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MATERIAL REVIEWED AT CI'S HEADQUARTERS BY  
HOUSE SELECT COMMITTEE ON ASSASSINATIONS STAFF MEMBERS

FILE TITLE/NUMBER/VOLUME: TARASOFF, BORIS D.  
OFFICIAL PERSONNEL FILE

INCLUSIVE DATES: \_\_\_\_\_

CUSTODIAL UNIT/LOCATION: C/LAD  
ROOM: \_\_\_\_\_

DELETIONS, IF ANY: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DATE RECEIVED	DATE RETURNED	REVIEWED BY (PRINT NAME)	SIGNATURE OF REVIEWING OFFICIAL
28 June		DAN HARDWAY	Dan Hardway

TARASOFF, BORIS D. [Stamp] 029477

S-E-C-R-E-T  
(When Filled in)

TERMIN

11-3070

27 April 1971

MEMORANDUM FOR: Chief, Transactions & Records Branch,  
Control Division, Office of Personnel

SUBJECT : Custody of Honor and Merit Award presented to  
Mr. Boris D. Tarasoff

Because of security restrictions, the Honor and Merit  
Awards Board is acting as custodian of the subject's Honor  
Award and related papers listed below:

Certificate of Merit

When security restrictions no longer prevail, the Awardee  
may obtain his award by calling the Executive Secretary.

*Ellin B. Glenn*

Ellin B. Glenn  
Executive Secretary  
Honor and Merit Awards Board

Distribution:

Original - Subject's OFF (No. 019-77)  
1 - C/WH Support Staff  
1 - HMAB Case File

S-E-C-R-E-T

Ad. 70

3/20/70

MEMORANDUM FOR: Mr. Doris D. Tursoff  
THROUGH : Deputy Director for Plans  
THROUGH : Chief, WH Division  
SUBJECT : Certificate of Merit

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

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

3. Invitations to the ceremony will be extended by the Secretariat, Honor and Merit Awards Board, Office of Personnel, Extension 367. Please send to that office the names and phone numbers of the guests you would like to have invited, and indicate any dates on which you will not be available for such a ceremony.

ROBERT M. GAYNOR

ROBERT M. GAYNOR  
Recorder

Honor and Merit Awards Board

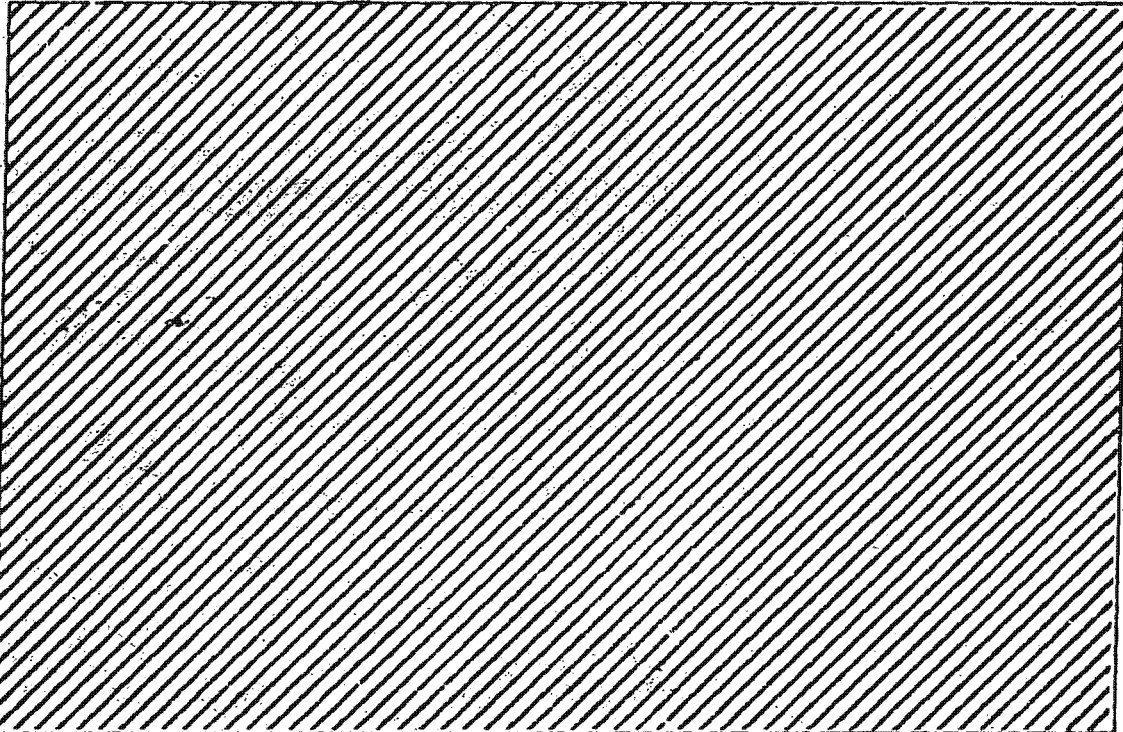
Distribution:

- Orig - Addressee
- 1 - C/WH
- 1 - D/Pers Reader Chrono/OPF
- 1 - Sec'y, HMAB
- 1 - Recorder, HMAB

SECRET  
(When Filled In)

<b>REQUEST FOR PERSONNEL ACTION</b>						DATE PREPARED 3 November 1970			
1. SERIAL NUMBER 019477		2. NAME (Last-First-Middle) James H. Payne D.							
3. NATURE OF PERSONNEL ACTION RETIREMENT (MANDATORY) UNDER CIA RETIREMENT AND DISABILITY SYSTEM				4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 11 30 70		5. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS		7. FINANCIAL ANALYSIS NO. CHARGEABLE 1135 0990		8. LEGAL AUTHORITY (Completed by Office of Personnel) 22-88-649 Sect. 2350					
9. ORGANIZATIONAL DESIGNATIONS DDP/WH FOREIGN FIELD BRANCH 1 MEXICO CITY, MEXICO STATION				10. LOCATION OF OFFICIAL STATION MEXICO CITY, MEXICO					
11. POSITION TITLE OPS OFFICER			12. POSITION NUMBER 0489		13. CAREER SERVICE DESIGNATION D				
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS		15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 12 5		17. SALARY OR RATE \$ 16,084			
18. REMARKS  Not recommended for promotion to GS-12.  1 - Finance									
19A. SIGN  C/WH/Pers		DATE SIGNED 4 Nov 70		19B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER		DATE SIGNED 4 Nov 70			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL									
19. ACTION CODE 45	20. EMPLOY. CODE 10	21. OFFICE CODING NUMERIC ALPHABETIC		23. STATION CODE	23. INTEGREE CODE	24. MOODS CODE 3	25. DATE OF BIRTH MO. DA. YR. 11 22 08	26. DATE OF GRADE MO. DA. YR.	27. DATE OF LEI MO. DA. YR.
28. WTE EXPIRES MO. DA. YR.	29. SPECIAL REFERENCE	30. RETIREMENT DATA -CS -OCH -FICA -BOHE		31. SEPARATION DATA CODE	32. CORRECTION CANCELLATION DATA TYPE MO. DA. YR. EOD DATA		33. SECURITY REQ. NO.	34. SEX	
35. VET. PREFERENCE CODE 0-None 1-5 Yr. 2-10 Yr.	36. SERV. COMP. DATE MO. DA. YR.	37. LONG. COMP. DATE MO. DA. YR.	38. CAREER CATEGORY CAR RESV PROV. TEMP	39. FEDERAL HEALTH INSURANCE CODE CODE 0-None 1-Yes	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 1-YES 2-NO		44. STATE TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS 1-YES 2-NO				
45. POSITION CONTROL CERTIFICATION 11-5-70 W				46. O.P. APPROVAL		DATE APPROVED 1.05/70			

SECRET  
(When Filled In)



NAME OF EMPLOYEE (Last-First-Middle)	NAME AND RELATIONSHIP OF DEPENDENT*	CLAIM NUMBER
Tarasoff, Boris	Self	70-0502

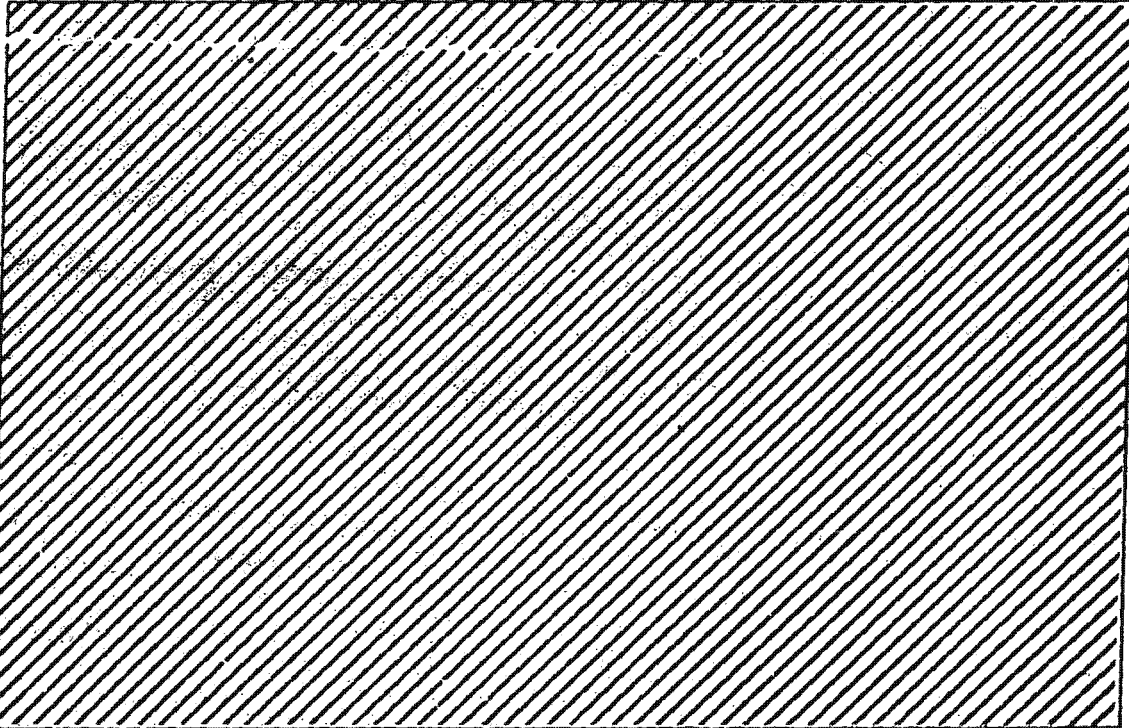
There is on file in the Benefits and Counseling Branch, Benefits and Services Division, Office of Personnel, an Official Disability Claim File on the above named employee (or his dependent\*) for an illness, injury, or death incurred on 2 Jan 69-5 Oct 69.

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

DATE OF NOTICE 14 January 1970	SIGNATURE OF BSD REPRESENTATIVE P. J. A. [unclear]
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NOTICE OF OFFICIAL DISABILITY CLAIM FILE

SECRET  
(When Filled In)



NAME OF EMPLOYEE (Last-First-Middle)	NAME AND RELATIONSHIP OF DEPENDENT*	CLAIM NUMBER
Tarasoff, Boris	Wife-Anna	68-0264

There is on file in the Benefits and Counseling Branch, Benefits and Services Division, Office of Personnel, an Official Disability Claim File on the above named employee (or his dependent\*) for an illness, injury, or death incurred on 22 June 1967.

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

DATE OF NOTICE	SIGNATURE OF BSO REPRESENTATIVE
25 September 1967	<i>B. De Felice</i>

NOTICE OF OFFICIAL DISABILITY CLAIM FILE

**SECRET**  
(When Filled In)

<b>REQUEST FOR PERSONNEL ACTION</b>				DATE PREPARED <b>25 AUGUST 1967</b>	
1. SERIAL NUMBER <b>019477</b>		2. NAME (Last-First-Middle) <b>Manoff, David</b>			
3. NATURE OF PERSONNEL ACTION <b>REASSIGNMENT</b>			4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR <b>09 10 67</b>		5. CATEGORY OF EMPLOYMENT <b>REGULAR</b>
6. FUNDS V TO V CF TO V <b>XX</b> V TO CF CF TO CF		7. FINANCIAL ANALYSIS NO. CHARGEABLE <b>8135 0990</b>		8. LEGAL AUTHORITY (Completed by Office of Personnel)	
9. ORGANIZATIONAL DESIGNATIONS <b>DDP/WH FOREIGN FIELD BRANCH 1 MEXICO CITY, MEXICO STATION</b>			10. LOCATION OF OFFICIAL STATION <b>MEXICO CITY, MEXICO</b>		
11. POSITION TITLE <b>OPS OFFICER</b>			12. POSITION NUMBER <b>0489 NXXH</b>	13. CAREER SERVICE DESIGNATION <b>D</b>	
14. CLASSIFICATION SCHEDULE (G.N. Z.R. etc.) <b>GS</b>		15. OCCUPATIONAL SERIES <b>0136.01</b>	16. GRADE AND STEP <b>12 3</b>	17. SALARY OR RATE <b>\$ 11685</b>	
18. REMARKS  <b>FROM: SAME/0418 <del>XXXXXXXXXX</del></b>  <b>1 - Finance</b>					
18A. SIGNATURE OF REQUESTING OFFICER <i>[Signature]</i> <b>Henry L. Berthold C/WH/Personnel</b>		DATE SIGNED <b>25 August</b>	18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>[Signature]</i>		DATE SIGNED <b>8/27/67</b>
<b>SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL</b>					
19. ACTION CODE <b>37</b>	20. EMPLOY. CODE <b>10</b>	21. OFFICE CODING NUMERIC ALPHABETIC <b>65024 WH</b>		22. STATION CODE <b>4507S</b>	23. INTEGRITY CODE
24. HOURES CODE <b>3</b>	25. DATE OF BIRTH MO. DA. YR. <b>11/2/28</b>		26. DATE OF GRADE MO. DA. YR.		27. DATE OF LEI MO. DA. YR.
28. NTE EXPIRES MO. DA. YR.	29. SPECIAL REFERENCE 1-TSC 2-DACH 3-FER 4-WOBT	30. RETIREMENT DATA CODE	31. SEPARATION DATA CODE	32. CORRECTION, CANCELLATION DATA TYPE MO. DA. YR.	33. SECURITY REQ. NO.
34. VET. PREFERENCE CODE 0-NONE 1-5 PT. 2-10 PT.	35. SERV. COMP. DATE MO. DA. YR.	36. LONG. COMP. DATE MO. DA. YR.	37. CAREER CATEGORY CODE EAB RESY PROF. TEMP	38. FEDERAL HEALTH INSURANCE CODE 0-WAIVER 1-YES HEALTH INS. CODE	
39. SOCIAL SECURITY NO.		40. 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)	41. LEAVE CAT. CODE	42. FEDERAL TAX DATA FORM EXECUTED CODE 1-YES 2-NO	
43. STATE TAX DATA FORM EXECUTED CODE 1-YES 2-NO		44. STATE TAX DATA CODE NO. TAX STATE CODE BREAK	45. POSITION CONTROL CERTIFICATION		
46. OP APPROVAL <i>[Signature]</i> <b>David Manoff</b>				DATE APPROVED <b>6/29/67</b>	



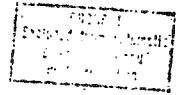
SECRET

2 AUG 1967

MEMORANDUM FOR: Director of Personnel  
THROUGH : DDP/OP *Jaroslav Borze D*  
SUBJECT : ~~████████████████████~~  
Request for Early Home Leave

1. In accordance with HR 20-30b(3), it is requested that approval be granted for ~~██████████~~ ~~██████████~~ to begin home leave short of tour.
2. ~~██████████~~ has been ~~██████████~~ in Mexico City since 5 June 1963. He last returned from home leave on 13 January 1966 but because his wife's parents are in very poor health, the Station has requested on his behalf that the date of his home leave be advanced to 23 September 1967.
3. The Station and ~~██████████~~ are aware of the requirements to extend his next tour in Mexico City by the number of days his present tour will be reduced.
4. ~~██████████~~, a participant in the CIA Retirement and Disability System, will reach mandatory retirement age in November 1968. At that time he will be converted to contract employee status in order that the Division may retain his unique skills. (There is a continuing requirement for ~~██████████~~' services as the Station's Russian and Spanish translator which could not be met as effectively by the utilization of other personnel.)
5. If this request is approved, please coordinate on the attached cable to Mexico City.

SECRET



SECRET

*Tarasoff, Boris D.*

SUBJECT: ~~XXXXXXXXXXXX~~, Request for Early Home Leave

*William V. Broe*

William V. Broe  
Chief  
Western Hemisphere Division

Attachment:  
Bio Profile

CONCUR:

*Herbert K. Guilan*  
A DDP/OP

*3 Aug 1967*  
Date

APPROVED:

*B. B. Bond*  
Director of Personnel

*3 Aug 67*  
Date

SECRET

UNCLASSIFIED     INTERNAL USE ONLY     CONFIDENTIAL     SECRET

ROUTING AND RECORD SHEET

CP-865

SUBJECT: (Optional)

FROM: Patricia P. MacDougall  
WH/Personnel 3D5309    EXTENSION: 6815    NO.    DATE: 1 August 1967

TO: (Officer designation, room number, and building)    DATE RECEIVED    DATE FORWARDED    OFFICER'S INITIALS    COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.	C/WH/Personnel			B	<p>Call Linda x 4516</p> <p>Hand Carry</p> <p>Subject has had 24 months continuous service in Mexico from 6 September 1960. CCS has no objection 6 to 10. This is in accord with the agreement you reached discussing this with Chief, WH.</p> <p>6 to 10 + 12. Recommend approval. Dought Mr. Collins</p>
2.	C/WH/1 3B4403			WHL	
3.	SB/Pers 5B4804			Bf	
4.	C/WH/SS 3D3102			is	
5.	C/WH/D 3D3107	2 AUG 1967		B	
6.	Mr. Collins CSPS/AP GG10	3 Aug '67		Dmc	
7.					
8.	<del>██████████</del>				
9.					
10.	DDP/OP 3C29	3 AUG 1967	3 Aug	WHL	
11.					
12.	D/Pers 5E56			Rf	
13.	WH/Pers 3D5309				
14.	C/WH/D 3D3107				
15.					

FOR PERSONNEL  
FOR PERSONNEL  
NO. 8823  
AUG 1 AUGUST 1967

MESSAGE FORM  
TOTAL COPIES

144

SECRET

1	
2	
3	
4	
5	

CLASSIFICATION DISSEMINATION

INDEX  DESTROY  RETURN TO \_\_\_\_\_  FILE #2  
 NO INDEX  FILE IN CS FILE NO.

BY 30

COMM. QWH6  NO COPY

FILE NO. C/OPSER, D/O, C/CCS3, C/KSPS

SECRET

CITE DIRECTOR 23160

TO MEXICO CITY  
NYBAT/

- REFS: A. HMM-7717  
B. FR 20-145 (3)  
C. HMM-7964

- DIRECTOR OF PERSONNEL APPROVES REF A REQUEST FOR HOME LEAVE SHORT OF TOUR. NEXT TOUR WILL BE EXTENDED BY NUMBER DAYS. PRESENT TOUR SHORTENED.
- HQS HAS DECIDED NOT TO GRANT EXCEPTION RETURNING FEINGLASS TO CIVIL SERVICE RETIREMENT EM SYSTEM BUT INSTEAD PLANS HIS USE AS A CONTRACT EMPLOYEE FOLLOWING RETIREMENT UNDER AGENCY SYSTEM IN NOVEMBER 1968. (SEE ED-5495 RE EMPLOYMENT OF ANNUITANTS)
- WILL ADVISE RE TDY REPLACEMENT AND EXACT TIMING.

//END OF MESSAGE//

Mr. Conner (56) 16412  
will file TDYER.

T/S/PERS [Signature]  
DDP/O2 [Signature]  
C/OSPS [Signature]  
C/WH/1 [Signature]  
C/WH PERS [Signature]

WILLIAM V. BROWN  
C/WH

GEORGE R. THOMPSON  
C/WH/SS

COORDINATING OFFICES

SECRET

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

ADMINISTRATIVE  
OFFICE

REPRODUCING BY OTHER THAN THE ISSUING OFFICE PROHIBITED. COPY NO.

SECRET

XXB REQUEST FOR PERSONNEL ACTION DATE PREPARED 29 MARCH 1967

1. SERIALIZED NUMBER 019477 NAME (Last-First-Middle) [Redacted]

3. NATURE OF PERSONNEL ACTION REASSIGNMENT 4. EFFECTIVE DATE REQUESTED 04 09 67 5. CATEGORY OF EMPLOYMENT REGULAR

6. FUNDS V TO V CF TO V 7. FINANCIAL ANALYSIS NO. CHARGEABLE 7135-0990 8. LEGAL AUTHORITY (Completed by Office of Personnel)

9. ORGANIZATIONAL DESIGNATIONS DDP/WH FOREIGN FIELD BRANCH I MEXICO CITY, MEXICO STATION 10. LOCATION OF OFFICIAL STATION MEXICO CITY, MEXICO

11. POSITION TITLE OPS OFFICER 12. POSITION NUMBER 0418 13. CAREER SERVICE DESIGNATION D

14. CLASSIFICATION SCHEDULE (G.S. I.B. etc.) GS 15. OCCUPATIONAL SERIES 0136.01 16. GRADE AND STEP 12 P3 17. SALARY OR RATE \$ 11306 1685

18. REMARKS FROM: SAHE/0400 1 - Finance

18A. SIGNATURE OF REQUESTING OFFICIAL Robert D. Cashman Chief, WH Personnel DATE SIGNED 29 March 1967 18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER DATE SIGNED 29 March 1967

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

Grid containing fields 19-43: ACTION CODE, EMPLOY CODE, OFFICE CODING, STATION CODE, INTRAGRADE CODE, MOODIES CODE, DATE OF BIRTH, DATE OF GRADE, DATE OF LEI, etc.

45. PREVIOUS CIVILIAN SERVICE CODE 46. LEAVE CAT. CODE 47. FEDERAL TAX DATA 48. STATE TAX DATA 49. SOCIAL SECURITY NO. DATE APPROVED

XXP

SECRET  
(When Filled In)

651

REQUEST FOR PERSONNEL ACTION

DATE PREPARED

12 December 1966

1 SERIAL NUMBER 019477  
2 NAME (Last-First-Middle) ~~XXXXXXXXXX~~ *J. A. ...*

3 NATURE OF PERSONNEL ACTION DESIGNATION AS A PARTICIPANT IN THE CIA RETIREMENT AND DISABILITY SYSTEM  
4 EFFECTIVE DATE REQUESTED MONTH 12 DAY 18 YEAR 66  
5 CATEGORY OF EMPLOYMENT REGULAR

6 FUNDS  
7 FINANCIAL ANALYSIS NO. CHARGEABLE 7135-0990  
8 LEGAL AUTHORITY (Completed by Office of Personnel) PL 88-643 Sect. 203

9 ORGANIZATIONAL DESIGNATIONS DDP/WH  
10. LOCATION OF OFFICIAL STATION MEXICO CITY, MEXICO

11 POSITION TITLE  
12 POSITION NUMBER  
13 CAREER SERVICE DESIGNATION D

14 CLASSIFICATION SCHEDULE (GS, LS, etc.)  
15 OCCUPATIONAL SERIES  
16 GRADE AND STEP 12  
17 SALARY OR RATE 5

18 REMARKS  
EMPLOYEE WILL RECEIVE NOTIFICATION FROM THE DIRECTOR OF PERSONNEL OF THIS DESIGNATION AND RIGHT OF APPEAL TO THE DIRECTOR OF CENTRAL INTELLIGENCE.

18A SIGNATURE OF REQUESTING OFFICIAL  
DATE SIGNED  
18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER  
DATE SIGNED

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19 ACTION CODE	20 EMPLOY CODE	21 OFFICE CODING NUMERIC ALPHABETIC	22 STATION CODE	23 INTEGREE CODE	24 HOURS CODE	25 DATE OF BIRTH MO. DA. YR.	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-ESC 2-TER 3-NONE CODE 2	31 SEPARATION DATA CODE	32 CORRECTION CANCELLATION DATA TYPE MO. DA. YR.	EOD DATA →		33 SECURITY REQ NO	34. SER
35 NET 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 FEWA HEALTH INSURANCE CODE 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 1-YES 2-NO		44 STATE TAX DATA FORM EXECUTED CODE NO. TAX STATE CODE 1-YES 2-NO		

45 POSITION CONTROL CERTIFICATION  
12-136611  
46 O.P. APPROVAL  
See memo signed by D/Pers dated 30 Nov 1966  
DATE APPROVED

XXB

SECRET

REQUEST FOR PERSONNEL ACTION

DATE PREPARED

9 APRIL 1965

1 SERIAL NUMBER 019477	2 NAME (Last-First-Middle) John H. [REDACTED]
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3 NATURE OF PERSONNEL ACTION PROMOTION	4 EFFECTIVE DATE REQUESTED APR 11 65	5 CATEGORY OF EMPLOYMENT REGULAR
---	---	-------------------------------------

6 FUNDS V TO V CF TO V	V TO CF X CF TO CF	7 COST CENTER NO. CHARGEABLE 5135 0990	8 LEGAL AUTHORITY (Completed by Office of Personnel)
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9 ORGANIZATIONAL DESIGNATIONS DDP/WI BRANCH 3 MEXICO CITY, MEXICO STATION	10 LOCATION OF OFFICIAL STATION MEXICO CITY, MEXICO
--	--

11 POSITION TITLE OPS OFFICER	12 POSITION NUMBER 0400	13 CAREER SERVICE DESIGNATION D
----------------------------------	----------------------------	------------------------------------

14 CLASSIFICATION SCHEDULE (GS, LP, FA, ...) GS	15 OCCUPATIONAL SERIES 0136.01	16 GRADE AND STEP 12 1	17 SALARY OR RATE \$ 10,250
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18 REMARKS  
FROM: GS-11.3/\$9,240.  
TO BE EFFECTIVE 11 APRIL 1965.

Recorded by  
COPD

18A. SIGNATURE OF REQUESTING OFFICIAL ROBERT D. CASHMAN C/WI/PERS	DATE SIGNED 4/9/65	18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER [Signature]	DATE SIGNED 4/9/65
---	-----------------------	---	-----------------------

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE 22	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC: 51700 ALPHABETIC: WZ	22. STATION CODE 45075	23. INTEGRAL CODE	24. HOURS CODE 3	25. DATE OF BIRTH MO. DA. YR. 11/02/08	26. DATE OF GRADE MO. DA. YR. 4/11/65	27. DATE OF LEI MO. DA. YR. 4/11/65
28. NTE EXPIRES MO. DA. YR.	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1-ESA 2-PLA 3-NWD	31. SEPARATION DATA CODE	32. CORRECTION CANCELLATION DATA TIME MO. DA. YR.	EOD DATA →		33. SECURITY REG. 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. FEGLI HEALTH INSURANCE CODE 0-WAIVER 1-YES	40. SOCIAL SECURITY NO.			
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)	42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS 1-YES 2-NO	44. STATE TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS 1-YES 2-NO					

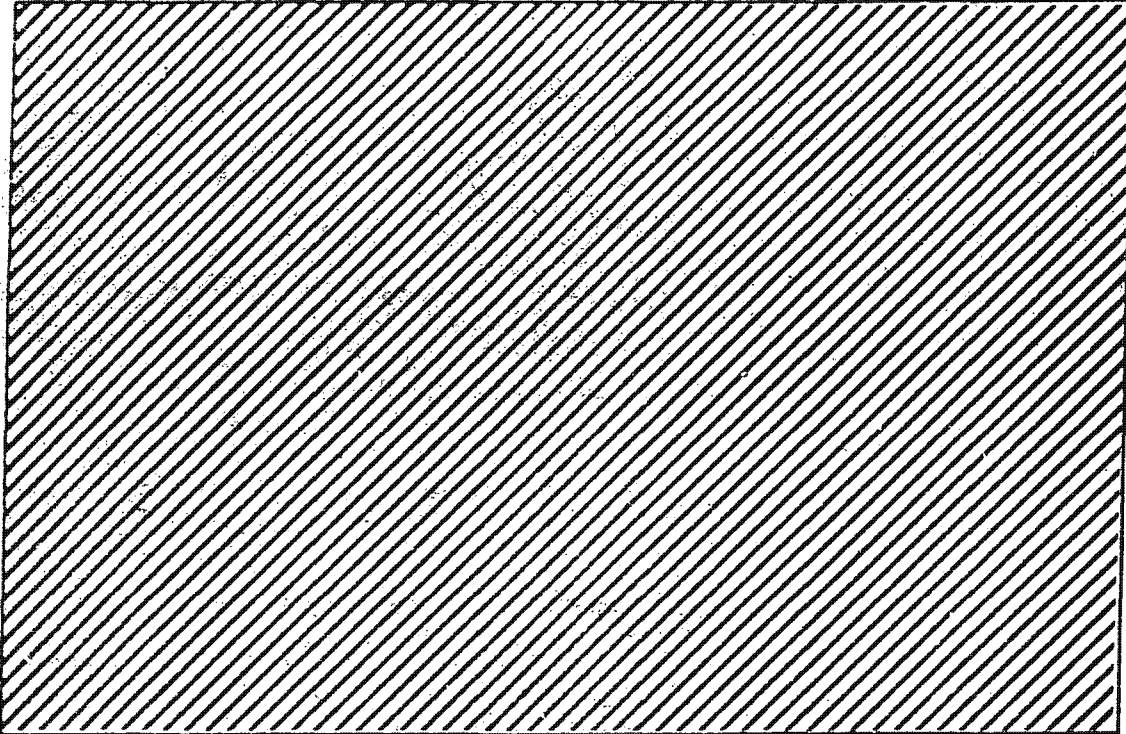
45. POSITION CONTROL CERTIFICATION [Signature] 04/09/65	46. O.P. APPROVAL Joseph B. Pagan BK	DATE APPROVED 9 APR 1965
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FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1  
EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

SECRET  
(When Filled In)



NAME OF EMPLOYEE (Last-First-Middle) <i>Tammoff, Ben D.</i>	NAME AND RELATIONSHIP OF DEPENDENT* <i>Self</i>	CLAIM NUMBER <i>12-016</i>
--	--	-------------------------------

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

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

DATE OF NOTICE <i>5 Oct 1963</i>	SIGNATURE OF BSD REPRESENTATIVE <i>B. Detelise</i>
-------------------------------------	---

NOTICE OF OFFICIAL DISABILITY CLAIM FILE



**SECRET**  
(When Filled In)

<b>REQUEST FOR PERSONNEL ACTION</b>						DATE PREPARED <b>14 MAY 1963</b>					
1. SERIAL NUMBER <b>019477</b>		2. NAME (Last-First-Middle) <b>[REDACTED]</b>				3. EFFECTIVE DATE REQUESTED <b>06 05 63</b>		4. CATEGORY OF EMPLOYMENT <b>REGULAR</b>			
5. NATURE OF PERSONNEL ACTION <b>EXCEPTED APPOINTMENT</b>		6. FUNDS <input checked="" type="checkbox"/> V TO V <input type="checkbox"/> V TO CF <input type="checkbox"/> CF TO V <input checked="" type="checkbox"/> CF TO CF		7. COST CENTER NO. CHARGEABLE <b>3135-5700-1000</b>		8. LEGAL AUTHORITY (Completed by Office of Personnel)					
9. ORGANIZATIONAL DESIGNATIONS <b>DDP. WH BRANCH 3 MEXICO CITY, MEXICO STATION</b>				10. LOCATION OF OFFICIAL STATION <b>MEXICO, MEXICO</b>							
11. POSITION TITLE <b>OPS OFFICER</b>				12. POSITION NUMBER <b>400</b>		13. CAREER SERVICE DESIGNATION <b>D</b>					
14. CLASSIFICATION SCHEDULE (GS, EP, etc.) <b>GS</b>		15. OCCUPATIONAL SERIES <b>0136.01</b>		16. GRADE AND STEP <b>11 3</b>		17. SALARY OR RATE <b>\$575</b>					
18. REMARKS  <b>1 COPY TO FINANCE DIV.      C-02/58 ✓</b> <b>1 COPY TO SECURITY</b>											
18a. SIGNATURE OF REQUESTING OFFICIAL <b>ROBERT D. CASHEAN, C/WH/PTR</b>						DATE SIGNED <b>5/14/63</b>		18b. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <b>[Signature]</b>		DATE SIGNED <b>21 May 63</b>	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE <b>13</b>		20. EMPLOY CODE <b>10</b>		21. OFFICE CODE <b>4700</b>		22. STATION CODE <b>WH</b>		23. STEP CODE <b>45075</b>		24. DATE IN <b>3</b>	
25. RATE EMP RES <b>1</b>		26. SPECIAL REFERENCE		27. REMOVAL DATA		28. SEPARATION DATA CODE		29. EFFECTIVE DATE IN DATA		30. SECTOR NO. <b>0000</b>	
31. VET. PREFERENCE <b>1</b>		32. SER. COMP. DATE <b>06/02/62</b>		33. LONG. COMP. DATE <b>02/20/56</b>		34. CAREER CATEGORY <b>C</b>		35. REG. / HEALTH / BENEFITS		36. SOCIAL SECURITY NO.	
41. PREVIOUS GOVERNMENT SERVICE DATA <b>1</b>				42. RELEASE DATE <b>6</b>		43. FEDERAL TAX DATA <b>00</b>		44. STATE TAX DATA		45. SOCIAL SECURITY NO.	
46. POSITION CONTROL CERTIFICATION <b>W Kearney 6/05/63</b>						47. O.P. APPROVAL <b>[Signature]</b>		DATE APPROVED <b>22 May 63</b>			

Recorded by  
CSPD  
*[Signature]*

SECRET  
(When Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED 14 May 1963			
1. SERIAL NUMBER 019477		2. NAME (Last-First-Middle) TARASOFF, BORIS D. <i>06/04/62</i>					
3. NATURE OF PERSONNEL ACTION RESIGNATION				4. EFFECTIVE DATE REQUESTED MONTH <i>06</i> YEAR <i>62</i>		5. CATEGORY OF EMPLOYMENT REGULAR	
6. FUNDS		7. COST CENTER NO. CHARGE-ABLE 3235-1990-1000		8. LEGAL AUTHORITY (Completed by Office of Personnel)			
9. ORGANIZATIONAL DESIGNATIONS DDP WH CS/CS DEVELOPMENT COMPLEMENT				10. LOCATION OF OFFICIAL STATION WASHINGTON, D.C.			
11. POSITION TITLE I O FOREIGN DOC			12. POSITION NUMBER 9997		13. CAREER SERVICE DESIGNATION D		
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS		15. OCCUPATIONAL SERIES 0132.62		16. GRADE AND STEP 11 3		17. SALARY OR RATE 8575 ✓	
18. REMARKS FROM: SAME 1 COPY TO FINANCE DIVISION  <div style="border: 1px solid black; padding: 5px; width: fit-content; margin-left: auto;">Received by CGPD <i>ATH</i></div>							
18a. SIGNATURE OF REQUESTING OFFICIAL <i>Robert D. Casman</i> ROBERT D. CASMAN, C/WH/PERS				DATE SIGNED 3/14/63		18b. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>For Myron Simon</i>	
DATE SIGNED 28 May 1963							
19. SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
19. ACTION CODE 45	20. EMPLOY CODE 10	21. OFFICE CODING NON-REG. ALPHABETIC <i>3497</i>	22. STATION CODE <i>WH</i>	23. INTEREST CODE <i>0000</i>	24. W.D. POS. CODE 1	25. DATE OF BIRTH 11 22 103	26. DATE OF GRADE MO. DA. YR.
25. NTE EXPIRES MO. DA. YR.	26. SPECIAL REFERENCE	27. RETIREMENT DATA 1 - CSC 3 - FICA 5 - OTHER CODE <i>10000</i>		31. SEPARATION DATA CODE TYPE	32. CORRECTION/CANCELLATION DATA MO. DA. YR.	33. SECURITY REC. NO.	34. SER
35. VET. PREFERENCE CODE 0 - NONE 1 - 5 YR. 2 - 10 YR.	36. SERV. COMP. DATE MO. DA. YR.	37. LONG. COMP. DATE MO. DA. YR.	38. CAREER CATEGORY CAR/REG. CODE PROV/TEMP		39. FECLT / HEALTH INSURANCE CODE 0 - NONE 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 PREPARED 1 - YES 2 - NO		44. STATE TAX DATA FORM PREPARED 1 - YES 2 - NO		
45. POSITION CONTROL CERTIFICATION <i>W. Kearney 06/05/63</i>				46. O.P. APPROVAL <i>Charles W. Claxton</i>			DATE APPROVED 28 May 63

SECRET  
(When Filled In)

EMPLOYEE NOTICE OF RESIGNATION

I RESIGN EFFECTIVE \_\_\_\_\_ FOR THE FOLLOWING REASON:  
(Date)

MY LAST WORKING DAY WILL BE

DATE SIGNED

SIGNATURE OF EMPLOYEE

*Boris D. Tinsoff*

FORWARD COMMUNICATIONS, INCLUDING SALARY CHECKS AND BONDS, TO THE FOLLOWING ADDRESS (Number, Street, City, Zone, State)

INSTRUCTIONS

Items 1 thru 7 } The initiating office should fill in each of the referenced items.  
and } - Items 3 thru 7 and 9 thru 18 require information which pertains only  
Items 9 thru 18a } to the action requested, and NOT to the current status of the em-  
ployee unless specific items remain unchanged.

