee as presented above.		
DATE 13 July 1968	OFFICIAL TITLE OF REVIEWING OFFICIAL C/TH/COG/OS	TYPED OR PRINTED NAME AND SIGNATURE

SECRET

SECTION C/Continued

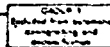
NARRATIVE COMMENTS

For approximately four months during 1967, Mr. Vitale worked with me in providing Headquarters' support to JMWAVE in its conduct of special operations into PBRUMEN. In such a role, Mr. Vitale's knowledge of the history, mechanics, requirements and PBRUMEN personnel of these operations was invaluable in (1) the preparation of operational proposals for the 303 Committee, (2) the provision of timely operational information periodically requested by the front offices of both WH/COG and WHD, and (3) the briefing of WOFIRM personnel newly assigned to JMWAVE to assist in these operations. While under my supervision, Mr. Vitale was a conscientious, loyal, cooperative employee who readily and willingly performed all tasks assigned to him in an exceptional manner. He always expressed his willingness to work as many hours as necessary to finish the task at hand. He has a very pleasant personality, gets along well with his fellow workers and exhibits a good sense of cost consciousness in the use of government equipment and materials. The rating letter "S" most accurately reflects the level of performance of Mr. Vitale during the period he was under my supervision.


Robert J. Weatherwax

SECRET
(When Filled In)

FITNESS REPORT					EMPLOYEE SERIAL NUMBER	
					003620	
SECTION A GENERAL						
1. NAME VITALE (Last) Guy (First) (Middle)		2. DATE OF BIRTH 16 Oct 17	3. SEX M	4. GRADE GS-08	5. SO D	
6. OFFICIAL POSITION TITLE Intell Asst			7. OFF/DIV/BR OF ASSIGNMENT DDP/WH/COG	8. CURRENT STATION Washington		
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"/> INITIAL	<input type="checkbox"/> REASSIGNMENT SUPERVISOR		
<input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)			<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT EMPLOYEE		
SPECIAL (Specify):			SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to) 1 July 1966 - 30 June 1967			
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 Maintains project and agent 201 files for the Branch's paramilitary program.					RATING LETTER S	
SPECIFIC DUTY NO. 2 Locates and maintains material for use in briefings and in the conduct of liaison with other government agencies.					RATING LETTER A	
SPECIFIC DUTY NO. 3 Aids in conducting name traces and in processing operational clearances.					RATING LETTER P	
SPECIFIC DUTY NO. 4 As Branch Records Officer, insures compliance with CS records directives, including authorization for destruction of CS documents.					RATING LETTER P	
SPECIFIC DUTY NO. 5 Assists in conduct of input to Cuban I.S. Machine Records Program.					RATING LETTER P	
SPECIFIC DUTY NO. 6					RATING LETTER	
31 AUG 1967						
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 P	



SECTION C		NARRATIVE COMMENTS	
<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>Months of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable.</u> If extra space is needed to complete Section C, attach a separate sheet of paper.</p>			
<p>Mr. Vitale continues to perform his duties as an operational support assistant capably. His background knowledge of Cuban paramilitary operations has provided the Branch with very useful continuity. His ability and experience in locating material and in handling records for headquarters support to WH/COG Special Operations contribute substantially to the Branch's operational support effort. Mr. Vitale carries out his assigned duties in a willing, loyal and highly dependable manner. He recently has been given an additional assignment on the CUIS Machine Input Program which he is handling in a highly efficient manner. He gets along well with his colleagues and contributes to the smooth running of the office. He does not have supervisory responsibilities, but does show concern for efficient and economical use of government property.</p>			
SECTION D		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE		
25 Aug '67	<i>Greg Vitale</i>		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
12			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
25 August 1967	Section Chief, PM Operations		
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p>As noted in the last Fitness Report, I concur generally in the supervisor's ratings of Mr. Vitale's performance as listed; but I must again note that these are duties which could be performed by a more junior clerical type and that Mr. Vitale should not be considered as performing GS-8 level Intelligence Assistant work at a Proficient rating. Indeed, he is, in my opinion, not qualified for such a role and his official position title should be changed to prevent any misunderstanding as to the somewhat unique nature of his value to the Agency.</p>			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
28 AUG 1967	C/WH/COG/NO	<i>Robert A. Ortman</i> Robert A. Ortman	

file

SECRET

11 May 1960
File K-1849

MEMORANDUM FOR: Chief, Records and Services Division
Office of Personnel

SUBJECT : VITALE, Guy, nam

1. Cover arrangements are in process, and ~~///~~ have been completed for the above-named Subject.

2. Effective 1 April 1960, it is requested that your records be properly blocked ~~////////~~ to deny ~~////////~~ Subject's current Agency employment to an external inquirer.

3. ~~//////////~~ _____

Paul P. Stewart
HARRY W. LITTLE, JR.
Chief, Central Cover Division

cc: SSD/OS

THIS MEMO MUST REMAIN
SECRET
ON TOP OF FILE--

FORM 1-59 1580a

(4-13-40)

5-176
012

SECRET
(When Filled In)

ALB: 10 MAR 69

NOTIFICATION OF PERSONNEL ACTION						
DEF						
1 SERIAL NUMBER	2 NAME (LAST FIRST MIDDLE)					
003620	VITALE GUY					
3 NATURE OF PERSONNEL ACTION				4 EFFECTIVE DATE	5 CATEGORY OF EMPLOYMENT	
RETIREMENT VOLUNTARY UNDER CIA RETIREMENT AND DISABILITY SYSTEM				02 08 1969	REGULAR	
6 FUNDS		V TO V	V TO CF	7 Financial Analysis No. Chargeable		8 USE OF OTHER LEGAL AUTHORITY
X				0235 0620 0000		F.L. 88-643 SECT. 233
9 ORGANIZATIONAL DESIGNATIONS				10 LOCATION OF OFFICIAL STATION		
DDP/WH WH/COG OPERATIONS BRANCH WH SECTION				WASH., D.C.		
11 POSITION TITLE				12 POSITION NUMBER	13 SERVICE DESIGNATION	
INTELLIGENCE ASST				1685	D	
14 CLASSIFICATION SCHEDULE (GS 18 ON.)		15 OCCUPATIONAL SERIES		16 GRADE AND STEP	17 SALARY OR RATE	
GS		0301.26		08 6	8984	
18 REMARKS						