Item 5 - "Category of Employment" should show one of the following entries:

Regular	Summer	WAE
Part Time	Detail Out	Consultant
Temporary	Detail In	Military
Temporary - Part Time		

Item 9 - "Organizational Designations" should show all levels of organization pertinent to identifying the location of the position:

FIRST LINE  
Major Component (Director, Deputy Director, etc.)  
Office, Major Staff, etc.  
Division or Staff (subordinate to first line)  
Branch  
Section  
Unit

Item 11 - "Position Title" should reflect the standard abbreviated title given in the most current edition of the Position Control Register or reported on Form 261, Staffing Complement Change Authorization.

Item 18b - Signature should be that of the official authorized to approve for the Career Service to which the employee belongs. If more than one Career Service is involved, the gaining Career Service should approve and the other Career Service should concur in Item 18, Remarks.

ROUTING - The original only of this form will be forwarded to the Office of Personnel through the appropriate Career Service official(s). In the case of requests specified in HB 20-500-1, which require advance approval of or notification to the Office of Security or the Office of the Comptroller, one copy only will be sent to the Office(s) concerned.

SECRET

MHC: 5 JUNE 63

NOTIFICATION OF PERSONNEL ACTION			
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)	
019477		TARASOFF BORIS D	
3. NATURE OF PERSONNEL ACTION		4. EFFECTIVE DATE	5. CATEGORY OF EMPLOYMENT
RESIGNATION		MO DA YA 06 04 63	REGULAR
6. FUNDS	<input checked="" type="checkbox"/> V TO V	7. COST CENTER NO. CHARGEABLE	8. CSC OR OTHER LEGAL AUTHORITY
	<input type="checkbox"/> CF TO V		
		3235 1890 1000	
9. ORGANIZATIONAL DESIGNATIONS		10. LOCATION OF OFFICIAL STATION	
11. POSITION TITLE		12. POSITION NUMBER	13. SERVICE DESIGNATION
I O FOREIGN DOC		9997	0
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)	15. OCCUPATIONAL SERIES	16. GRADE AND STEP	17. SALARY OR RATE
OS	0132.62	11 3	8575
18. REMARKS			
SIGNATURE OR OTHER AUTHENTICATION			

**SECRET**  
(When Filled In)

<b>REQUEST FOR PERSONNEL ACTION</b>						DATE PREPARED <b>30 OCTOBER 1962</b>		
1. SERIAL NUMBER <b>018477</b>		2. NAME (Last-First-Middle) <b>TARASOFF, FORIS D.</b>						
3. NATURE OF PERSONNEL ACTION <b>REASSIGNMENT + chg of SD</b>				4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR <b>11 16 62</b>		5. CATEGORY OF EMPLOYMENT <b>REGULAR</b>		
6. FUNDS <input checked="" type="checkbox"/> X <input type="checkbox"/> V TO V <input type="checkbox"/> V TO CF <input type="checkbox"/> CF TO V <input type="checkbox"/> CF TO CF		7. COST CENTER NO. CHARGEABLE <b>3235-1990-1000</b>		8. LEGAL AUTHORITY (Completed by Office of Personnel)				
9. ORGANIZATIONAL DESIGNATIONS <b>DDP/WH CS/CS DEVELOPMENT COMPLEMENT</b>				10. LOCATION OF OFFICIAL STATION <b>WASHINGTON, D. C.</b>				
11. POSITION TITLE <b>I O Foreign Dir</b>				12. POSITION NUMBER <b>9997</b>		13. CAREER SERVICE DESIGNATION <b>OD</b>		
14. CLASSIFICATION SCHEDULE (GS, LF, etc.) <b>GS</b>		15. OCCUPATIONAL SERIES <b>0132.62</b>		16. GRADE AND STEP <b>11 3</b>		17. SALARY OR RATE <b>\$ 8,575</b>		
18. REMARKS  <b>FROM: DDI/FDD/USSR BR/MATERIALS &amp; INDUSTRY SECT./WASH. D.C.</b>								
18A. SIGNATURE OF REQUESTING OFFICIAL <i>P. C. Bowers</i> <b>P. C. BOWERS WH/PERS OFCR</b>				DATE SIGNED <b>10/31/62</b>		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>Paul R. Wilton</i> <b>Paul R. Wilton</b>		
DATE SIGNED <b>10/31/62</b>				DATE SIGNED <b>11/2/62</b>				
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL								
19. OFFICE CODE <b>37</b>	20. EMPLOY CODE <b>3</b>	21. OFFICE CODING NUMERIC ALPHABETIC <b>14997 WH</b>	22. STATION CODE	23. INTER-OFFICE CODE	24. HOURS CODE <b>1</b>	25. DATE OF BIRTH MO. DA. YR. <b>11 02 08</b>	26. DATE OF GRADE MO. DA. YR.	27. DATE OF LEI MO. DA. YR.
28. NTE EXPIRES MO. DA. YR.		29. SPECIAL REFERENCE	30. RETIREMENT DATA 1 - CSC 3 - FICA 5 - NONE	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.	33. SECURITY REG. NO.		34. SER
35. NET. PREFERENCE CODE 1 - NONE 2 - 5 YR. 3 - 10 YR.		36. SERV. COMP. DATE MO. DA. YR.	37. LONG. COMP. DATE MO. DA. YR.	38. CAREER CATEGORY CAREER/PROV/TEMP CODE	39. FECLY / HEALTH INSURANCE CODE D - DRIVER 1 - YES		40. SOCIAL SECURITY NO.	
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 1 - NO PREVIOUS SERVICE 2 - NO BREAK IN SERVICE 3 - BREAK IN SERVICE (LESS THAN 3 YRS) 4 - BREAK IN SERVICE (MORE THAN 3 YRS)			42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS		44. STATE TAX DATA FORM EXECUTED CODE NO. TAX STATE CODE EXEMP.		
45. POSITION CONTROL CERTIFICATION <i>W. K. ...</i> <b>W. K. ... 11/2/62</b>				46. O.P. APPROVAL <i>M. D. ...</i> <b>M. D. ...</b>			DATE APPROVED <b>11/2/62</b>	

SECRET

REQUEST FOR PERSONNEL ACTION

21 April 1960

1. Serial No. 119477			2. Name (Last-First-Middle) TARASOFF BORIS D			3. Date Of Birth Mo. Da. Yr. 11 02 08			4. Vet. Pref. None-0 Code 5 Pt-1 10 Pt-2 1		5. Sex M 1		6. CS - EOD Mo. Da. Yr. 02 20 56			
7. SCD Mo. Da. Yr. 06 02 51			8. CSC Reimt. Yes-1 No-2 Code 1		9. CSC Or Other Legal Authority 50 USCA 403			10. Apmt. Affidav. Mo. Da. Yr.			11. FEGLI Yes-1 Code No-2		12. LCD Mo. Da. Yr. 02 20 56		13. Mil. Serv. Credit, Etc. Yes-1 Code No-2 2	

PREVIOUS ASSIGNMENT

14. Organizational Designations DDI 00 FDD USSR BRANCH MATERIALS & INDUSTRY SECT.				Code 2720		15. Location Of Official Station WASH., D. C.				Station Code 75013	
16. Dept. - Field Dept. - Code USfld - Frgn -		17. Position Title 2 IO FOREIGN DOC				18. Position No. 1146		19. Serv. GS		20. Occup. Series 0132.48	
21. Grade & Step 10 1		22. Salary Or Rate \$ 6505		23. SD 00		24. Date Of Grade Mo. Da. Yr. 06 14 59		25. PSI Due Mo. Da. Yr. 06 12 60		26. Appropriation Number 0243-1010-0000 9/1300/20/001	

ACTION

27. Nature Of Action Promotion		Code 30		28. Eff. Date Mo. Da. Yr. 5 1 60		29. Type Of Employee Regular		Code 01		30. Separation Data	
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25

PRESENT ASSIGNMENT

31. Organizational Designations DDI/Office of Operations Foreign Documents Division USSR Branch Materials & Industry Section				Code 2720		32. Location Of Official Station Washington, D. C.				Station Code	
33. Dept. - Field Dept. - Code USfld - Frgn -		34. Position Title 2 IO (Foreign Doc)				35. Position No. 1146		36. Serv. GS		37. Occup. Series 0132.48	
38. Grade & Step 11 01		39. Salary Or Rate \$ 7,030		40. SD 00		41. Date Of Grade Mo. Da. Yr. 5 1 60		42. PSI Due Mo. Da. Yr. 10 24 61		43. Appropriation Number 0243-1010-0000	

SOURCE OF REQUEST

A. Requested By (Name And Title) Talbot Bielefeldt Chief, USSR Branch		C. Request Approved By (Signature And Title) <i>J. J. Fagnali</i> J. J. FAGNALI Chief, Foreign Documents Division	
B. For Additional Information Call (Name & Telephone Ext.) Myron Shpur, Ext. 4876			

CLEARANCES

A. Career Board		Signature		Date		D. Placement		Signature		Date	
B. Pos. Control		<i>my</i>				E.					
C. Classification						F. Approved By		<i>J. J. Fagnali</i>			
Remarks											

*11/6 file 4/24/60*

SECRET

**REQUEST FOR PERSONNEL ACTION**

5 June 1959

1. Serial No.		2. Name (Last-First-Middle) <b>TARASCFF, Boris D.</b>			3. Date Of Birth Mo. Da. Yr. <b>11 02 03</b>			4. Vet. Pref. None-0 5 Pt-1 10 Pt-2 <b>1</b>		5. Sex <b>M</b>		6. CS-100 Mo. Da. Yr. <b>02 20 56</b>		
7. SCD Mo. Da. Yr.		8. CSC Retmt. Yes-1 No-2 <b>Code</b>		9. CSC Or Other Legal Authority			10. Apmt. Affidav. Mo. Da. Yr.		11. FEGLI Yes-1 No-2 <b>Code</b>		12. LCD Mo. Da. Yr.		13. <b>Code</b>	

**PREVIOUS ASSIGNMENT**

14. Organizational Designations <b>DDI/Office of Operations Foreign Documents Division USSR Branch Materials &amp; Industry Section</b>				Code		15. Location Of Official Station <b>Washington, D. C.</b>				Station Code	
16. Dept. - Field Dept - USfld - Frqn - <b>2</b>		17. Position Title <b>IO (Foreign Doc)</b>				18. Position No. <b>1147</b>		19. Serv. <b>GS</b>		20. Occup. Series <b>0132.48</b>	
21. Grade & Step <b>09 03</b>		22. Salary Or Rate <b>\$ 6285</b>		23. SD <b>OD</b>		24. Date Of Grade Mo. Da. Yr. <b>5 12 59</b>		25. PSI Due Mo. Da. Yr. <b>5 15 60</b>		26. Appropriation Number <b>9-4300-20-001</b>	

**ACTION**

27. Nature Of Action <b>Promotion</b>		Code		28. Eff. Date Mo. Da. Yr. <b>6/14/59</b>		29. Type Of Employee <b>Regular</b>		Code		30. Separation Data	
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**PRESENT ASSIGNMENT**

31. Organizational Designations <b>DDI/Office of Operations Foreign Documents Division USSR Branch Materials &amp; Industry Section</b>				Code		32. Location Of Official Station <b>Washington, D. C.</b>				Station Code	
33. Dept. - Field Dept - USfld - Frqn - <b>2</b>		34. Position Title <b>IO (Foreign Doc)</b>				35. Position No. <b>1146</b>		36. Serv. <b>GS-</b>		37. Occup. Series <b>0132.48</b>	
38. Grade & Step <b>10 01</b>		39. Salary Or Rate <b>\$ 6505</b>		40. SD <b>OD</b>		41. Date Of Grade Mo. Da. Yr. <b>8-14-59</b>		42. PSI Due Mo. Da. Yr. <b>6-17-60</b>		43. Appropriation Number <b>9-4300-20-001</b>	

**SOURCE OF REQUEST**

A. Requested By (Name And Title) <b>Talbot Bielefeldt Chief, USSR Branch</b>		C. Request Approved By (Signature And Title) <i>J. J. Bagnall</i> <b>J. J. BAGNALL Chief, Foreign Documents Division</b>	
B. For Additional Information Call (Name & Telephone Ext.) <b>Myron Shpur, Ext. 576</b>			

**CLEARANCES**

Clearance		Signature		Date		Clearance		Signature		Date	
A. Career Board		<i>[Signature]</i>		<b>10/1959</b>		D. Placement					
B. Pos. Control		<i>[Signature]</i>		<b>10/1959</b>		E.					
C. Classification						F. Approved By		<i>[Signature]</i>		<b>10/1959</b>	
Remarks											

STANDARD FORM 52  
 PROVIDED BY THE  
 U. S. CIVIL SERVICE COMMISSION  
 JANUARY 1954 - FEDERAL PERSONNEL  
 MANUAL, CHAPTER III

**REQUEST FOR PERSONNEL ACTION**

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

1. NAME (Mr., Mrs., Miss - One given name, initial(s), and surname) <b>Mr. Boris D. Tarasoff</b>	2. DATE OF BIRTH <b>2 Nov 1908</b>	3. REQUEST NO.	4. DATE OF REQUEST <b>2 May 57</b>
5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) <b>Promotion</b>		6. EFFECTIVE DATE A. PROPOSED: <b>asap</b>	7. C. S. OR OTHER LEGAL AUTHORITY
B. POSITION (Specify whether establish, change grade or title, etc.)		B. APPROVED:	

FROM— <b>Foreign Docs. Officer - K653.04-7 GS-0132.48-7, \$4660.00 p.a. DDI/Office of Operations Foreign Documents Division USSR Branch— Washington, D. C.</b>	8. POSITION TITLE AND NUMBER  9. SERVICE GRADE AND SALARY  10. ORGANIZATIONAL DESIGNATIONS  11. HEADQUARTERS	TO— <b>Foreign Docs. Officer - K653.04 GS-0132.48-9, \$5440.00 p.a. DDI/Office of Operations Foreign Documents Division USSR Branch Washington, D. C.</b>
<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL	12. FIELD OR DEPARTMENTAL	<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL

A. REMARKS (Use reverse if necessary)

B. REQUESTED BY (Name and title) <b>Talbot Bielerfeldt Chief, USSR Branch</b>	D. REQUEST APPROVED BY <i>J. J. Pagnall</i> Signature: Title: <b>J. J. PAGNALL, Chief, Foreign Docs. Div.</b>
E. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) <b>Myron Shpur, ext. 576</b>	

13. VETERAN PREFERENCE NONE WWII OTHER 5-PT. 10-POINT DISAB. OTHER <input checked="" type="checkbox"/>	14. POSITION CLASSIFICATION ACTION NEW VICE I. A. REAL  <b>SD-OD</b>
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15. SEX <b>M</b>	16. APPROPRIATION FROM <b>7-4301-20</b> TO	17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) <b>Yes</b>	18. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)	19. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:
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20. STANDARD FORM 50 REMARKS

21. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS:
A.			
B. CEIL. OR POS. CONTROL	<i>gwo</i>	<i>5/7/57</i>	
C. CLASSIFICATION			
D. PLACEMENT OR EMPL.			
E.			

F. APPROVED BY *Mr. C. Kunkler*



STANDARD FORM 52 PROPERTY OF THE U. S. CIVIL SERVICE COMMISSION ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED DATE 04/11/01 BY 60322/UC/BAW		001115	
<b>REQUEST FOR PERSONNEL ACTION</b>			
<b>REQUESTING OFFICE: Fill in Items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.</b>			
1. NAME (Mr. - Miss - Mrs. - Give given name, initial(s), and surname)		2. DATE OF BIRTH	3. REQUEST NO.
Mr. Boris D. Karnasoff		21 Nov 1908	
4. DATE OF REQUEST		5. EFFECTIVE DATE A. PROPOSED:	6. C. S. OR OTHER LEGAL AUTHORITY
27 Sep 56		ASAP	
7. A. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.)		B. APPROVED:	
Reassignment			
B. POSITION (Specify whether establish, change grade or title, etc.)			
FROM—	8. POSITION TITLE AND NUMBER	TO—	
Foreign Documents Off. - K777.99(01) GS-0132.48-7, \$425.00 per annum		Foreign Documents Off. - K653.04-7 GS-0132.48-7, \$425.00 per annum	
9. SERVICE, GRADE, AND SALARY	10. ORGANIZATIONAL DESIGNATIONS	11. HEADQUARTERS	
DDI-Office of Operations Foreign Documents Division USSR Branch Washington, D.C.		DDI-Office of Operations Foreign Documents Division USSR Branch Washington, D.C.	
<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL	12. FIELD OR DEPARTMENTAL	<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL	
A. REMARKS (Use reverse if necessary)			
Present incumbent (James Whalen) will be resigning cob 28 September.			
B. REQUESTED BY (Name and title)		D. REQUEST APPROVED BY	
Talbot Bielefeldt Chief, USSR Branch		Signature: <i>[Signature]</i> Title: Acting Chief, Foreign Documents Division	
C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension)			
Nora Shear, Ext. 570			
13. VETERAN PREFERENCE		14. POSITION CLASSIFICATION ACTION	
NONE <input type="checkbox"/> WWI <input type="checkbox"/> OTHER 5 PT. <input type="checkbox"/> 10 POINT <input checked="" type="checkbox"/> CISAB OTHER		NEW <input type="checkbox"/> VICE <input type="checkbox"/> I. A. <input type="checkbox"/> REAL <input type="checkbox"/> SD-OD	
15. SEX	16. APPROPRIATION	17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO)	18. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)
M	FROM: 7-4301-20 U. No.	Yes	
19. LEGAL RESIDENCE STATE: <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED			
20. STANDARD FORM 50 REMARKS			
21. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS:
A.			
B. CEIL. OR POS. CONTROL	JWC	10/2/56	
C. CLASSIFICATION			
D. PLACEMENT OR ENPL.			
E.			
F. APPROVED BY			
<b>CONFIDENTIAL</b>			

STANDARD FORM 52  
 PREPARED BY THE  
 U. S. CIVIL SERVICE COMMISSION  
 JANUARY 1950 - FEDERAL PERSONNEL  
 MANUAL, CHAPTER IV

**CONFIDENTIAL**

VOUCHERED

**REQUEST FOR PERSONNEL ACTION**

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

1. NAME (Mr. - Miss - Mrs. - One given name, initial(s), and surname) **Mr. Boris D. Tarasoff** 2. DATE OF BIRTH **2 Nov. 1908** 3. REQUEST NO. 4. DATE OF REQUEST **25 June 56**

5. NATURE OF ACTION REQUESTED:  
 A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) **Reassignment and Change of Service Designation** 6. EFFECTIVE DATE & PROPOSED: **ACAP** 7. C. S. OR OTHER LEGAL AUTHORITY

8. POSITION (Specify whether establish, change grade or title, etc.) **9. FROM - 8141 GS-0301.28-7, \$4525.00 per annum** 10. TO - **Foreign Docs. Officer - N777.99(OL) GS-0132.46-7, \$4525.00 per annum**

11. ORGANIZATIONAL DESIGNATIONS: **DDP/PI Staff** 12. HEADQUARTERS: **Washington, D. C.** 13. FIELD OR DEPARTMENTAL:  DEPARTMENTAL

A. REMARKS (Use reverse if necessary)  
 Action has been coordinated with Career Service Boards concerned.  
 Two copies forwarded to Office of Security.  
 Loss Notice attached.  
*Concur for PB jointly: R. B. Ledford 8/29/56*

B. REQUESTED BY (Name and title) **Talbot Bielefeldt** Chief, USSR Branch C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) **Waren Shpur, Ext. 576** D. REQUEST APPROVED BY *J. J. [Signature]* Title: **J. J. [Title], Chief, For. Docs. Div.**

13. VETERAN PREFERENCE:  YES 14. POSITION CLASSIFICATION ACTION: From: **SD-D** To: **SD-OD**

15. SEX: **M** 16. APPROPRIATION: FROM: **6-2306-23** TO: **4-4301-20** 17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO): **Yes** 18. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY) 19. LEGAL RESIDENCE STATE:  CLAIMED  PROVED

20. STANDARD FORM 50 REMARKS  
*Case closed by [Signature] 8-16-56*  
*no Fed. Report - subj. more rptd to Project. 5/5/56*

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

F. APPROVED BY *Robert [Signature]* per [Signature] 9/14/56

STANDARD FORM 52  
 PREPARED BY THE  
 U. S. CIVIL SERVICE COMMISSION  
 SUBJECT: PERSONNEL, PERSONNEL  
 MANUAL, CHAPTER 11

**REQUEST FOR PERSONNEL ACTION**

VOUCHERED

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

1. NAME (Mr. - Miss - Mrs. - One given name, initial(s), and surname) <b>TALASO, F. Boris Dimitri</b>	2. DATE OF BIRTH <b>Nov. 2, 1908</b>	3. REQUEST NO.	4. DATE OF REQUEST <b>28 Aug. 1955</b>
A. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) <b>EXCEPTED APPOINTMENT</b>		6. EFFECTIVE DATE A. PROPOSED:	7. C. S. OR OTHER LEGAL AUTHORITY
B. POSITION (Specify whether establish, change grade or title, etc.)		B. APPROVED: <b>20 Feb. 56</b>	

FROM—	8. POSITION TITLE AND NUMBER	10. TO— <b>INTEL. ANALYST</b>	<b>6141</b>
	9. SERVICE, GRADE, AND SALARY	<b>Intel-Analyst (Gen)</b>	<b>BVP-6141-1</b>
	10. ORGANIZATIONAL DESIGNATIONS	<b>63-9132-36-07</b>	<b>\$4525</b>
	11. HEADQUARTERS	<b>201-28-7</b>	<b>Jointly</b>
<input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL	12. FIELD OR DEPARTMENTAL	<b>D/P FI Staff</b>	
		<b>Division D Project</b>	
		<b>Office of the Chief</b>	
		<b>Branch 2 Section B</b>	
		<b>Washington, D. C.</b>	
		<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL	<b>DI</b>

A. REMARKS (Use reverse if necessary)  
*Request Expedited Clearance for PB Jointly  
 Action Coordinated with D and DI CS Reub.  
 1/6/55*

B. REQUEST APPROVED BY <b>FRANK B. ROULETT, Chief, FI/SD</b>	D. REQUEST APPROVED BY Signature: _____ Title: _____
C. FOR ADDITIONAL INFORMATION CALL (Area and telephone extension) <b>Walter E. ... 23030</b>	

13. VULNERABILITY PREFERENCE	14. POSITION CLASSIFICATION ACTION
NONE <input type="checkbox"/> WWII <input type="checkbox"/> OTHER S.P.T. <input type="checkbox"/> S.P. <input type="checkbox"/> S.P. <input type="checkbox"/> OTHER <input type="checkbox"/>	NEW <input type="checkbox"/> VICE <input type="checkbox"/> I.A. <input type="checkbox"/> REAL <input type="checkbox"/>
	<b>SD:D</b>

15. SEX <b>M</b>	16. RACE <b>W</b>	17. APPROPRIATION FROM: <b>6-2303-23</b>	18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO)	19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)	20. LEGAL RESIDENCE STATE: <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED
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21. STANDARD FORM 50 REMARKS

22. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS
A.			
B. CEIL. OR POS. CONTR.	<b>Jos</b>	<b>22 Aug</b>	
C. CLASSIFICATION			
D. PLACEMENT OR ENPL.			
E.			

F. APPROVED BY  
**R. A. Stricklin**      **Al. Colford 8/19/55**

CONFIDENTIAL

SECURITY INFORMATION

<b>REPORT OF INTERVIEW</b>		1. DATE OF INTERVIEW 6/12/55	2. PLACE Berkeley, Calif.
3. PREVIOUS APPLICATION <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		4. INTERVIEWER JFWinter	5. REFERRED BY Pushby/ER
6. NAME (last name first, in caps) TARASOFF, Boris Dimitri			
7. PERMANENT ADDRESS			TELEPHONE
8. BUSINESS ADDRESS			TELEPHONE
9. TEMPORARY ADDRESS			TELEPHONE
10. DATE OF BIRTH 11/2/09	12. CITIZENSHIP <input checked="" type="checkbox"/> U.S. <input type="checkbox"/> OTHER (list Country)		
11. PLACE OF BIRTH EKATERINOSV, Russia	ACQUIRED BY: <input type="checkbox"/> Birth <input checked="" type="checkbox"/> Naturalization (date)		
13. <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widower <input type="checkbox"/> Divorced No. of DEPEND. (Including wife)			
14. FOREIGN RELATIVES, INCLUDING WIFE (REG. 10-9) None			
16. EDUCATION (SCHOOLS, DEGREES, DATES, MAJORS, THESIS TITLE, GRADE AVERAGE OR CLASS STANDING, EXTRA-CURRICULAR ACTIVITIES, ETC.)  Russian University, New York, N.Y. 1924-26. General Course. (XX)			
17. MAJOR EMPLOYMENT HISTORY (EMPLOYERS, POSITIONS, DUTIES, SALARIES, REASONS FOR LEAVING) 1/52 to present: YMCA, Oakland, Calif. Building Eng. \$305. mo. 12/45-10/51: American National Red Cross, Cleveland, Ohio. Building Maintenance man. \$265 mo			
18. MILITARY EXPERIENCE (BRANCH, SERIAL NO., STATIONS, TRAINING DUTIES, COMMAND RESPONSIBILITIES, RANK HELD, RESERVE STATUS, CURRENT PROFICIENCY AND INTEREST). INCLUDE ALSO DRAFT, ACTIVE MILITARY OR RETIRED STATUS.  US Army. T/4. 2/41-11/45. Honorable Discharge. 2024S233. Was Special Sgt. in Germany and was used as interpreter between US and Soviet forces for short while.			

**CONFIDENTIAL**  
SECURITY INFORMATION

19. AREA KNOWLEDGE (REPLACE TYPE OF KNOWLEDGE FOR ACQUISITION)							
Ger., WW II							
20. LANGUAGE FACILITY (GIVE TESTS WHEN SPILL WARRANTS AND NAME RECEIVED)							
Language	Native Fluency	Fluent but Foreign	Adequate for Translator	Adequate for Research	Adequate for Travel	Limited	Acquired By
Russian		R, S, W, U					Study and home
German					R, S, W, U		Residence
French					R, S, W, U		Study
21. SALARY REQUESTED		GS 7		22. POOL INTEREST		<input type="checkbox"/> Yes <input type="checkbox"/> No	
23. ACCEPTABLE STATION		Washington, D.C.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	PREFERENCE LIMITATIONS			
		Anywhere in U.S.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				
		Overseas	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				
24. HEALTH: Good							
25. FORMS GIVEN <input checked="" type="checkbox"/> PMS <input checked="" type="checkbox"/> App. 1 <input checked="" type="checkbox"/> M-1 <input checked="" type="checkbox"/> Sec. 5 <input type="checkbox"/> All Required							
26. EVALUATION AND RECOMMENDATION (APPEARANCE, MANNER, PERSONALITY, MATURITY, MOTIVATION, EFFICIENCY, INTELLIGENCE, EMOTIONAL STABILITY, QUALIFICATIONS FOR INTELLIGENCE WORK, CAREER PLANNING, OVER-ALL IMPRESSION, PERTINENT UNFAVORABLE FACTORS)							
<u>PROFESSIONAL</u>							
<p>There's nothing outstanding about Tarasoff - just an average joe trying to make a living and without the ambition, energy, perspicacity to make use of a saleable article: knowledge of Russian. Physically he's sort of soft, tends to be overweight - he's about 5'8" tall, and about 190 in weight. His personality is on the negative side, his manner dull.</p> <p>Tarasoff was greatly interested in the possibility of working for the US Government. He wants that security. And he has about reached the end of the line salary wise as a maintenance man or building superintendent. Tarasoff is willing to work in D.C. but insists on a GS 7 because he has to support a wife and two children. He does not mind the sedentary aspects of Project Detail - I doubt if he'd be interested in anything that wasn't sedentary. He also liked the other aspects of Detail and I would think from talking with him that he would be quite able to handle a job on Detail. He can translate - reads with a great deal of ease. His PMS I notice indicated he's interested only in o/s - this is not what he told me; he is interested in US also but he will go o/s if necessary.</p> <p>I recommend Tarasoff for a GS 7 on Project Detail.</p>							
27. RECOMMENDED FOR				28. SERIAL NUMBER			
Busby/Project Detail							
29. TESTS				30.			
				<i>W. W. W. W.</i> J. W. W. W. Signature of Applicant			
				7/2/55 Date			

**CONFIDENTIAL**

**SECRET**  
(When Filled In)

1. PERS. SERIAL NO. 019477		BIOGRAPHIC PROFILE (PART I) SCD: 2 Jun 1951			
2. NAME (Last-First-Middle) <i>[Redacted]</i>		3. SEX M	4. DATE OF BIRTH 2 Nov 1908	5. EMPLOY. COMP. DATE 20 Feb 1956	
6. MARITAL STATUS Married	7. DEPENDENTS (Excl. spouse) 3	8. YEARS OF BIRTH 1923 1965 1949		9. US NATURALIZATION DATE(S) 1936 Russia; NA	
10. CAREER STAFF STATUS MEMBERSHIP Feb 1959	OTHER STATUS		10. LAST MO. DPT. QUAL. FOR Mar 1963 FCS C/S	EVAL. FOR FCS O/S	
11. CURRENT RESERVE STATUS NON-SERVICE X	GRADE	ACTIVE DUTY WITH CLA CAT.-1	RELEASE TO MIL. SER. CAT.-2	TO BE DEFERRED CAT.-3	
12. ASSESSMENT DATE None	13. PROFESSIONAL TEST DATE Feb 1956	14. LANGUAGE AFFLUENCE TEST DATE None			
15. NON-CIA EMPLOYMENT 1936-40 J. F. Sullivan, General Contractor, Bronx, NY - Supervisor of Crews 1941-45 Military Service, US Army, CIC, 7/4 - Special Agent 1945-51 American National Red Cross, Cleveland, Ohio - Building Maintenance 1951 Aero-Tech, Oakland, Calif - Shop Maint. (2 mos) 1952-56 YWCA, Oakland, Calif - Building Engineer					
16. NON-CIA EDUCATION Born and lived in Russia until 1920, in Istanbul 1920-23 1924-26 Russian Univ of New York, NYC - Russian English, History 1927 Cooper Union Art School, NYC - Fine Arts (10 mos) 1944-5 MITC, Camp Ritchie, Md - CIC (2 mos); 1945 Univ of Pa - German Lang 1950-51 Cooper School of Art, Cleveland, Ohio - Commercial Art 1953-54 Oakland Art Institute, Oakland, Calif - Advertising Art					
17. FOREIGN LANGUAGE ABILITIES (Language, Proficiency, Date Tested) Russian - R,W,P,S,U Native; Transl & Interpr - Apr 1957 Ukranian - R,W,S,U Inter; P High - Apr 1957 - Interpr White Russian (Byelo) - R,W,S,U Inter; P High; Interpr - Apr 1957 (Continued on next page)					
18. AGENCY SPONSORED TRAINING 1956 English Usage Review 1952-3 Spanish 1957 Intel Orient 1957 Basic Country Surv-USSR for FDD 1958 Non-clerical Basic Typing 1959 Writing Workshop					
19. 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
Feb 1956	Intel Asst 0301.28	7	D	DDP/FIST/DivD/PBJOINTLY	Hq
Jun 1956	" " 0132.48	7	CD	OO/FDD/USSR Br	"
Sep 1956	For Docs Off 0132.48	7	OD	" " " "	"
May 1957	" " " 0132.48	9	OD	" " " "	"
Jun 1959	I.O. (For Doc) 0132.48	10	OD	OO/FDD/USSR Br/Mater&IndusSec	"
May 1960	" " " 0132.48	11	CD	" " " " " " " "	"
Nov 1962	" " " 0132.48	11	OD	DDP/WH/CS/CS Dev Comp.	"
Jun 1963	Ops Off (SA) 0136.01	11	D	DDP/WH-3	Mexico Cit
Apr 1965	" " " 0136.01	12	D	DDP/WH-1	"
20. DATE REVIEWED 10 Nov 1969	21. PROFILE REVIEWED BY hms/hc		22. ITEMS 1-18 REVIEWED & VERIFIED BY EMPLOYEE 14 Jun 1960		

SECRET

(When Filled In)

PERS. SERIAL NO. 019477	BIOGRAPHIC PROFILE (PART I - Continued)	
NAME (Last-First-Middle) <del>XXXXXXXXXX</del> <i>Jurasoff, Boris</i>	DATE OF BIRTH 2 Nov 1908	
17. Foreign Language Abilities - Continued: Bulgarian - R, N Inter (Apr 1959) P, S, U Slight; T None - Apr 1959 Slovak - R, U High; P Native; W, S, T None - Apr 1957 Polish - R (Inter) P, S, U Slight; W, T None - Jun 1959 Czech - R Inter (Feb 1960) Sorb-Croat(Serb) - R Inter (May 1959) French - R Inter; W, P, S, U, T None - Disclaims proficiency Feb 1967		
DATE REVIEWED 10 Nov 1969	PROFILE REVIEWED BY hrs/hc	

SECRET

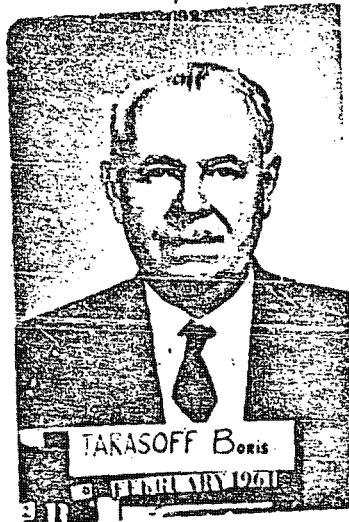
PERS. SERIAL NO. 19477 BIOGRAPHIC PROFILE (PART 2)

NAME (Last-First-Middle) TARASOFF, Boris Dimitri DATE OF BIRTH Nov 1908

19. SUMMARY OF EVALUATIVE REPORTS FOR THE PAST TWO YEARS



Color Photo Inserted Behind  
Biographic Profile in  
TRUE NAME



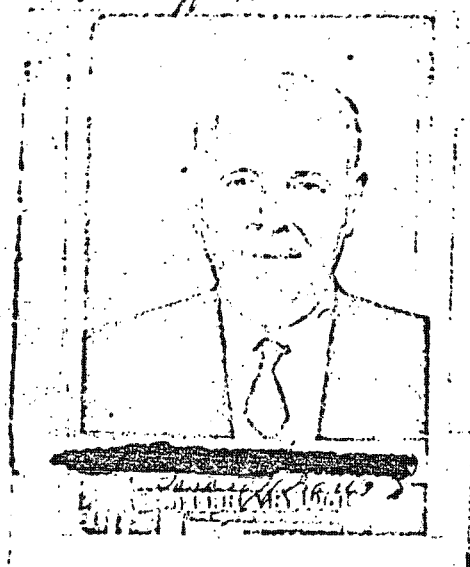
27. DATE REVIEWED 10 May 1960

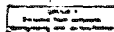
28. PROFILE REVIEWED BY OP/POD/QAB/tms

57



SECRET  
(When Filled In)

PERS. SERIAL NO. 019477		BIOGRAPHIC PROFILE (PART 2)	
NAME (Last-First-Middle) <del>XXXXXXXXXXXXXXXXXXXX</del> Jarasoff, Boris D.		DATE OF BIRTH 2 Nov 1968	
23. PHOTOGRAPH 			
24. IDENTITY OF OTHER DOCUMENTS WHICH SHOULD BE REVIEWED IN DETAIL			
25. ADDITIONAL INFORMATION			
26. DATE REVIEWED 10 Nov 1969		27. PROFILE REVIEWED BY hms/hc	



**SECRET**  
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER			
SECTION A <i>Messy, Peter</i> GENERAL				019477			
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE	5. SO	
<del>XXXXXXXXXXXXXXXXXXXX</del>			2 Nov 1908	M	GS-12	D	
6. OFFICIAL POSITION TITLE				7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION	
Ops Officer				DDP, WH/1		Mexico City	
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"/>	CAREER-PROVISIONAL (See Instructions - Section C)			<input checked="" type="checkbox"/>	ANNUAL	<input type="checkbox"/>	REASSIGNMENT SUPERVISOR
SPECIAL (Specify):				SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P.				12. REPORTING PERIOD (From - to)			
28 February 1969				1 January 1968 thru 31 December 1968			
SECTION B PERFORMANCE EVALUATION							
<p><b>W - Weak</b> 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><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> 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	
Translation of Russian language product into English transcript						S	
SPECIFIC DUTY NO. 2						RATING LETTER	
Preparation of personality and assessment reports on individual Soviets based on the above.						S	
SPECIFIC DUTY NO. 3						RATING LETTER	
Translation of Russian letters into English.						S	
SPECIFIC DUTY NO. 4						RATING LETTER	
Transcription of English language conversations						P	
SPECIFIC DUTY NO. 5						RATING LETTER	
SPECIFIC DUTY NO. 6						RATING LETTER	
<p align="center"><b>OVERALL PERFORMANCE IN CURRENT POSITION</b></p>						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.						S	

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.

FEB 25 1 45 PM '69

This officer continues to consistently perform at the excellent level which has characterized his work in this Station for several years. His high level of personal dedication and professional competence have become standard.


From his daily work he has an intimate knowledge of and insight into the personalities of individual Soviets and the personal inter-relationships existing between members of the local Soviet colony. The character analyses which he prepares are excellent and an invaluable aid to our Soviet program.

He has had no professional, administrative, or personal problems during the reporting period.

His knowledge of Spanish continues to improve and aids him considerably in his work.

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	
28 Jan 60	 Jaradoff, Peter J.	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
41 months		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
28 Jan 69	Ops Officer	Paul L. Dillion /s/
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
The reviewing officer concurs with the ratings given in Section B and in the narrative evaluation of this officer's performance in Section C. He continues to perform his duties in a superior fashion.		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
28 Jan 69	Chief of Station	Winston M. Scott /s/

SECRET

**SECRET**  
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				019477	
<b>SECTION A</b>				<b>GENERAL</b>	
1. NAME (Last) (First) (Middle)		2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD
6. OFFICIAL POSITION TITLE <b>Ops Officer</b>		7. OFF/DIV/BR OF ASSIGNMENT <b>DDP/WH/1</b>	8. CURRENT STATION <b>Mexico City</b>		
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 type="checkbox"/> SPECIAL (Specify):			<input type="checkbox"/> INITIAL <input type="checkbox"/> ANNUAL <input type="checkbox"/> SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P. <b>20 February 1968</b>			12. REPORTING PERIOD (From - to) <b>1 January 1967 - 1 January 1968</b>		
<b>SECTION B</b>				<b>PERFORMANCE EVALUATION</b>	
<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>					
<b>SPECIFIC DUTIES</b>					
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
Translation of Russian language telephone product into English					<b>S</b>
SPECIFIC DUTY NO. 2					RATING LETTER
Preparation of personality and assessment reports on individual Soviets based on the above.					<b>S</b>
SPECIFIC DUTY NO. 3					RATING LETTER
Translation of Russian letters into English.					<b>S</b>
SPECIFIC DUTY NO. 4					RATING LETTER
Transcription of English language conversations.					<b>P</b>
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
22 MAY 1968					RATING LETTER
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>					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.					<b>S</b>

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.

This officer continues to perform his duties in the excellent manner that we have come to expect during the 4 1/2 years that he has served in the Station. His work is an indispensable part of the Station's program.

He has had no professional, administrative or personal problems during the reporting period.

He continues to study Spanish in which he shows satisfactory improvement.

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

/s/ [Redacted]

2.

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

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

20

DATE

OFFICIAL TITLE OF SUPERVISOR

TYPED OR PRINTED NAME AND SIGNATURE

Ops Officer

Paul Dillon

3.

BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

The Reviewing Officer concurs in the ratings given this officer and in the narrative evaluation of his performance.

DATE

OFFICIAL TITLE OF REVIEWING OFFICIAL

TYPED OR PRINTED NAME AND SIGNATURE

16 February 1968

Chief of Station

Winston Scott

SECRET

SECRET

C-2532 (Bladeau)  
5 June 1963

MEMORANDUM FOR: Transactions and Records Branch  
Office of Personnel

ATTENTION: Mary Coriden

SUBJECT: Boris D. TARASOFF  
Anna TARASOFF

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

2. Effective immediately, it is requested that your records be properly blocked to deny subjects' current Agency employment to an external inquirer.

*Thomas K. Strange*  
THOMAS K. STRANGE  
Deputy Chief, OCS/NC

cc: ID/SO

THIS MEMO MUST REMAIN  
ON TOP OF FILE

SECRET

DT

SECRET  
(When Filled In)

BEG: 30 NOV 70

NOTIFICATION OF PERSONNEL ACTION

OEB

1. SOCIAL NUMBER

2. NAME (LAST FIRST MIDDLE)  
*Tarasoff Boris D*

019477

4. EFFECTIVE DATE  
11 30 70

5. CATEGORY OF EMPLOYMENT  
REGULAR

3. NATURE OF PERSONNEL ACTION  
RETIREMENT (MANDATORY) UNDER CIA  
RETIREMENT AND DISABILITY SYSTEM

7. Financial Analysis No. Chargeable  
1135 0990 0000

8. CSC OR OTHER LEGAL AUTHORITY  
P.L. 88-643  
SECT. 235 B

6. FUNDS  
Y TO Y  
CF TO Y X CF TO CF

12. LOCATION OF OFFICIAL STATION  
MEXICO CITY, MEXICO

9. ORGANIZATIONAL DESIGNATIONS

DDP/WH  
FOREIGN FIELD  
BRANCH 1  
MEXICO CITY, MEXICO STATION

12. POSITION NUMBER  
0489

13. SERVICE DESIGNATION  
D

11. POSITION TITLE  
OPS OFFICER

15. GRADE AND STEP  
12 5

17. SALARY OR RATE  
16084

14. CLASSIFICATION SCHEDULE (GS, BR, etc.)  
GS

13. OCCUPATIONAL SERIES  
0136.01

18. REMARKS

T-PRM

1. LAST NAME TARASOFF	FIRST NAME Boris	INITIAL(S) D	2. APPOINTMENT DATA Entered on duty F, T P, T Yes <input type="checkbox"/> No <input type="checkbox"/> Ceased to be subject to Sec. 203(d) on _____ leave Bal.	3. TOTAL SERVICE FOR LEAVE (as of date of separation) Years _____ Months _____ Days _____ <input type="checkbox"/> More than 15 years
4. DATE AND NATURE OF SEPARATION 11/30/70 RETIREMENT				

SUMMARY OF ANNUAL AND SICK LEAVE (HOURS)			SUMMARY OF HOME LEAVE (DAYS)		REMARKS
	ANNUAL	SICK			
5. Balance from prior leave year ended 1/10 19 70	360	900	14. Date arrival abroad for ML purposes		SCP: 6/2/51
6. Current leave year accrual through 11/28 19 70	184	92	15. Current balance as of 19		*Unused Sick Leave 992hrs
7. Total	544	992	16. 12-month accrual rate		*U.S.C.
8. Reduction in credits, if any (current year)	0	0	17. Dates leave used, prior 24 months		Gr 65 <sup>th</sup>
9. Total leave taken	168	0	18. Monthly accrual date		
10. Balance	376	992	19. Calendar days credit for next accrual date		
11. Total hours paid in lump sum 360 hrs + 2 holidays			20. Date basic service period completed		
12. Salary rate(s) \$16,084.00			MILITARY LEAVE		
13. Lump sum leave dates from 0830 12/1/70 to 2/03/71 1700 (Hours)			21. Dates during current calendar yr. to		
			22. Dates during preceding calendar yr. to		
			ABSENCE WITHOUT PAY		
			23. During leave year in which separated	0	
			24. During step-increase waiting period which began on 1/5/70	0	
			25. During 12-month ML accrual period (dates)		

*[Signature]*  
FOR CHIEF PAYROLL  
(Date) 1/5/71  
(Telephone)

Standard Form 1150  
November 1965  
1150-106

RECORD OF LEAVE DATA TRANSFERRED

U.S. CIVIL SERVICE COMMISSION  
FPM SUPPLEMENTS 290-52 AND 990-2

1. SERIAL NO.	2. NAME		3. ORGANIZATION	4. FUNDS	5. LWOP HOURS						
019477	<i>Jarvis H. Beard</i>		51 620	CF							
6. OLD SALARY RATE			7. NEW SALARY RATE		8. TYPE ACTION						
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADJ.		
GS	12	4	\$14,727	04/07/68	GS	12	5	\$15,173	04/05/70		
CERTIFICATION AND AUTHENTICATION											
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.											
SIGNATURE					DATE						
<i>Jarvis H. Beard</i>					1 Feb 1970						
<input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD											
CLERKS INITIALS					AUDITED BY						
					<i>David H. Hester</i>						
FORM 7-36 560 E Use previous editions PAY CHANGE NOTIFICATION (4-51)											

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 91-231 AND EXECUTIVE ORDER 11524 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: 28 DECEMBER 1969

NAME  
*Jarvis H. Beard*

SERIAL ORGN, FUNDS GR=STEP  
019477 51 620 CF GS 12 4

NEW SALARY  
\$15,611



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

EFFECTIVE DATE OF PAY ADJUSTMENT: 8 OCTOBER 1967

NAME <i>J. Russell Brown, Jr.</i>	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
<del>XXXXXXXXXX</del>	019477	51	620	CF GS 12 3	\$11,685	\$12,225

1011

1. SERIAL NO.		2. NAME		3. ORGANIZATION		4. FUNDS		5. LWOP HOURS			
019477		<i>J. Russell Brown, Jr.</i>		51 620		CF					
6. OLD SALARY RATE				7. NEW SALARY RATE				8. TYPIC ACTION			
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADJ.		
GS	12	3	\$12,225	04/09/67	GS	12	4	\$12,607	04/07/68		
CERTIFICATION AND AUTHENTICATION											
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.											
SIGNATURE <i>W. J. Kaufman</i>						DATE <i>7 Feb 68</i>					
<input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD						<i>W. J. Kaufman</i>					
CLERKS INITIALS						AUDITED BY					
FORM 7-66 560 E Use previous editions						PAY CHANGE NOTIFICATION				(4-51)	

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

EFFECTIVE DATE OF PAY ADJUSTMENT: 14 JULY 1968

NAME <i>J. Russell Brown, Jr.</i>	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
<del>XXXXXXXXXX</del>	019477	51	620	CF GS 12 4	\$12,607	\$13,392

SECRET  
(When Filled In)

SE: 12 SEPT 67

NOTIFICATION OF PERSONNEL ACTION

OCB

1. SERIAL NUMBER 019477	2. NAME (LAST-FIRST-MIDDLE) Jarvis, Boris D
----------------------------	--

3. NATURE OF PERSONNEL ACTION REASSIGNMENT	4. EFFECTIVE DATE 09 10 67	5. CATEGORY OF EMPLOYMENT REGULAR
---	-------------------------------	--------------------------------------

6. FUNDS	7. Financial Analysis No. Chargeable 3135 0990 0000	8. CSC OR OTHER LEGAL AUTHORITY 50 USC 403 J
----------	--	---

9. ORGANIZATIONAL DESIGNATIONS DDP/WH FOREIGN FIELD BRANCH 1 MEXICO CITY, MEXICO STATION	10. LOCATION OF OFFICIAL STATION MEXICO CITY, MEXICO
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11. POSITION TITLE OFS OFFICER	12. POSITION NUMBER 4559	13. SERVICE DESIGNATION D
-----------------------------------	-----------------------------	------------------------------

14. CLASSIFICATION SCHEDULE (GS, CW, etc.) GS	15. OCCUPATIONAL SERIES 0136.01	16. GRADE AND STEP 12 3	17. SALARY OR RATE 11685
--	------------------------------------	----------------------------	-----------------------------

18. REMARKS

11.8 Sept 67

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE 37	20. Employ Code 10	21. OFFICE CODING NUMERIC: 51620 ALPHABETIC: Wh	22. STATION CODE 45075	23. INTEGREE CODE 3	24. No. of... Code 3	25. DATE OF BIRTH 11 02 108	26. DATE OF GRADE MO DA YR	27. DATE OF LEI MO DA YR
29. NTE EXPIRES MO DA YR	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1 - CSC 2 - CIA 3 - FICA 4 - NGNT	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA TYPE MO DA YR	EOD DATA		33. SECURITY REG NO.	34. SEX
35. VET. PREFERENCE CODE 0 - NONE 1 - SPT 2 - 10 PT	36. SERV. COMP. DATE MO DA YR	37. LONG. COMP. DATE MO DA YR	38. CAREER CATEGORY CAP MNTL TECH	39. FEGLI / 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 YRS) 3 - 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				

SIGNATURE OR OTHER AUTHENTICATION

*[Handwritten Signature]*  
2/13/67

SECRET  
(When Filled In)

ENT: 13 APR 67

NOTIFICATION OF PERSONNEL ACTION

OCE

1. SERIAL NUMBER: 019477  
2. NAME (LAST-FIRST-MIDDLE): Larusell, Mercedes D

3. NATURE OF PERSONNEL ACTION: REASSIGNMENT  
4. EFFECTIVE DATE: 04 | 09 | 67  
5. CATEGORY OF EMPLOYMENT: REGULAR

6. FUNDS: V TO V, V TO CF, CF TO V, CF TO CF  
7. Financial Analysis No. Chargeable: 7135 0990 0000  
8. CSC OR OTHER LEGAL AUTHORITY: 50 USC 403 J

9. ORGANIZATIONAL DESIGNATIONS: DDPAM FOREIGN FIELD BRANCH I MEXICO CITY, MEXICO STATION  
10. LOCATION OF OFFICIAL STATION: MEXICO CITY, MEXICO

11. POSITION TITLE: OPS OFFICER  
12. POSITION NUMBER: 0418  
13. SERVICE DESIGNATION: D

14. CLASSIFICATION SCHEDULE (GS, LB, etc.): GS  
15. OCCUPATIONAL SERIES: 0136.01  
16. GRADE AND STEP: 12 3  
17. SALARY OR RATE: 11685

18. REMARKS: POSTED ON OF-40  
*13 April 67*

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE: 37  
20. EMPLOY. CODE: 10  
21. OFFICE CODING: NUMERIC 51620, ALPHABETIC WH  
22. STATION CODE: 45075  
23. INTEGREE CODE: 3  
24. MONTHLY CODE: 11 | 02 | 08  
25. DATE OF BIRTH: 11 | 02 | 08  
26. DATE OF GRADE: | | |  
27. DATE OF LEI: | | |  
28. NTE EXPIRES: | | |  
29. SPECIAL REFERENCE: | | |  
30. RETIREMENT DATA: | | |  
31. SEPARATION DATA CODE: | | |  
32. CORRECTION/CANCELLATION DATA: | | |  
33. SECURITY REQ. NO.: | | |  
34. SEX: | | |  
35. VET. PREFERENCE: | | |  
36. SERV. COMP. DATE: | | |  
37. LONG. COMP. DATE: | | |  
38. CAREER CATEGORY: | | |  
39. FEGLI / HEALTH INSURANCE: | | |  
40. SOCIAL SECURITY NO.: | | |  
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE: | | |  
42. LEAVE CAT. CODE: | | |  
43. FEDERAL TAX DATA: | | |  
44. STATE TAX DATA: | | |

SIGNATURE OR OTHER AUTHENTICATION

LOST  
04/19/67  
SEC. 1  
EXEMPT FROM AUTOMATIC  
DOWNGRADING AND  
REASSIGNMENT  
When Filled In

*4/10/67*

019477		51 870 GF	
OLD SALARY RATE		NEW SALARY RATE	
Grade	Rate	Grade	Rate
GS 12 3	111,106	GS 12 3	111,650
Last Eff. Date		Effective Date	
04/10/66		04/09/67	

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

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

SIGNATURE: *[Signature]* DATE: *15 Feb 67*

**PAY CHANGE NOTIFICATION**

POSTED ON GF-4b

FORM 5405 (Rev. 3-65)

(4-51)

SECRET  
(When Filled In)

### NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER 019477		2. NAME (LAST-FIRST-MIDDLE) <i>Jaroslav N. Borus D.</i>	
3. NATURE OF PERSONNEL ACTION DESIGNATION AS PARTICIPANT IN CIVIL RETIREMENT AND DISABILITY SYSTEM		4. EFFECTIVE DATE NO. DA YR 12 11 1966	
5. CATEGORY OF EMPLOYMENT REGULAR		6. CSE OR OTHER LEGAL AUTHORITY	
7. Financial Analysis No. Chargeable 7105 (99) 0000		8. FL 88-643 SECT. 203	
9. ORGANIZATIONAL DESIGNATIONS		10. LOCATION OF OFFICIAL STATION MEXICO CITY, MEXICO	
11. POSITION TITLE		12. POSITION NUMBER	
13. SERVICE DESIGNATION		14. CLASSIFICATION SCHEDULE (GS, LH, etc.)	
15. OCCUPATIONAL SERIES		16. GRADE AND STEP 12	
17. SALARY OR RATE		18. REMARKS EMPLOYEE WILL RECEIVE NOTIFICATION FROM THE DIRECTOR OF PERSONNEL OF THIS DESIGNATION AND RIGHT OF APPEAL TO THE DIRECTOR OF CENTRAL INTELLIGENCE.	

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. Hdqrs. Code	25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI		
		NUMERIC	ALPHABETIC				MO	DA	YR	MO	DA	YR	
28. NTE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION CANCELLATION DATA		33. SECURITY REQ. NO.		34. SER	
NO	DA	YR		1. CSC	2. CDR	3. PDR	4. NDR	1. YES	2. NO	3. YES	4. NO		
35. VET. PREFERENCE		36. SERV. COMP. DATE		37. LONG COMP. DATE		38. CAREER CATEGORY		39. FEGLI HEALTH INSURANCE		40. SOCIAL SECURITY NO.			
CODE	0 - NONE 1 - 5 PT 2 - 10 PT	NO	DA	YR	NO	DA	YR	CAH PROG.	DIS. TEMP.	CODE	0 - WAIVER 1 - YES	HEALTH INS. CODE	
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA		44. STATE TAX DATA					
CODE				CODE		FORM EXECUTED CODE		NO. TAX EXEMPTIONS		FORM EXECUTED		CODE	NO. TAX STATE CODE
0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)				1 - YES 2 - NO		1 - YES 2 - NO		1 - YES 2 - NO		1 - YES 2 - NO		CODE	STATE CODE

SIGNATURE OR OTHER AUTHENTICATION

POSTED

"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 6 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 3 JULY 1966

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
<i>[Redacted]</i>	019477	51	620	CF GS 12 2	\$10,987	\$11,306

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 89-301  
 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,  
 AS AMENDED, AND A-DCI POLICY DIRECTIVE DATED 8 OCTOBER 1965."

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 OCTOBER 1965

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
<i>[Redacted]</i>	019477	51	620	CF GS 12 1	\$10,250	\$10,619

*Bcl*

1. Serial No.		2. Name			3. Cost Center Number			4. LWOP Hours		
019477		<i>J. [Redacted]</i>			51 620 CF					
5. OLD SALARY RATE					6. NEW SALARY RATE					7. TYPE ACTION
Grade	Step	Salary	Int. Eff. Date	Grade	Step	Salary	Effective Date	PSI	LSI	ADJ.
GS 12	1	\$10,619	04/11/65	GS 12	2	\$10,987	04/10/66			
8. Remarks and Authentication										
/ / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS                      AUDITED BY:										
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.										
SIGNATURE: <i>[Signature]</i>										

DLD: 9 APR 65

SECRET  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION												
1. SERIAL NUMBER 018477		2. NAME (LAST-FIRST-MIDDLE) <i>James W. Rogers</i>										
3. NATURE OF PERSONNEL ACTION PROMOTION				4. EFFECTIVE DATE NO DA YR 04 11 65		5. CATEGORY OF EMPLOYMENT REGULAR						
6. FUNDS		V TO V		V TO CP		7. COST CENTER NO. CHARGEABLE 5135 0990 0000		8. CSC OR OTHER LEGAL AUTHORITY 50 USC 403 J				
CP TO V		X		CP TO CP								
9. ORGANIZATIONAL DESIGNATIONS DDP/WHL BRANCH 3 MEXICO CITY, MEXICO STATION					10. LOCATION OF OFFICIAL STATION MEXICO CITY, MEXICO							
11. POSITION TITLE OPS OFFICER					12. POSITION NUMBER 0400		13. SERVICE DESIGNATION D					
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS			15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 12 1		17. SALARY OR RATE 10250					
18. REMARKS <div style="text-align: center; border: 1px solid black; padding: 5px; width: fit-content; margin: auto;"> <b>POSTED ON</b>  <b>PK OF-4b</b>  <b>14 APR 1965</b> </div>												
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL												
19. ACTION CODE 22	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC ALPHABETIC 51700 WH		22. STATION CODE 45075	23. INTEGREE CODE	24. Hdqtrs. Code 3	25. DATE OF BIRTH MO DA YR 11 02 08		26. DATE OF GRADE MO DA YR 04 11 65		27. DATE OF 1E1 MO DA YR 04 11 65	
28. NTE EXPIRES MO DA YR		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA TYPE NO. 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 CAREER 2154 PROV. TEMP		39. FEGLI / HEALTH INSURANCE CODE CODE 0 - WAIVER 1 - YES		40. SOCIAL SECURITY NO.		
41. PREVIOUS GOVERNMENT SERVICE DA "A" 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 1 - YES 2 - NO		44. STATE TAX DATA FORM EXECUTED CODE NO TAX EXEMP STATE CODE 1 - YES 2 - NO						
SIGNATURE OR OTHER AUTHENTICATION										<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;"> <b>POSTED</b>  <b>04/13/65</b>  <i>ZK</i> </div>		

FORM 11-62 1150

Use Previous Edition

SECRET

(GPO) - Includes 11th substance change 10-62 254 11-62-10124

(When Filled In)



WH

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours				
019477		<del>XXXXXXXXXXXX</del>		64 700 CF						
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 11	3	\$ 8,575	10/28/62	GS 11	4	\$ 8,840	19/27/63			

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 *Joseph B. Gay*

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

SIGNATURE: *[Signature]* DATE: *Jan 1963*

**PAY CHANGE NOTIFICATION**

POSTED ON  
8-4b

Form 9-61 560

Obsolete Previous Edition

(4-51)

WH

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

NAME  
*Irmasell Boush*

SERIAL	ORGN FUNDS	GR-ST	OLD SALARY	NEW SALARY
019477	51 700 CF	GS 11 4	\$ 8,840	\$ 9,250

RECEIVED  
JAN 1964



LLG: 5 JUNE 63

SECRET  
(When Filled In)

OAB		NOTIFICATION OF PERSONNEL ACTION					
1. SERIAL NUMBER 019477		2. NAME (LAST-FIRST MIDDLE) <i>Alvarez, Rosa A</i>					
3. NATURE OF PERSONNEL ACTION EXCEPTED APPOINTMENT (CAREER)			4. EFFECTIVE DATE MO. DA. YR. 06   05   63		5. CATEGORY OF EMPLOYMENT REGULAR		
6. FUNDS V TO V CF TO V X CF TO CF			7. COST CENTER NO. CHARGEABLE 3135 5700 1000		8. CSC OR OTHER LEGAL AUTHORITY 50 USC 403 J		
9. ORGANIZATIONAL DESIGNATIONS DDP WH BRANCH 3 MEXICO CITY, MEXICO			10. LOCATION OF OFFICIAL STATION MEXICO CITY, MEXICO				
11. POSITION TITLE OPS OFFICER			12. POSITION NUMBER 0400		13. SERVICE DESIGNATION D		
14. CLASSIFICATION SCHEDULE (GS, LB, OR)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE	
GS		0136.01		11 3		8575	
18. REMARKS <div style="text-align: center; border: 1px solid black; padding: 5px; width: fit-content; margin: auto;">POSTED ON JUN 11 1963</div>							
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
19. ACTION CODE	20. Empl. Code	21. OFFICE CODING NO. DA. YR. 64700 WH		22. STATION CODE 45075	23. INTEGREE CODE	24. Hdqts. Code	25. DATE OF BIRTH MO. DA. YR. 11   02   08
13	10						26. DATE OF GRADE MO. DA. YR. 05   01   60
28. NTE EXPIRES MO. DA. YR.		29. SPECIAL REFERENCE		30. RETIREMENT DATA 1 - CS2 2 - FICA 3 - NONE 1		31. SEPARATION DATA CODE	
						32. CORRECTION/CANCELLATION DATA TYPE NO. DA. YR. EOD DATA	
33. VET. PREFERENCE CODE 1		34. SERV. COMP. DATE MO. DA. YR. 06   02   51		37. LONG. COMP. DATE MO. DA. YR. 02   20   56		38. CAREER CATEGORY CAM RESV. CODE PROL. CLMP. C	
39. FEGLI / HEALTH INSURANCE CODE CODE 0 - WAIVER 1 - YES		40. SOCIAL SECURITY NO.		33. SECURITY REQ. NO. M1			
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 1 - NO PREVIOUS SERVICE 2 - NO BREAK IN SERVICE 3 - BREAK IN SERVICE (LESS THAN 3 YEARS) 4 - BREAK IN SERVICE (MORE THAN 3 YEARS) 1		42. LEAVE CAT. CODE 6		43. FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX FREEMPTIONS 1 - YES 2 - NO 0 0		44. STATE TAX DATA FORM EXECUTED CODE NO. TAX STATE CODE EXEMP. 1 - YES 2 - NO	
SIGNATURE OR OTHER AUTHENTICATION							
						POSTED <i>06/11/63 [Signature]</i>	

FORM 11-62 1150

Use Previous Edition

SECRET

5 JUN 1963

GROUP 1  
EXCLUDED FROM AUTOMATIC  
DOWNGRADING AND  
DECLASSIFICATION

(4-51)

(When Filled In)

**SECRET**  
(When Filled In)

JGD 28 AUG 63

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)									
019477		TARASOFF BORIS D									
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
RESIGNATION (CORRECTION)						MO. DA. YR. 06   04   63		REGULAR			
6. FUNDS		X		V TO V		V TO CF		7. COST CENTER NO. (CHARGEABLE)		8. CSC OR OTHER LEGAL AUTHORITY	
		CF TO V		CF TO CF		4235 1990 1000					
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION					
DDP WH CS/CS DEVELOPMENT COMPLEMENT						WASH., D. C.					
11. POSITION TITLE						12. POSITION NUMBER		13. SERVICE DESIGNATION			
I O FOREIGN DOC						9997		OD			
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)			15. OCCUPATIONAL SERIES			16. GRADE AND STEP		17. SALARY OR RATE			
GS			0132.62			11 3		8575			
18. REMARKS											
THIS ACTION CORRECTS FORM 1150 EFFECTIVE DATE 06/04/63 AS FOLLOWS: ITEM # 13 SERVICE DESIGNATION WHICH READ, D TO READ, OD.											
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
45	18	NUMERIC ALPHABETIC					MO. DA. YR. 11   02   08				
28. NTE EXPIRES		29. SPECIAL REFERENCE	30. RETIREMENT DATA		31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA		33. SECURITY REQ NO.		34. SEX	
MO. DA. YR.			1 - CSC 2 - FICA 3 - NONE		1BD0091	TYPE MO. DA. YR. EOD DATA					
35. VET. PREFERENCE		36. SERV. COMP. DATE		37. LONG. COMP. DATE		38. CAREER CATEGORY		39. FEGLI / HEALTH INSURANCE		40. SOCIAL SECURITY NO.	
CODE 0 - NONE 1 - 5 PT. 2 - 10 PT.		MO. DA. YR.		MO. DA. YR.		CAR. BENL. PHDV. TEMP.		CODE CODE 0 - WAIVER 1 - YES		HEALTH INS. CODE	
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA		44. STATE TAX DATA			
CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 1 YRS) 3 - BREAK IN SERVICE (MORE THAN 1 YRS)						FORM EXECUTED CODE NO TAX EXEMPTIONS		FORM EXECUTED CODE NO TAX STATE CODE EXEMP.			
SIGNATURE OR OTHER AUTHENTICATION											
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <p align="center"><b>POSTED</b></p> <p align="center"><i>[Signature]</i></p> </div>											

FORM 11-62 1150

Use Previous Edition

**SECRET**

28 AUG 28 1963

FORM 1150-1  
(When Filled In)

(When Filled In)

SECRET  
(When Filled In)

MHC: 5 JUNE 63

NOTIFICATION OF PERSONNEL ACTION										
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)								
019477		TARASOFF BORIS D								
3. NATURE OF PERSONNEL ACTION					4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
RESIGNATION					NO. DA. YR. 06   04   63		REGULAR			
6. FUNDS		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY						
<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		3235 1990 1000						
9. ORGANIZATIONAL DESIGNATIONS					10. LOCATION OF OFFICIAL STATION					
DDP WH CS/CS DEVELOPMENT COMPLEMENT					WASH., D. C.					
11. POSITION TITLE				12. POSITION NUMBER		13. SERVICE DESIGNATION				
I O FOREIGN DOC				9997		D				
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)			15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
GS			0132.62		11 3		8575			
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
45	18	NUMERIC	ALPHABETIC				MO. DA. YR.	MO. DA. YR.	MO. DA. YR.	
							11   02   08			
28. NTE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA		33. SECURITY REQ. NO.
NO. DA. YR.				1 - CSC 2 - FICA 3 - NONE	CODE	1B00091	TYPE	NO. DA. YR.		
35. VET. PREFERENCE		36. SERV. COMP. DATE		37. LONG. COMP. DATE		38. CAREER CATE-GORY		39. FEGLI / HEALTH INSURANCE		40. SOCIAL SECURITY NO.
CODE	0 - NONE 1 - 5 PT. 2 - 10 PT.	NO. DA. YR.	NO. DA. YR.	CAK PROV	RESV TEMP	CODE	CODE	0 - WAIVER 1 - YES	HEALTH INS. CODE	
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA		44. STATE TAX DATA		
CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)				FORM EXECUTED: CODE 1 - YES 2 - NO		NO TAX EXEMPTIONS		FORM EXECUTED 1 - YES 2 - NO		CODE NO. TAX STATE CODE EXEMP.
SIGNATURE OR OTHER AUTHENTICATION										
<div style="border: 2px solid black; padding: 5px; display: inline-block;"> <p style="text-align: center; margin: 0;"><b>POSTED</b></p> <p style="text-align: center; margin: 0;">06/06/63 2/K</p> </div>										

*[Handwritten initials]*

ABM: 26 NOV 62

**SECRET**  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION										
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)								
019477		TARASOFF BORIS D								
3. NATURE OF PERSONNEL ACTION					4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
REASSIGNMENT					11   26   62		REGULAR			
6. FUNDS		X		V TO V		V TO CF		7. COST CENTER NO. CHARGEABLE		
		CF TO V		CF TO CF		3235 1990 1000		8. CSC OR OTHER LEGAL AUTHORITY		
								50 USC 403 J		
9. ORGANIZATIONAL DESIGNATIONS					10. LOCATION OF OFFICIAL STATION					
DDP WH CS/CS DEVELOPMENT COMPLEMENT					WASH., D. C.					
11. POSITION TITLE					12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION			
I O FOREIGN DOC					9997		OD			
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)			15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
GS			0132.62		11 3		8575			
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	18	64997   WH		75013		1	11   02   08			
28. NTE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA		33. SECURITY REG. NO.
								EOD DATA →		
35. VET. PREFERENCE		36. SERV. COMP. DATE		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										
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <p style="margin: 0;"><b>POSTED</b></p> <p style="margin: 0; font-family: cursive;">12/16/62 [Signature]</p> </div>										

FORM 4-62 1150

Use Previous Edition

11/26/62 [Signature]

**SECRET**

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

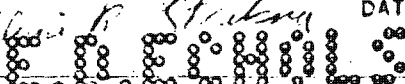
(4-91)

(When Filled In)

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 97 - 793 AND  
 DCI MEMORANDUM DATED 1 AUGUST 1984, SALARY IS ADJUSTED AS FOLLOWS.  
 EFFECTIVE 14 OCTOBER 1982

NAME	SERIAL	ORGN	FUNDS	OLD		NEW	
				GR-ST	SALARY	GR-ST	SALARY
TARASOFF BORIS D	019477	R6100	V	11 2	\$ 7820	11 2	\$ 8310

243-1010

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours				
019477		TARASOFF BORIS D		R6 100 V						
5. OLD SALARY RATE				6. NEW SALARY RATE				7. TYPE ACTION		
Grade	Step	Salary	Let Eff Date	Grade	Step	Salary	Effective Date	PSI	LSI	ADJ
GS-11	2	\$ 8,310	10/29/81	S-11	3	\$ 8,575	10/28/82			
8. Remarks and Authentication										
<input checked="" type="checkbox"/> NO EXCESS LWOP <input checked="" type="checkbox"/> IN PAY STATUS AT EN. OF WAITING PERIOD <input checked="" type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS <i>gnt</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: 10/24/82										
 PAY CHANGE NOTIFICATION										

**SECRET**  
(When Filled In)

Serial No.	Name		Cost Center Number				LWOP Hours			
19A77	TARASOFF BORIS D		DDI/EOD R-13 V							
OLD SALARY RATE				NEW SALARY RATE				TYPE ACTION		
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date	PSI	LSI	ADI
GS	11	1	\$ 7,560	05/21/60	11	2	\$ 7,820	10/29/61		
Remarks and Authentication  / / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / IN LWOP STATUS AT END OF WAITING PERIOD  <p align="center"><b>SECRET</b></p> <p align="center">PAY CHANGE NOTIFICATION</p>										

3-10-61  
 370  
 BRANCH

Form 560

Obsolete Previous Edition

**SECRET**

(4-51)

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

SD	NAME	SERIAL	ORGN	GR-ST	OLD SALARY	NEW SALARY
OD	TARASOFF BORIS D	119477	27 20	GS-11 1	\$ 7,030	\$ 7,560

/s/ EMMETT D. ECHOLS  
DIRECTOR OF PERSONNEL

**SECRET**  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION															
BWS: 29 APR 1960															
1. Serial No.		2. Name (Last-First-Middle)				3. Date Of Birth			4. Vet. Prof.		5. Sex		6. CS - EOB		
119477		TARASOFF BORIS D				Mo.	Da.	Yr.	1	Code	M	1	Mo.	Da.	Yr.
7. SCD		8. CSC Retmt.		9. CSC Or Other Legal Authority		10. Apmt. Affidav.			11. FEGLI		12. LCD		13. Min. Serv. Req.		
Mo.	Da.	Yr.	Yes - 1	Code	50 USCA 403 J		Mo.	Da.	Yr.	Yes - 1	Code	Mo.	Da.	Yr.	
06	02	51	No - 2	1						No - 2	2	02	20	56	

**PREVIOUS ASSIGNMENT**

14. Organizational Designations				Code		15. Location Of Official Station				Station Code			
DDI 00 FDD USSR BRANCH MATERIALS & INDUSTRY SECT.				2720		WASH., D. C.				75013			
16. Dept. - Field		17. Position Title				18. Position No.		19. Serv.		20. Occup. Series			
Dept - 2	Code	10 FOREIGN DOC				1146		GS		0132.48			
USild - 4													
Frqn - 6	2												
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade			25. PSI Due		26. Appropriation Number		
10-1		\$ 6505		00		Mo.	Da.	Yr.	Mo.	Da.	Yr.	9 4300 20 001	
						06	14	59	06	12	60		

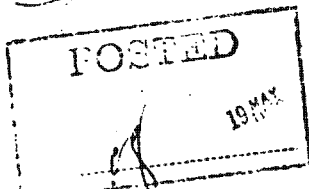
**ACTION**

27. Nature Of Action			Code		28. Eff. Date			29. Type Of Employee			Code		30. Separation Data	
PROMOTION			30		05 01 60			REGULAR			01			

**PRESENT ASSIGNMENT**

31. Organizational Designations				Code		32. Location Of Official Station				Station Code			
DDI 00 FDD USSR BRANCH MATERIALS & INDUSTRY SECTION				2720		WASH., D. C.				75013			
33. Dept. - Field		34. Position Title				35. Position No.		36. Serv.		37. Occup. Series			
Dept - 2	Code	10 (FOREIGN DOC)				1146		GS		- 0132.48			
USild - 4													
Frqn - 6	2												
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade			42. PSI Due		43. Appropriation Number		
11 1		\$ 7030		00		Mo.	Da.	Yr.	Mo.	Da.	Yr.	0243 1010 0000	
						05	01	60	10	29	61		

44. Remarks



SECRET

**SECRET**  
(When Filled In)

**NOTIFICATION OF PERSONNEL ACTION**

MCM 12 JUNE 59

1. Serial No. <b>119477</b>		2. Name (Last-First-Middle) <b>TARASOFF BORIS D</b>			3. Date Of Birth Mo. Da. Yr. <b>11 02 08</b>			4. Vet. Pref. None-0 5 Pt-1 10 Pt-2 <b>1</b>		5. Sex <b>M 1</b>	6. CS - EOD Mo. Da. Yr. <b>02 20 56</b>		
7. SCD Mo. Da. Yr. <b>06 02 51</b>		8. CSC Rmt. Yes-1 No-2 <b>1</b>		9. CSC Or Other Legal Authority <b>50 USCA 403</b>		10. Apmt. Affidav. Mo. Da. Yr.			11. FEGLI Yes-1 No-2		12. LCD Mo. Da. Yr. <b>02 20 56</b>		13. <small>Pres. App. Exch. Lco</small> Yes-1 No-2 <b>2</b>

**PREVIOUS ASSIGNMENT**

14. Organizational Designations <b>DDI OFFICE OF OPERATIONS FDD USSR BRANCH MATERIALS &amp; INDUSTRY SECT.</b>				Code	15. Location Of Official Station <b>WASH., D. C.</b>				Station Code	
16. Dept. - Field Dept. - 2 USfld - 4 Frgn - 6 <b>2</b>		17. Position Title <b>10 FOREIGN DOC</b>			18. Position No. <b>1147</b>		19. Serv. <b>GS</b>	20. Occup. Series <b>0132.48</b>		
21. Grade & Step <b>09 3</b>		22. Salary Or Rate <b>\$ 6285</b>		23. SD <b>00</b>	24. Date Of Grade Mo. Da. Yr.		25. PSI Due Mo. Da. Yr.		26. Appropriation Number <b>9 4300 20 001</b>	

**ACTION**

27. Nature Of Action <b>PROMOTION</b>		Code <b>30</b>	28. Eff. Date Mo. Da. Yr. <b>06 14 59</b>		29. Type Of Employee <b>REGULAR</b>		Code <b>01</b>	30. Separation Data	
--	--	-------------------	---	--	--	--	-------------------	---------------------	--