1. LAST NAME VITALE			FIRST NAME GUY			INITIAL(S)			2. APPOINTMENT DATA			3. TOTAL SERVICE FOR LEAVE (as of date of separation)											
									Entered on duty 9-13-49			F, T, P, T											
									Subject to Sec. 203(d), 1951 Leave Act			Years 26											
									Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			Months 11											
									Ceased to be subject to Sec. 203(d)			Days 4											
									on Annual Leave Bal.			<input type="checkbox"/> More than 15 years											
4. DATE AND NATURE OF SEPARATION						SUMMARY OF ANNUAL AND SICK LEAVE						SUMMARY OF HOME LEAVE						REMARKS					
2-28-69 RETIREMENT CIARDS						(HOURS)						(DAYS)						SCD 10-24-42					
						5. Balance from prior leave year ended 1-11-19 69						14. Date arrival abroad for HL purposes											
						6. Current leave year accrual through 3-08-19 69						15. Current balance as of 19											
						7. Total						16. 12-month accrual rate											
						8. Reduction in credits, if any (current year)						17. Dates leave used, prior 24 months											
						9. Total leave taken						18. Monthly accrual date											
						10. Balance						19. Calendar days credit for next accrual date											
						11. Total hours paid in lump sum 274 hrs						20. Date basic service period completed											
						12. Salary rate(s) 88984						MILITARY LEAVE											
						13. Lump sum leave dates from 0830 3-3-69 to 4-18-69 1030 (Hours)						21. Dates during current calendar yr. to											
						26. (Signature) [Signature] (Date) 11/27/69						22. Dates during preceding calendar yr. to											
FOR CHIEF PAYROLL (Title)						143-2595 (Telephone)						ABSENCE WITHOUT PAY											
												23. LWOP or AWOL or Furlough/Suspension (Hours)											
												24. During leave year in which separated											
												25. During 12-month HL accrual period (date):											

Standard Form 1150
November 1965
1150-106

RECORD OF LEAVE DATA TRANSFERRED

U.S. CIVIL SERVICE COMMISSION
FPM SUPPLEMENTS 286-31 AND 950-2

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTIONS 512 AND 216 OF TITLE 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 9 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 14 JULY 1968

NAME	SERIAL	GRGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
VITALE GUY	005520	51	300	V GS 08 6	\$ 8,614	\$ 8,984

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION							
1. SERIAL NUMBER 005520		2. NAME (LAST-FIRST-MIDDLE) VITALE GUY					
3. NATURE OF PERSONNEL ACTION A. ASSIGNMENT				4. EFFECTIVE DATE MO. DA. YR. 05 14 68		5. CATEGORY OF EMPLOYMENT	
6. FUNDS		7. FINANCIAL ANALYSIS NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY			
A		V TO V		V TO CF		0235 0020 0000	
CF TO V		CF TO CF		10. LOCATION OF OFFICIAL STATION WASH., D.C.			
9. ORGANIZATIONAL DESIGNATIONS DIR/WH DIVISION WH SECTION				10. LOCATION OF OFFICIAL STATION			
11. POSITION TITLE INTEL ANALYST				12. POSITION NUMBER 1485		13. CAREER SERVICE DESIGNATION D	
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS		15. OCCUPATIONAL SERIES 0132.35		16. GRADE AND STEP 0A		17. SALARY OR RATE	
18. REMARKS							
SIGNATURE OR OTHER AUTHENTICATION							

POSTED

11/17/68

C/WH/CCG

1. SERIAL NO. 003620		2. NAME VITALE GUY		3. ORGANIZATION & FUNDS 51 500 V		4. LWOP HOURS			
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 08	5	\$ 7,781 8368	01/16/66	GS 08	6	\$ 8,008 8611	01/14/68		
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEES IS OF ACCEPTABLE LEVEL OF COMPETENCE.									
SIGNATURE							DATE		
							17 NOV 67		
<input checked="" 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 NM						AUDITED BY			
						<i>[Signature]</i>			
FORM 560 E		Use previous editions		PAY CHANGE NOTIFICATION				(4-31)	

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 89-504 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: 3 JULY 1966

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
VITALE GUY	003620	51	500 V	GS 08 5	\$ 7,781	\$ 8,008

"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: 9 OCTOBER 1967

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

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 89-301 PURSUANT TO AUTHORITY OF ICI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A-DCI POLICY DIRECTIVE DATED 10 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 OCTOBER 1965

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
VITALE GUY	003620	51	500	V GS 08 4	\$ 7,290	\$ 7,553

G-33

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours				
003620		VITALE GUY		51 500 V						
5. OLD SALARY RATE				6. NEW SALARY RATE				7. TYPE ACTION		
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date	PSI	LSI	ADI
GS	08	4	7,553	01/19/64	GS	08	5	7,792	01/15/66	
8. Remarks and Authentication										
/ / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS <i>ST</i> AUDITED BY										
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.										
SIGNATURE: <i>[Signature]</i>						DATE: 23 Nov 65				
PAY CHANGE NOTIFICATION										

JAN 7 1966

PJH: 29 DEC 65

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)									
003620		VITALE GUY									
3. NATURE OF PERSONNEL ACTION					4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT				
REASSIGNMENT					12 28 65		REGULAR				
6. FUNDS		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY							
X		6235 1162 0000		50 USC 403 J							
9. ORGANIZATIONAL DESIGNATIONS					10. LOCATION OF OFFICIAL STATION						
DDP/WH WH/C MIAMI OPERATIONS BR/PM SECTION					WASH., D.C.						
11. POSITION TITLE				12. POSITION NUMBER		13. SERVICE DESIGNATION					
INTELLIGENCE ASST				1506		D					
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)			15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE				
GS			0301.28		08 4		7553				
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. INTEGREE CODE	24. Hdqtrs. Code	25. DATE OF BIRTH		26. DATE OF GRADE	27. DATE OF LEI	
37	10	51500	WH	75013		1	10	16	17		
28. TIME EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA		33. SECURITY REG. NO.	34. SEX
12 27 67		83						EOD DATA			
35. VET. PREFERENCE		36. SERV. COMP. RATE		37. LONG. COMP. DATE		38. CAREER CATEGORY		39. FEGLI / HEALTH INSURANCE		40. SOCIAL SECURITY NO.	
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA			44. STATE TAX DATA		
SIGNATURE OR OTHER AUTHENTICATION											

POSTED
12 29 65

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

OCS 05/27/65

1 SERIAL NUMBER 003690	2 NAME (LAST FIRST MIDDLE) VITALE GUY
---------------------------	------------------------------------------

3 NATURE OF PERSONNEL ACTION REASSIGNMENT	4 EFFECTIVE DATE MO DA YR 05 31 65	5 CATEGORY OF EMPLOYMENT
----------------------------------------------	------------------------------------------	--------------------------

6 FUNDS	<input checked="" type="checkbox"/> V TO V	<input type="checkbox"/> V TO CF	7 COST CENTER NO CHARGEABLE 5235 1162 0000	8 CSC OR OTHER LEGAL AUTHORITY
	<input type="checkbox"/> CF TO V	<input type="checkbox"/> CF TO CF		

9 ORGANIZATIONAL DESIGNATIONS DDP/WH DIVISION WH C MIAMI OPS BR PM SEC	10 LOCATION OF OFFICIAL STATION ASH., D. C.
------------------------------------------------------------------------------	------------------------------------------------

11 POSITION TITLE OPS OFFICER	12 POSITION NUMBER 1142	13 CAREER SERVICE DESIGNATION D
----------------------------------	----------------------------	------------------------------------

14 CLASSIFICATION SCHEDULE (GS, LB, etc.) GS	15 OCCUPATIONAL SERIES 0136.01	16 GRADE AND STEP 08	17 SALARY OR RATE
-------------------------------------------------	-----------------------------------	-------------------------	-------------------

18. REMARKS

POSTED
6-10-65 AH

SIGNATURE OF OTHER AUTHENTICATION

1 Serial No		2 Name		3 Cert Center Number		4 LWOP HEAVY				
003620		VITALE GUY		49 300 V		37P				
5 OLD SALARY RATE				6 NEW SALARY RATE				7 TYPE ACTION		
Grade	Step	Salary	Last Eff Date	Grade	Step	Salary	Effective Date	PSI	LSI	ADL
GS 08	3	\$ 6810	01/20/63	GS 08	4	\$ 7020	01/19/64			
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>plz</i> SALARY CONTINGENT ON CONGRESSIONAL APPROVAL I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE. SIGNATURE: <i>Charles V. [unclear]</i> DATE: <i>3/25/63</i> PAY CHANGE NOTIFICATION										

APR 13 4 18 PM '64
 NEW YORK

Form 560 Obsolete Previous Edition (4-51)

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

NAME	SERIAL	ORGN	FUNDS	GR-ST	OLD SALARY	NEW SALARY
VITALE GUY	003620	49	300	V	GS 08 3 \$ 6,500	\$ 6,810

BAR: 18 JAN 63

SECRET
(When Filled In)

OCF NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER: 003620
2. NAME (FIRST-LAST-INITIALS): VITALE GUY

3. NATURE OF PERSONNEL ACTION: PROMOTION
4. EFFECTIVE DATE: 01 20 63
5. CATEGORY OF EMPLOYMENT: REGULAR

6. FUNDS: X
7. COST CENTER NO. CHARGEABLE: 3232 1000 1000
8. CSC OR OTHER LEGAL AUTHORITY: 50 USC 403 J

9. ORGANIZATIONAL DESIGNATIONS: DDP TASK FORCE W. FI/CI BRANCH
10. LOCATION OF OFFICIAL STATION: WASH., D. C.

11. POSITION TITLE: OPS OFFICER
12. POSITION NUMBER: 0683
13. CAREER SERVICE DESIGNATION: D

14. CLASSIFICATION SCHEDULE (GS, LR, UG, etc.): GS
15. OCCUPATIONAL SERIES: 0135.01
16. GRADE AND STEP: 09 3
17. SALARY OR RATE: 6500

18. REMARKS

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE: 22
20. EMPLOY CODE: 10
21. OFFICE CODING: 61300
22. STATION CODE: 75013
23. INTEGREE CODE:
24. HIGHT CODE: 1
25. DATE OF BIRTH: 10 16 17
26. DATE OF GRADE: 01 20 63
27. DATE OF LEI: 01 20 63
28. NTE EXPIRES:
29. SPECIAL REFERENCE:
30. RETIREMENT DATA:
31. SEPARATION DATA CODE:
32. CORRECTION/CANCELLATION DATA: EOD DATA
33. SECURITY REG NO.:
34. SEX:
35. VET. PREFERENCE:
36. SERV. COMP. DATA:
37. LONG COMP. DATE:
38. CAREER CATEGORY:
39. FEGLI / HEALTH INSURANCE:
40. SOCIAL SECURITY NO.:
41. PREVIOUS GOVERNMENT SERVICE DATA:
42. LEAVE CAT. CODE:
43. FEDERAL TAX DATA:
44. STATE TAX DATA:

SIGNATURE OR OTHER AUTHENTICATION

POSTED
02/21/63

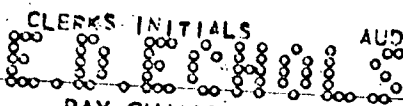
18 JAN 1963

Bob

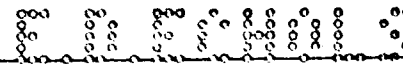
IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 47 - 793 AND
 OGI MEMORANDUM DATED 1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS.
 EFFECTIVE 14 OCTOBER 1962

NAME	SERIAL	ORGN	FUNDS	OLD GR. ST SALARY	OLD GR. ST SALARY	NEW GR. ST SALARY	NEW GR. ST SALARY
VITALE GUY	003620	61000	V 07 4	\$ 5,850	07 4	\$ 6,095	

232-1000

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours				
003620		VITALE GUY		61 000 v 2A						
5. OLD SALARY RATE				6. NEW SALARY RATE				7. TYPE ACTION		
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date	PSI	LSI	ADJ.
GS 07	3	\$ 5,685	09/03/61	GS 07	4	\$ 5,850	09/02/62			
8. Remarks and Authentication										
<input checked="" type="checkbox"/> / NO EXCESS LWOP <input checked="" type="checkbox"/> / EXCESS LWOP <input checked="" type="checkbox"/> / IN PAY STATUS AT END OF WAITING PERIOD <input checked="" type="checkbox"/> / IN LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS AUDITED BY <i>[Signature]</i> 										
PAY CHANGE NOTIFICATION										

SECRET
(When Filled In)

1. Social No.	2. Name	3. Cost Center Number	4. LWOP Hours
003620	VITALE GUY	DDP/FE	UV
5. OLD SALARY RATE		6. NEW SALARY RATE	
Grade	Step	Salary	Last Pbl. Date
07	2	5,520	09/04/60
Grade	Step	Salary	Effective Date
07	3	5,685	09/03/61
7. TYPE ACTION			
FSI	LSI	ADJ	
			X
8. Remarks and Authentication			
<p><i>2-0-00</i></p> <p>NO EXCESS LWOP</p> <p>IN PAY STATUS AT END OF WAITING PERIOD</p> <p><i>cur 9/26/61</i> IN LWOP STATUS AT END OF WAITING PERIOD</p>			
 PAY CHANGE NOTIFICATION			

Form 560
7-60

Obsolete Previous Edition

SECRET

(4-61)

ABM: 20 MAR 62

SECRET
(When Filled In)

OCF NOTIFICATION OF PERSONNEL ACTION									
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)							
003620		VITALE GUY							
3. NATURE OF PERSONNEL ACTION					4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT		
REASSIGNMENT AND TRANSFER TO VOUCHERED FUNDS					03 18 62		REGULAR		
6. FUNDS		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY					
X		2235 1400 1000		50 USC 403 J					
9. ORGANIZATIONAL DESIGNATIONS					10. LOCATION OF OFFICIAL STATION				
DDP WH BRANCH 4 FI CI SEC					WASH., D. C.				
11. POSITION TITLE			12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION				
INTELLIGENCE ASST			0685		D				
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
GS		0301.28		07 3		5685			
18. REMARKS									
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL									
19. ACTION CODE		20. EMPLOYER CODE		21. OFFICE CODING		22. STATION CODE		23. INTERSEE CODE	
16		10		64450 WH		75013		1	
24. DATE OF BIRTH		25. DATE OF GRADE		26. DATE OF LEI					
10 16 17									
28. NEE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION CANCELLATION DATA	
								EOD DATA	
35. VET. PREFERENCE		36. SERV. COMP. DATE		37. LONG. COMP. DATE		38. MIL. SERV. CREDIT LCD		39. FEGLI / HEALTH INSURANCE	
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT.		43. FEDERAL TAX DATA		44. STATE TAX DATA	
SIGNATURE OR OTHER AUTHENTICATION									