**PRESENT ASSIGNMENT**

31. Organizational Designations <b>DDI 00 FDD USSR BRANCH MATERIALS &amp; INDUSTRY SECT.</b>				Code <b>2720</b>	32. Location Of Official Station <b>WASH., D. C.</b>				Station Code <b>75013</b>	
33. Dept. - Field Dept. - 2 USfld - 4 Frgn - 6 <b>2</b>		34. Position Title <b>10 FOREIGN DOC</b>			35. Position No. <b>1146</b>		36. Serv. <b>GS</b>	37. Occup. Series <b>0132.48</b>		
38. Grade & Step <b>10 1</b>		39. Salary Or Rate <b>\$ 6505</b>		40. SD <b>00</b>	41. Date Of Grade Mo. Da. Yr. <b>06 14 59</b>		42. PSI Due Mo. Da. Yr. <b>06 12 60</b>		43. Appropriation Number <b>9 4300 20 001</b>	

44. Remarks

*2 E 6/15/59*



**SECRET**  
(WHEN FILLED IN)

1. EMP. SERIAL NO. 119477		2. NAME TARASOFF BORIS D			3. ASSIGNED ORGAN DDI/FDD-25		4. FUNDS V-20		5. ALLOCATION				
6. OLD SALARY RATE					7. NEW SALARY RATE								
GRADE	STEP	SALARY	LAST EFFECTIVE DATE			GRADE	STEP	SALARY	EFFECTIVE DATE				
			MO.	DA.	YR.				MO.	DA.	YR.		
GS	9	2	\$ 6,135	05	18	58	GS	9	3	\$ 6,285	05	17	59
TO BE COMPLETED BY THE OFFICE OF THE COMPTROLLER													
8. CHECK ONE <input checked="" type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> EXCESS LWOP						9. NUMBER OF HOURS LWOP							
IF EXCESS LWOP, CHECK FOLLOWING: <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> IN LWOP STATUS AT END OF WAITING PERIOD.						10. INITIALS OF CLERK <i>PK</i>			11. AUDITED BY				
TO BE COMPLETED BY THE OFFICE OF PERSONNEL													
12. PROJECTED SALARY RATE AND EFFECTIVE DATE						13. REMARKS							
GRADE	STEP	SALARY	MO.	DA.	YR.								
14. AUTHENTICATION													
<p>65. NOV 05 11 50 AM '59</p> <p>BRANCH PAYROLL</p> <p><b>PERIODIC STEP INCREASE - AUTHENTICATION</b></p>													

FORM NO. 560b  
1 MAR. 58

**SECRET**

PERSONNEL FOLDER (4)

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

SER #	NAME	SD	OLD SLOT	NEW SLOT	DATE
119477	TARASOFF BORIS D	UD	0653.04	1147	02/24/59

**SECRET**  
(WHEN FILLED IN)

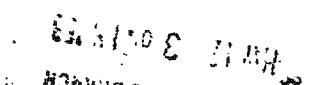
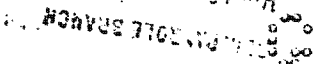
1. EMP. SERIAL NO. 119477		2. NAME TARASOFF BORIS D			3. ASSIGNED ORGAN. DDI/FDD 25		4. FUNDS V-20		5. ALLOTMENT		
6. OLD SALARY RATE						7. NEW SALARY RATE					
GRADE	STEP	SALARY	LAST EFFECTIVE DATE			GRADE	STEP	SALARY	EFFECTIVE DATE		
			MO.	DA.	YR.				MO.	DA.	YR.
GS	9	\$ 5,440				GS	9	\$ 5,575	05	18	58
REMARKS											
<i>Rd</i>											
CERTIFICATION											
I CERTIFY THAT THE SERVICE AND CONDUCT OF THE ABOVE NAMED EMPLOYEE ARE SATISFACTORY.											
TYPED, OR PRINTED, NAME OF SUPERVISOR TALBOT SIELEFELDT				DATE 1 April 1958		SIGNATURE OF SUPERVISOR <i>T. Sielefeldt</i>					
PERIODIC STEP INCREASE - CERTIFICATION											

FORM NO. 560  
1 MAR 58

**SECRET**

PERSONNEL FOLDER (4)

**SECRET**  
(WHEN FILLED IN)

1. EMP. SERIAL NO. 119477		2. NAME TARASOFF BORIS D			3. ASSIGNED ORGAN. DDI/FDD		4. FUNDS V-20		5. ALLOTMENT		
6. OLD SALARY RATE						7. NEW SALARY RATE					
GRADE	STEP	SALARY	LAST EFFECTIVE DATE			GRADE	STEP	SALARY	EFFECTIVE DATE		
			MO.	DA.	YR.				MO.	DA.	YR.
GS	9	\$ 5,440				GS	9	\$ 5,575	05	18	58
TO BE COMPLETED BY THE OFFICE OF COMPTROLLER											
9. CHECK ONE <input checked="" type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> EXCESS LWOP						9. NUMBER OF HOURS LWOP					
IF EXCESS LEAVE LWOP, CHECK FOLLOWING: <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> IN LWOP STATUS AT END OF WAITING PERIOD						10. INITIALS OF CLERK <i>MP</i>			11. AUDITED BY		
TO BE COMPLETED BY THE OFFICE OF PERSONNEL											
12. PROJECTED SALARY RATE AND EFFECTIVE DATE						13. REMARKS					
GRADE	STEP	SALARY	MO.	DA.	YR.						
14. AUTHENTICATION											
 											
PERIODIC STEP INCREASE - AUTHENTICATION											

**SECRET**

PERSONNEL FOLDER (4)

S E C R E T

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

NAME	SERIAL	GRADE-STEP	OLD SALARY	NEW SALARY
TARASOFF BORIS D	119477	GS-09-2	\$ 5,575	\$ 6,135

GORDON M. STEWART  
/S/ DIRECTOR OF PERSONNEL

S E C R E T

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION are

1. NAME (MR.-MRS.-MS.-ONE GIVEN NAME, INITIALS, AND SURNAME) <b>MR. BORIS D. SARASOFF</b>		2. DATE OF BIRTH <b>2 Nov 1908</b>	3. JOURNAL OR ACTION NO.	4. DATE <b>17 May 1957</b>
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) <b>PROMOTION</b>		6. EFFECTIVE DATE <b>19 May 1957</b>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY <b>50 USCA 403 J</b>	
FROM		TO		
<b>GS-0132.48-7 \$4660.00 per annum</b>		8. POSITION TITLE <b>Foreign Documents Off. K-653.04</b>	<b>GS-0132.48-9 \$5440.00 per annum</b>	
		9. SERVICE SERIES, GRADE, SALARY		
		10. ORGANIZATIONAL DESIGNATIONS <b>232040</b>	<b>DDI/00 Foreign Documents Division USSR Branch</b>	
		11. HEADQUARTERS <b>2</b>	<b>Washington, D. C.</b>	
<input type="checkbox"/> FIELD	<input type="checkbox"/> DEPARTMENTAL	12. FIELD OR DEPT'L	<input type="checkbox"/> FIELD	<input checked="" type="checkbox"/> DEPARTMENTAL
13. VETERAN'S PREFERENCE		14. POSITION CLASSIFICATION ACTION		
NONE	WWII	OTHER	5-PT	10-POINT
			<input checked="" type="checkbox"/>	
		NEW	VICE	I. A.
				REAL
		<b>GS-00</b>		
15. SEX <b>M</b>	16. APPROPRIATION FROM: <b>7-4301-20</b> TO: <b>6000</b>		17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) <b>Yes</b>	18. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)
	<b>750-13</b>			19. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:
20. REMARKS:  <b>2 BOD 02/20/56</b>				

**POSTED**  
 17 MAY 1957  
*JW*

ENTRANCE PERFORMANCE RATING: OOO OOO OOO OOO OOO OOO OOO OOO OOO OOO  
 Director of Personnel SIGNATURE OR OTHER AUTHENTICATION

4. PERSONNEL FOLDER COPY

717 - 4/23/57

1. EMP. SERIAL NO. 119477		L. NAME TARASOFF BORIS D		3. POSITION GRADE DDI/FDD-25		4. PAY PLAN V-20					
6. OLD SALARY RATE				7. NEW SALARY RATE							
GRADE	STEP	SALARY	LAST EFFECTIVE DATE			GRADE	STEP	SALARY	EFFECTIVE DATE		
			MO	DA	YR				MO	DA	YR
7	1	\$ 4,525	02	20	56	7	2	\$ 4,660	02	24	57
REMARKS											
CERTIFICATION											
I CERTIFY THAT THE SERVICE AND CONDUCT OF THE ABOVE NAMED EMPLOYEE ARE SATISFACTORY.											
TYPED, OR PRINTED, NAME OF SUPERVISOR Talbot Bielefeldt			DATE 7 Jan 57		SIGNATURE OF SUPERVISOR <i>T. Bielefeldt</i>						
PERIODIC STEP INCREASE - CERTIFICATION											

FORM NO. 560  
1 MAR. 55

SECRET

PERSONNEL FOLDER (4)

STANDARD FORM 50 (5 PART)  
REV. APRIL 1951  
PROMULGATED BY  
U. S. CIVIL SERVICE COMMISSION  
CHAPTER XI, FEDERAL PERSONNEL MANUAL

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.-MISS.-MRS.-ONE GIVEN NAME, INITIALS, AND SURNAME) <b>MR. BORIS D. TARASOFF</b>		2. DATE OF BIRTH <b>2 Nov 1908</b>		3. JOURNAL OR ACTION NO.		4. DATE <b>3 October 1956</b>	
<i>This is to notify you of the following action affecting your employment:</i>							
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) <b>REASSIGNMENT</b>				6. EFFECTIVE DATE <b>7 Oct 1956</b>		7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY <b>50 USCA 403 J</b>	
FROM <b>K-771.99</b> <b>GS-0132.48-7 \$4525.00 per annum</b>		8. POSITION TITLE <b>Foreign Documents Off. K-653.04-7</b>		TO <b>GS-0132.48-7 \$4525.00 per annum</b>			
9. SERVICE, SERIES, GRADE, SALARY		10. ORGANIZATIONAL DESIGNATIONS <b>232040</b>					
11. HEADQUARTERS <b>2</b>		12. FIELD OR DEPT'L <b>Washington, D. C.</b>					
13. VETERAN'S PREFERENCE		14. POSITION CLASSIFICATION ACTION					
15. SEX <b>1 M</b>		16. APPROPRIATION FROM: <b>7-4301-80</b> TO: <b>750-13</b>		17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) <b>Yes</b>		18. DATE OF APPOINTMENT AFFIDAVIT (EXCEPTIONS ONLY) <b>ED-00</b>	
19. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:							
20. REMARKS:							

4 BED 02/20/56

POSTED  
OCT 5 1956

CENTRAL INTELLIGENCE AGENCY

101

### NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR - MRS - MISS - ONE GIVEN NAME, INITIALS) AND SURNAME) <b>Mr. Boris D. Sereasoff</b>	2. DATE OF BIRTH <b>2 Nov 1908</b>	3. JOURNAL OR ACTION NO.	4. DATE <b>13 Sep 1956</b>
--	---------------------------------------	--------------------------	-------------------------------

This is to notify you of the following action affecting your employment:

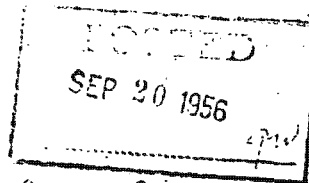
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) <b>Reassignment (Change of Service Designation) <sup>57</sup></b>	6. EFFECTIVE DATE <b>9 Sep 1956</b>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY <b>50 UECA 403 j</b>
---	--	---

FROM		TO
<b>Intell. Asst. BVP-0141</b> <b>GS-0301.88-7</b> <b>DDE/PI Staff</b> <b>Division D, Project EB Jointly</b> <b>Office of the Chief</b> <b>Branch 2, Section B</b>	8. POSITION TITLE  9. SERVICE, SERIES, GRADE, SALARY  10. ORGANIZATIONAL DESIGNATIONS <b>232040</b>  11. HEADQUARTERS <b>2</b>  12. FIELD OR DEPT'L <b>FIELD</b> <input type="checkbox"/> <b>DEPARTMENTAL</b> <input type="checkbox"/>	<b>Foreign Docs. Off. E-777-99</b> <b>GS-0138.48-7 \$4525.00 per annum</b> <b>DDI/OD</b> <b>FED</b> <b>USSR Branch</b>  <b>Washington, D. C.</b>  <b>FIELD</b> <input type="checkbox"/> <b>DEPARTMENTAL</b> <input checked="" type="checkbox"/>

15. VETERAN'S PREFERENCE NONE <input type="checkbox"/> WWII <input type="checkbox"/> OTHER <input type="checkbox"/> 5-PT. <input checked="" type="checkbox"/> 10-POINT <input type="checkbox"/>	14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> I. A. <input type="checkbox"/> REAL <input type="checkbox"/> <b>From: SD/D</b> <b>To : SD/OD</b>
18. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY)	19. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: _____
16. APPROPRIATION FROM: <b>7-2306-83</b> <b>750-13</b> TO: <b>7-4301-80</b>	17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) <b>Yes</b>

20. REMARKS:

4 BOD 02/20/56



ENTRANCE PERFORMANCE RATING:

Director of Personnel

4. PERSONNEL FOLDER COPY

773 7/14/56

CENTRAL INTELLIGENCE AGENCY

P.C. 14 Dec. 1955

**NOTIFICATION OF PERSONNEL ACTION** C-1735 tat

1. NAME (MR - MISS - MRS - ONE GIVEN NAME, INITIALS, AND SURNAME) <b>MR. MORIS D. TARCOFF</b>		2. DATE OF BIRTH <b>2 Nov. 1913</b>	3. JOURNAL OR ACTION NO.	4. DATE <b>20 Feb. 1956</b>																																				
This is to notify you of the following action affecting your employment:																																								
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) <b>REASSIGNED</b>		6. EFFECTIVE DATE <b>20 Feb. 1956</b>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY <b>50 USCA 1735</b>																																					
FROM		TO																																						
8. POSITION TITLE <b>Intel. Asst. RVP-6141</b>		9. SERVICE, SERIES, GRADE, SALARY <b>GS-371.26-7 \$4,525.00 p.a.</b>																																						
10. ORGANIZATIONAL DESIGNATIONS <b>DDP/FI Staff Division D Project REBORNITLY Office of the Chief Branch 2 Section B</b>		11. HEADQUARTERS <b>Washington, D. C.</b>																																						
12. FIELD OR DEPT'L <input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		12. FIELD OR DEPT'L <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL																																						
13. VETERAN'S PREFERENCE NONE <input type="checkbox"/> WWII <input type="checkbox"/> OTHER <input type="checkbox"/> 5-PT. <input type="checkbox"/> 10-POINT <input checked="" type="checkbox"/> DISAD <input type="checkbox"/> OTHER <input type="checkbox"/>		14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> I. A. <input type="checkbox"/> REAL. <input type="checkbox"/> S.E.D. <input type="checkbox"/> R.C.G. <input type="checkbox"/>																																						
15. SEX <b>M</b>	16. APPROPRIATION FROM: TO: <b>6 2706 23</b>	17. SUBJECT TO C. S. RETIREMENT ACT (YES - NO) <b>Yes</b>	18. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY) <b>20 Feb. 1956</b>	19. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: <b>Calif.</b>																																				
20. REMARKS:  Subject to the satisfactory completion of a trial period of one year. Subject to the satisfactory completion of a medical examination.  <b>RC-93</b>  DOG: 2/2/56 CSFOD: 2/20/56 LGD: 2/20/56 SGD: 6/02/51  PSI Dns: 2/24/57																																								
ENTRANCE PERFORMANCE RATING: <table border="1"> <tr> <td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td> </tr> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>					3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20																		
3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20																							
Director of Personnel																																								

FOUNDED  
2/2/56

4. PERSONNEL FOLDER COPY

1/1/56 2/20/56

**SECRET**  
(When Filled In)

FITNESS REPORT					EMPLOYEE SERIAL NUMBER	
					019477	
<b>SECTION A GENERAL</b>						
1. NAME (Last) <i>Taylor</i> (First) <i>Boris</i> (Middle)			2. DATE OF BIRTH 2 Nov. 08	3. SEX M	4. GRADE GS-12	5. SD D
6. OFFICIAL POSITION TITLE Ops Off			7. OFF/DIV/BR OF ASSIGNMENT DDP/WII/Br. 1	8. CURRENT STATION Mexico City		
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 checked="" type="checkbox"/>	REASSIGNMENT SUPERVISOR
<input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)				<input 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 January - 15 July 1970,			
<b>SECTION B PERFORMANCE EVALUATION</b>						
<p><b>U-Unsatisfactory</b> Performance is unacceptable. A rating in this category requires immediate and 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><b>M-Marginal</b> Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.</p> <p><b>P-Proficient</b> Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p><b>S-Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O-Outstanding</b> 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>						
<b>SPECIFIC DUTIES</b>						
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	
Translation of Russian language materials into English transcript.					S	
SPECIFIC DUTY NO. 2					RATING LETTER	
Preparation of personality and assessment reports on individual Soviets based on above.					S	
SPECIFIC DUTY NO. 3					RATING LETTER	
Transcription of English language conversations.					P	
SPECIFIC DUTY NO. 4					RATING LETTER	
SPECIFIC DUTY NO. 5					RATING LETTER	
SPECIFIC DUTY NO. 6					RATING LETTER	
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>						
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	

15 AUG 1970  
*[Signature]*

GROUP 1  
Excluded from automatic  
downgrading and  
declassification



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.

This officer has continued to perform his assigned tasks in superior fashion. Not only is he a skilled transcriber/translator, he is also able to put his experience and knowledge into words in preparing character analyses which have been of great value to the Station's operational program. Although his work load is often quite heavy, he can always be counted on to complete his assignments promptly and he willingly puts in the extra time frequently needed.

His team spirit and dedication are shown by the fact that on several occasions, in spite of advancing age and recent illness, he spent long hours in base houses on live-monitoring assignments. He will be greatly missed when he retires in the near future.

As previously noted, this officer does not handle operational funds or have supervisory responsibilities. He has had no cover problems, nor has he required any unusual administrative support, other than that which is to be expected in connection with his forthcoming retirement.

SECTION D

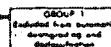
CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT.		
DATE	SIGNATURE OF EMPLOYEE	
	/s/ <i>[Signature]</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
19 months		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
	Ops Officer	Donald F. Vogel /s/
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
I concur in the above ratings and comments. I am not able to add any meaningful comments due to the highly specialized nature of Subject's duties.		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
	Deputy Chief of Station	Paul V. Harwood /s/

SECRET

**SECRET**  
(When Filled In)

FITNESS REPORT					EMPLOYEE SERIAL NUMBER	
					019477	
<b>SECTION A GENERAL</b>						
1. NAME (Last) <u>Jaroslav</u> (First) <u>Smuk</u> (Middle)			2. DATE OF BIRTH 2 Nov 1908	3. SEX M	4. GRADE GS-12	5. SD D
6. OFFICIAL POSITION TITLE Ops Officer			7. OFF/DIV/BR OF ASSIGNMENT DDP/WH/Bf.1	8. CURRENT STATION Mexico City		
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"/> REASSIGNMENT EMPLOYEE
<input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)			<input checked="" type="checkbox"/> ANNUAL			
SPECIAL (Specify):			SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P. 28 February 1970			12. REPORTING PERIOD (From- to) 1 January thru 31 December 1969			
<b>SECTION B PERFORMANCE EVALUATION</b>						
<p><b>W - Weak</b> 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><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> 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>						
<b>SPECIFIC DUTIES</b>						
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	
Translation of Russian language materials into English transcript.					S	
SPECIFIC DUTY NO. 2					RATING LETTER	
Preparation of personality and assessment reports on individual Soviets based on the above.					S	
SPECIFIC DUTY NO. 3					RATING LETTER	
Transcription of English language conversations.					P	
SPECIFIC DUTY NO. 4					RATING LETTER	
SPECIFIC DUTY NO. 5					RATING LETTER	
SPECIFIC DUTY NO. 6					RATING LETTER	
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>						
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**

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.

This officer continues to perform his assigned duties in a superior fashion. Illness put him out of action for some time, but otherwise the Station received the fine performance which has come to be routine with him. This officer's experience and dedication make it possible for him to work effectively with an absolute minimum of supervision. He responds instinctively to items of operational significance, and his experience and knowledge make it possible for him to write penetrating analyses of target personalities, and interrelationships among these persons, based solely on what he hears.

This officer has also been called upon to transcribe material from audio operations, in addition to the telephone material which is his normal assignment. He has also handled this well, although his advancing age and less acute hearing make this task much more difficult for him.

While not called upon to use Spanish normally, he has sufficient fluency to handle material in Spanish when required.

This officer uses his time well and takes good care of the equipment assigned to him. He does not handle operational funds nor does he have any supervisory responsibilities.

**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
20 January 1970	[Redacted] /s/

**2. BY SUPERVISOR**

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

DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
20 January 1970	Donald F. Vogel /s/	Ops Officer

**3. BY REVIEWING OFFICIAL**

COMMENTS OF REVIEWING OFFICIAL

I can add nothing substantive to the above report since I have little opportunity to deal at first hand with Subject's output. The rating officer is both meticulous and fair and I have full confidence in his evaluation of Subject.

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
20 January 1970	Chief, Ops Officer	Paul V. Harwood /s/

**SECRET**  
(When Filled In)

FITNESS REPORT					EMPLOYEE SERIAL NUMBER	
					019477	
<b>SECTION A GENERAL</b>						
1. NAME (Last) <i>Tarnoff</i> (First) <i>James</i> (Middle) <i>W.</i>		2. DATE OF BIRTH 2 Nov. 1908	3. SEX M	4. GRADE GS-12	5. SD D	
6. OFFICIAL POSITION TITLE Ops Officer			7. OFF/DIV/BR OF ASSIGNMENT DDP/WH/1		8. CURRENT STATION Mexico City	
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 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. 28 February 1969			12. REPORTING PERIOD (From - to) 1 January 1968 thru 31 December 1968			
<b>SECTION B PERFORMANCE EVALUATION</b>						
<p><b>W - Weak</b> 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><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>D - Outstanding</b> 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>						
<b>SPECIFIC DUTIES</b>						
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	
Translation of Russian language product into English transcript					S	
SPECIFIC DUTY NO. 2					RATING LETTER	
Preparation of personality and assessment reports on individual Soviets based on the above.					S	
SPECIFIC DUTY NO. 3					RATING LETTER	
Translation of Russian letters into English					S	
SPECIFIC DUTY NO. 4					RATING LETTER	
Transcription of English language conversations					P	
SPECIFIC DUTY NO. 5					RATING LETTER	
SPECIFIC DUTY NO. 6					RATING LETTER	
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>						
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 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.</p>			
<p align="right">FEB 25 1 46 PM '69</p> <p>This officer continues to consistently perform at the excellent level which has characterized his work in this Station for several years. His high level of personal dedication and professional competence have become standard.</p> <p>From his daily work he has an intimate knowledge of and insight into the personalities of individual Soviets and the personal inter-relationships existing between members of the local Soviet colony. The character analyses which he prepares are excellent and an invaluable aid to our Soviet program.</p> <p>He has had no professional, administrative, or personal problems during the reporting period.</p> <p>His knowledge of Spanish continues to improve and aids him considerably in his work.</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		
28 Jan 60	[REDACTED]		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
41 months			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
28 Jan 69	Ops Officer	Paul L. Dillion /s/	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p>The reviewing officer concurs with the ratings given in Section B and in the narrative evaluation of this officer's performance in Section C. He continues to perform his duties in a superior fashion.</p>			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
28 Jan 69	Chief of Station	Winston M. Scott /s/	

**SECRET**

**SECRET**  
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				019477	
<b>SECTION A</b>			<b>GENERAL</b>		
1. NAME <i>[Redacted]</i>		2. DATE OF BIRTH 2 Nov 1928	3. SEX M	4. GRADE GS-12	5. SO D
6. OFFICIAL POSITION TITLE Ops Officer		7. OFF DIV BR OF ASSIGNMENT DDP/WH/1		8. CURRENT STATION Mexico City	
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 type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT EMPLOYEE	
SPECIAL (Specify):			SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P. 28 February 1968			12. REPORTING PERIOD (From- to) 1 January 1967 - 1 January 1968		
<b>SECTION B</b>			<b>PERFORMANCE EVALUATION</b>		
<p><b>W - Weak</b> 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><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> 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>					
<b>SPECIFIC DUTIES</b>					
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  Translation of Russian language telephone product into English transcript.					RATING LETTER  S
SPECIFIC DUTY NO. 2  Preparation of personality and assessment reports on individual Soviets based on the above.					RATING LETTER  S
SPECIFIC DUTY NO. 3  Translation of Russian letters into English.					RATING LETTER  S
SPECIFIC DUTY NO. 4  Transcription of English language conversations.					RATING LETTER  P
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
24 MAY 1968					
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>					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.					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. <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>This officer continues to perform his duties <sup>May 77</sup> in the excellent manner that we have come to expect during the 4 1/2 years that he has served in the Station. His work is an indispensable part of the Station's program.</p>			
<p>He has had no professional, administrative or personal problems during the reporting period.</p>			
<p>He continues to study Spanish in which he shows satisfactory improvement.</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		
	<i>/s/ [Redacted] [Redacted]</i>		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
20			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
	Ops Officer	Paul Dillon	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
The Reviewing Officer concurs in the ratings given this officer and in the narrative evaluation of his performance.			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
16 February 1968	Chief of Station	Winston Scott	

SECRET

**SECRET**  
(When Filled In)

019477  
96

FITNESS REPORT				EMPLOYEE SERIAL NUMBER 254338	
<b>SECTION A GENERAL</b>					
1. NAME (Last) (First) (Middle) <i>[Redacted]</i>		2. DATE OF BIRTH 2 Nov 1908	3. SEX M	4. GRADE GS-12	5. SD D
6. OFFICIAL POSITION TITLE Ops Officer			7. OFF DIV/BR OF ASSIGNMENT DPP/WH-1	8. CURRENT STATION Mexico City	
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. 28 February 1967			12. REPORTING PERIOD (From - To) 1 January 1966-31 December 1966		
<b>SECTION B PERFORMANCE EVALUATION</b>					
<p><b>W - Weak</b> 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><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> 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>					
<b>SPECIFIC DUTIES</b>					
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 Translation of Russian language telephone tap product into English transcript.					RATING LETTER O
SPECIFIC DUTY NO. 2 Preparation of personality and assessment reports on individual Soviets based on the above.					RATING LETTER S
SPECIFIC DUTY NO. 3 Translation of Russian letters into English.					RATING LETTER S
SPECIFIC DUTY NO. 4 Translation of Spanish language telephone product into English and transcription of English conversations					RATING LETTER P
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
<p align="center">31 MAR 1967</p> <p align="center">14 JUN 1967</p>					
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>					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.					S



**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.

~~██████████~~ continues to show a high degree of competence in his primary responsibility, which is translating and transcribing Russian telephone conversations. He works quickly and accurately and has a fine feeling for the subtleties of the Russian language. His character analyses of Soviets have been of great assistance in the Station's operational planning. He continues to maintain his deep cover status well and presents no problem of either an administrative or a personal nature. His wife continues to assist him with his work, and together they make an excellent team.

Subject is very cost conscious in his operational duties.

**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
3 Feb 67	/s/ <del>██████████</del> <i>Jessie P. Brown</i>

**2. BY SUPERVISOR**

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

DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
3 Feb 67	Ops Officer	/s/ Cynthia Hausmann

**3. BY REVIEWING OFFICIAL**

COMMENTS OF REVIEWING OFFICIAL

I agree with the rating officer's evaluation. The Station is fortunate that ~~██████████~~ intends to remain permanently in Mexico where he makes an invaluable contribution to the SB Section's program and presents no difficulties whatsoever.

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
3 Feb 67	Ops Officer	/s/ Paul L. Dillon

**SECRET**  
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				019477	
<b>SECTION A GENERAL</b>					
1. NAME <i>Jaroslav Borus</i> (Last) (First) (Middle)		2. DATE OF BIRTH 2 Nov 08	3. SEX M	4. GRADE GS-12	5. SO D
6. OFFICIAL POSITION TITLE Ops Officer		7. OFF/DIV/BR OF ASSIGNMENT DDP/WH/1		8. CURRENT STATION Mexico City	
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 type="checkbox"/> SPECIAL (Specify):			<input checked="" type="checkbox"/> INITIAL <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to) 16 August 1965 - 31 December 1965		
<b>SECTION B PERFORMANCE EVALUATION</b>					
<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>					
<b>SPECIFIC DUTIES</b>					
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 Translation of Russian telephone and audio products into English transcript					RATING LETTER S
SPECIFIC DUTY NO. 2 Processing transcribed telephone materials into a format which allows for immediate analysis and filing					RATING LETTER S
SPECIFIC DUTY NO. 3 Preparation of personality and assessment reports on individual Soviets on the basis of the above material					RATING LETTER S
SPECIFIC DUTY NO. 4					RATING LETTER
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
<div style="border: 2px solid black; padding: 5px; display: inline-block;"> <b>POSTED ON</b>  <b>OF-4b</b> </div>					
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>					
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


SECTION C NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in mind their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations regarding 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 supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If needed to complete Section C, attach a separate sheet of paper.

There has been no change in the excellent performance of the officer and his wife, a contract employee, who assists him in all phases of his work.

There have been no problems of either a professional or personal nature during the reporting period.

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	
16 June 1966	 1st Lt. J. B. B.	
2. BY SUPERVISOR		
MONTHS EMPLOYEES HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
9 1/2		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
16 June 1966	Chief/SR/Mex.	Paul J. Dillon /s/
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
Concur.		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
16 June 1966	Chief of Station	Winston M. Scott /s/

SECRET

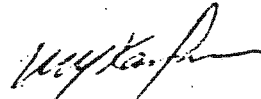
SECRET

12 AUG 61

FITNESS REPORT (CONTINUED)

*Jaydiff, David*

Subject has not been in a supervisory position and his present assignment outside on unofficial cover working as a loner gives no indication as to his supervisory ability. It is believed Subject probably serves best as an independent analyst without supervisory responsibilities.



W.J. Kaufman  
C/WH/1

GROUP 1  
EXCLUDED FROM AUTOMATIC  
DOWNGRADING AND  
DECLASSIFICATION

SECRET

**SECRET**  
(When Filled In)

FITNESS REPORT					EMPLOYEE SERIAL NUMBER 017477 264216	
<b>SECTION A GENERAL</b>						
1. NAME (Last) <i>Jardiff</i> (First) <i>Deane</i> (Middle)			2. DATE OF BIRTH 2 Nov 1908	3. SEX M	4. GRADE GS-12	5. SD D
6. OFFICIAL POSITION TITLE Operations Officer			7. OFF/DIV/BR OF ASSIGNMENT /WH/1	8. CURRENT STATION Mexico City		
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 checked="" type="checkbox"/>	REASSIGNMENT SUPERVISOR
CAREER-PROVISIONAL (See Instructions - Section C)			ANNUAL		REASSIGNMENT EMPLOYEE	
SPECIAL (Specify):			SPECIAL (Specify):			
11. DATE REPORT DUE IN U.P.			12. REPORTING PERIOD (From to) 30 Sep 1964 - 15 Aug 1965			
<b>SECTION B PERFORMANCE EVALUATION</b>						
<p><b>W - Weak</b> 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><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> 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>						
<b>SPECIFIC DUTIES</b>						
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	
Translation of Russian language telephone and audio product into English transcript.					S	
SPECIFIC DUTY NO. 2					RATING LETTER	
Preparation of characterization-assessment personality reports on the Soviet complement.					S	
SPECIFIC DUTY NO. 3					RATING LETTER	
Processing of transcribed telephone materials into format facilitating immediate analysis and handling by the Station.					S	
SPECIFIC DUTY NO. 4					RATING LETTER	
SPECIFIC DUTY NO. 5					RATING LETTER	
SPECIFIC DUTY NO. 6					RATING LETTER	
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>						
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	

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

SECRET

(When Filled In)

SECTION C NARRATIVE COMMENTS

Indicates 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.

Subject has continued to demonstrate a very high level of interest and competence in his work. Beyond the relatively technical aspect of producing transcriptions, which he accomplishes with timeliness, accuracy and thoroughness, he strives to provide the Station and Headquarters with an insight in depth on the local Soviet complement. He does this capably, particularly when one understands the limitations of his technical access. His wife, a contract employee, assists him in the preparation of the technical product. However, her over-all contribution goes beyond this, since Subject and his wife work together in effort to distill the meaning of their product in terms of personality assessment. They are uniquely well adjusted to their deep cover circumstances, are of little burden administratively to the Station, and are presently interested in continuing their assignment in Mexico City indefinitely.

SECTION D CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

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

DATE 4 February 1966 SIGNATURE OF EMPLOYEE [Redacted] /s/ [Redacted]

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 2-6 IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE 22 Dec 1965 OFFICIAL TITLE OF SUPERVISOR Operations Officer TYPED OR PRINTED NAME AND SIGNATURE Herbert Manell /s/

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

Chief of Station, Mexico City concurs in this Fitness Report as submitted by [Redacted] supervisor for the period reported.

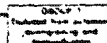
DATE 12 April 1966 OFFICIAL TITLE OF REVIEWING OFFICIAL Chief of Station TYPED OR PRINTED NAME AND SIGNATURE Winston X. Scott /s/

**SECRET**  
(When Filled In)

98

FITNESS REPORT					EMPLOYEE SERIAL NUMBER	
<b>SECTION A GENERAL</b> 1. NAME: <i>Taras H. B...</i> <small>(Last) (First) (Middle)</small>						
2. DATE OF BIRTH 2 Nov 1908		3. SEX M	4. GRADE S-11	5. SD D		
6. OFFICIAL POSITION TITLE Operations Officer			7. OFF/DIV/BR OF ASSIGNMENT DDP WH 3		8. CURRENT STATION WASCO CELL	
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT			
CAREER	RESERVE	TEMPORARY	INITIAL	REASSIGNMENT SUPERVISOR		
CAREER-PROVISIONAL (See Instructions - Section C)			X ANNUAL	REASSIGNMENT EMPLOYEE		
SPECIAL (Specify):			SPECIAL (Specify):			
11. DATE REPORT DUE IN G.P. 30 November 1963			12. REPORTING PERIOD (From - to) 5 June - 30 September 1963			
SECTION B PERFORMANCE EVALUATION						
<b>W - Weak</b> 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. <b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence. <b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner. <b>S - Strong</b> Performance is characterized by exceptional proficiency. <b>O - Outstanding</b> 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).						RATING LETTER
SPECIFIC DUTY NO. 1 Translation of Russian language telephone and audio product into English transcript.						P
SPECIFIC DUTY NO. 2						RATING LETTER
SPECIFIC DUTY NO. 3						RATING LETTER
SPECIFIC DUTY NO. 4						RATING LETTER
SPECIFIC DUTY NO. 5						RATING LETTER
SPECIFIC DUTY NO. 6						RATING LETTER
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
21 NOV 1963						

**POSTED ON**  
10/20/63



**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.

The relatively limited period of Subject's assignment to the Station, coupled with the normal complications attendant to a staffer's conversion to the DDP and to a deep cover status on a first assignment abroad, compels the supervisor to make a tentative assessment only at this time. However, from all indications to date it would appear that Subject and his family are acclimating themselves very well to the environmental, cover and work situation. Subject is interested in his work, applies himself conscientiously and is prompt in completing his assignments whether the work load for a day is light, or is heavy and requires unpaid overtime concentration. The translation product is presently exact and conforms to the Station's standards for such work. As Subject becomes more familiar with specific Station requirements, through experience and with closer supervision than afforded to date, he will be able to make a more imaginative contribution to his work, an effort that he has already begun.

**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 October 1963	/S/ [REDACTED]

2. BY SUPERVISOR  
IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION		
4		

DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
25 October 1963	Operations Officer	/S/ Herbert Manell

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
1963	e/m/13	[Signature]



TRAINING REPORT

Spanish Basic Reading, Speaking, Writing  
(200 hours, full time)

02/24/63 - 02/15/63

Student	: Boris D. Tarasoff	Office	: WH
Year of Birth	: 1908	Service Designation	: D
Grade	: 11	No. of Students	: 4
EOD Date	: 02/56	Instructor	: Mrs. L. Edwards

**COURSE OBJECTIVES - CONTENT AND METHOD**

This is a 20-week, full-time course. The general aim of the course is to enable the student to use the spoken language with moderate facility and accuracy in a large number of everyday situations while providing a basis for further learning of the language either by actual use in the area or by further formal study. The major objectives of the course are to develop an ability; 1) to distinguish and produce the sounds of the language; 2) to use a large variety of basic sentences and expressions in the spoken language and apply them by re-combination to new situations; 3) to comprehend spoken Spanish in a variety of current everyday situations; 4) to develop the skills and techniques needed to read Spanish texts with minimum use of the dictionary; 5) to write the language in basic form, including letters, telegrams, short composition, etc.

The entire working day, 5 days a week, is devoted exclusively to language study. Four to five hours daily (a maximum of 25 hours a week) are devoted to guided drill and conversational practice with native speakers. The balance of the day is devoted to language laboratory drill and preparation of assigned material. Three days at mid-term and the final week of the course are spent in a special language-house in which Spanish is spoken exclusively.

**ACHIEVEMENT RECORD**

Student progress is evaluated primarily on oral recitation in the form of drills and free conversation based on memorized material. In addition, several tests are given during the course. The number of students receiving each adjectival rating on overall course performance is shown below. This student's rating is indicated by the asterisk.

<u>Incomplete</u>	<u>Unsatisfactory</u>	<u>Satisfactory</u>	<u>Excellent</u>
1		2*	1

Mr. Tarasoff's application and interest throughout the course was unstinting. Progress in all course objectives was modest but steady. In future study particular attention should be given to pronunciation and structure.

FOR THE DIRECTOR OF TRAINING:

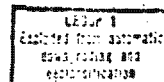
*Lawrence C. Martini*  
LAWRENCE C. MARTINI

Chief Instructor

14 Jun 63

Date

S-E-C-R-E-T  
(When filled in)



**SECRET**  
(When Filled In)

25 OCT 1962  
Seen by           

FITNESS REPORT					EMPLOYEE SERIAL NUMBER	
					019477	
<b>SECTION A GENERAL</b>						
1. NAME (Last)                      (First)                      (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD
Tarasoff                      Boris                      D.			2 Nov 1908	M	GS-11	OD
6. OFFICIAL POSITION TITLE			7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION	
IO (Foreign Doc)			CO/FDD/USSR Branch		Hq.	
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 type="checkbox"/> ANNUAL	<input checked="" type="checkbox"/> X	<input type="checkbox"/> REASSIGNMENT EMPLOYEE	
SPECIAL (Specify):			SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to)			
21 October 1962			1 Oct 61 - 20 Sept 1962			
<b>SECTION B PERFORMANCE EVALUATION</b>						
<p><b>W - Weak</b> 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 counselling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> 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>						
<b>SPECIFIC DUTIES</b>						
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	
Reads Russian-language newspapers, periodicals and books to find information of intelligence value on Soviet heavy and construction machinery industries					O	
SPECIFIC DUTY NO. 2					RATING LETTER	
Evaluates materials found in published sources for processing through internal reports or through contract translations					S	
SPECIFIC DUTY NO. 3					RATING LETTER	
Extracts and translates items for internal reports					P	
SPECIFIC DUTY NO. 4					RATING LETTER	
Compiles Quarterly Scheduled report, <u>Commodity Output of USSR Union Republics</u>					S	
SPECIFIC DUTY NO. 5					RATING LETTER	
Scans Russian-language newspapers, periodicals, and books and selects items of interest to the entire Industry and Materials Section of USSR Branch, FDD					O	
SPECIFIC DUTY NO. 6					RATING LETTER	
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>						
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

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

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>During his rating period, as during his entire tour of duty in FDD, Mr. Tarasoff has demonstrated himself to be a mature highly-capable intelligence officer. His professional ability and personality contributed greatly to the smooth operation of his section.</p>			
SECTION D		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE 20 Sept 1962	SIGNATURE OF EMPLOYEE Dmitri D. Tarasoff		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 1 yr, 10 mos.	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
DATE 19 Sept 1962	OFFICIAL TITLE OF SUPERVISOR Chief, Industry and Materials Section, USSR Branch	TYPED OR PRINTED NAME AND SIGNATURE EDWIN R. STRAKNA	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL I agree with this rating. Mr. Tarasoff has common sense and intelligence sense. He appreciates the significance of information, for intelligence purposes, both in the fields for which he is responsible and in other fields as well. His ability to scan rapidly a great volume of Russian-language material, and extract or note items of value, will be sorely missed.			
DATE 24 Sept 1962	OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, USSR Branch	TYPED OR PRINTED NAME AND SIGNATURE TALBOT BIELEFELDT	

SECRET

SECRET  
(When Filled In)

FITNESS REPORT						EMPLOYEE SERIAL NUMBER				
						19477				
<b>SECTION A GENERAL</b>										
1. NAME (Last) (First) (Middle) <b>Tarasoff, Boris D.</b>			2. DATE OF BIRTH <b>2 November 1908</b>		3. SEX <b>M</b>	4. GRADE <b>GS-11</b>				
5. SERVICE DESIGNATION <b>OD</b>		6. OFFICIAL POSITION TITLE <b>IO (Foreign Doc.)</b>			7. OFF/DIV/BR OF ASSIGNMENT <b>OO/FID/USSR Branch</b>					
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"/> PENDING		<input type="checkbox"/> DECLINED		<input type="checkbox"/> DENIED		<input checked="" type="checkbox"/> ANNUAL				
10. DATE REPORT DUE IN O.P. <b>31 Oct 1961</b>		11. REPORTING PERIOD <b>1 Oct 60-31 Sep 61</b>		12. SPECIAL (Specify)						
<b>SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES</b>										
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 Reads Soviet newspapers, journals, and books for information on Soviet heavy machine building, industrial organizations, on subjects covered by other section members.			RATING NO. <b>7</b>	SPECIFIC DUTY NO. 4 Compiles quarterly scheduled report <u>Commodity Output of USSR Union Republics</u>			RATING NO. <b>5</b>			
SPECIFIC DUTY NO. 2 Judges value of information in Soviet publications, and selects such information for publication in scheduled reports or for contract translation.			RATING NO. <b>6</b>	SPECIFIC DUTY NO. 5 Performs special assignments for other CIA components, such as interpreting from tapes and writing reverse translations.			RATING NO. <b>6</b>			
SPECIFIC DUTY NO. 3 Writes and compiles articles for scheduled reports.			RATING NO. <b>5</b>	SPECIFIC DUTY NO. 6			RATING NO.			
<b>SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION</b>										
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. <b>6</b>				
<b>SECTION D DESCRIPTION OF THE EMPLOYEE</b>										
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee										
1 - Least possible degree	2 - Limited degree	3 - Normal degree	4 - Above average degree	5 - Outstanding degree						
CHARACTERISTICS				NOT APPLICABLE	NOT OBSERVED	RATING				
						1	2	3	4	5
GETS THINGS DONE										X
RESOURCEFUL									X	
ACCEPTS RESPONSIBILITIES									X	
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES									X	
DOES HIS JOB WITHOUT STRONG SUPPORT									X	
FACILITATES SMOOTH OPERATION OF HIS OFFICE									X	
WRITES EFFECTIVELY							X			
SECURITY CONSCIOUS										X
THINKS CLEARLY									X	
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS									X	
OTHER (Specify):										
SEE SECTION "E" ON REVERSE SIDE										

**SECRET**

(When Filled In)

SECTION E			NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE		
Stress strengths and weaknesses demonstrated in current position. Indicate suggestions for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development 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.					
<p> <span style="float: right; font-size: x-small; margin-right: 10px;">Nov 3 1961</span>                     Serious-minded, hard-working, well-informed. <sup>Has profound knowledge</sup> of the USSR, its people, and its institutions. Innately an intelligence officer, he has the ability to discern news of intelligence value where others see nothing. Maintains an image of the <sup>USSR, the US</sup> and the CIA in his mind, and seldom makes incorrect prediction or estimate regarding World or Soviet affairs.                 </p> <p>                     His intellectual maturity of the Russian language makes him adaptable to a large variety of assignments. Is characterized by resoluteness, steadfastness, and ability to resist pressure or propaganda.                 </p> <p>                     His work in the section has been excellent throughout, and he covers subject fields equivalent to the work of 3 people in 1955. He works very well as part of a team.                 </p> <p>                     His qualifications are an asset both for work in FDD and for assignments involving personal contacts and utilizing spoken Russian.                 </p>					
SECTION F			CERTIFICATION AND COMMENTS		
1. BY EMPLOYEE					
I certify that I have seen Sections A, B, C, D and E of this Report.					
DATE	SIGNATURE OF EMPLOYEE				
25 October 1961					
2. BY SUPERVISOR					
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION				
9	Is at present on detached duty. Will be shown copy on his return.				
IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.					
EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS			REPORT MADE WITHIN LAST 90 DAYS		
OTHER (Specify):					
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE			
25 October 1961	Chief, Industry & Materials Section	<i>Edwin R. Strakna</i> Edwin R. Strakna			
3. BY REVIEWING OFFICIAL					
<input checked="" type="checkbox"/>	I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.				
<input type="checkbox"/>	I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.				
<input type="checkbox"/>	I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.				
<input type="checkbox"/>	I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.				
COMMENTS OF REVIEWING OFFICIAL					
This supervisor tends to rate a little high in his over-all evaluations; Mr. Tarasoff's performance is not <u>outstanding</u> in <u>every</u> respect; however, he is a superior employee, and has an unusual amount of native common sense and intelligence insight.					
#literally					
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE			
25 October 1961	Chief, USSR Branch	<i>Talbot Bielefeldt</i> Talbot Bielefeldt			

31 OCT 1960

**SECRET**  
(When Filled In)

Seen by OD/CSB

FITNESS REPORT						EMPLOYEE SERIAL NUMBER
						19477
<b>SECTION A GENERAL</b>						
1. NAME (Last) <b>Parsoff</b>		(First) <b>Boris</b>		(Middle) <b>D.</b>	2. DATE OF BIRTH <b>NOV 1908 1908</b>	
3. SERVICE DESIGNATION <b>CD</b>		4. OFFICIAL POSITION TITLE <b>20 (FOR. SEC)</b>			5. OFF/DIV/BR OF ASSIGNMENT <b>CO/TDD/WSR Branch</b>	
6. CAREER STAFF STATUS				7. TYPE OF REPORT		
NOT ELIGIBLE		MEMBER		DEFERRED		INITIAL
PENDING		DECLINED		DENIED		ANNUAL
10. DATE REPORT DUE IN O.P. <b>31 Oct 60</b>				11. REPORTING PERIOD <b>1 Oct 59-30 Sep 60</b>		SPECIAL (Specify)
<b>SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES</b>						
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 Searches Soviet documents for information on a wide range of industrial subjects for use in his own and others' reports		RATING NO. <b>6</b>		SPECIFIC DUTY NO. 4		RATING NO.
SPECIFIC DUTY NO. 2 Writes intelligence information reports on chemical, metallurgical, construction, and power machinery		RATING NO. <b>5</b>		SPECIFIC DUTY NO. 5		RATING NO.
SPECIFIC DUTY NO. 3 Handles special projects, oral and written, as required		RATING NO. <b>5</b>		SPECIFIC DUTY NO. 6		RATING NO.
<b>SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION</b>						
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"> <li>1 - Performance in many important respects fails to meet requirements.</li> <li>2 - Performance meets most requirements but is deficient in one or more important respects.</li> <li>3 - Performance clearly meets basic requirements.</li> <li>4 - Performance clearly exceeds basic requirements.</li> <li>5 - Performance in every important respect is superior.</li> <li>6 - Performance in every respect is outstanding.</li> </ul>						RATING NO. <b>5</b>
<b>SECTION D DESCRIPTION OF THE EMPLOYEE</b>						
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						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 for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for 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.

His native Russian language facility is of tremendous assistance to the section and the agency. His rapid scanning of Soviet documents for his own job is a terrific help. He picks up valuable bits of information on other subjects, which he is always careful to refer to the proper persons. He is always ready to assist with language problems and if he doesn't know the answer he exhausts all possible means to find it. He is called on for special branch or division projects involving reverse translation, and he has held a number of TDY assignments requiring spoken Russian. The morsels of intelligence gleaned for his own reports from the masses of material which he scans are briefly and tersely stated. Is a systematic worker, keeps good files, and avoids duplication. Plans and organizes his activities carefully so that he always manages to complete a project well ahead of the target date. Has constant informal contact with all his consumers and goes to any length to give them what they want, provided that their request is reasonable and justifiable. If they ask for something which he knows is of no value or which has been duplicated elsewhere, he has no difficulty in persuading them to cancel the requirement, since they have learned that they can trust his work and his genuine desire to help. It is not hard to discern that he sometimes gets bored with the monotony of his work, but an occasional tour of TDY is generally sufficient to revive his enthusiasm for another year at his desk. Has an uneven temperament, sometimes gloomy and sometimes bantering, but only rarely does this affect his working relationships.

**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	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION
52	Employee on TDY

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

EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS	REPORT MADE WITHIN LAST 90 DAYS
---	---------------------------------

OTHER (Specify):

DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
25 Oct 60	Chief, Materials and Industry Section, USSR Branch	Rosamund E. Deutsch

3. BY REVIEWING OFFICIAL

I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.  
 I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.  
 I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.  
 I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.

COMMENTS OF REVIEWING OFFICIAL

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
28 October 1960	Chief, USSR Branch	Talbot Bielereidt

SECRET

SECRET  
(When Filled In)

3 MAY 1959

Subd by OD/CSR

FITNESS REPORT				EMPLOYER SERIAL NUMBER 19,477						
<b>SECTION A GENERAL</b>										
1. NAME (Last) (First) (Middle) <b>Tarasoff, Boris D.</b>			2. DATE OF BIRTH <b>2 Nov 1908</b>		3. SEX <b>M</b>	4. GRADE <b>GS-10</b>				
5. SERVICE DESIGNATION <b>OD</b>		6. OFFICIAL POSITION TITLE <b>IO (Foreign Documents)</b>			7. OFF/DIV/BR OF ASSIGNMENT <b>OO/FDD/US&amp;R Branch</b>					
8. CAREER STAFF STATUS				9. TYPE OF REPORT						
NOT ELIGIBLE		<input checked="" type="checkbox"/> MEMBER		DEFERRED		INITIAL REASSIGNMENT/SUPERVISOR				
PENDING		DECLINED		DENIED		<input checked="" type="checkbox"/> ANNUAL REASSIGNMENT/EMPLOYEE				
10. DATE REPORT DUE IN O.P. <b>31 Oct 1959</b>		11. REPORTING PERIOD From <b>20 Nov 58-30 Sep 59</b>		To SPECIAL (Specify)						
<b>SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES</b>										
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 <b>Seans Soviet documents for intelligence information on a wide range of industrial subjects</b>			RATING NO. <b>6</b>	SPECIFIC DUTY NO. 4			RATING NO.			
SPECIFIC DUTY NO. 2 <b>Writes reports based on the above material</b>			RATING NO. <b>4</b>	SPECIFIC DUTY NO. 5			RATING NO.			
SPECIFIC DUTY NO. 3 <b>Does special scanning, translation, and research jobs as required</b>			RATING NO. <b>5</b>	SPECIFIC DUTY NO. 6			RATING NO.			
<b>SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION</b>										
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;"><b>5</b></div>				
<b>SECTION D DESCRIPTION OF THE EMPLOYEE</b>										
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										<input checked="" type="checkbox"/>
RESOURCEFUL									<input checked="" type="checkbox"/>	
ACCEPTS RESPONSIBILITIES								<input checked="" type="checkbox"/>		
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES									<input checked="" type="checkbox"/>	
DOES HIS JOB WITHOUT STRONG SUPPORT									<input checked="" type="checkbox"/>	
FACILITATES SMOOTH OPERATION OF HIS OFFICE								<input checked="" type="checkbox"/>		
WRITES EFFECTIVELY						<input checked="" type="checkbox"/>				
SECURITY CONSCIOUS									<input checked="" type="checkbox"/>	
THINKS CLEARLY									<input checked="" type="checkbox"/>	
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS									<input checked="" type="checkbox"/>	
OTHER (Specify):										
SEE SECTION "E" ON REVERSE SIDE										



SECRET

SECTION E NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE		
<p>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 greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the best basis for future personnel actions. Shows skill and good judgment in extracting data on a wide range of technical subjects from Soviet documents, which he scans with great rapidity. His written reports based on this material present good intelligence information; however, they suffer slightly from small inaccuracies in syntax and grammar, and there are occasional passages where the meaning is vague or the logical connection between facts has not been made clear. This type of passage may be further complicated by his lack of native familiarity with the precise English idiom and his tendency sometimes to use the wrong connective. However, any such failings in the use of English are entirely offset by his superior knowledge of Russian. His promptness in submitting reports and in completing other assignments is exceptional. Maintains close relations with consumers and goes out of his way to fill all their requirements to the letter. His greatest asset to the section, branch, and division is his native Russian fluency and his knowledge of the USSR. He not only serves as consultant and authority on the Russian language for the section and branch, but takes on extra jobs as translator or interpreter as required by the division or the agency. His natural intelligence has enabled him to do on-the-spot or rush jobs in fields in which he has had no background. He continues to learn and to retain his knowledge. During a period when his well-deserved promotion was blocked because of the lack of a slot, a situation which was unfortunate but the fault of no one in his office, he became a bit rebellious and reluctant to take on extra duties which he otherwise would have accepted. He feels, and rightly so, that he is capable of more challenging and perhaps more interesting assignments which require the use of spoken Russian. Every opportunity has been given him to find such a permanent assignment, and he has just been on extended TDY involving such activities.</p>		
SECTION F CERTIFICATION AND COMMENTS		
1. BY EMPLOYEE		
I certify that I have seen Sections A, B, C, D and E of this Report.		
DATE 29 Oct 1959	SIGNATURE OF EMPLOYEE Boris D. Tarasoff	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 3 yrs, 4 mo	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.		
EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS	REPORT MADE WITHIN LAST 90 DAYS	
DATE 28 Oct 1959	OFFICIAL TITLE OF SUPERVISOR Chief, Industry and Materials RESEARCH Section, USSR Branch	TYPED OR PRINTED NAME AND SIGNATURE Rosamund E. Deutsch <i>Rosamund E. Deutsch</i>
3. BY REVIEWING OFFICIAL		
<input checked="" type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.		
<input type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.		
<input type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.		
<input type="checkbox"/> I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.		
COMMENTS OF REVIEWING OFFICIAL		
DATE 29 October 1959	OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, USSR Branch	TYPED OR PRINTED NAME AND SIGNATURE <i>Talbot Birkfeldt</i> TALBOT BIRKELFELDT

SECRET

SECRET

(When Filled In)

FITNESS REPORT (Part I) PERFORMANCE

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report. FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials.

SECTION A. GENERAL

1. NAME (Last) (First) (Middle) 2. DATE OF BIRTH 3. SER 4. SERVICE DESIGNATION 5. OFFICE/DIVISION BRANCH OF ASSIGNMENT 6. OFFICIAL POSITION TITLE 7. GRADE 8. DATE REPORT DUE IN OP 9. PERIOD COVERED BY THIS REPORT 10. TYPE OF REPORT

SECTION B. CERTIFICATION

1. FOR THE RATER: THIS REPORT HAS [X] HAS [ ] HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT. A. CHECK (X) APPROPRIATE STATEMENTS.

B. THIS DATE 20 Nov 58 C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR Rosamund E. Deutsch D. SUPERVISOR'S OFFICIAL TITLE Chief, Materials & Industry

2. FOR THE REVIEWING OFFICIAL: RECORD ANY SUBSTANTIAL DIFFERENCE OF OPINION WITH THE SUPERVISOR. DATE 11-26-58 1/1/58

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

A. THIS DATE 29 Nov 1958 B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL Talcott Hielefeldt C. OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, USSR Branch

SECTION C. JOB PERFORMANCE EVALUATION

1. RATING ON GENERAL PERFORMANCE OF DUTIES 5. DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. 1 - DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.

COMMENTS:

**SECRET**  
(When Filled In)

**7. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES:**

**DIRECTIONS:**

a. State in the space below the kind of duties performed during the rating period. Place the most important first. Do not include minor or unimportant duties.

b. Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.

c. For supervisors, ability to supervise will always be rated as a specific duty (do not rate as supervisors those who supervise a secretary only).

d. Compare in your mind, when possible, the individual being rated with others performing the same duty at a similar level of responsibility.

e. Two individuals with the same job title may be performing different duties. If so, rate them on different duties.

f. Be specific. Examples of the kind of duties that might be rated are:

ORAL BRIEFING	HAS AND USES AREA KNOWLEDGE	CONDUCTS INTERROGATIONS
GIVING LECTURES	DEVELOPS NEW PROGRAMS	PREPARES SUMMARIES
CONDUCTING SEMINARS	ANALYZES INDUSTRIAL REPORTS	TRANSLATES GERMAN
WRITING TECHNICAL REPORTS	MANAGES FILES	DEBRIEFING SOURCES
CONDUCTING EXTERNAL LIAISON	OPERATES RADIO	KEEPS BOOKS
TYPING	COORDINATES WITH OTHER OFFICES	DRIVES TRUCK
TAKING DICTATION	WRITES REGULATIONS	MAINTAINS AIR CONDITIONING
SUPERVISING	PREPARES CORRESPONDENCE	EVALUATES SIGNIFICANCE OF DATA

g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.

OFFICE OF PERSONNEL  
NOV 27 9 00 AM '50  
MAIL ROOM

DESCRIPTIVE RATING NUMBER	1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY	6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS
	2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY	7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY
	3 - PERFORMS THIS DUTY ACCEPTABLY	
	4 - PERFORMS THIS DUTY IN A COMPETENT MANNER	
	5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB	

SPECIFIC DUTY NO. 1 Scans Soviet documents for intelligence material on a wide range of technical fields	RATING NUMBER 5	SPECIFIC DUTY NO. 4 Maintains technical files	RATING NUMBER 5
SPECIFIC DUTY NO. 2 Writes technical reports	RATING NUMBER 4	SPECIFIC DUTY NO. 5	RATING NUMBER
SPECIFIC DUTY NO. 3 Serves as language consultant	RATING NUMBER 5	SPECIFIC DUTY NO. 6	RATING NUMBER

**3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE**

**DIRECTIONS:** Stress strengths and weaknesses, particularly those which affect development on present job. Works hard. Reads Russian rapidly and looks out for material of interest to others as he scans. Is adaptable and flexible and handles several different technical fields with equal facility. Can tackle almost any subject without previous experience and turn out a good job. His native knowledge of Russian is of considerable benefit to the whole section. Selects the salient points from masses of useless or repetitive material with intelligent judgment, and compiles reports which are pointed and concise. His only deficiency of any consequence is the slight awkwardness and occasional lack of clarity in his written English style. His English has improved considerably during the past two years, but sometimes the failure to use the most precise term or the right connective complicates for the reader a conception which is perfectly clear to the writer.

**SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION**

**DIRECTIONS:** Take into account here everything you know about the individual...productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents...and how he fits in with your team. Compare him with others doing similar work of about the same level.

1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED

2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW

3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION

4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION

5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS

6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION

7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION

5  
RATING NUMBER

IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION?  YES  NO. IF YES, EXPLAIN FULLY:

Not necessarily better suited, but a position requiring the use of native Russian speaking ability would also be suitable.

**SECRET**  
(When Filled In)

**FITNESS REPORT (Part II) POTENTIAL**

**INSTRUCTIONS**

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

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

**SECTION E.**

**GENERAL**

1. NAME (Last) <b>TARASOFF</b>		(First) <b>Boris</b>		(Middle) <b>D.</b>	2. DATE OF BIRTH <b>2 November 1908</b>	3. SEX <b>M</b>	4. SERVICE DESIGNATION <b>OD</b>
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT <b>OO/FDD/USSR Branch</b>					6. OFFICIAL POSITION TITLE <b>IO (Foreign Doc)</b>		
7. GRADE <b>GS-09</b>	8. DATE REPORT DUE IN OP <b>11 December 1958</b>		9. PERIOD COVERED BY THIS REPORT (Inclusive dates) <b>21 November 1957 - 20 November 1958</b>				
10. TYPE OF REPORT (Check one)		INITIAL <input checked="" type="checkbox"/>	REASSIGNMENT-SUPERVISOR <input type="checkbox"/>	SPECIAL (Specify)			
		ANNUAL <input type="checkbox"/>	REASSIGNMENT-EMPLOYEE <input type="checkbox"/>				

**SECTION F.**

**CERTIFICATION**

1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGEMENT OF THE INDIVIDUAL BEING RATED

A. THIS DATE <b>20 Nov 58</b>	B. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR <b>Rosamund E. Deutch</b> <i>Rosamund E. Deutch</i>	C. SUPERVISOR'S OFFICIAL TITLE <b>Sec. USSR Br. Chief, Materials &amp; Industry</b>
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2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.

A. THIS DATE <b>20 Nov 1958</b>	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL <b>Tibot Bielefeldt</b> <i>T. Bielefeldt</i>	C. OFFICIAL TITLE OF REVIEWING OFFICIAL <b>Chief, USSR Branch</b>
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**SECTION G.**

**ESTIMATE OF POTENTIAL**

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

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

2. SUPERVISORY POTENTIAL

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

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

**SECRET**

(When Filled In)

3 INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION 28	OFFICE OF PERSONNEL				
COMMENTS CONCERNING POTENTIAL Should have been promoted months ago, but has been prevented by lack of a slot. His inherent intelligence should enable him to learn rapidly any new fields, processes, or policies required. He is patient in dealing with people, and goes out of his way to help those who come to him for assistance. He has the ability to carry responsibility without worrying about it.					
MAIL ROOM					
<b>SECTION II. FUTURE PLANS</b>					
1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL  He is anxious to have a tour of duty overseas, and since he has not been able to advance in his present job because of conditions beyond his control, his efforts to find such a position have not been discouraged.					
2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS  After a single tour of overseas duty, which he will not accept unless his wife can accompany him without losing her CIA status, he would like to settle down permanently in the U.S.					
<b>SECTION I. DESCRIPTION OF INDIVIDUAL</b>					
DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.					
X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL 1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE 2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE 3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE 4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE 5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE					
CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
3	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	3	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	3	21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES
3	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	3	12. SHOWS ORIGINALITY	3	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
3	3. HAS INITIATIVE	4	13. ACCEPTS RESPONSIBILITIES	3	23. IS THOUGHTFUL OF OTHERS
4	4. IS ANALYTIC IN HIS THINKING	3	14. ADMITS HIS ERRORS	4	24. WORKS WELL UNDER PRESSURE
3	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	4	15. RESPONDS WELL TO SUPERVISION	4	25. DISPLAYS JUDGEMENT
3	6. ENJOYS WHEN TO BEEN ASSISTANCE	4	16. DOES HIS JOB WITHOUT STRONG SUPPORT	3	26. IS SECURITY CONSCIOUS
3	7. CAN GET ALONG WITH PEOPLE	3	17. COMES UP WITH SOLUTIONS TO PROBLEMS	4	27. IS VERSATILE
3	8. HAS MEMORY FOR FACTS	4	18. IS OBSERVANT	3	28. HIS CRITICISM IS CONSTRUCTIVE
4	9. GETS THINGS DONE	4	19. THINKS CLEARLY	4	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
3	10. CAN COPE WITH EMERGENCIES	4	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	4	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET

(When Filled In)

FITNESS REPORT (Part I) PERFORMANCE

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report. FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials.

SECTION A. GENERAL
1. NAME (Last) (First) (Middle) 2. DATE OF BIRTH 3. SEX 4. SERVICE DESIGNATION
TARASOFF Boris D. 2 November 1906 M CD
5. OFFICE/DIVISION BRANCH OF ASSIGNMENT 6. OFFICIAL POSITION TITLE
OO/FDD/USSR Branch Foreign Documents Officer
7. GRADE 8. DATE REPORT DUE IN OP 9. PERIOD COVERED BY THIS REPORT (Inclusive dates)
GS-9 11 December 1957 21 November 1956 - 20 November 1957
10. TYPE OF REPORT (Check one) INITIAL\* ASSIGNMENT SUPERVISOR SPECIAL (Specify)
[X] ANNUAL REASSIGNMENT EMPLOYEE

SECTION B. CERTIFICATION
1. FOR THE RATER: THIS REPORT [ ] HAS [ ] HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT.
A. CHECK (X) APPROPRIATE STATEMENTS:
[X] THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL. IF INDIVIDUAL IS RATED "IN CL. DE D. A WARNING LETTER HAS SENT TO HIM A COPY ATTACHED TO THIS REPORT.
[X] THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS. I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW TO EVALUATE HIS OWN PERFORMANCE BECAUSE (Specify):
[X] I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.

B. THIS DATE 13 Nov 57 C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR Rosamund E. Deutsch Rosamund E. Deutsch D. SUPERVISOR'S OFFICIAL TITLE Chief, Industrial Sec USSR Branch

2. FOR THE REVIEWING OFFICIAL: RECORD ANY SUBSTANTIAL DIFFERENCE OF OPINION WITH THE SUPERVISOR, OR ANY OTHER INFORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.

BY DATE
Posted Pos. Control M 11NOV
Reviewed by RLT 11/19/57

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

A. THIS DATE 15 Nov 1957 B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL Carlisle Bielefeldt Carlisle Bielefeldt C. OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, USSR Branch

SECTION C. JOB PERFORMANCE EVALUATION

1. RATING ON GENERAL PERFORMANCE OF DUTIES
DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section B.
1 - DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
2 - BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.
3 - PERFORMS MOST OF HIS DUTIES ACCEPTABLY, OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
4 - PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.
5 - A FINE PERFORMANCE, CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPT ORALLY, WELL.
6 - PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.
5
INSERT RATING NUMBER

COMMENTS:

**SECRET**

(When Filled In)

**2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES**

**DIRECTIONS:**

- a. State in the spaces below up to six of the more important SPECIFIC DUTIES OF PERSONNEL this rating period. Place the most important first. Do not include minor or unimportant duties.
- b. Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.
- c. For supervisors, ability to supervise will always be rated as a specific duty (do not rate as supervisors those who supervise a secretary only).
- d. Compare in your mind, when possible, the individual being rated with others performing the same duty at a similar level of responsibility.
- e. Two individuals with the same job title may be performing different duties. If so, rate them on different duties.
- f. Be specific. Examples of the kind of duties that might be rated are:
 

ORAL BRIEFING	HAS AND USES AREA KNOWLEDGE	MAIL ROOM
GIVING LECTURES	DEVELOPS NEW PROGRAMS	PREPARES INTERROGATIONS
CONDUCTING SEMINARS	ANALYZES INDUSTRIAL REPORTS	PREPARES SUMMARIES
WRITING TECHNICAL REPORTS	MANAGES FILES	TRANSLATES GERMAN
CONDUCTING EXTERNAL LIAISON	OPERATES RADIO	DEBRIEFING SOURCES
TYPING	COORDINATES WITH OTHER OFFICES	KEEPS BOOKS
TAKING DICTATION	WRITES REGULATIONS	DRIVES TRUCK
SUPERVISING	PREPARES CORRESPONDENCE	MAINTAINS AIR CONDITIONING
		EVALUATES SIGNIFICANCE OF DATA
- g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.

Nov 18 12:10 PM '57

<b>DESCRIPTIVE RATING NUMBER</b>	1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY	6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS
	2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY	7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY
	3 - PERFORMS THIS DUTY ACCEPTABLY	
	4 - PERFORMS THIS DUTY IN A COMPETENT MANNER	
	5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB	

SPECIFIC DUTY NO. 1 <b>Analyzes Soviet documents and selects intelligence information</b>	<b>RATING NUMBER</b> 5	SPECIFIC DUTY NO. 4	<b>RATING NUMBER</b>
SPECIFIC DUTY NO. 2 <b>Compiles intelligence reports</b>	<b>RATING NUMBER</b> 4	SPECIFIC DUTY NO. 5	<b>RATING NUMBER</b>
SPECIFIC DUTY NO. 3 <b>Serves as consultant on linguistic matters</b>	<b>RATING NUMBER</b> 5	SPECIFIC DUTY NO. 6	<b>RATING NUMBER</b>

**3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE**

**DIRECTIONS:** Stress strengths and weaknesses, particularly those which affect development on present job. Minor difficulties with English usage do not prevent him from turning out reports which are concise and to the point. Ideas are in general clearly formulated, although there are occasional instances of inexactness of expression. Because of his native facility in the Russian language, on the other hand, he is frequently consulted on all levels throughout the branch on matters involving interpretation of the foreign text. He is not an eager beaver, and because of his language fluency can accomplish as much as others in less time and with less effort. Probably works at full capacity only under pressure, and for this reason some of his best contributions have been on special projects with target dates, several of which have covered material outside his field of responsibility. His disposition is generally patient, stable, and unruffled.

**SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION**

**DIRECTIONS:** Take into account here everything you know about the individual...productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents...and how he fits in with your team. Compare him with others doing similar work of about the same level.

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

IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION?  YES  NO. IF YES, EXPLAIN FULLY.

Although present performance is entirely satisfactory, he is not in a position here to utilize fully his Russian language speaking facility.

SECRET

(When Filled In)

FITNESS REPORT (Part II) POTENTIAL

INSTRUCTIONS

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

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

SECTION E.

GENERAL

1. NAME (Last) (First) (Middle) 2. DATE OF BIRTH 3. SEX 4. SERVICE DESIGNATION
TARASOFF Boris D. 2 November 1908 M OD
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT 6. OFFICIAL POSITION TITLE
CO/FDD/USSR Branch Foreign Documents Officer
7. GRADE 8. DATE REPORT DUE IN OP 9. PERIOD COVERED BY THIS REPORT (Inclusive dates)
GS-9 11 December 1957 21 November 1956 - 20 November 1957
10. TYPE OF REPORT (Check one) INITIAL REASSIGNMENT-SUPERVISOR SPECIAL (Specify)
X ANNUAL REASSIGNMENT-EMPLOYEE

SECTION F.

CERTIFICATION

1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGEMENT OF THE INDIVIDUAL BEING RATED
A. THIS DATE 13 Nov 57 B. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR Rosamund E. Deutsch C. SUPERVISOR'S OFFICIAL TITLE Chief, Industrial Sec USSR Branch
2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.
A. THIS DATE 15 Nov 57 B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL Alfred Bielefeldt C. OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, USSR Branch

SECTION G.

ESTIMATE OF POTENTIAL

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

4
RATING NUMBER

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

2. SUPERVISORY POTENTIAL

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

Table with columns: DESCRIPTIVE RATING NUMBER, ACTUAL, POTENTIAL, DESCRIPTIVE SITUATION. Includes a stamp: 'Posted Pos. Control' and 'DATE 11/19/57'.



**SECRET**

*(When Filled In)*

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE NAMED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION  
 16  
 OFFICE OF PERSONNEL

4. COMMENTS CONCERNING POTENTIAL  
 Because of his innate capacity I would judge that after initial adjustments, and with application, he will always be able to meet the requirements of any situation. His day to day activities will not always give evidence of this versatility, and it may sometimes come as a surprise.  
 MAIL ROOM

**SECTION II. FUTURE PLANS**

1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL  
 He is now getting teaching experience by teaching one class in Basic Russian and another in Russian Conversation.

2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS

Because of his age, he would like to have a tour of overseas service within the next two or three years, before he settles down here to a permanent assignment.

**SECTION I. DESCRIPTION OF INDIVIDUAL**

DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.

- X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL
- 1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE
- 2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE
- 3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE
- 4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE
- 5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE

CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
3	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	3	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	3	21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES
3	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	3	12. SHOWS ORIGINALITY	4	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
3	3. HAS INITIATIVE	3	13. ACCEPTS RESPONSIBILITIES	3	23. IS THOUGHTFUL OF OTHERS
4	4. IS ANALYTIC IN HIS THINKING	3	14. ADMITS HIS ERRORS	4	24. WORKS WELL UNDER PRESSURE
3	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	4	15. RESPONDS WELL TO SUPERVISION	4	25. DISPLAYS JUDGEMENT
3	6. KNOWS WHEN TO SEEK ASSISTANCE	4	16. DOES HIS JOB WITHOUT STRONG SUPPORT	3	26. IS SECURITY CONSCIOUS
3	7. CAN GET ALONG WITH PEOPLE	3	17. COMES UP WITH SOLUTIONS TO PROBLEMS	4	27. IS VERSATILE
3	8. HAS MEMORY FOR FACTS	3	18. IS OBSERVANT	3	28. HIS CRITICISM IS CONSTRUCTIVE
4	9. GETS THINGS DONE	4	19. THINKS CLEARLY	4	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
3	10. CAN COPE WITH EMERGENCIES	4	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	4	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET

(When Filled In)

FITNESS REPORT (Part I) PERFORMANCE

INSTRUCTIONS

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

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 28-170. It is recommended that you read the entire form before completing any location. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item 8. of Section A below.

SECTION A.

GENERAL

1. NAME (Last)	(First)	(Middle)	2. DATE OF BIRTH	3. SEX	4. SERVICE DESIGNATION
TARASOFF	Boris	D.	2 Nov 1908	M	SI-01
5. OFFICE/DIVISION BRANCH OF ASSIGNMENT			6. OFFICIAL POSITION TITLE		
OO/FDD/USSR Branch			Foreign Documents Officer		
7. GRADE	8. DATE REPORT DUE IN OP		9. PERIOD COVERED BY THIS REPORT (Inclusive dates)		
GS-7	11 Dec 1956		June 56 - 20 Nov 56		
10. TYPE OF REPORT (Check one)	<input checked="" type="checkbox"/> INITIAL	<input type="checkbox"/> REASSIGNMENT-SUPERVISOR	<input type="checkbox"/> SPECIAL (Specify)		
	<input type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT-EMPLOYEE			

SECTION B.

CERTIFICATION

1. FOR THE RATER: THIS REPORT  HAS  NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY. NOTE: ~~Supervisor temporarily in another office.~~

A. CHECK (X) APPROPRIATE STATEMENTS:

<input checked="" type="checkbox"/>	THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.	<input type="checkbox"/>	IF INDIVIDUAL IS RATED "1" IN C1 OR 3, A WARNING LETTER HAS BEEN SENT TO HIM & A COPY ATTACHED TO THIS REPORT.
<input type="checkbox"/>	THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS.	<input type="checkbox"/>	I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW TO EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify):
<input checked="" type="checkbox"/>	I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.		

B. THIS DATE	C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR	D. SUPERVISOR'S OFFICIAL TITLE
4 Dec 56	Rosamund E/ Deutsche <i>Rosamund E. Deutscher</i>	Chief, Industrial Section, USSR Branch

2. FOR THE REVIEWING OFFICIAL: RECORD ANY SUBSTANTIAL DIFFERENCE OF OPINION WITH THE SUPERVISOR, OR ANY OTHER INFORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.