SECRET
(When Filled In)

ARE: 10 JUNE 1960

NOTIFICATION OF PERSONNEL ACTION

1. Serial No.		2. Name (Last-First-Middle)				3. Date Of Birth			4. Vet. Prof.		5. Sex		6. CS - EOD			
503620		VITALE GUY				Mo.	Da.	Yr.	Non-0	Code	M	I	Mo.	Da.	Yr.	
10		24		42		10	16	17	5 Pt-1	1		09	13	49		
7. SCD		8. CSC Rotmt.		9. CSC Or Other Legal Authority				10. Apmt. Affidav.		11. FEGLI		12. LCD		13. <small>W. 100-100-100-100</small>		
Mo.	Da.	Yr.	Yes-1	Code	50 USCA 403 J				Mo.	Da.	Yr.	Mo.	Da.	Yr.	Yes-1	Code
10	24	42	No-2	1								09	13	49	No-2	2

PREVIOUS ASSIGNMENT

14. Organizational Designations				Code		15. Location Of Official Station				Station Code	
DOP EE ATHENS STATION OPERATIONS STAFF RECORDS INTEGRATION SECTION				5231		ATHENS, GREECE				29501	
16. Dept. - Field		17. Position Title				18. Position No.		19. Serv.		20. Occup. Series	
Dept - 1	Code	INTELL ASST				1809		GS		0301.28	
USIid - 3	5										
Frqn - 5											
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade		25. PSI Due		26. Appropriation Number	
07 1		\$ 4980		DS		Mo.	Da.	Yr.	Mo.	Da.	Yr.
						09	106	159	09	104	160
										0139 9350 3018	

ACTION

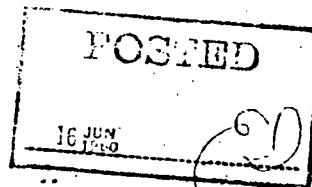
27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Data	
REASSIGNMENT		67		Mo.	Da.	Yr.	REGULAR		25		
				06	12	60					

PRESENT ASSIGNMENT

31. Organizational Designations				Code		32. Location Of Official Station				Station Code	
CS/CS DEVELOPMENT COMPLEMENT EE DIVISION				5288		WASH., D. C.				75013	
33. Dept. - Field		34. Position Title				35. Position No.		36. Serv.		37. Occup. Series	
Dept - 1	Code	INTELL ASST				061260		GS		0301.28	
USIid - 3	1										
Frqn - 5											
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade		42. PSI Due		43. Appropriation Number	
07 1		\$ 4980		D		Mo.	Da.	Yr.	Mo.	Da.	Yr.
						09	106	159	09	104	160
										10320 1998	

44. Remarks

CASUAL (PCS RETURNEE)



Pre 1960 Notifications
of Personnel Action

SECRET
(When Filled In)

FITNESS REPORT					EMPLOYEE SERIAL NUMBER
SECTION A					003620
GENERAL					
1. NAME (Last) (First) (Middle)		2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD
Vitale, Guy		10/16/17	M	08	D
6. OFFICIAL POSITION TITLE		7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION	
Intelligence Asst.		DDP/WH/COG		Hqs.	
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER: <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR		
<input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)			<input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE		
<input type="checkbox"/> SPECIAL (Specify):			<input type="checkbox"/> SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From- to-)		
July 1968			1 July 67 - 30 June 68		
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					RATING LETTER
Analysis and Research of clandestine service documents for information pertinent to the criteria of the CUIS/LA Subversive machine program.					P
SPECIFIC DUTY NO. 2					RATING LETTER
Assists personnel with machine name traces and other operational support assistance.					P
SPECIFIC DUTY NO. 3					RATING LETTER
Preparation of biographic input sheets for machine processing into the Cuban IS program.					P
SPECIFIC DUTY NO. 4					RATING LETTER
As Branch Records Officer insures compliance with CS Records directives including authorization for destruction of CS documents.					P
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
<div style="position: absolute; top: 10px; left: 10px; border: 1px solid black; padding: 2px;"> 9 AUG 1968 <i>[Signature]</i> </div>					
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
					P

SECRET

(When Filled In)

SECTION C NARRATIVE COMMENTS

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. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

Mr. Vitale since he was assigned to ^{AUG 6} ~~essentially~~ on a part-time basis and later as a full time assistant has performed adequately as an input analyst in addition to his proficient work as a Records Officer and General support assistant. The quality of his input has been good and his production has helped considerably in cutting down the size of the input backlog. Mr. Vitale also continues to perform the Records Officers function for the branch with a sound knowledge of general records procedures. His attitude and attendance record continue to reflect a willingness to assist the branch in whatever way necessary. In addition Mr. Vitale's valuable background knowledge on a former vital portion of the branch's effort continues to be utilized to a considerable extent. He gets along well with his colleagues and contributes to the smooth running of the office.

Mr. Vitale is presently within 2 years of retirement or 4 years, if he does not receive an overseas assignment. He has told the career panel, he would accept an overseas assignment to either Vietnam or Laos. In view of his experience with paramilitary operations, it is felt this would be a more fitting assignment for him than the present one, even though he has been performing quite satisfactorily.

SECTION D CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

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

DATE 7/18/68 SIGNATURE OF EMPLOYEE *Darryl Vitale*

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 9 IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE 18 July OFFICIAL TITLE OF SUPERVISOR TYPED OR PRINTED NAME AND SIGNATURE *Alva King*
Alva King

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

I concur in the evaluation of this employee as presented above.

DATE 13 July 1968 OFFICIAL TITLE OF REVIEWING OFFICIAL C/WH/COG/OS TYPED OR PRINTED NAME AND SIGNATURE

SECRET

SECTION C/Continued

NARRATIVE COMMENTS

For approximately four months during 1967, Mr. Vitale worked with me in providing Headquarters' support to JMWAVE in its conduct of special operations into PBRUMEN. In such a role, Mr. Vitale's knowledge of the history, mechanics, requirements and PBRUMEN personnel of these operations was invaluable in (1) the preparation of operational proposals for the 303 Committee, (2) the provision of timely operational information periodically requested by the front offices of both WH/COG and WHD, and (3) the briefing of WOFIRM personnel newly assigned to JMWAVE to assist in these operations. While under my supervision, Mr. Vitale was a conscientious, loyal, cooperative employee who readily and willingly performed all tasks assigned to him in an exceptional manner. He always expressed his willingness to work as many hours as necessary to finish the task at hand. He has a very pleasant personality, gets along well with his fellow workers and exhibits a good sense of cost consciousness in the use of government equipment and materials. The rating letter "S" most accurately reflects the level of performance of Mr. Vitale during the period he was under my supervision.