BY *gw* DATE 12-11-56  
 Posted Pos. Control  
 Reviewed by PUD *12/19*

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

A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL	C. OFFICIAL TITLE OF REVIEWING OFFICIAL
10 Dec 56	<i>Talbot Bielefeldt</i>	Chief, USSR Branch

SECTION C. JOB PERFORMANCE EVALUATION

1. RATING ON GENERAL PERFORMANCE OF DUTIES

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

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

COMMENTS:

**SECRET**

(When Filled In)

**2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES**

OFFICE OF PERSONNEL

Dec 71 10 12 AM '56

MAIL ROOM

**DIRECTIONS:**

- State in the spaces below up to six of the more important SPECIFIC duties performed during the rating period. Place the most important first. Do not include minor or unimportant duties.
  - Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.
  - For supervisors, ability to supervise will always be rated as a specific duty (do not rate as supervisors those who supervise a secretary only).
  - Compare in your mind, when possible, the individual being rated with others performing the same duty at a similar level of responsibility.
  - Two individuals with the same job title may be performing different duties. If so, rate them on different duties.
  - Be specific. Examples of the kind of duties that might be rated are:
 

ORAL BRIEFING	HAS AND USES AREA KNOWLEDGE	CONDUCTS INTERROGATIONS
GIVING LECTURES	DEVELOPS NEW PROGRAMS	PREPARES SUMMARIES
CONDUCTING SEMINARS	ANALYZES INDUSTRIAL REPORTS	TRANSLATES GERMAN
WRITING TECHNICAL REPORTS	MANAGES FILES	DEBRIEFING SOURCES
CONDUCTING EXTERNAL LIAISON	OPERATES RADIO	KEEPS BOOKS
TYPING	COORDINATES WITH OTHER OFFICES	DRIVES TRUCK
TAKING DICTATION	WRITES REGULATIONS	MAINTAINS AIR CONDITIONING
SUPERVISING	PREPARES CORRESPONDENCE	EVALUATES SIGNIFICANCE OF DATA
- g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.

1 - INCOMPLETE IN THE PERFORMANCE OF THIS DUTY 2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY 3 - PERFORMS THIS DUTY ACCEPTABLY 4 - PERFORMS THIS DUTY IN A COMPETENT MANNER 5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB	6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS 7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY
---	--

SPECIFIC DUTY NO. 1 extracts information from Soviet documents	RATING NUMBER 4	SPECIFIC DUTY NO. 4	RATING NUMBER
SPECIFIC DUTY NO. 2 compiles technical intelligence reports	RATING NUMBER 5	SPECIFIC DUTY NO. 5	RATING NUMBER
SPECIFIC DUTY NO. 3 maintains files of machine models and plants	RATING NUMBER 4	SPECIFIC DUTY NO. 6	RATING NUMBER

**3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE**

**DIRECTIONS:** Stress strengths and weaknesses, particularly those which affect development on present job. I feel that Mr. T. has not yet been on the job long enough to demonstrate his maximum capacities. Although he came with no background in his specialized field, he has shown considerable facility in acquiring technical information and building up his technical vocabulary. He has a good eye for intelligence. Although he has not native English fluency, his reports are pointed, concise, and, except for occasional minor points of grammar, very well expressed indeed. Owing to his persistence and application, he was rated second highest in a class in English usage. Soon after his EOD, the analyst whom Mr. T. was assisting was transferred, leaving him with full responsibility for covering a field which was still very new to him. He has done an exceedingly good job under the most unpropitious circumstances. He needs to develop fuller utilization of varied research methods, but this will be easier as he becomes more familiar with the materials and problems with which he has to deal. His native Russian fluency is a decided asset. He is calm, cooperative, and easy to work with.

**SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION**

**DIRECTIONS:** Take into account here everything you know about the individual...productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents...and how he fits in with your team. Compare him with others doing similar work of about the same level.

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

IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION?  YES  NO. IF YES, EXPLAIN FULLY:

His native Russian fluency might be better utilized in some other type of position, although his performance on his present job is entirely satisfactory.

SECRET

(When Filled In)

FITNESS REPORT (Part II) POTENTIAL

INSTRUCTIONS

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

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

SECTION E.		GENERAL			
1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. SERVICE DESIGNATION		
TARASOFF Boris D.	2 Nov 1908	M	SD-OD		
5. OFFICE DIVISION BRANCH OF ASSIGNMENT		6. OFFICIAL POSITION TITLE			
OO/FDD/USSR Branch		Foreign Documents Officer			
7. GRADE	8. DATE REPORT DUE IN OP	9. PERIOD COVERED BY THIS REPORT (Inclusive dates)			
GS-7	11 Dec 1956	June 1956 - 20 Nov 56			
10. TYPE OF REPORT (Check one)	<input checked="" type="checkbox"/> INITIAL	<input type="checkbox"/> REASSIGNMENT-SUPERVISOR	<input type="checkbox"/> SPECIAL (Specify)		
	<input type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT-EMPLOYEE			

SECTION F. CERTIFICATION		
1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGEMENT OF THE INDIVIDUAL BEING RATED		
A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR	C. SUPERVISOR'S OFFICIAL TITLE
4 Dec 56	Rosamund E. Deutsch <i>Rosamund E. Deutsch</i>	Chief, Industrial Section, USSR Branch
2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMORANDUM		
A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL	C. OFFICIAL TITLE OF REVIEWING OFFICIAL
10 Dec 1956	Talbot Bielefeldt <i>Talbot Bielefeldt</i>	Chief, USSR Branch

SECTION G. ESTIMATE OF POTENTIAL			
1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES			
INSTRUCTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.			
<table border="1"> <tr> <td>3</td> <td> <ul style="list-style-type: none"> <li>1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED</li> <li>2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED</li> <li>3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES</li> <li>4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES</li> <li>5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING</li> <li>6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL</li> <li>7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES</li> </ul> </td> </tr> </table>	3	<ul style="list-style-type: none"> <li>1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED</li> <li>2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED</li> <li>3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES</li> <li>4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES</li> <li>5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING</li> <li>6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL</li> <li>7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES</li> </ul>	
3	<ul style="list-style-type: none"> <li>1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED</li> <li>2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED</li> <li>3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES</li> <li>4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES</li> <li>5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING</li> <li>6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL</li> <li>7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES</li> </ul>		
7. SUPERVISORY POTENTIAL			
INSTRUCTIONS: Answer this question: Has this person the ability to be a supervisor? <input type="checkbox"/> Yes <input type="checkbox"/> No If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.			
DESCRIPTIVE RATING NUMBER	<ul style="list-style-type: none"> <li>0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION</li> <li>1 - BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION</li> <li>2 - BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION</li> <li>3 - BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION</li> </ul>		

ACTUAL	POTENTIAL	DESCRIPTIVE SITUATION
	0	A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) where contact with immediate subordinates is frequent (First line supervisor)
	0	A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors)
	0	A GROUP WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level)
	0	WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT
	0	WHEN IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION
	0	WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX
	0	For the reasons stated on the Performance Report, I feel it is not other (Specify) possible to make a fair estimate of his supervisory potential at this time.

**SECRET**

*(When Filled In)*

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION  
**4 months**

4. COMMENTS CONCERNING POTENTIAL  
 I feel ~~it~~ very definitely that Mr. Tarasoff's overall potential <sup>is</sup> ~~is~~ <sup>are</sup> ~~are~~ greater than he has had an opportunity to show thus far. This will doubtless be reflected in his next evaluation.

OFFICE OF PERSONNEL  
 Dec 10 12 AM '56  
 MAIL ROOM

**SECTION II. FUTURE PLANS**

1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL  
 Since Mr. T. has been on duty such a short time, present plans are simply to give him further training in his present job and to allow him to develop to his maximum capacity there. He will soon be enrolled in the I.O.C.

2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS  
 His native Russian fluency should be taken into account.

**REVIEWING OFFICIAL'S COMMENTS:** I do not think he so nearly average in all respects as indicated in Sec. I, below. I do not know him well enough to disagree with most of the ratings, but I would rate him "4" on items 7, 15 and 29, at least. Quiet, unobtrusive, modest, cooperative. Have seen few indications of initiative, but such not to be expected while he is learning a new job; no reason to assume incapable of initiative. T. Bielefeldt

**SECTION I. DESCRIPTION OF INDIVIDUAL**

DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.

- X - HAVE NOT OBSERVED THIS; HENCE, CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL
- CATEGORY NUMBER
- 1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE
  - 2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE
  - 3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE
  - 4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE
  - 5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE

CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
3	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	3	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	3	21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES
3	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEEDED	3	12. SHOWS ORIGINALITY	3	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
3	3. HAS INITIATIVE	3	13. ACCEPTS RESPONSIBILITIES	3	23. IS THOUGHTFUL OF OTHERS
3	4. IS ANALYTIC IN HIS THINKING	3	14. ADMITS HIS ERRORS	3	24. WORKS WELL UNDER PRESSURE
3	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	3	15. RESPONDS WELL TO SUPERVISION	3	25. DISPLAYS JUDGEMENT
3	6. ENJOYS WHEN TO SEEK ASSISTANCE	3	16. DOES HIS JOB WITHOUT STRONG SUPPORT	3	26. IS SECURITY CONSCIOUS
3	7. CAN GET ALONG WITH PEOPLE	3	17. COMES UP WITH SOLUTIONS TO PROBLEMS	3	27. IS VERSATILE
3	8. HAS MEMORY FOR FACTS	3	18. IS OBSERVANT	3	28. HIS CRITICISM IS CONSTRUCTIVE
3	9. GETS THINGS DONE	3	19. THINKS CLEARLY	3	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
3	10. CAN COPE WITH EMERGENCIES	4	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	3	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET

*Erning 655*

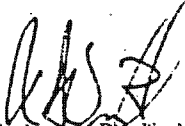
MEMORANDUM FOR: Director of Personnel

THROUGH : CSPS  
          : CCS/NOC  
          : Office of Security  
          : CI Staff

SUBJECT : Summary of Agency Employment -  
          : Mr. Boris D. Tarasoff.

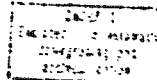
1. Mr. Boris D. Tarasoff, a Translator/Transcriber with the Agency since February 1956, will retire effective 30 November 1970. Your approval is requested for him to use the attached employment history.

2. For your information, we have been advised by the Mexico City Station that once Mr. Tarasoff has retired to Guadalajara, Mexico, except for establishing new social relationships, he will probably not be asked to go into any detail about his past cover jobs that would require anyone to call upon these firms for backstopping confirmation. In the event he should become involved in any post-retirement activities that might require checking into his past, Mr. Tarasoff will contact Headquarters for instructions.

  
Richard B. Wright  
Chief, WH Support

Attachment:  
Employment Resume

SECRET



SECRET

SUBJECT: Summary of Agency Employment -  
Mr. Boris D. Tarasoff, ██████████

CONCUR:

Carl T. Taylor  
C/CSPS

4 Nov 70  
Date

John E. McLeod  
C/CCS

6 Nov 70  
Date

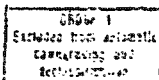
W. Karpentier jr  
Director of Security

10 Nov 70  
Date

Orin E. Hubbard  
for CI Staff

18 Nov 70  
Date

SECRET



1955-1959: I worked for various establishments in Washington, D.C., as a translator from Russian into English, such as the Library of Congress, and various other translating firms, which abound in Washington, with a salary varying in accordance with the output of translated material, from \$500.00 to 1,000.00 per month.

*I was employed by USJPRS Bureau/Standards Dept. of Commerce Wash, D.C.*  
1959-1963: ~~I joined USJPRS on Western Avenue in Washington, D.C., which is a company under contract to the Dept. of State, the Dept. of Defense and on occasion to the Dept. of the Interior (fish hatcheries division).~~ I worked as an analyst and translator, at home most of the time, translating and analyzing articles from newspapers and technical magazines. I was paid \$8.00 for 1,000 words for ordinary material, \$10.00 for technical and \$12.00 for scientific subjects. Also, I was hired by the Dept. of State to be an interpreter for two Soviet delegations at \$25.00 per diem plus expenses. I spent five weeks with each of them.

1963-1970: After leaving USJPRS I came to Mexico with my wife and children to avoid the weather extropics of the USA ~~XXXXXXXX~~ and to look into possibilities of profitable investments that could aid me financially after my retirement. My income during this period came from annuities and the moneys lent to my brother-in-law in Cleveland, Ohio, who is a successful real estate man and the owner of an amusement machines business (Cadillac Music Co.) in which I had invested some money previously. ~~I was also connected by mail with a Linguistics Studies Firm, Room 212, 419 Boylston St., Boston 16, Mass. Frequently some of my friends from USJPRS would send me some special articles for translation. I would charge the above organizations in accordance with the time spent in translating. This amounted to roughly \$10,000.00 a year.~~

H MHT-10577



1956-1959: I worked for various establishments in Washington, D.C., as a translator from Russian into English, such as the Library of Congress, and various other translating firms, which abound in Washington, with a salary varying in accordance with the output of translated material, from \$500.00 to 1,000.00 per month.

1959-1963: I was employed by USJPRS Bureau of Standards, Dept. of Commerce, Washington, D.C. I worked as an analyst and translator, at home most of the time, translating and analyzing articles from newspapers and technical magazines. I was paid \$8.00 for 1,000 words for ordinary material, \$10.00 for technical and \$12.00 for the scientific subjects. Also, I was utilized by the Dept. of State to be an interpreter for two Soviet delegations at \$25.00 per diem plus expenses. I spent five weeks with each of them.

1963-1970: After leaving USJPRS I came to Mexico with my wife and children to avoid the weather extremes of the USA and to look into possibilities of profitable investments that could aid me financially after my retirement. My income during this period came from annuities and the moneys lent to my brother-in-law in Cleveland, Ohio, who is a successful real estate man and the owner of an amusement machines business (Cadillac Music Co.) in which I had invested some money previously.

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

**IMPORTANT  
AGENCY INSTRUCTIONS  
ON BACK OF ORIGINAL**

**TO COMPLETE THIS FORM—**

- 1 FOLLOW THESE GENERAL INSTRUCTIONS:**
- Read the back of the "Duplicate" carefully before you fill in the form.
  - Fill in BOTH COPIES of the form. Type or use ink.
  - Do not detach any part.

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

NAME (last)	(first)	(middle)	DATE OF BIRTH (month, day, year)	SOCIAL SECURITY NUMBER
<i>John W. Allen</i>	<i>Jr.</i>		<i>1908</i>	
EMPLOYING DEPARTMENT OR AGENCY			LOCATION (City, State, ZIP Code)	
<i>507-471</i>				

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

Mark here if you **WANT BOTH** optional and regular insurance

**(A)**

**ELECTION OF OPTIONAL (IN ADDITION TO REGULAR) INSURANCE**  
I elect the \$10,000 additional optional insurance and authorize the required deductions from my salary, compensation, or annuity to pay the full cost of the optional insurance. This optional insurance is in addition to my regular insurance.

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

**(B)**

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

Mark here if you **WANT NEITHER** regular nor optional insurance

**(C)**

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

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

SIGNATURE (do not print)

DATE

*14 February 1968*

**FOR EMPLOYING OFFICE USE ONLY**

(official receiving date stamp)

*RECEIVED*  
*1968 FEB 14 10 11 AM*

See Table of Effective Dates on back of Original

ORIGINAL COPY—Retain in Official Personnel Folder

STANDARD FORM No. 176-T  
JANUARY 1953  
(For use only until April 10, 1968)  
176-101

ADMINISTRATIVE INTERNAL USE ONLY

9 JUN 1965

MEMORANDUM FOR: *Tarasoff, Howard D.*  
~~XXXXXXXXXXXXXXXXXXXX~~

SUBJECT : Retirement Planning

1. The established policy of the Agency favors early retirement of its employees who, as you know, are normally expected to retire when they become eligible for a full annuity. The prospect of retirement deserves serious thought and planning, and you should therefore know that you will be eligible for retirement, according to our records, during November, 1970.
2. Planning ahead can bring about, with each passing year, definite progress toward your retirement goals. The Agency is anxious to assist you in planning for your retirement. It is even more important, as an employee, that you begin now to plan for this occasion.
3. You deserve to know as much as possible about the general subject of retirement and more specifically about the retirement policy itself, your annuity, life and health insurance protection, opportunities for other employment, Social Security benefits, and educational materials available on the subject. The Agency feels that this type of information and advisory service should be made available to you at least five years prior to the date of your eligibility.
4. You are requested to call the Executive Secretary of the Board, Mr. Howard G. Phillips, on extension 6872 to arrange an appropriate time to discuss any plans you may have and benefits available to you upon retirement.

/s/ Howard G. Phillips

Lawrence R. Houston  
Chairman  
Agency Retirement Board

ADMINISTRATIVE INTERNAL USE ONLY

SECRET

FIELD REASSIGNMENT QUESTIONNAIRE				
DO NOT COMPLETE		FOR HEADQUARTERS USE ONLY		
NAME OF EMPLOYEE (use pseudo only if 54)	DATE (from item 5-1)	NAME OF SUPERVISOR (true)	DATE (from item 5-2)	
[REDACTED]	15 Oct '64	Herbert Manell	22 Oct 1964	
DATE RECEIVED (true)	DISPATCH NUMBER:	DATE RECEIVED BY CAREER SERVICE:		
JANUARY 1965	HMCIT-1961			
TO BE COMPLETED BY EMPLOYEE				
1. DATE OF BIRTH	2. SERVICE DESIGN	3. YOUR CURRENT POSITION, TITLE AND GRADE	4. STATION OR BASE	5. CRYPT FOR CURRENT COVER
1908	D	Intell Officer GS-11	Mexico D.F. Mexico	
6A. DATE OF PCS ARRIVAL IN FIELD	6B. REQUESTED DATE OF DEPARTURE	6C. EXPECTED DATE OF FIRST CHECK-IN AT HQ	6D. DESIRED DATE TO REPORT TO DUTY AFTER LEAVE	
5 June 1963	5-6 Dec. 1965	13 Dec 1965	15 Jan. 1966	
7. NUMBER AND AGES OF DEPENDENTS WHO WILL TRAVEL WITH YOU:				
Wife - 43 Son - 17				
8. PERSONAL CIRCUMSTANCES THAT SHOULD BE CONSIDERED IN DETERMINING NEXT ASSIGNMENT:				
<p>There are no health or other personal circumstances preventing a return to post or assignment to another foreign post. However two factors, of operational and personal nature, should be considered: Subject and family have already initiated and are in the process of completing the relatively complicated procedure of legalizing their continued residency in Mexico as "rentistas" (retired persons). Secondly, Subject's son's secondary school education is being completed in Mexico. Transfer to another foreign post could negatively affect the completion of his secondary schooling.</p> <p><i>(also attach personal cover questionnaire in accordance with CSI-P 740-8)</i></p> <ol style="list-style-type: none"> <li>1. Translation and transcription of Soviet technical product.</li> <li>2. Preparation of characterization and assessment studies on the local Soviet complement.</li> </ol>				
9. TRAINING DESIRED:				
INDICATE WHAT TRAINING YOU BELIEVE YOU SHOULD HAVE DURING THE NEXT SEVERAL YEARS				
If returned to post for a second tour, continuation of Spanish language instruction.				

SECRET

<p>11. PREFERENCE FOR NEXT ASSIGNMENT:</p> <p>11a. DESCRIBE BRIEFLY THE TYPE OF WORK YOU WOULD PREFER FOR NEXT ASSIGNMENT IF DIFFERENT FROM THAT INDICATED IN ITEM NO. 9 ABOVE. IF YOU HAVE MORE THAN ONE PREFERENCE, INDICATE YOUR CHOICE.</p> <p align="center"><b>N.A.</b></p>	
<p>11b. INDICATE IF YOU DESIRE TO EXTEND YOUR CURRENT TOUR BY CHECKING IN APPROPRIATE BOX. ALSO INDICATE PREFERENCE FOR NEXT REGULAR ASSIGNMENT BY INSERTING 1, 2, &amp; 3 (for 1st, 2nd, and 3rd choice) IN REMAINING BOXES. COMPLETE ALL ALTERNATE CHOICES AND OPTIONS IN ALL CASES EVEN THOUGH YOU ARE REQUESTING AN EXTENSION OF YOUR TOUR.</p> <p><input checked="" type="checkbox"/> EXTEND TOUR <u>18</u> MONTHS AT CURRENT STATION TO <u>30 November 1966</u> (DATE)</p> <p><input type="checkbox"/> BE ASSIGNED TO HQTRS FOR A TOUR OF DUTY: INDICATE YOUR CHOICE OF DIVISION, STAFF OR OFFICE. 1ST CHOICE _____ 2ND CHOICE _____ 3RD CHOICE _____</p> <p><input checked="" type="checkbox"/> BE ASSIGNED TO ANOTHER FIELD STATION: INDICATE CHOICE OF GEOGRAPHIC AREA OR SPECIALIZATION 1ST CHOICE <u>Spain</u> 2ND CHOICE <u>Uruguay</u> 3RD CHOICE <u>Buenos Aires</u></p> <p><input type="checkbox"/> RETURN TO MY CURRENT STATION (Please note that planned departure is Dec 65, due to factor that son finishes his school year on 30 Nov 65.)</p>	
<p>TO BE COMPLETED BY FIELD STATION</p>	
<p>12. IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE AND HIS PREFERENCE FOR NEXT ASSIGNMENT, INDICATE YOUR RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING:</p> <p>The Station recommends and urges that Headquarters approve Subject's return to Station. His performance meets every Station requirement. For Subject's work, continuity is essential to obtain maximum effective product.</p>	
<p>TO BE COMPLETED BY APPROPRIATE HEADQUARTERS OFFICE</p>	
<p>13. IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE, HIS PREFERENCE FOR NEXT ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF YOUR COMPONENT, INDICATE YOUR COMPONENT'S RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING.</p> <p>WII Division recommends that FEINGLASS' tour of duty in Mexico City be extended until December 1965 as requested in section 6 B, and that he return for a second tour of duty following home leave.</p> <p>DATE _____ TITLE <u>C/WII/PERS</u> SIGNATURE <u>Robert D. Cashman</u></p>	
<p>FOR USE BY CAREER SERVICE</p>	
<p>14. APPROVED ASSIGNMENT: Approved extension to end of 1965 followed by home leave and second tour.</p>	
<p>15. EMPLOYEE NOTIFIED BY DISPATCH NO. <u>HMMS-3905</u> DATED: <u>22 Dec 1964</u></p> <p>CABLE NO. _____ DATED: _____</p> <p align="center"><u>Dwight M. Collins</u></p> <p>CAREER SERVICE REPRESENTATIVE: <u>Dwight M. Collins</u> DATE: <u>22 Dec 1964</u> (SIGNATURE)</p>	

SECRET

ORIG: C. Busto  
UNIT: WH/3/Mexico  
EXT: 5940  
DATE: 17 Feb 64

INDEX  
 NO INDEX  
 FILE IN CS FILE NO.

CLASSIFIED MESSAGE

**SECRET**

17 02

ROUTING

1	4
2	5
3	6

TO: MEXICO CITY  
FROM: DIRECTOR  
CONF: WH-8  
INFO: CCS-3, OP-2, CI/OA, VR

17 Feb 64 20 04z

SIG	GENERATED
R	ROUTINE

TO MEXI INFO CITE DIR 01920

REF: MEXI 8219 (IN 19291)\*

HDQS HAS POLICE STATEMENT OF GOOD CONDUCT FOR ~~XXXXXXXXXX~~  
HAS NOTARIZED STATEMENT FROM BANK ATTESTING ANNUAL DEPOSITS \$5,500.  
SINCE BANK WOULD NOT INCLUDE IN LETTER MORE THAN ACTUAL DEPOSITS,  
HDQS OBTAINED NOTARIZED LETTER FROM COVER DIVISION NOTIONAL FIRM  
STATING FEINGLASS HAS YEARLY INCOME \$6,000 FROM VARIOUS INVESTMENT  
SOURCES HANDLED BY THEM. HDQS PLANNING MAIL THESE THREE DOCS TO  
MEXI CONSULATE ASKING THEM AUTHENTICATE DOCUMENTS AND MAIL TO PO BOX  
WASHINGTON WHICH USED BY DYVOUR. UPON RECEIPT HDQS WILL POUCH MEXI.

END OF MESSAGE

\*WH Comment: Requested what action Hdqs taking to get bank statement for FEINGLASS to facilitate his processing a rentista petition.

*J. C. King*  
J. C. KING  
C/WH/D

RELEASING OFFICER

CCG/NC Baladeau (by phone)  
WH/PERS Baladeau (by phone)

COORDINATING OFFICERS

**SECRET**

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

*J. M. Whitten*  
J. M. WHITTEN  
C/WH/3

AUTHENTICATING OFFICER

REPRODUCTION BY OTHER THAN THE ISSUING OFFICE IS PROHIBITED.

Copy No.

Frederick B. [redacted]

15 JUN 1963  
26

MEMORANDUM FOR [redacted]

DATE: [redacted]

The purpose of this memorandum is to advise you that you have been appointed to the position of [redacted] effective [redacted]. It is requested that you advise me of any special conditions or requirements which you may have in connection with your appointment, including any special training or experience which you may require.

Your salary will be [redacted] per year. The salary of your Staff Agent Personnel Assistant will be [redacted] per year. **\$9575.00** and GS **113** respectively. Any special conditions or requirements which you may have in connection with your appointment, including any special training or experience which you may require, will be noted in the memorandum and will be taken into consideration.

Your Federal income tax will be withheld from your pay each pay period and will be reported to you on Form 1042. The gross amount of your pay from this organization will be reported to you on Form 1042. You are advised that you are not eligible for any special benefits or allowances as a Staff Agent. The salary is to be reported to the Internal Revenue Service on a monthly basis on a calendar year period as specified.

Your Federal income tax will be withheld and reported in accordance with IR 133 or any subsequent regulations or provisions promulgated by the Department of the Treasury. For your information, the Department will withhold Federal income tax on any amount which is added to the income tax withheld on the basis of the Department's determination with this organization. It is requested that you will be responsible to make the necessary arrangements with BB 20, 60-01, and the Internal Revenue Service for the year you are proposed to be followed by the Department and the Internal Revenue Service taxes imposed upon you.

c) This organization will be responsible for the payment of your Federal income tax. The amount of your Federal income tax will be withheld from your gross salary. The amount of your Federal income tax will be reported to you on Form 1042. This amount will be reported to the Internal Revenue Service on your representation. It is requested that you will be responsible to make the necessary arrangements with BB 20, 60-01, and the Internal Revenue Service for the year you are proposed to be followed by the Department and the Internal Revenue Service taxes imposed upon you.

d) The Department will be responsible for the payment of your Federal income tax. The amount of your Federal income tax will be withheld from your gross salary. The amount of your Federal income tax will be reported to you on Form 1042. This amount will be reported to the Internal Revenue Service on your representation. It is requested that you will be responsible to make the necessary arrangements with BB 20, 60-01, and the Internal Revenue Service for the year you are proposed to be followed by the Department and the Internal Revenue Service taxes imposed upon you.

If your position requires that you be vaccinated against smallpox, you will be required to pay for such costs. The Department will be responsible for the payment of your Federal income tax. The amount of your Federal income tax will be withheld from your gross salary. The amount of your Federal income tax will be reported to you on Form 1042. This amount will be reported to the Internal Revenue Service on your representation. It is requested that you will be responsible to make the necessary arrangements with BB 20, 60-01, and the Internal Revenue Service for the year you are proposed to be followed by the Department and the Internal Revenue Service taxes imposed upon you.


such case a portion of you received as a result of your participation in such program shall be returned to this organization. Whether participation in a particular cover facility program is involuntary will be determined by this organization.

2. Nonofficial Cover Premium Pay. You are hereby authorized Non-official Cover Premium Pay in accordance with applicable organizational insurance. For your information, currently this premium pay is ten percent of your base salary or pay as additional taxable compensation to you and is payable for that period of time you are assigned under cover.

3. Equalization Allowance. You are hereby authorized an equalization allowance to equalize your non-official cover organization insurance.

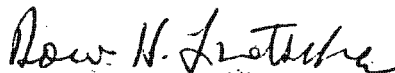
4. Cost of Passage. You will be entitled to travel, transportation and expenses incurred with the representatives of this organization and to the same extent as the cost of passage of protected personnel will be paid by the organization when traveling on behalf of their cover organizations or IP cover organizations as appropriate.

5. Travel Abroad. You hereby agree that your assignment abroad will be for a maximum of **two years** from the date of your arrival at your post in or out of the United States. If your assignment shall be sooner terminated by the Government for its convenience, your violation of such agreement may result in regulatory fines or penalties. HR 22-6 provides that if the agreement is violated during the first year of duty abroad, expenditures for travel and transportation to the post, including per diem while at headquarters and storage of effects, shall be reimbursed by the employer. If the agreement is violated after the first year of duty, but before the completion of the minimum tour agreed to above, return travel at Government expense shall not be allowed.

AGREED: 

6. Signature. You will be required to keep true or correct this Supplement and all information which you may disclose by reason hereof unless released or waived by the City, and you, in such a situation, with full knowledge and understanding of the consequences may subject you to criminal prosecution under the Espionage Laws, dated 25 June 1948, as amended, and other applicable laws and regulations.

UNITED STATES GOVERNMENT

  
Financial Officer



SECRET

CONTRACT INFORMATION AND CHECK LIST		CASE OFFICER	REVISION
<small>INSTRUCTIONS: See 4 25-1006 and 3 25-1006-1 for guidance. Complete all items including "5" when items are not applicable. Forward original and two copies for preparation of contract.</small>		G. B. ... TELEPHONE EXTENSION: 111, 1036	1953
SECTION I GENERAL			
1. NAME <input checked="" type="checkbox"/> Pseudo <input type="checkbox"/> True <i>Torrelli, ...</i>	24. PROJECT	3. ASSIGNMENT NO. JE35-5700-1000	4. SLOT NO.
2. PREVIOUS CIA PSEUDONYM OR ALIASES None	25. PERMANENT STATION Mexico City, Mexico	26. FUNDS <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
7. SECURITY CLEARANCE (Type and date) Staff	27. MEDICAL CLEARANCE <input checked="" type="checkbox"/> OBTAINED <input type="checkbox"/> UNOBTAINED <input type="checkbox"/> NOT REQ'D	8. CONTRACT IS TO BE OFFERED IN STERILE FORM (I.E., "U.S. GOVERNMENT") <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
9. INDIVIDUAL WILL WORK UNDER "CONTROLLED CONDITIONS" (I.E., REGULAR OFFICE HOURS AWAY FROM SUBJECT'S HOME AND PERFORMED UNDER THE SUPERVISION OF A STAFF EMPLOYEE OR STAFF AGENT) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	8. INDIVIDUAL HAS BEEN ENGAGED BY CIA OR ITS ALLIED ACTIVITIES IN SOME CAPACITY PRIOR TO THIS CONTRACT. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (If yes, describe and include dates and salary) Staff employee 20 Feb 1950 - Present GS-11	10. PROPOSED CATEGORY (Contract agent, contract employee, etc.) Staff Agent	
SECTION II PERSONAL DATA			
11. CITIZENSHIP U.S.	12. IF NOT U.S. CITIZEN, INDIVIDUAL IS A PERMANENT RESIDENT ALIEN <input type="checkbox"/> YES <input type="checkbox"/> NO	13. AGE	14. DATE OF BIRTH (Month, day, year)
15. LEGAL RESIDENCE (City and state or country) Washington, D.C.	16. CURRENT RESIDENCE (City and state or country) 5109 15th St., N.W., Wash., D.C.		
17. MARITAL STATUS (Check as appropriate) <input type="checkbox"/> SINGLE <input checked="" type="checkbox"/> MARRIED <input type="checkbox"/> DIVORCED <input type="checkbox"/> ANNULLED <input type="checkbox"/> SEPARATED <input type="checkbox"/> DIVORCED			
18. NUMBER OF DEPENDENTS (Not including individual) RELATIONSHIP AND AGE: Wife, 40 Son, 14 Daughter, 17		19. INDIVIDUAL IS RELATED TO A STAFF EMPLOYEE, STAFF AGENT OR AN INDIVIDUAL CURRENTLY WORKING FOR THE AGENCY IN SOME CAPACITY <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO RELATIONSHIP: Brother Wife	
SECTION III U.S. MILITARY STATUS			
20. RESERVE No	21. VETERAN Yes	22. IF RETIRED, INDICATE CATEGORY (Longevity, combat disability, service disability non-combat) N.A.	
23. BRANCH OF SERVICE U.S. Army	24. RANK OR GRADE Enl.	25. DRAFT ELIGIBLE <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	26. DRAFT DEFERMENT OBTAINED BY CIA <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
SECTION IV COMPENSATION			
27. BASIC SALARY GS-11 <sup>3</sup> \$8575	28. POST DIFFERENTIAL ---	29. COVER (Breakdown, if any) ---	30. FEDERAL TAX WITHHOLDING COVER YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> CIA YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>
SECTION V ALLOWANCES (NORMALLY GRANTED ONLY TO RESIDENTS OF THE UNITED STATES)			
31. QUARTERS/Utilities/POST \$3,000	32. POST ---	33. OTHER Allowances applicable to staff agent under non-official cover.	
34. COVER (Breakdown, if any) ---			
SECTION VI TRAVEL			
35. TYPES <input checked="" type="checkbox"/> PCB <input type="checkbox"/> DOMESTIC OPERATIONAL <input type="checkbox"/> FOREIGN OPERATIONAL			36. WITH DEPENDENTS <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
37. VEHICLE TO BE SHIPPED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	37A. VEHICLE TO BE STORED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	38. PERSONAL VEHICLE TO BE SHIPPED <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	39. TRANSPORTATION VEHICLE TO BE USED FOR OPERATIONAL TRAVEL <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
40. IF WITH DEPENDENTS STATE RELATIONSHIP, CITIZENSHIP, AGE AND DATE OF BIRTH Wife, U.S., 40, 5 May 1923 Son, U.S., 14, 20 Mar 1949 Daughter, U.S., 17, 22 Dec 1945			
41. PAYMENT AND ACCOUNTABILITY WILL BE IN CONFORMANCE WITH <input checked="" type="checkbox"/> CIA REGULATIONS <input type="checkbox"/> COVER POLICIES AND PROCEDURES			
SECTION VII OPERATIONAL EXPENSES			
42. PURCHASE OF INFORMATION Yes	43. ENTERTAINMENT Yes	44. OTHER	
45. PAYMENT AND ACCOUNTABILITY WILL BE IN CONFORMANCE WITH			

Approved for Contract Panel  
3 June 53  
D. Collins  
Secretary, Contract Panel

SECRET

<b>CONTRACT INFORMATION AND CHECK LIST (CONTINUED)</b>		CASE OFFICER TELEPHONE EXTENSION (094,611)	DIVISION DATE 16 May 1963																																		
WITH SEE INSTRUCTIONS ON FIRST SHEET.																																					
<b>SECTION VIII OTHER BENEFITS</b> 48. BENEFITS (See B 20-615, B 20-620, B 20-670, B 20-1000, and HR 20-620-1, HR 20-8000-1 and/or successor regulations for benefits applicable to various categories of contract personnel.)  All benefits applicable to Staff Agent Non-official cover premium pay.																																					
<b>SECTION IX COVER ACTIVITY</b>																																					
47. STATUS (Check)		49. TYPE (Check)																																			
<input type="checkbox"/> Proposed <input checked="" type="checkbox"/> Established		<input checked="" type="checkbox"/> Proprietary <input type="checkbox"/> Subsidized																																			
		<input type="checkbox"/> Cultural <input type="checkbox"/> Educational <input type="checkbox"/> Military <input checked="" type="checkbox"/> Tourist <input type="checkbox"/> Other																																			
46. IF COVER PAYMENTS ARE CONTEMPLATED, THEY WILL BE EFFECTED ON REIMBURSABLE BASIS <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL																																					
<b>SECTION X OFFSET OF INCOME</b>																																					
49. OFFSET OF INCOME AND OTHER ENJOYMENTS DERIVED FROM COVER ACTIVITIES (If less than total, justify in separate memo attached hereto.) <input checked="" type="checkbox"/> TOTAL <input type="checkbox"/> PARTIAL <input type="checkbox"/> NONE																																					
<b>SECTION XI TERM</b>																																					
51. DURATION: Indefinite		52. EFFECTIVE DATE: 11 May 1963																																			
54. TERMINATION NOTICE (Number of days)		53. RENEWABLE: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO																																			
		55. FORFEITURE OF RETURN TRAVEL FOR RESIGNATION PRIOR TO CONTRACT TERMINATION: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO																																			
<b>SECTION XII FUNCTION</b>																																					
56. PRIMARY FUNCTION (CI, PI, PP, other): FI																																					
<b>SECTION XIII DUTIES</b>																																					
57. GENERAL DESCRIPTION OF DUTIES TO BE PERFORMED:  Translator - Russian, Spanish																																					
<b>SECTION XIV QUALIFICATIONS</b>																																					
58. EXPERIENCE: 20 Feb 56 - Sep 1962 - FDD/USSR Branch/ Hqs Sep 62 - Present - Full Time Spanish Language Training																																					
59. EDUCATION (Check Highest Level Attained)																																					
<input type="checkbox"/> GRADE SCHOOL <input checked="" type="checkbox"/> HIGH SCHOOL GRADUATE <input type="checkbox"/> TRADE SCHOOL GRADUATE <input type="checkbox"/> BUSINESS SCHOOL GRADUATE <input type="checkbox"/> COMMERCIAL SCHOOL GRADUATE <input checked="" type="checkbox"/> COLLEGE (No degree) <input type="checkbox"/> COLLEGE DEGREE <input type="checkbox"/> POST GRADUATE																																					
60. LANGUAGE COMPETENCY (Check Appropriate Degree Competency)		61. INDIVIDUAL'S COUNTRY OF ORIGIN																																			
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2">LANGUAGE</th> <th colspan="2">SPEAK</th> <th colspan="2">WRITE</th> <th colspan="2">READ</th> </tr> <tr> <th>FLUENT</th> <th>AVERAGE</th> <th>FLUENT</th> <th>AVERAGE</th> <th>FLUENT</th> <th>AVERAGE</th> </tr> </thead> <tbody> <tr> <td>Russian</td> <td>X</td> <td></td> <td>X</td> <td></td> <td>X</td> <td></td> </tr> <tr> <td>Spanish</td> <td></td> <td>X</td> <td></td> <td>X</td> <td></td> <td>X</td> </tr> <tr> <td>All Slavic Languages</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		LANGUAGE	SPEAK		WRITE		READ		FLUENT	AVERAGE	FLUENT	AVERAGE	FLUENT	AVERAGE	Russian	X		X		X		Spanish		X		X		X	All Slavic Languages							Russia	
LANGUAGE	SPEAK		WRITE		READ																																
	FLUENT	AVERAGE	FLUENT	AVERAGE	FLUENT	AVERAGE																															
Russian	X		X		X																																
Spanish		X		X		X																															
All Slavic Languages																																					
62. AREA KNOWLEDGE: USSR, Turkey, All Western Europe in war, 6 mch Mexico																																					
<b>SECTION XV EMPLOYMENT PRIOR TO CIA</b>																																					
63. GIVE INCLUSIVE DATES, POSITION TITLE OR TYPE WORK, SALARY AND REASON FOR LEAVING:  See staff employee official file																																					
<b>SECTION XVI ADDITIONAL INFORMATION</b>																																					
64. ADDITIONAL OR UNUSUAL REQUIREMENTS, JUSTIFICATIONS OR EXPLANATIONS (Use other side if necessary)																																					
<input type="checkbox"/> OVER																																					
APPROVAL																																					
		TYPED NAME & SIGNATURE																																			

STATEMENT OF PRIOR FEDERAL AND MILITARY SERVICE

IMPORTANT: The information on this form will be used in determining creditable service for *leave purposes* and retention credits for reduction in force. The employee should complete Part I and the Personnel Office should complete Parts II through IV.