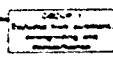
Robert J. Weatherwax
Robert J. Weatherwax

Fed Control

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				003620	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE 5. SD
VITALE Guy			16 Oct 17	M	GS-08 D
6. OFFICIAL POSITION TITLE			7. OFF. DIV. OR OF ASSIGNMENT 8. CURRENT STATION		
Intell Asst			DDP/WH/COG Washington		
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"/> INITIAL	<input type="checkbox"/> REASSIGNMENT SUPERVISOR	
<input checked="" type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)			<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT EMPLOYEE	
<input type="checkbox"/> SPECIAL (Specify):			<input type="checkbox"/> SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to)		
			1 July 1966 - 30 June 1967		
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					RATING LETTER
Maintains project and agent 201 files for the Branch's paramilitary program.					S
SPECIFIC DUTY NO. 2					RATING LETTER
Locates and maintains material for use in briefings and in the conduct of liaison with other government agencies.					A
SPECIFIC DUTY NO. 3					RATING LETTER
Aids in conducting name traces and in processing operational clearances.					P
SPECIFIC DUTY NO. 4					RATING LETTER
As Branch Records Officer, insures compliance with CS records directives, including authorization for destruction of CS documents.					P
SPECIFIC DUTY NO. 5					RATING LETTER
Assists in conduct of input to Cuban I.S. Machine Records Program.					P
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
					P

31 AUG 1967



SECRET
(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<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 and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable.</u> If extra space is needed to complete Section C, attach a separate sheet of paper.</p> <p style="text-align: right;">AUG 31 9 26 AM '67</p> <p>Mr. Vitale continues to perform his duties as an operational support assistant capably. His background knowledge of Cuban paramilitary operations has provided the Branch with very useful continuity. His ability and experience in locating material and in handling records for headquarters support to WH/COG Special Operations contribute substantially to the Branch's operational support effort. Mr. Vitale carries out his assigned duties in a willing, loyal and highly dependable manner. He recently has been given an additional assignment on the CUIS Machine Input Program which he is handling in a highly efficient manner. He gets along well with his colleagues and contributes to the smooth running of the office. He does not have supervisory responsibilities, but does show concern for efficient and economical use of government property.</p>			
SECTION D		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE		
25 Aug '67	Guy Vitale		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
12			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
25 August 1967	Section Chief, PM Operations	Ernest Chiocca Ernest Chiocca	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
As noted in the last Fitness Report, I concur generally in the supervisor's ratings of Mr. Vitale's performance as listed; but I must again note that these are duties which could be performed by a more junior clerical type and that Mr. Vitale should not be considered as performing GS-8 level Intelligence Assistant work at a Proficient rating. Indeed, he is, in my opinion, not qualified for such a role and his official position title should be changed to prevent any misunderstanding as to the somewhat unique nature of his value to the Agency.			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
28 AUG 1967	C/WH/COG/MO	Robert A. Ortman Robert A. Ortman	

SECRET

SECRET
(When Filled In)

FITNESS REPORT						EMPLOYEE SERIAL NUMBER	
						003620	
SECTION A GENERAL							
1. NAME (Last) (First) (Middle) VITALE Guy			2. DATE OF BIRTH 16 Oct 17	3. SEX M	4. GRADE GS-08	5. SD D	
6. OFFICIAL POSITION TITLE Intelligence Analyst				7. OFF. DIV/BR OF ASSIGNMENT DDP/WH/C		8. CURRENT STATION Wash., D.C.	
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"/> INITIAL	
<input type="checkbox"/> CAREER-PROVISIONAL (See instructions - Section C)		<input checked="" type="checkbox"/> ANNUAL		<input type="checkbox"/> REASSIGNMENT SUPERVISOR		<input type="checkbox"/> REASSIGNMENT EMPLOYEE	
SPECIAL (Specify):				SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P.				12. REPORTING PERIOD (From to) 1 July 1965 - 30 June 1966			
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 Maintains project and agent 201 files for an extensive paramilitary program.						RATING LETTER S	
SPECIFIC DUTY NO. 2 Locates and maintains material for use in briefings and the conduct of liaison with other government agencies.						RATING LETTER P	
SPECIFIC DUTY NO. 3 Aids in conducting name traces and processing clearances.						RATING LETTER P	
SPECIFIC DUTY NO. 4 As Branch Records Officer, insures compliance with CS records directives, including authorization for destruction of CS documents.						RATING LETTER P	
SPECIFIC DUTY NO. 5						RATING LETTER	
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 P	
						29 JUL 1966	

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

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. Manner of performance of managerial or supervisory duties must be described, if applicable.

JUL 26 4 07 PM '66

Mr. Vitale's principal qualification is his background knowledge of the operational history of Cuban paramilitary operations. This has afforded the branch considerable continuity. He is a very willing worker who gets along well with fellow employees. His knowledge of and experience in handling records and locating material makes him valuable in headquarters support of WH/Cuba paramilitary case officers - a task he performs in a loyal and dependable manner.

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE 11 July 1966	SIGNATURE OF EMPLOYEE <i>Guy Vitale</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 10 months	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE	OFFICIAL TITLE OF SUPERVISOR C/WH/C/MO/PM	TYPED OR PRINTED NAME AND SIGNATURE <i>Bryan Mills</i> Bryan Mills
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL I have had opportunity to observe subject's performance closely for nine months and while I generally concur in his supervisor's ratings of the duties as listed, it should be noted that these same duties could be performed equally well by a more junior Intel Clerk or Intel Assistant and, therefore, the overall rating as a GS-8 Intel Assistant does not accurately reflect his capability. In my opinion it would be very difficult, if not impossible, for subject to perform competitively with other Intel Assistants at a GS-8 level, and I recommend his position title be changed to Ops Support Assistant, a role in which he performs capably.		
DATE 25 July 1966	OFFICIAL TITLE OF REVIEWING OFFICIAL C/WH/C/MO	TYPED OR PRINTED NAME AND SIGNATURE <i>Robert A. Ortman</i> Robert A. Ortman

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				003620	
SECTION A				GENERAL	
1. NAME (Last) (First) (Middle) VITALE, Guy		2. DATE OF BIRTH 16 Oct 17	3. SEX M	4. GRADE GS-08	5. SD D
6. OFFICIAL POSITION TITLE Ops Officer		7. OFF/DIV/BR OF ASSIGNMENT DDP/WH/C	8. CURRENT STATION Washington D.C.		
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"/> INITIAL	<input type="checkbox"/> REASSIGNMENT SUPERVISOR	
<input checked="" type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)			<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT EMPLOYEE	
SPECIAL (Specify):			SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P. 31 July 1965			12. REPORTING PERIOD (From- to-) 1 July 64 - 30 June 65		
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				RATING LETTER	
Processes name traces and clearances; traces and maintains agent 201 files.				O	
SPECIFIC DUTY NO. 2				RATING LETTER	
Conducts research for preparation of reports and plans.				S	
SPECIFIC DUTY NO. 3				RATING LETTER	
Maintains office files on a complex project.				S	
SPECIFIC DUTY NO. 4				RATING LETTER	
Prepares cable or dispatch replies to name trace requests.				P	
SPECIFIC DUTY NO. 5				RATING LETTER	
Records Officer - Insures compliance with CS records, directives and authorizes destruction of CS documents.				P	
SPECIFIC DUTY NO. 6				RATING LETTER	
				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
22 JUL 1965					

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

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. Manner of performance of managerial or supervisory duties must be described, if applicable.