PART I—EMPLOYEE'S STATEMENT

1. NAME (Last, first, middle initial) **Tarasoff, Boris Dimitri**

2. DATE OF BIRTH **2 Nov. 1908**

3. LIST THE FOLLOWING INFORMATION CONCERNING ALL FEDERAL AND DISTRICT OF COLUMBIA SERVICE YOU HAVE HAD PRIOR TO YOUR PRESENT APPOINTMENTS (Do not include military service.)

NAME AND LOCATION OF AGENCY	FROM—			TO—			TYPE OF APPOINTMENT IF KNOWN
	YEAR	MONTH	DAY	YEAR	MONTH	DAY	
CIA	56	02	20				

4. LIST PERIODS OF SERVICE IN ANY BRANCH OF THE ARMED FORCES OF THE UNITED STATES. IF YOU HAD NO MILITARY SERVICE, WRITE "NONE."

BRANCH	FROM—			TO—			DISCHARGE (Hon. or dishon.?)
	YEAR	MONTH	DAY	YEAR	MONTH	DAY	
U.S. ARMY	1941	2	3	1945	Oct	20	Honorable

5. DURING PERIODS OF EMPLOYMENT SHOWN IN ITEM 3, DID YOU HAVE A TOTAL OF MORE THAN 6 MONTHS ABSENCE WITHOUT PAY, INCLUDING PERIODS OF MERCHANT MARINE SERVICE, DURING ANY ONE CALENDAR YEAR?  YES  NO  
 IF ANSWER IS "YES," LIST FOLLOWING INFORMATION.

TYPE IF KNOWN (LWOP, Furl, Susp, AWOL, Mor Mac)	FROM—			TO—			TOTAL		
	YEAR	MONTH	DAY	YEAR	MONTH	DAY	YEARS	MONTHS	DAYS

6. DURING THE FEDERAL SERVICE LISTED IN ITEM 3, DID YOU ACQUIRE A PERMANENT COMPETITIVE CIVIL SERVICE STATUS?  YES  NO  
 (If answer is "Yes," in what agency were you employed at the time status was acquired?)

7. ARE YOU:  
 A. THE WIFE OF A DISABLED VETERAN?  YES  NO  
 B. THE MOTHER OF A DECEASED OR DISABLED VETERAN?  YES  NO  
 C. THE UNREMARKED WIDOW OF A VETERAN?  YES  NO

8. TO BE EXECUTED BEFORE A NOTARY PUBLIC OR OTHER PERSONS AUTHORIZED TO ADMINISTER OATHS.  
 I swear (or affirm) that the above statements are true to the best of my knowledge and belief.

20 Feb. 1956  
 (DATE)

*Boris D. Tarasoff*  
 (SIGNATURE)

Subscribed and sworn to before me on this 20th day of Feb. 1956 at Washington, D. C.  
 (MONTH) (CITY) (STATE)

SEAL

*R. H. Hatch*  
 (SIGNATURE)

NOTE: If oath is taken before a Notary Public, the date of expiration of his Commission should be shown.

PART II—THIS COLUMN IS FOR PERSONNEL OFFICE USE

9. RETENTION GROUP

10. CIV. STATUS (For permanent employees only)  
 YES  NO

11. SERVICE

YEAR	MONTH	DAY

12. TOTAL SERVICE  
*4 yrs 8 mo 15 days*

13. NONCREDITABLE SERVICE (Leave purposes only):

14. NONCREDITABLE SERVICE (RIP purposes only):

15. PEEEMPLOYMENT RIGHTS  
 YES  NO

16. RETENTION RIGHTS  
 YES  NO

17. EXPIRATION DATE OF RETENTION RIGHTS

**PART III.—DETERMINING CREDITABLE SERVICE AND SERVICE COMPUTATION DATE FOR LEAVE PURPOSES**

	YEARS	MONTHS	DAYS
TOTAL SERVICE (Item 12).....			
NONCREDITABLE SERVICE (Item 13).....			
CREDITABLE SERVICE (Leave purposes).....			
ENTRANCE ON DUTY DATE (Present agency).....	26	02	20
LESS CREDITABLE SERVICE (Leave purposes).....	4	05	18
SERVICE COMPUTATION DATE (Leave purposes).....	51	06	02

*verified 4/19/57*

**PART IV.—DETERMINING CREDITABLE SERVICE AND SERVICE COMPUTATION DATE FOR REDUCTION IN FORCE PURPOSES**

(To be completed only in those cases when the amount of creditable service for reduction in force purposes differs from the amount creditable for leave purposes)

	YEARS	MONTHS	DAYS
TOTAL SERVICE (Item 12).....			
NONCREDITABLE SERVICE (Item 14).....			
CREDITABLE SERVICE (RIF purposes).....			
ENTRANCE ON DUTY DATE (Present agency).....			
LESS CREDITABLE SERVICE (RIF purposes).....			
SERVICE COMPUTATION DATE (RIF purposes)..... <small>(Enter as the "service computation date" on the employee's "Service Record Card," SF-7)</small>			

REMARKS:

CONFIDENTIAL  
(When Filled In)

Complete in duplicate. The data recorded on this form is essential in determining travel expenses allowable in connection with leave of government expense, overseas duty, return to residence upon separation, and for providing current residence and dependency information required in the event of an employee emergency. The original of this form will be filed in the employee's official personnel folder.

NAME OF EMPLOYEE (Last) (First) (Middle)  
TARASOFF BORIS DIMITRI

1. RESIDENCE DATA  
PLACE OF RESIDENCE WHEN INITIALLY APPOINTED  
5109 - 45 ST. N.W., Wash D.C.  
PLACE IN CONTINENTAL U.S. DESIGNATED AS PERMANENT RESIDENCE  
US D.C. DC HOME LEAVE RESIDENCE  
as above

2. MARITAL STATUS (Check one)  
SINGLE  MARRIED  SEPARATED  DIVORCED  WIDOWED  ANNULLED   
IF MARRIED, PLACE OF MARRIAGE  
Cleveland, Ohio DATE OF MARRIAGE  
IF DIVORCED, PLACE OF DIVORCE DECREE  
na DATE OF DECREE  
IF WIDOWED, PLACE SPOUSE DIED  
na DATE SPOUSE DIED  
IF PREVIOUSLY MARRIED, INDICATE NAME(S) OF SPOUSE, REASON(S) FOR TERMINATION, AND DATE(S)  
na

3. MEMBERS OF FAMILY  
NAME OF SPOUSE  
Anna  
NAMES OF CHILDREN  
Barbara  
Raymond ADDRESS  
as above SEX  
f DATE OF BIRTH  
22 Dec 45  
m 20 Mar 49  
NAME OF FATHER (Or male guardian)  
TARASOFF, DIMITRI ADDRESS  
recessed TELEPHONE NO.  
NAME OF MOTHER (Or female guardian)  
TARASOFF, YOUNG ADDRESS  
recessed TELEPHONE NO.  
WHAT MEMBER(S) OF YOUR FAMILY IF ANY, HAS BEEN TOLD OF YOUR AFFILIATION WITH THE ORGANIZATION IF CONTACT IS REQUIRED IN AN EMERGENCY.  
Mrs. E. C. CONELLA

4. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY  
NAME (Mr., Mrs., Miss)  
RELATIONSHIP  
SISTER-IN-LAW  
HOME TELEPHONE NUMBER  
BUSINESS TELEPHONE & EXTENSION

IS THE INDIVIDUAL NAMED ABOVE WITTING OF YOUR AGENCY AFFILIATION? (If "No" give name and address of organization he believes you work for.) YES  NO   
IS THIS INDIVIDUAL AUTHORIZED TO MAKE DECISIONS ON YOUR BEHALF? (If "No" give name and address of person, if any, who can make such decisions in case of emergency.) YES  NO   
DOES THIS INDIVIDUAL KNOW THAT HE HAS BEEN DESIGNATED AS YOUR EMERGENCY ADDRESSEE? (If answer is "No" explain why in item 6.) YES  NO

The persons named in item 3 above may also be notified in case of emergency. If such notification is not desirable because of health or other reasons, please so state in item 6 on the reverse side of this form.

CONTINUED ON REVERSE SIDE

CURRENT RESIDENCE AND DEPENDENCY REPORT

CONFIDENTIAL

(Where Filled In)

VOLUNTARY ENTRIES

Experience in the handling of employ-... cases the settlement of estate and financial matters. The information requested in this section may prove very useful to your family or attorney in the event of your disability or death and will be disclosed only when circumstances warrant.

NAME AND ADDRESS OF ANY BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS AND THE NAMES IN WHICH THE ACCOUNTS ARE CARRIED.

UNION TRUST COMPANY DISTRICT OF COLUMBIA

HAVE YOU COMPLETED A LAST WILL AND TESTAMENT? [X] YES [ ] NO. (If "Yes" where is document located?)

in our own possession

HAVE YOU PREPLANNED AN ARRANGED GUARDIANSHIP OF YOUR CHILDREN IN CASE OF COMMON DISASTER TO BOTH PARENTS? [X] YES [ ] NO. (If "Yes" give name(s) and address)

MILTON BRADLEY 21577 GAITHERSBURG BLVD GAITHERSBURG, MD

HAVE YOU EXECUTED A POWER OF ATTORNEY? [ ] YES [X] NO. (If "Yes", who possess the power of attorney?)

ADDITIONAL DATA AND/OR CONTINUATION OF PRECEDING ITEMS

SIGNED AT Washington DC.

DATE 29 May 1963

SIGNATURE Boris D. Tansoff

CERTIFICATE OF ATTENDANCE

I certify that on MAR 15 1956 I have attended  
(Date)  
the Induction Course specified by Regulation 25-110.

BORIS DIMITRI TARASOFF  
(Name) - Please print  
 CLERICAL     STENOGRAPHIC     OTHER  
OFFICE DDP / FI  
GR. 7 (Grade)

### APPOINTMENT AFFIDAVITS

**IMPORTANT.**--Before swearing to these appointment affidavits, you should read and understand the attached information for appointees

CENTRAL INTELLIGENCE AGENCY

Washington, D. C.

(Department or agency)

(Bureau or division)

(Place of employment)

I, Boris Dimitri Tarasoff, do solemnly swear (or affirm) that--

#### A. OATH OF OFFICE

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

#### B. AFFIDAVIT AS TO SUBVERSIVE ACTIVITY AND AFFILIATION

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

#### C. AFFIDAVIT AS TO STRIKING AGAINST THE FEDERAL GOVERNMENT

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

#### D. AFFIDAVIT AS TO PURCHASE AND SALE OF OFFICE

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

#### E. AFFIDAVIT AS TO DECLARATION OF APPOINTEE

The answers given in the Declaration of Appointee on the reverse of this form are true and correct.

20 Feb. 1956

(Date of entrance on duty)

Boris D. Tarasoff

(Signature of appointee)

Subscribed and sworn before me this 20th day of Feb., A. D. 1956

at Washington, D. C.

(City)

(Date)

[SEAL]

[Signature]

(Signature of officer)

[Signature]

(Title)

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



## DECLARATION OF APPOINTEE

This form is to be completed before entrance on duty. Answer all questions. Any false statement in this declaration will be grounds for cancellation of application or dismissal after appointment. Impersonation is a criminal offense and will be prosecuted accordingly.

1. PH		
2. (A) DATE OF BIRTH Nov. 2 1905	(B) PLACE OF BIRTH (city or town and State or country) ENATERINSKAI RUSSIA	
3. (A) IN CASE OF EMERGENCY PLEASE NOTIFY ANNA TARASCHEFF	(C) RELATIONSHIP WIFE	(D) TELEPHONE NO.

4. DOES THE UNITED STATES GOVERNMENT EMPLOY, IN A CIVILIAN CAPACITY, ANY RELATIVE OF YOURS (EITHER BY BLOOD OR MARRIAGE) WITH WHOM YOU LIVE OR HAVE LIVED WITHIN THE PAST 24 MONTHS?  YES  NO  
If so, for each such relative fill in the blanks below. If additional space is necessary, complete under Item 10.

NAME	POST OFFICE ADDRESS (Give street number, if any)	(1) POSITION (2) DEPARTMENT OR AGENCY IN WHICH EMPLOYED	RELATIONSHIP	MAR-RIED (Check one)	
				1	2

INDICATE "YES" OR "NO" ANSWER BY PLACING "X" IN PROPER COLUMN	YES	NO	10. SPACE FOR DETAILED ANSWERS TO OTHER QUESTIONS	
			ITEM NO.	WRITE IN LEFT COLUMN NUMBERS OF ITEMS TO WHICH DETAILED ANSWERS APPLY
8. ARE YOU A CITIZEN OF OR DO YOU OWE ALLEGIANCE TO THE UNITED STATES?	X			HAVE YOU RECEIVED OR TO YOU WANT TO RECEIVE A TEMPORARY APPOINTMENT FOR THIS POSITION? (YES OR NO)
9. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY? <i>If your answer is "Yes", give details in Item 10.</i>		X		DO YOU HAVE ANY OTHER EMPLOYMENT?
7. DO YOU RECEIVE ANY ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT OR ANY PENSION OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE? <i>If your answer is "Yes", give in Item 10 reason for retirement, that is, age, optional disability, or by reason of voluntary or involuntary separation after 5 years' service; amount of retirement pay, and under what retirement act; and rating, if retired from military or naval service.</i>		X		HAS LEAVE BEEN GRANTED BY YOUR PRESENT EMPLOYER?
6. SINCE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT HAVE YOU BEEN DISCHARGED, OR FORGOTTEN TO REIGN, FOR MISCONDUCT OR UNSATISFACTORY SERVICE FROM ANY POSITION? <i>If your answer is "Yes", give in Item 10 the name and address of employer, date and reason in each case.</i>		X		YES <input type="checkbox"/> NO <input type="checkbox"/>
5. HAVE YOU BEEN ARRESTED (NOT INCLUDING TRAFFIC VIOLATIONS FOR WHICH YOU WERE FINED \$5 OR LESS, OR FORGOTTEN COLLATERAL OF \$5 OR LESS) SINCE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT? <i>If your answer is "Yes", list all such cases under Item 10. Give in each case: (1) The date; (2) the nature of the offense or violation; (3) the name and location of the court; (4) the penalty imposed, if any, or other disposition of the case. If appointed, your fingerprints will be taken.</i>		X		

### INSTRUCTIONS TO APPOINTING OFFICER

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

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

(1) *Identity of appointee*—It is the duty of the appointing officer to guard against impersonation and to determine beyond reasonable doubt that the appointee is the same person whose appointment was authorized. The appointee's signature and handwriting are to be compared with the application and other pertinent papers. If the appointee qualified in a written examination, the signature on this form should be compared with the signature on the declaration sheet, which was signed in the examination room. His physical appearance may be checked against the medical certificate. The appointee may also be questioned on his personal history for agreement with his previous statements.

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

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

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

019477  
EMP#

*Handwritten scribble*  
NAME

GS =12 0  
SCHD=GR SD ORG

AA0810500310  
AA=ITEM

AE0100014936	AB0020200023	E0004ZUZ1845	VF061ZUXXX45
EC00G99HRK45	VJ06G99HRK45	VR00G99MAF23	TA04G99MAU26
TC00G99HAK54	FM006SAUX456	PM206SYXJK51	FL005SYKAA60
BK5070000467	BQ2110111459	BQ2740504457	BQ30I 60
BQ36I 59	BQ5111111459	BQ5455555357	BC5733433257
BQ6033433257	ZYPI69690000	ZMS XXXXX69	

*Retired Nov 1974*  
*Under Review For Release*

S-E-C-R-E-T

71 FEB 1974 (F)

SECRET

FEB

119477 PERIODIC SUPPLEMENT Return to  
 PERSONAL HISTORY STATEMENT THIS DATE  
 19 OCT 1957

INSTRUCTIONS

This form provides the means whereby your official personnel record will be kept current. Even though it duplicates information you have furnished previously, it will be necessary for you to complete Sections I through VI in their entirety. You need complete Sections VII through XIII only if there has been a change since you entered on duty with the organization or if you believe the item requires additional coverage. Items already covered should not be reported.

SECTION I

GENERAL

DATE 25 OCT 1957

1. FULL NAME (Last-First-Middle)

TARASOFF PORTS DIVISION

[Large empty rectangular box for name and address information]

IS NOT DESIRABLE BECAUSE OF HEALTH OR OTHER REASONS, PLEASE SO STATE.

SECTION III

MARITAL STATUS

1. CHECK (X) ONE: SINGLE  MARRIED  WIDOWED  SEPARATED  DIVORCED  ANNULLED

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

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

[Large empty rectangular box for marital history information]

SECRET

(When Filled In)

SECTION III CONTINUED FROM PAGE 1

21. DATES OF MILITARY SERVICE (From and To) BY MONTH AND YEAR 3 Feb 1941 - 20 Oct 1945	
22. BRANCH OF SERVICE Army	23. COUNTRY WITH WHICH MILITARY SERVICE AFFILIATED U.S.A.
24. DETAILS OF OTHER GOVERNMENT SERVICE, U.S. OR FOREIGN	

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

1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
1		
1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
2		
1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
3		
1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
4		

5. SPECIAL REMARKS, IF ANY, CONCERNING THESE RELATIVES

SECTION V FINANCIAL STATUS

1. ARE YOU ENTIRELY DEPENDENT ON YOUR SALARY?  YES  NO

2. IF YOUR ANSWER IS "NO" TO THE ABOVE, STATE SOURCES OF OTHER INCOME

3. BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS

NAME OF INSTITUTION	ADDRESS (City, State, Country)

SECTION V CONTINUED TO PAGE 3

SECRET  
2

SECRET

(When Filled In)

SECTION V CONTINUED FROM PAGE 2

4. HAVE YOU EVER BEEN IN, OR PETITIONED FOR, BANKRUPTCY?  YES  NO

5. IF

6. DO YOU RECEIVE AN ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT, PENSION, OR COMPENSATION FOR MILITARY OR NAVAL SERVICE?  YES  NO

7. IF YOUR ANSWER IS "YES" TO THE ABOVE QUESTION, GIVE COMPLETE DETAILS

8. DO YOU HAVE ANY FINANCIAL INTEREST IN, OR OFFICIAL CONNECTION WITH, NON-U.S. CORPORATIONS OR BUSINESSES OR IN OR WITH U.S. CORPORATIONS OR BUSINESSES HAVING SUBSTANTIAL FOREIGN INTERESTS?  YES  NO IF YOU HAVE ANSWERED "YES", GIVE COMPLETE DETAILS ON A SEPARATE SHEET AND ATTACH IN A SEALED ENVELOPE.

**SECTION VI CITIZENSHIP**

1. PRESENT CITIZENSHIP (Country)  
U.S.A.

2. CITIZENSHIP ACQUIRED BY - CHECK (X) ONE:  
 BIRTH  MARRIAGE  OTHER (Specify): Naturalized

3. HAVE YOU TAKEN STEPS TO CHANGE YOUR PRESENT CITIZENSHIP?  YES  NO

4. GIVE PARTICULARS

5. IF YOU HAVE APPLIED FOR U.S. CITIZENSHIP, INDICATE PRESENT STATUS OF YOUR APPLICATION (First papers, etc.)

**SECTION VII EDUCATION**

1. CHECK (X) HIGHEST LEVEL OF EDUCATION ATTAINED

<input type="checkbox"/> LESS THAN HIGH SCHOOL GRADUATE	<input type="checkbox"/> OVER TWO YEARS OF COLLEGE - NO DEGREE
<input type="checkbox"/> HIGH SCHOOL GRADUATE	<input type="checkbox"/> BACHELOR'S DEGREE
<input type="checkbox"/> TRADE, BUSINESS, OR COMMERCIAL SCHOOL GRADUATE	<input type="checkbox"/> GRADUATE STUDY LEADING TO HIGHER DEGREE
<input checked="" type="checkbox"/> TWO YEARS COLLEGE OR LESS	<input type="checkbox"/> MASTER'S DEGREE <input type="checkbox"/> DOCTOR'S DEGREE

2. COLLEGE OR UNIVERSITY STUDY

NAME AND LOCATION OF COLLEGE OR UNIVERSITY	SUBJECT		DATES ATTENDED		DEGREE REC'D	DATE REC'D	SEM/ QTR. HOURS SPECIFY
	MAJOR	MINOR	FROM	TO			
Russian University of N.Y., N.Y.C.	General		1924	1926			

3. TRADE, COMMERCIAL AND SPECIALIZED SCHOOLS

NAME OF SCHOOL	STUDY OR SPECIALIZATION	DATES ATTENDED		TOTAL MONTHS
		FROM	TO	
Cooper Union Art School in New York City	Fine Arts	1927	1927	10
Cooper School of Art in Cleveland, Ohio	Commercial Art	1950	1951	21

4. MILITARY TRAINING (Full time duty in specialized schools such as Ordnance, Intelligence, Communications, etc.)

NAME OF SCHOOL	STUDY OR SPECIALIZATION	DATES ATTENDED		TOTAL MONTHS
		FROM	TO	
MITC Camp Richie, Md	CIC Course	1944	1945	2
University of Penn. Philad. Pa.,	German Language, CIC	April	1945	1

5. OTHER EDUCATIONAL TRAINING NOT INDICATED ABOVE  
Advanced CIC Course, Oberursel, Germany, in July 1945

SECRET

SECTION VIII FOREIGN LANGUAGE ABILITIES																						
LANGUAGE <small>(List below each language in which you possess any degree of competence. Indicate your proficiency to read, write or speak by placing a check (X) in the appropriate boxes)</small>	COMPETENCE - IN ORDER LISTED																					
	EQUIVALENT TO NATIVE FLUENCY			FLUENT BUT OBVIOUSLY FOREIGN			ADEQUATE FOR RESEARCH			ADEQUATE FOR TRAVEL			LIMITED KNOWLEDGE									
	R - READ W - WRITE S - SPEAK																					
	R	W	S	R	W	S	R	W	S	R	W	S	R	W	S	NATIVE TO COUNTRY	PROLONGED RESIDENCE	CONTACT WITH PARENTS ETC.)	ACADEMIC STUDY (ALL LEVELS)			
2. IF YOU HAVE CHECKED "ACADEMIC STUDY" UNDER "HOW ACQUIRED", INDICATE LENGTH AND INTENSIVENESS OF STUDY																						
3. DESCRIBE YOUR ABILITY TO DO SPECIALIZED LANGUAGE WORK INVOLVING VOCABULARIES AND TERMINOLOGY ON THE SCIENTIFIC, ENGINEERING, TELECOMMUNICATIONS, MILITARY OR ANY OTHER SPECIALIZED FIELD																						
SECTION IX GEOGRAPHIC AREA KNOWLEDGE																						
1. LIST BELOW ANY FOREIGN REGIONS OR COUNTRIES OF WHICH YOU HAVE KNOWLEDGE GAINED AS A RESULT OF RESIDENCE, TRAVEL, STUDY OR WORK ASSIGNMENT. UNDER COLUMN "TYPE OF SPECIALIZED KNOWLEDGE", INDICATE TYPE OF KNOWLEDGE SUCH AS TERRAIN, COASTS, HARBORS, UTILITIES, RAILROADS, INDUSTRIES, POLITICAL PARTIES, ETC.																						
NAME OF REGION OR COUNTRY	TYPE OF SPECIALIZED KNOWLEDGE	DATES OF RESIDENCE, TRAVEL, ETC.	KNOWLEDGE ACQUIRED BY																			
			RESIDENCE	TRAVEL	STUDY	WORK ASSIGNMENT																
Russia (Ukraine)	General	1908 - 1920	Native																			
Turkey (Istanbul area)	General	1920 - 1923	Yes																			
Germany (U.S. Zone)	General	May 1945 - Oct 1945				U.S. Army																
2. INDICATE THE PURPOSE OF VISIT, RESIDENCE OR TRAVEL FOR EACH OF THE REGIONS OR COUNTRIES LISTED ABOVE																						
Russia - I am a native of that country																						
Turkey - I lived there as a stateless person for 3 years																						
Germany - I was with the U.S. Army of Occupation																						
SECTION X TYPING AND STENOGRAPHIC SKILLS																						
1. TYPING (W.P.M.)			2. SHORTHAND (W.P.M.)			3. SHORTHAND SYSTEM USED - CHECK (X) APPROPRIATE ITEM																
30						<input type="checkbox"/> GREGG <input type="checkbox"/> SPEEDWRITING <input type="checkbox"/> STENOTYPE <input type="checkbox"/> OTHER (Specify):																
4. INDICATE OTHER BUSINESS MACHINES WITH WHICH YOU HAVE HAD OPERATING EXPERIENCE OR TRAINING (Comptometer, Mimeograph, Card Punch, etc.)																						
SECTION XI SPECIAL QUALIFICATIONS																						
1. LIST ALL HOBBIES AND SPORTS IN WHICH YOU ARE ACTIVE OR HAVE ACTIVELY PARTICIPATED. INDICATE YOUR PROFICIENCY IN EACH																						
Badminton - fair, Soccer - Fair, Photography - good, Philately - good, Oil-painting - good, Reading - good.																						
2. INDICATE ANY SPECIAL QUALIFICATIONS, RESULTING FROM EXPERIENCE OR TRAINING, WHICH MIGHT FIT YOU FOR A PARTICULAR POSITION OR TYPE OF WORK																						
My training and experience with the CIC would indicate the type of work for which I am best qualified.																						
3. EXCLUDING EQUIPMENT NOTED IN SECTION 4, LIST ANY SPECIAL SKILLS YOU POSSESS RELATING TO OTHER EQUIPMENT OR MACHINES SUCH AS OPERATION OF SHORTWAVE RADIO, MULTILITH, TURRET LATHE, SCIENTIFIC AND PROFESSIONAL DEVICES, ETC.																						
4. IF YOU ARE A LICENSED OR CERTIFIED MEMBER OF ANY TRADE OR PROFESSION (Pilot, Electrician, Radio Operator, Teacher, Lawyer, CPA, Medical Technician, etc.), INDICATE THE KIND OF LICENSE OR CERTIFICATE, NAME OF ISSUING STATE, AND REGISTRY NUMBER, IF KNOWN.																						
5. FIRST LICENSE OR CERTIFICATE (Year of issue)						6. LATEST LICENSE OR CERTIFICATE (Year of issue)																

SECTION XI CONTINUED FROM PAGE #

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

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

9. LIST ANY PUBLIC SPEAKING AND PUBLIC RELATIONS EXPERIENCE

Public Speaking and public relations experience on the Executive Board of  
Greater Alameda County C.I.O. Council

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

Chairman of the Circle of Youth "Russian Culture", New York, N.Y. 1937 - 1940  
The National CIC Association, 1956 - present

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

1	1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
	2 Mar 1956 to 27 Jun 1956	7	DDP/FI/CI/ICD
1	4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
	none	Intelligence Assistant	
6. DESCRIPTION OF DUTIES			
Research, analysis, and translation of materials in the Russian Language, including extensive work with microfilmed materials.			
2	1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
	27 Jun 1956 - 9 Sep 1956	7	OO/FDD/BU
2	4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
	none	Intelligence Assistant	
6. DESCRIPTION OF DUTIES			
Reading newspapers and periodicals, abstracting information of intelligence value and compiling it into reports.			
3	1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
	9 Sep 1956 - present	7	OO/FDD/BU
3	4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
	none	Foreign Documents Officer	
6. DESCRIPTION OF DUTIES			
Abstraction of intelligence information from Soviet newspapers and periodicals and compiling it into reports.			
4	1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
4	4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
6. DESCRIPTION OF DUTIES			
5	1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
5	4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
6. DESCRIPTION OF DUTIES			

(Use additional pages if required)

**SECRET**  
(When Filled In)

*Office of Personnel*  
*32 PM '57*

**SECTION XIII CHILDREN AND OTHER DEPENDENTS**

1. NUMBER OF CHILDREN (including stepchildren and adopted children) WHO ARE UNMARRIED, UNDER 21 YEARS OF AGE, AND ARE NOT SELF-SUPPORTING. 2

2. NUMBER OF OTHER DEPENDENTS (including spouse, parents, stepparents, sister, etc.) WHO DEPEND ON YOU AT LEAST ONE OF THEIR SUPPORT, OR, CHILDREN OVER 21 YEARS OF AGE WHO ARE NOT SELF-SUPPORTING. 1

3. PROVIDE THE FOLLOWING INFORMATION FOR ALL CHILDREN AND DEPENDENTS

NAME	RELATIONSHIP	YEAR OF BIRTH	SEX		CITIZENSHIP	ADDRESS
			M	F		
Anna Tarasoff	wife	1923		x	USA	[Redacted]
Barbara Tarasoff	daughter	1945		x	USA	same as above
Raymond Tarasoff	son	1949	x		USA	same as above

ADDITIONAL COMMENT AND/OR CONTINUATION OF PRECEDING ITEMS

Places of residence: EOD Date: 20 Feb 1956

18 Feb 1956 - 7 Jul 1956

7 Jul 1956 - 1 Dec 1956

1 Dec 1956 - Present

[Redacted]

DATE COMPLETED *19 Jul 1957* SIGNATURE OF EMPLOYEE: *Sam D. Tarasoff*

**SECRET**  
6





## SECURITY AGREEMENT

June 2, 1955  
Date

1. I am aware of the fact that the Central Intelligence Agency by reason of the sensitive nature of its work, must observe very strict security measures.
2. I agree to honor the requests of the Central Intelligence Agency relative to my application for employment or rendition of services whether it be accepted or rejected.
3. I agree not to inform anyone that I am being considered for a position in the Central Intelligence Agency, unless specifically authorized by a representative of the Central Intelligence Agency.
4. I agree not to disclose processing procedures I have observed in the Central Intelligence Agency.
5. I agree not to discuss by name or otherwise, any individuals with whom I have talked in the course of my application for employment to the Central Intelligence Agency.