JUL 23 12 00 PM '65

Mr. Vitale's longevity on the project makes his services increasingly valuable. This is particular true in briefing and orienting new officers. He continues to do an exceptional job in assisting his office on a most complex project where many of his colleagues have transferred primarily because of the many demands and frustrations caused by this extraordinary project. Mr. Vitale continues to be a most loyal, cooperative and willing worker, getting along well with all hands. His maturity and many years of experience in his field, in addition to his great general knowledge, make him a most valued employee when compared to colleagues of similar rank. It is because of this that I have again rated Mr. Vitale very high. Although Mr. Vitale has no supervisory responsibilities and fully realizing his limited potential as a senior operations officer, I feel he is still undergraded and should be promoted to the next higher grade at the earliest opportunity. Because Mr. Vitale's job and performance have remained almost exactly the same as during the previous year, this fitness report is also very similar.

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE 13 July 65	SIGNATURE OF EMPLOYEE <i>Ray Vitale</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 46 months	IF THIS REPORT WAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 13 Jul 1965	OFFICIAL TITLE OF SUPERVISOR C/WH/C/MO/PM	TYPED OR PRINTED NAME AND SIGNATURE <i>Calvin Hicks</i> Calvin Hicks
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL The reviewing official does not use the same rating scale as the supervisor; therefore, would rate subject one letter lower in the first three duties and P in the overall performance. Subject is conscientious, pleasant and has an excellent "stay-on-the-job" approach.		
DATE 20 July 1965	OFFICIAL TITLE OF REVIEWING OFFICIAL C/WH/C/MO	TYPED OR PRINTED NAME AND SIGNATURE <i>Walter T. Cini</i> Walter T. Cini

SECRET

SECRET
(When Filled In)

FITNESS REPORT					EMPLOYEE SERIAL NUMBER		
					49300 005620		
SECTION A GENERAL							
1. NAME (Last) VITALE (First) Guy (Middle)			2. DATE OF BIRTH 16 Oct 17	3. SEX M	4. GRADE GS-08	5. SD D	
6. OFFICIAL POSITION TITLE Ops Officer				7. OFF/DIV/BR OF ASSIGNMENT DDP/SAS		8. CURRENT STATION Washington, D.C.	
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"/> INITIAL	
<input type="checkbox"/> CAREER-PROVISIONAL (See instructions - Section C)				<input checked="" type="checkbox"/> ANNUAL		<input type="checkbox"/> REASSIGNMENT SUPERVISOR	
<input type="checkbox"/> SPECIAL (Specify):				<input type="checkbox"/> SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P. 31 July 1964				12. REPORTING PERIOD (From- to-) 1 July 1963 - 30 June 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 Processes name traces and clearances; traces and maintains agent 201 files.						RATING LETTER O	
SPECIFIC DUTY NO. 2 Conducts research for preparation of reports and plans.						RATING LETTER S	
SPECIFIC DUTY NO. 3 Maintains office files on a complex project.						RATING LETTER S	
SPECIFIC DUTY NO. 4 Prepares cable or dispatch replies to name trace requests.						RATING LETTER P	
SPECIFIC DUTY NO. 5 Records Officer - Insures compliance with CS records, directives and authorizes destruction of CS documents.						RATING LETTER P	
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	
14 AUG 1964							

SECRET

(When Filled In)

OFFICE OF PERSONNEL

SECTION C

NARRATIVE COMMENTS

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. Manner of performance of managerial or supervisory duties must be described, if applicable.

MAIL ROOM

Mr. Vitale continues to do an exceptional job in assisting his office on a most complex project. His longevity on the project, coupled with his continued objectivity, makes his services increasingly valuable. This is in contrast to many of his colleagues who have transferred because of the many extreme demands and frustrations caused by this extraordinary project. Mr. Vitale continues to be a most loyal, cooperative and willing worker, getting along well with all hands. His maturity and many years of experience in his field, in addition to his great general knowledge, make him a most valued employee when compared to colleagues of similar rank. It is because of this that I have again rated Mr. Vitale very high. In addition, and fully realizing his limited potential as a senior operations officer, I feel he is still undergraded and should be promoted to the next higher grade at the earliest opportunity.

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE July 23, 64	SIGNATURE OF EMPLOYEE <i>Mr. Vitale</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 34 months	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 15 July 1964	OFFICIAL TITLE OF SUPERVISOR C/WH/SA/MOB/PM	TYPED OR PRINTED NAME AND SIGNATURE Calvin W. Hicks
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL Undersigned concurs in the ratings of the specific duties and performance in current position of Mr. Vitale. Mr. Vitale has been concerned with the Cuban effort for several years and his personal knowledge of past events is extremely helpful.		
DATE 28 July 1964	OFFICIAL TITLE OF REVIEWING OFFICIAL C/WH/SA/MOB	TYPED OR PRINTED NAME AND SIGNATURE Colonel Arthur A. Maloney

SECRET

SECRET
(When Filled In)

FITNESS REPORT					EMPLOYEE SERIAL NUMBER		
81					003620		
SECTION A GENERAL							
1. NAME (Last) (First) (Middle) VITALE Guy			2. DATE OF BIRTH 16 Oct. 1917	3. SEX Male	4. GRADE GS-8	5. SD D	
6. OFFICIAL POSITION TITLE Ops. Officer				7. OFF/DIV/BR OF ASSIGNMENT DDP/S.A.S.		8. CURRENT STATION Washington, D.C.	
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"/> INITIAL	<input type="checkbox"/> REASSIGNMENT SUPERVISOR		
<input checked="" type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)				<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT EMPLOYEE		
SPECIAL (Specify):				SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P. 31 July 1963				12. REPORTING PERIOD (From - to) 1 July 1962 to 30 June 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).							
SPECIFIC DUTY NO. 1						RATING LETTER	
Processes name traces and clearances. Traces and maintains agent 201 files.						S/O	
SPECIFIC DUTY NO. 2						RATING LETTER	
Conducts research for preparation of reports and plans.						S	
SPECIFIC DUTY NO. 3						RATING LETTER	
Maintains office files on a complex project.						S	
SPECIFIC DUTY NO. 4						RATING LETTER	
Prepares cable or dispatch replies to name trace requests.						P	
SPECIFIC DUTY NO. 5						RATING LETTER	
Records Officer - Insures compliance with CS records, directives and authorizes destruction of CS documents.						P	
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	
9 AUG 1963						S	

SECRET

OFFICE OF PERSONNEL

SECTION C NARRATIVE COMMENTS

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. ~~Indicate for each position given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.~~

Subject continues to do an exceptional job in assisting his office in the formulation of reports and plans by his research and ability to quickly make name traces and ferret out information from the various agency sources.

During the past year subject has continued to be a most cooperative, loyal and willing worker on a project that due to its nature is more frustrating, and demands more with less apparent return than most projects. As on his previous fitness report, I have rated him very high, primarily due to the fact that his ^{his} ~~his~~ maturity and many years experience with the Agency have made him of much more immediate value than most of his colleagues in the GS 7-9 level. Consequently, although he has made GS-8 within the past year, I feel he is still undergraded and should be promoted to GS-9 at the earliest opportunity.

SECTION D CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

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

DATE June 13, 63 SIGNATURE OF EMPLOYEE Guy Vitale

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

22 mths.

DATE OFFICIAL TITLE OF SUPERVISOR TYPED OR PRINTED NAME AND SIGNATURE

12 June 63 DC/SAS/NOB/EM Calvin W. Hicks

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

While not wishing to detract from the value of subject's duties or from the manner in which he performs them, I do have strong doubts as to whether the nature of his duties warrant promotion to GS-9 even if they were performed in an outstanding manner. During the next year additional duties of a more demanding nature will be placed on subject and I will want to weigh his performance under those circumstances before recommending promotion.

DATE OFFICIAL TITLE OF REVIEWING OFFICIAL TYPED OR PRINTED NAME AND SIGNATURE

6/17/63 C/SAS/NOB/EM Charles W. Matt

SECRET

SECRET
(When Filled In)

FITNESS REPORT

EMPLOYEE SERIAL NUMBER
003620

SECTION A					GENERAL				
1. NAME (Last) VITALE (First) Guy (Middle)			2. DATE OF BIRTH 16 Oct. 1917	3. SEX M	4. GRADE GS-7	5. SD D	6. OFFICIAL POSITION TITLE Intell. Asst.		
9. CHECK (X) TYPE OF APPOINTMENT			7. OFF/DIV/BR OF ASSIGNMENT DDP/TFN/TFM Tr.			8. CURRENT STATION Wash., D.C.			
10. CHECK (X) TYPE OF REPORT			11. DATE REPORT DUE IN O.P. 31 July 1962			12. REPORTING PERIOD (From - to) 1 Sept. 1961 to 30 June 1962			
<input type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> TEMPORARY	<input type="checkbox"/> INITIAL	REASSIGNMENT SUPERVISOR			REASSIGNMENT EMPLOYEE		
<input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)			<input type="checkbox"/> ANNUAL			SPECIAL (Specify)			

SECTION B

PERFORMANCE EVALUATION

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.

A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.

P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.

S - Strong Performance is characterized by exceptional proficiency.

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.

SPECIFIC DUTIES

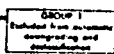
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

SPECIFIC DUTY NO. 1 Processes name traces and clearances - Traces and maintains agent 201 files.	RATING LETTER S/O
SPECIFIC DUTY NO. 2 Conducts research for preparation of reports and plans.	RATING LETTER S
SPECIFIC DUTY NO. 3 Maintains office files on a complex project.	RATING LETTER S
SPECIFIC DUTY NO. 4 Prepares cable or dispatch replies to name trace requests.	RATING LETTER A
SPECIFIC DUTY NO. 5 Records Officer - Insures compliance with CS Records, Directives and authorizes destruction of CS documents.	RATING LETTER A
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



SECRET

(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<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. Manner of performance of managerial or supervisory duties must be described, if applicable.</p> <p>Subject has done an exceptional job in assisting his office in the formulation of reports and plans by his research and ability to quickly make name traces and ferret out information from the various agency sources concerned.</p> <p>He at all times has been a most cooperative, loyal and willing worker with good security habits. Although, he does not have the ambition or drive to get to the top of the ladder that many younger officers may have (not everybody can or wants to be Chief, but can still be one of the best Indians in the business), his great store of general knowledge and many years of agency experience have made him of much more immediate value than most of his colleagues in the GS-7-9 level, and it is because of this that he has received such a high rating. Consequently, it is recommended that Mr. Vitale be promoted to the next higher grade at the earliest opportunity.</p>			
SECTION D		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE		
Aug 21, 1962	Guy Vitale		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
10 MONTHS			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
21 August 1962	TFW/PM/OPS	C.W. HICKE	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
21 August 1962	DC/TFW/PM	C.W. MATT	

SECRET
(When Filled In)

FITNESS REPORT					EMPLOYEE SERIAL NUMBER				
SECTION A GENERAL					RECORDED BY E.S.D.				
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE				
5. SERVICE DESIGNATION			6. OFFICIAL POSITION TITLE		7. OFF/DIV/BR OF ASSIGNMENT				
8. CAREER STAFF STATUS			9. TYPE OF REPORT						
<input type="checkbox"/> NOT ELIGIBLE	<input type="checkbox"/> MEMBER	<input type="checkbox"/> DEFERRED	<input type="checkbox"/> INITIAL	<input type="checkbox"/> REASSIGNMENT/SUPERVISOR					
<input type="checkbox"/> PENDING	<input type="checkbox"/> DECLINED	<input type="checkbox"/> DENIED	<input type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT/EMPLOYEE					
10. DATE REPORT DUE IN O.P.		11. REPORTING PERIOD		12. SPECIAL (Specify)					
		From 31 AUG 67							
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. 1 Research Work Required in the Preparation of Reports.		RATING NO. 5				
SPECIFIC DUTY NO. 2 Assistant to C/O (leg man)		RATING NO. 5	SPECIFIC DUTY NO. 2 Maintenance of Office Files		RATING NO. 6				
SPECIFIC DUTY NO. 3 Safehouse Keeper		RATING NO. 7	SPECIFIC DUTY NO. 3 Intel Ass't.		RATING NO. 5				
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; padding: 5px; width: 30px; margin: 0 auto;">5</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 APPLI- CABLE	NOT OB- SERVED	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)

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 basis for determining future personnel actions.

Subject is very versatile and can be utilized effectively on an assignment involving heterogeneous duties. His ability to function as an agent handler is extremely commendable. Subject is able to communicate equally well with high or low level agents. He further demonstrated his usefulness in the preparation of research papers and the maintenance of files. Supervisor feels that Subject's productivity and effectiveness is dependent on whether he is in a position that he personally likes (It should be noted that Subject is 44 yrs old).

Subject has demonstrated that he can assume greater responsibilities. (During the period covered he travelled to Puerto Rico and New Orleans on assignments not under control of the Supervisor)..

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: 28 Feb. 62
SIGNATURE OF EMPLOYEE: *Henry Vitale*

2. BY SUPERVISOR
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION: 9 months
IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION: *Employee at top*

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: 12 Feb 62
OFFICIAL TITLE OF SUPERVISOR: C/O
TYPED OR PRINTED NAME AND SIGNATURE: *Thomas G. Clines*
THOMAS G. CLINES

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: *Subject was assigned activities for which reviewing official was responsible for a period of two months.*

DATE: 13 Feb. 62
OFFICIAL TITLE OF REVIEWING OFFICIAL: *9M Operations Off.*
11-1-62

SECRET

SECRET
(When Filled In)

FITNESS REPORT	RECEIVED CGED	EMPLOYEE SERIAL NUMBER ✓
-----------------------	------------------	---------------------------------

SECTION A GENERAL			
1. NAME (Last) VITALE (First) Guy (Middle)	2. DATE OF BIRTH 10/16/17	3. SEX M	4. GRADE GS-7
5. SERVICE DESIGNATION DS	6. OFFICIAL POSITION TITLE Intelligence Assistant		7. OFF/DIV/RR OF ASSIGNMENT EE/Germany (casual)
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"/> INITIAL
<input type="checkbox"/> PENDING	<input type="checkbox"/> DECLINED	<input type="checkbox"/> DENIED	<input checked="" type="checkbox"/> ANNUAL
		<input type="checkbox"/> REASSIGNMENT/SUPERVISOR	
		<input type="checkbox"/> REASSIGNMENT/EMPLOYEE	
10. DATE REPORT DUE IN O.P.		11. REPORTING PERIOD	
		From 1 May 60 - To 15 Nov 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 Process name traces	RATING NO. 3	SPECIFIC DUTY NO. 4	RATING NO.	SPECIFIC DUTY NO. 2 Process POA's.	RATING NO. 4	SPECIFIC DUTY NO. 3	RATING NO.
SPECIFIC DUTY NO. 5	RATING NO.	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.	
<ul style="list-style-type: none"> 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. 3

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):						X		

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.

DEC 6 11 37 AM '60

Mr. Vitale was assigned to the S&T Section of the ~~668~~ ⁶⁶⁸ Cobman Branch on a casual basis from 1 May to 15 November 1960. His duties consisted entirely of processing name traces and POA's. Although he had little experience in this type of work, he performed his duties in a thoroughly satisfactory manner. He was always polite to his fellow employees and did his best to contribute to the smooth operation of the section.

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: SIGNATURE OF EMPLOYEE:

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION: **6 1/2**
IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION: **Already reassigned prior to preparation of this fitness report.**
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:

DATE: **21 Nov 60**
OFFICIAL TITLE OF SUPERVISOR: **C/EE/G/S&T**
TYPED OR PRINTED NAME AND SIGNATURE:

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

See attached sheet.

DATE: **23 Nov 60**
OFFICIAL TITLE OF REVIEWING OFFICIAL: **C/EE/Germany**
TYPED OR PRINTED NAME AND SIGNATURE:

SECRET

Section 3. Comments of Reviewing Official:

This employee had no qualifications for assignment in the German desk or German operational field. He was carried in the German Branch in a casual status while an assignment suitable to his talents was being located. The fitness report for the period of his duty with the German Branch is accordingly only a record of the fact that he loyally and diligently carried out assigned tasks to the best of his ability.



Chief, EE/Germany

SECRET

Pre 1968 Fitness Reports

SECRET


2 June 1960

MEMORANDUM FOR: Chief, EE Personnel

SUBJECT : Commendation - Mr. Guy Vitale

1. The Eastern European Division Logistics Office wishes to commend Mr. Guy Vitale for the manner in which he conducted himself while on temporary assignment in this office. Rather than sit idle awaiting a new assignment, Mr. Vitale volunteered his services and was given various logistical general services jobs and duties which he carried out with enthusiasm and effort rarely seen in a person in his status. We found him as an enthusiastic-willing worker who gave selflessly of his time and showed a strong devotion to duty.

2. A copy of this commendation should be made a part of the employee's permanent 201 file.


Chief, EE Logistics

SECRET

Pre 1960 FRQ &
Certifications for insurance
and retirement

SECRET

When Filled In

OFFICIAL USE ONLY

WHR/MD

QUALIFICATIONS SUPPLEMENT TO PERSONAL HISTORY STATEMENT

READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING TYPE OR PRINT AVOID USING LIGHT COLORED INKS

SECTION I

BIOGRAPHIC AND POSITION DATA

1 EMP SER NO 083620	2 NAME (Last First Middle) VITALE GUY	3 SEX M	4 DATE OF BIRTH 10/16/17	5 SCHEDULE GRADE STEP GS-08-05
6 SO	7 POSITION TITLE D INTELLIGENCE ASST	8 OFFICE OF ASSIGNMENT AW	9 LOCATION (Country, City) WASHINGTON D.C.	

SECTION II

AGENCY OVERSEAS SERVICE

AREA	TYPE TOUR	FROM	TO
	PCS-52 TDY-10 days	57/01/01 61/4/01	60/01/24 61/04/10

OVERSEAS DATA
CODED
DATE: 10 Jul 67 **INITIALS: GVT**

SECTION III

EDUCATION

DEGREE	MAJOR FIELD	COLLEGE	YEAR
NO COLLEGE DEGREE ON RECORD			

SECRET

GROUP 1 Excluded from automatic downgrading and declassification

67 JUL ENTD (4-51)

SECRET

When Filled In

SECTION III EDUCATION (Cont'd)

HIGH SCHOOL	ADDRESS City, State, Country	YEARS ATTENDED From To	GRADUATE <input type="checkbox"/> YES <input type="checkbox"/> NO
--------------------	-------------------------------------	-------------------------------	-----------------------------------------------------------------------------

NAME AND LOCATION OF COLLEGE OR UNIVERSITY	SUBJECT		YEARS ATTENDED FROM TO	DEGREE RECEIVED	YEAR RECEIVED	NO SEM / QTR HRS (Specify)
	MAJOR	MINOR				
1.						
2.						
3.						
4.						

5. IF A GRADUATE DEGREE HAS BEEN NOTED ABOVE WHICH REQUIRED SUBMISSION OF A WRITTEN THESIS, INDICATE THE TITLE OF THE THESIS AND BRIEFLY DESCRIBE ITS CONTENT

TRADE, COMMERCIAL AND SPECIALIZED SCHOOLS				
NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION	FROM	TO	NO. OF MONTHS
1.				
2.				
3.				

OTHER NON-AGENCY EDUCATION OR TRAINING NOT INDICATED ABOVE				
NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION	FROM	TO	NO. OF MONTHS
1. American Mission School, Athens, Greece	Greek Language	57/2	57/4	3 mo.
2.				
3.				
4.				
5.				

AGENCY-SPONSORED EDUCATION				
<i>Specify which, if any, of the education shown in Section III was Agency sponsored</i>				
NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION	FROM	TO	NO. OF MONTHS
1.				
2.				
3.				
4.				
5.				

Pre 1960 - PHS, CLEARANCE
request &
appl. forms

RECORD OF
PREVIOUS GOVERNMENT
SERVICE RETURNED TO
FEDERAL RECORDS CENTER IN
ST. LOUIS, MO.

DATE May 1970