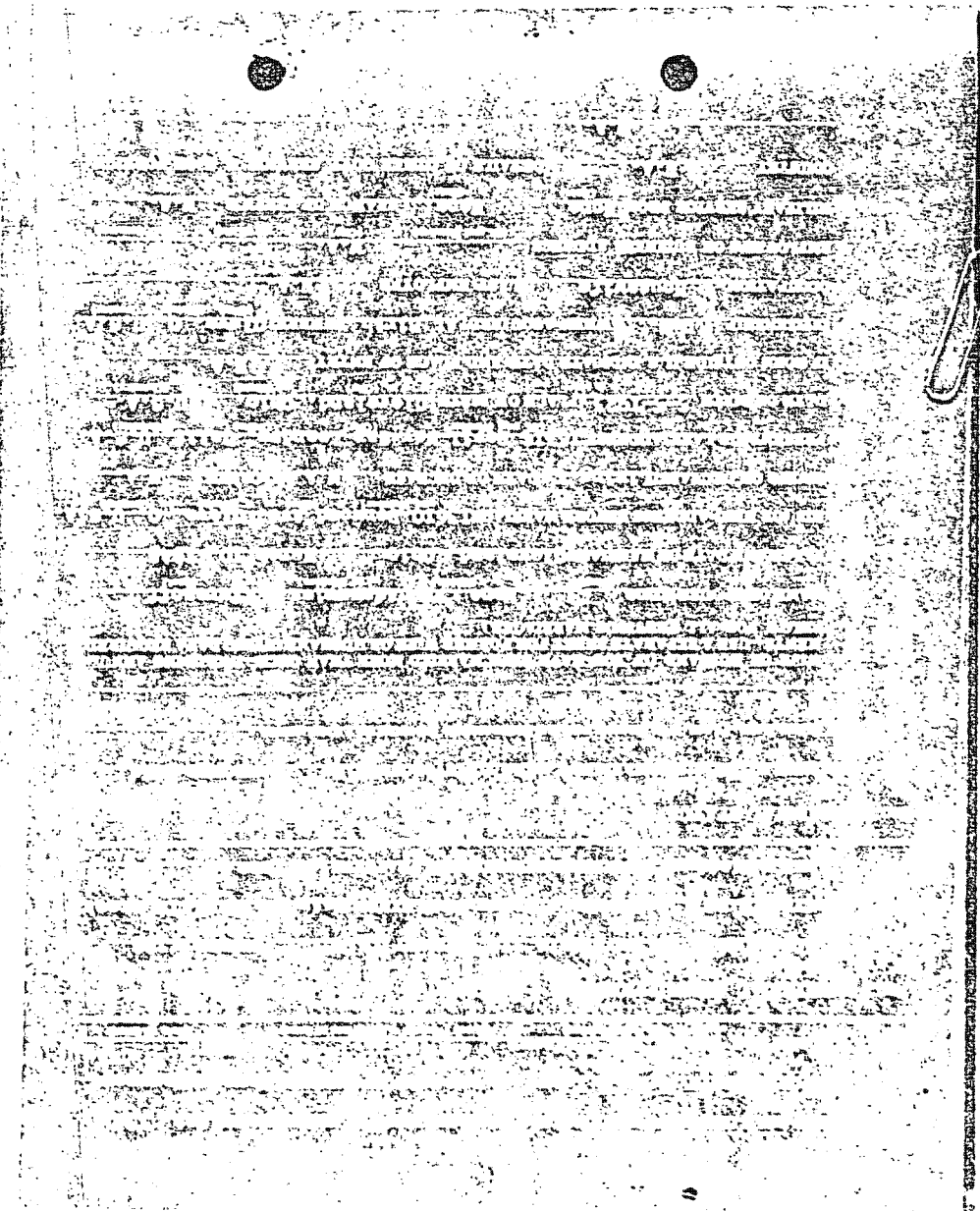
Boris D. Tarasoff  
Signature

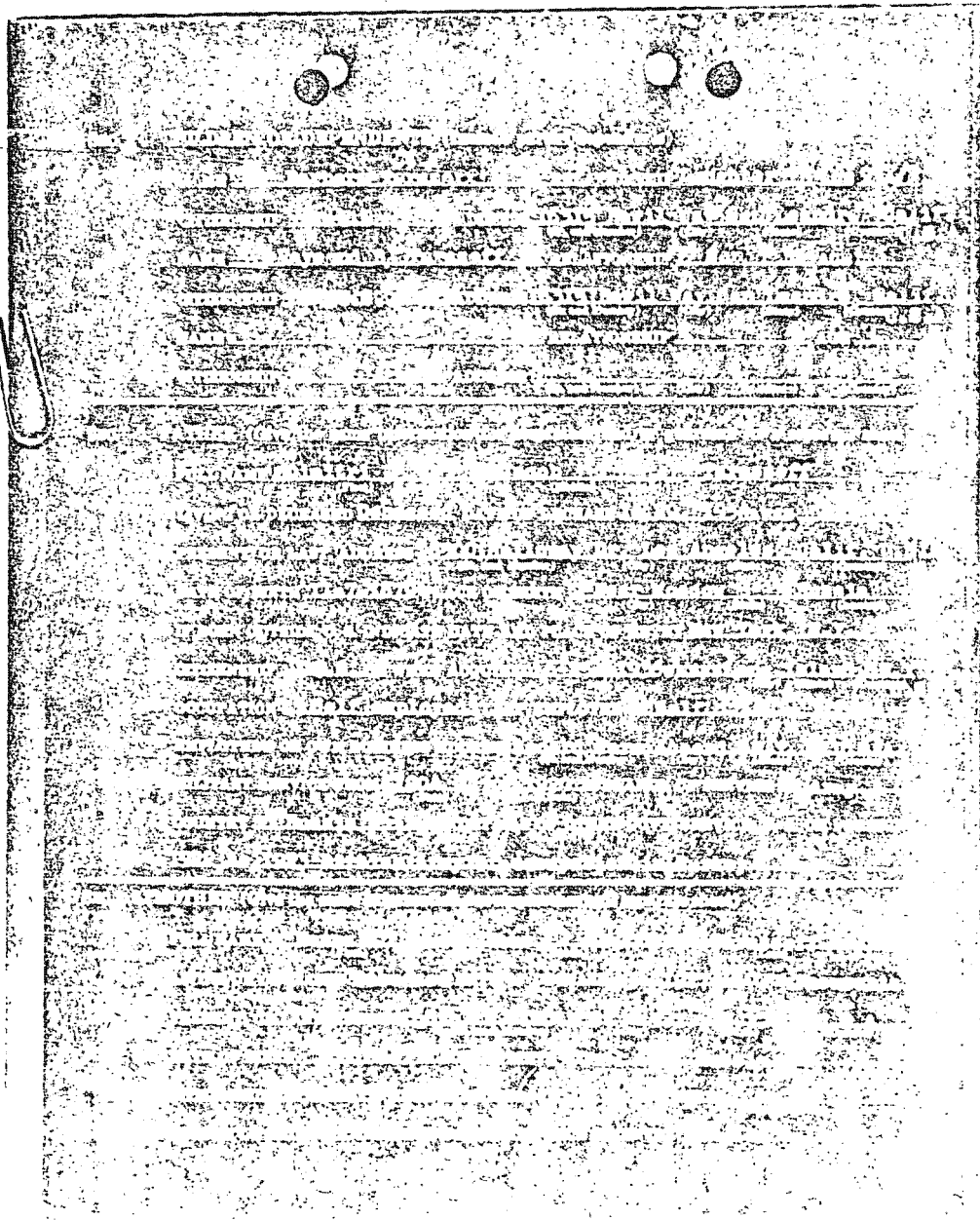
[Signature]  
Witness

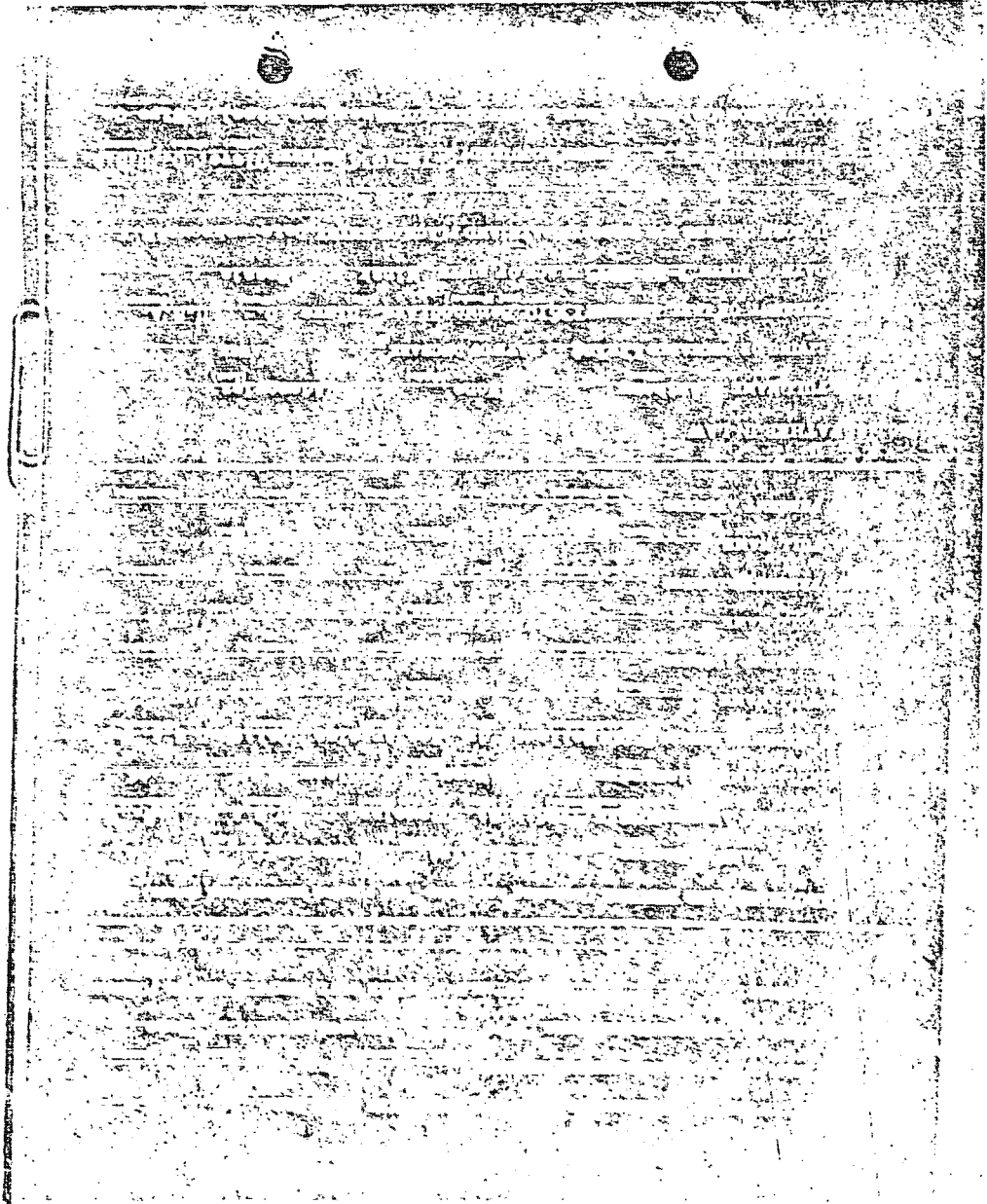
PERSONAL HISTORY STATEMENT

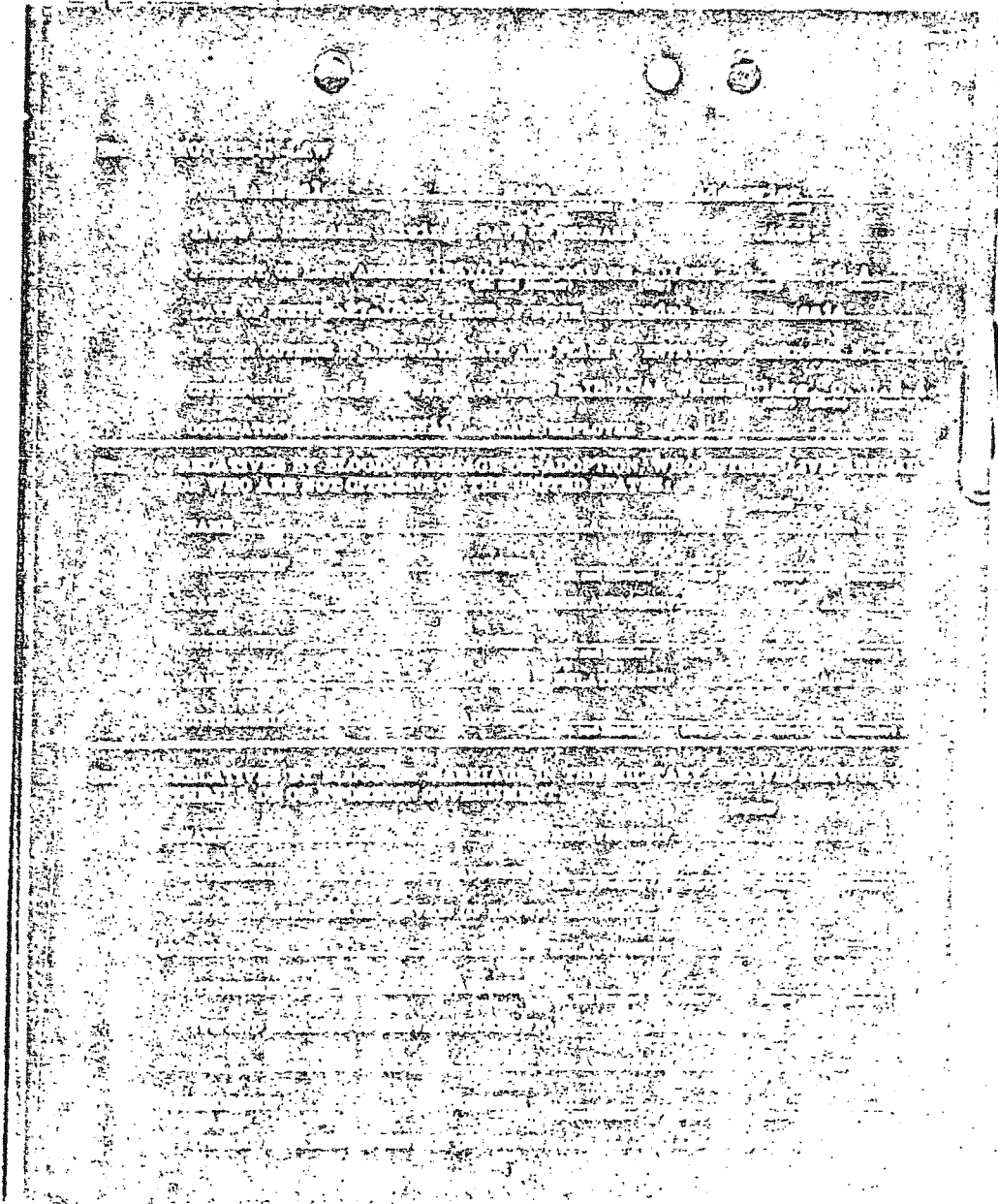
*RDP*

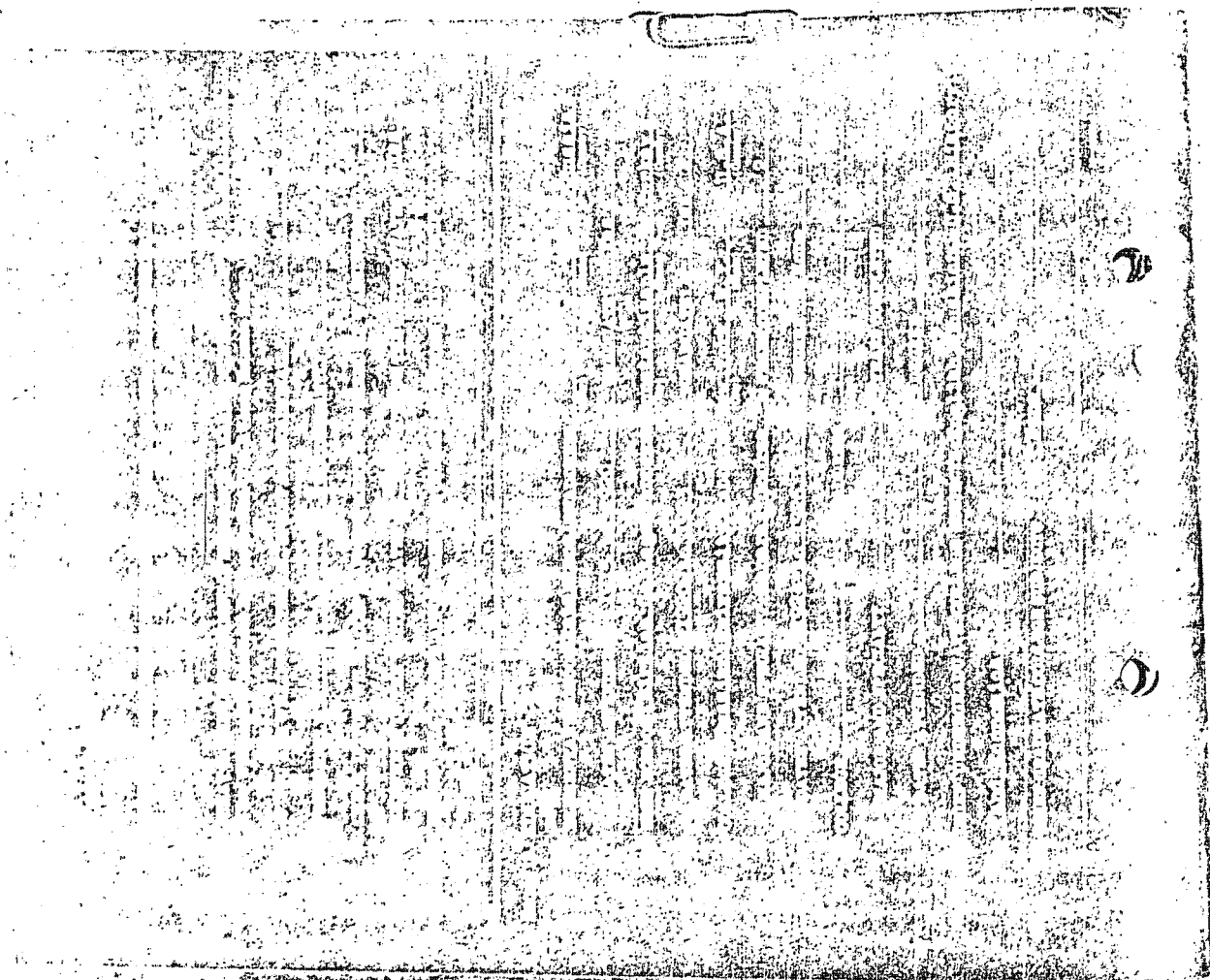
[The body of the document contains approximately 25 lines of text that are extremely faint and illegible due to heavy noise and low contrast in the scan. The text appears to be a personal history statement.]







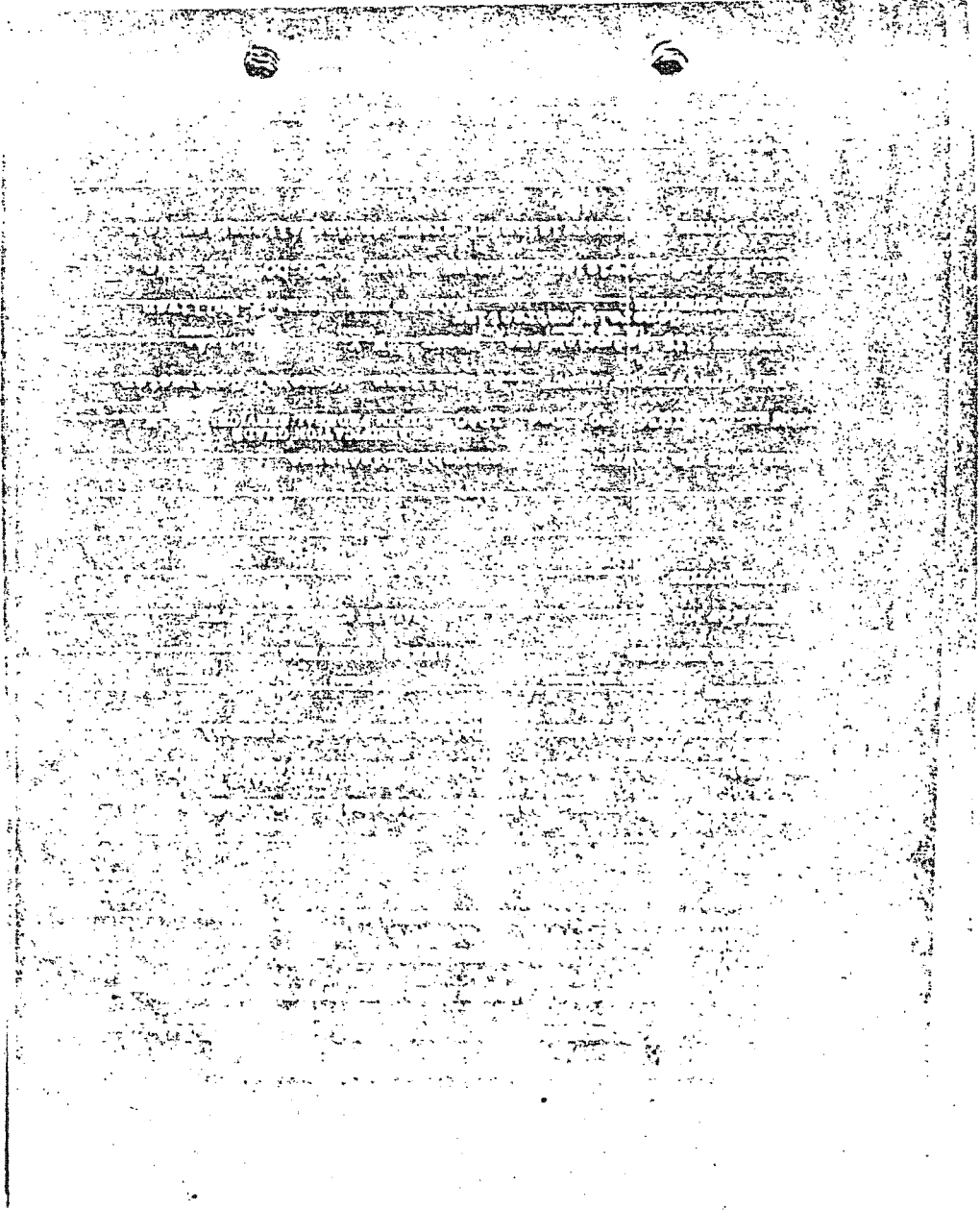




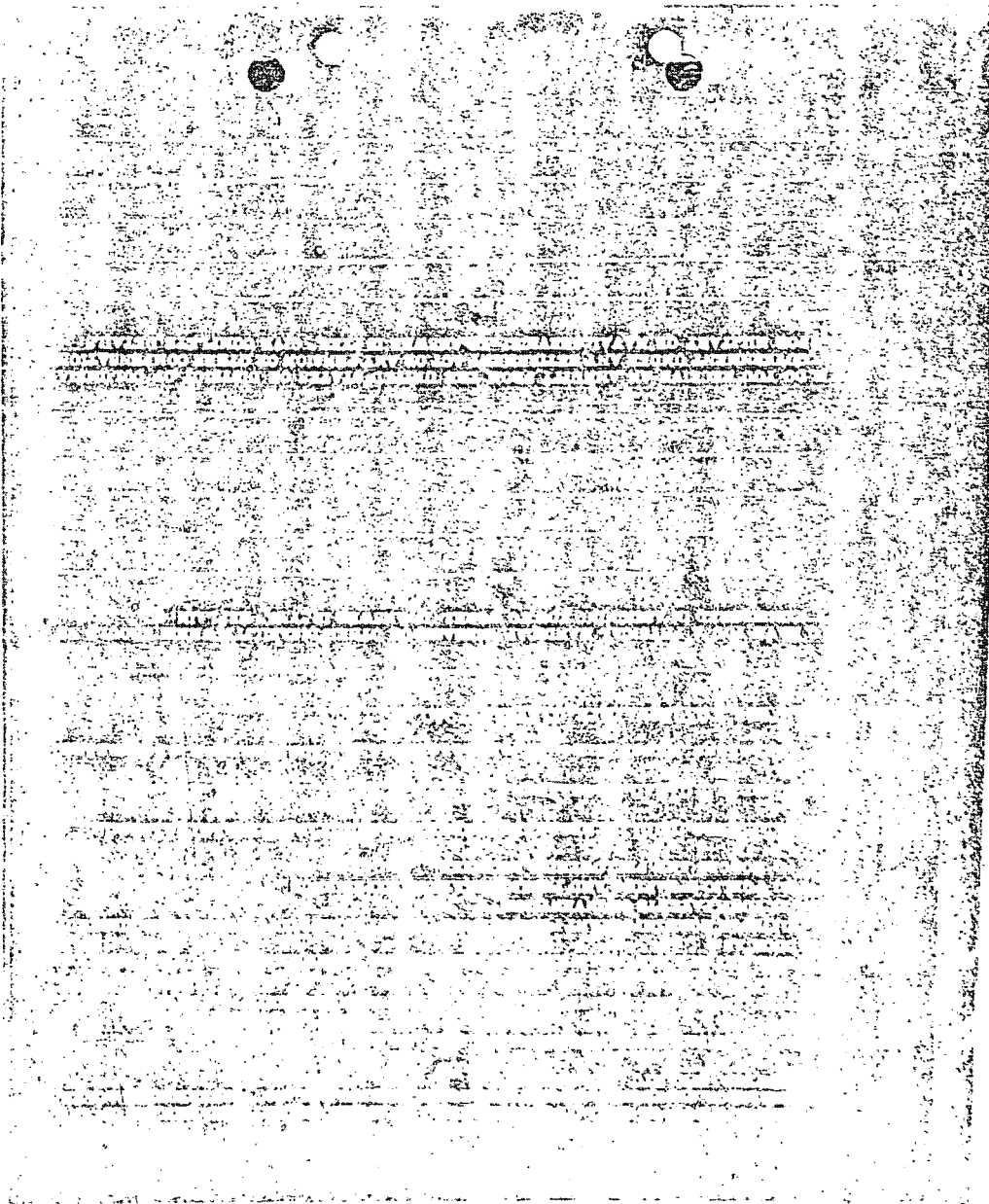
[The page contains several lines of text that are extremely faint and illegible due to heavy noise and low contrast. The text appears to be organized into paragraphs, but no specific words or phrases can be discerned.]



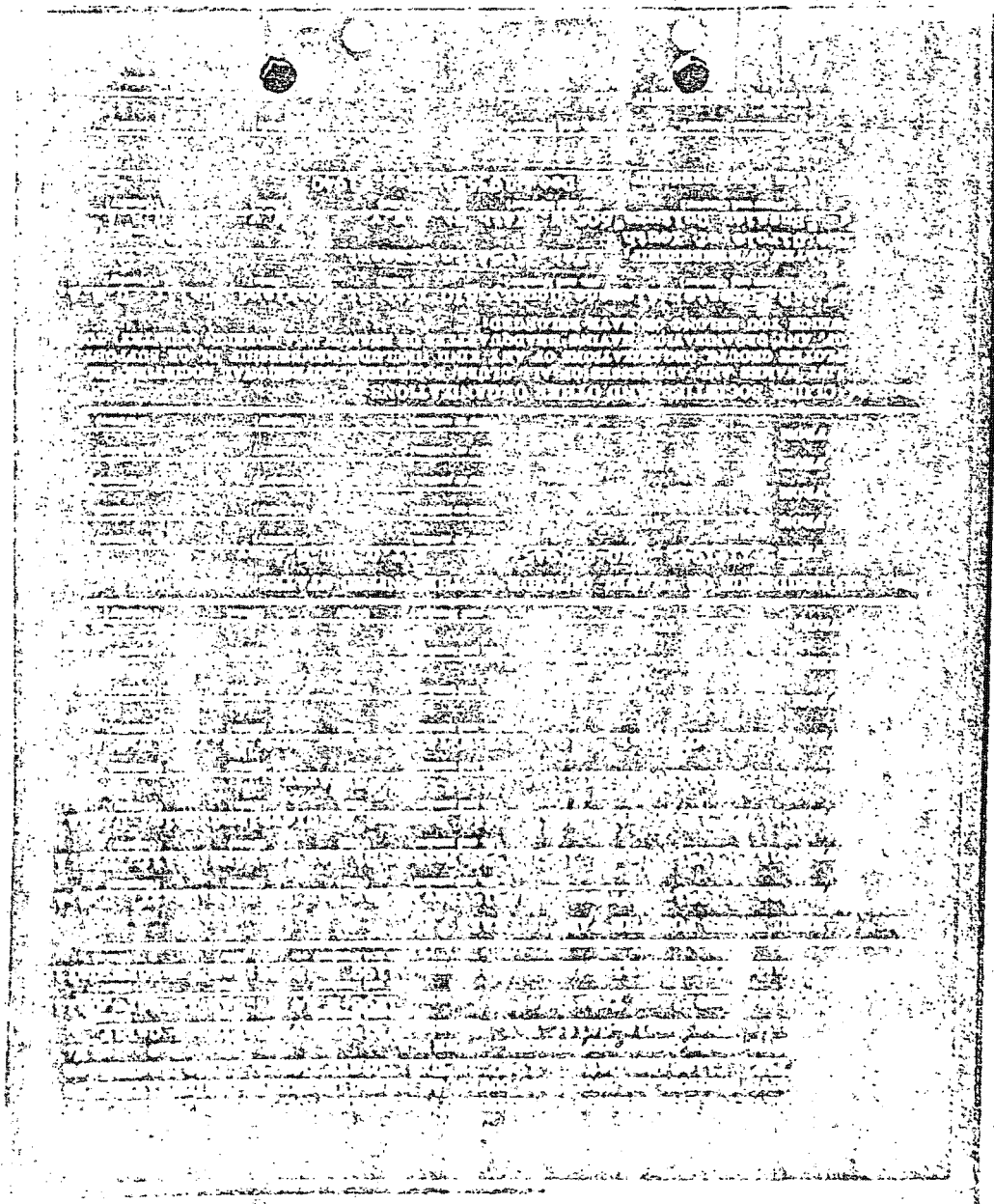


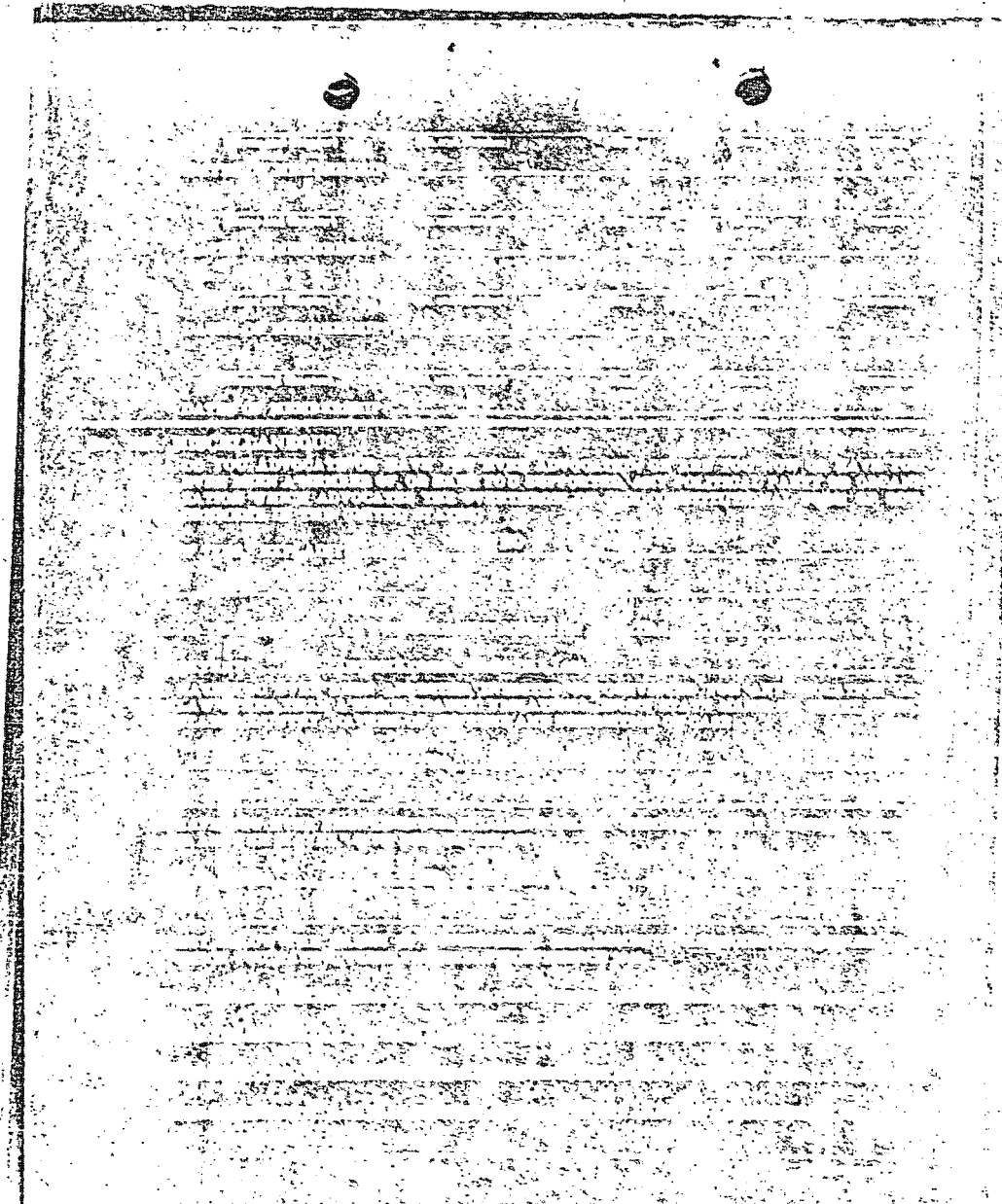


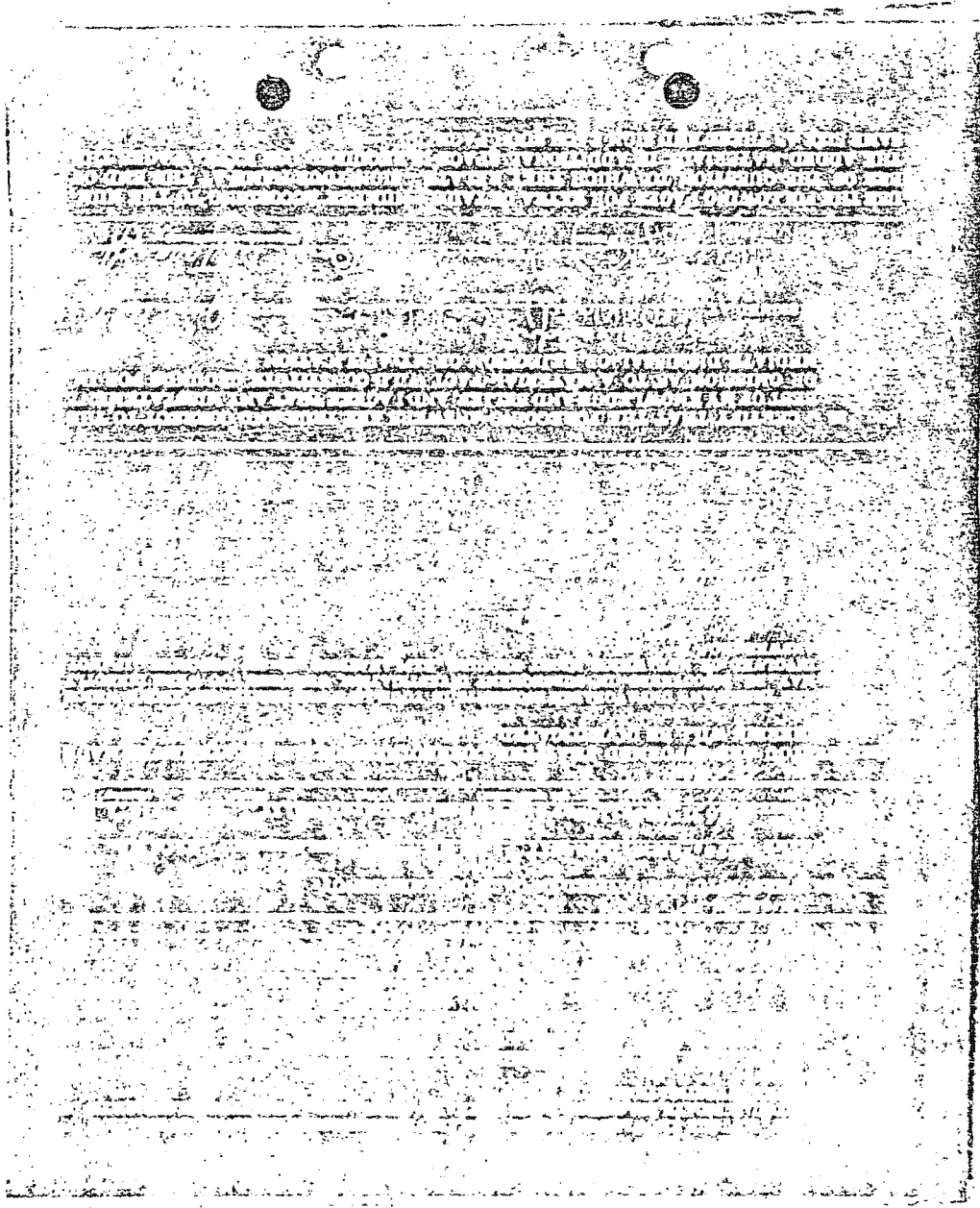


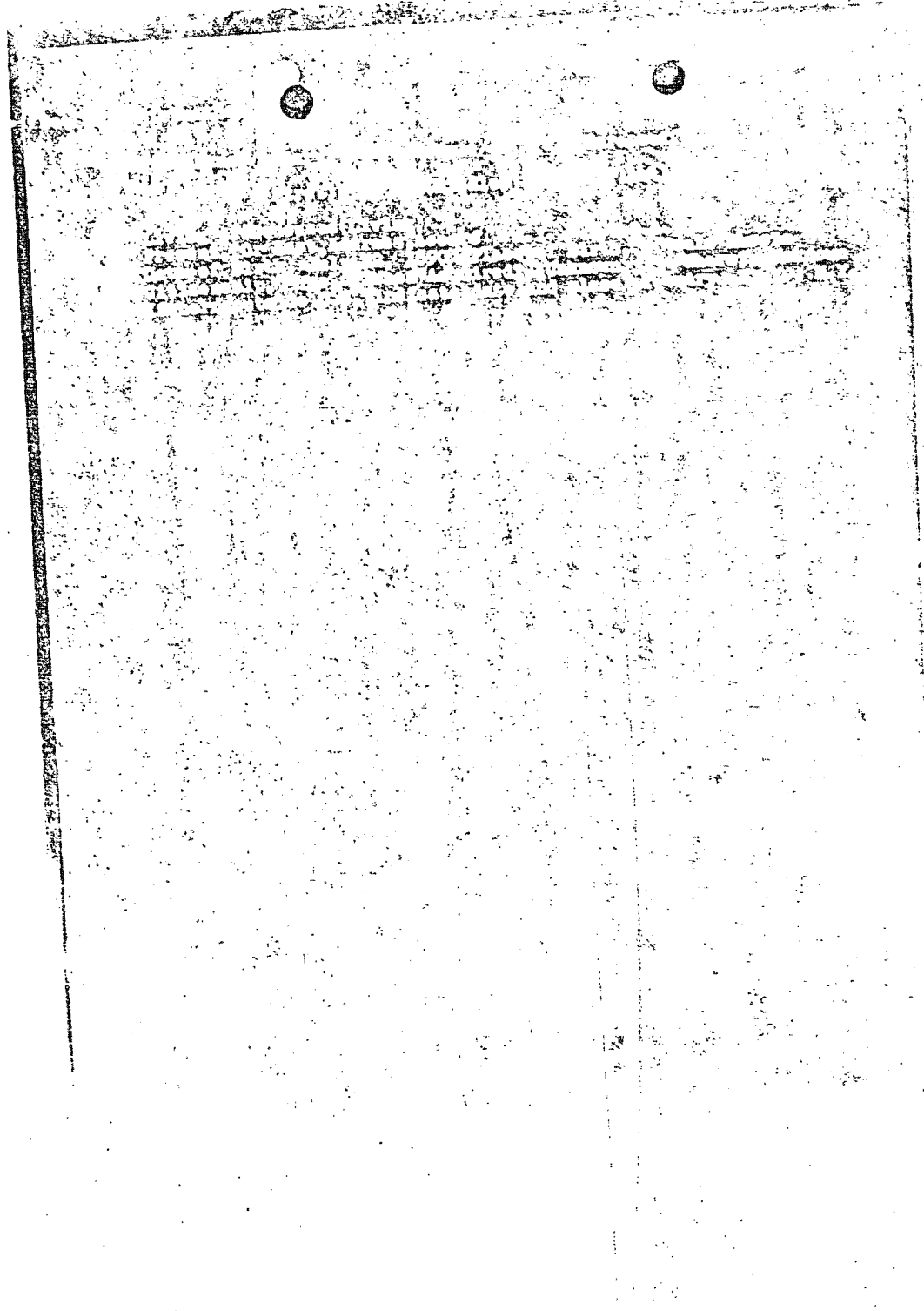














CONFIDENTIAL  
(When Filled In)

STAFF AGENT CLEARANCE

DATE : 28 May 1963  
YOUR REFERENCE: Request for Security Clearance dated 28 May 1963  
CASE NO. : 104887  
TO : Chief, Contract Personnel Division  
ATTN. : Staff Agents Branch  
SUBJECT : *Jaradith P. ...*

1. This is to advise that a security clearance is granted for the employment of the Subject as a Staff Agent, GS-11, by DDF/WH/3, in the capacity of

Operations Officer at Mexico City, Mexico.

2. If your office should desire at a later date to change the status or use of the Subject, a request to cover any proposed change should be submitted to this office.

3. Unless arrangements are made within 60 days for entrance on duty within 120 days, this Approval becomes invalid.

4. As a part of entrance on duty processing:

A personal interview in the Office of Security must be arranged by your office.

A personal interview is not necessary.

*W. A. Osborne*  
W. A. Osborne

CHIEF, PERSONNEL SECURITY DIVISION, OS

CONFIDENTIAL  
SECURITY INFORMATION  
SECURITY APPROVAL

Date: 14 December 1955

TO: Chief, Records & Services Division  
Personnel Office  
FROM: Chief, Security Division  
Personnel  
SUBJECT: TARASOFF, Boris Djaltri

Your Reference: C-1235 DDP

Case Number: 104887 *FI*

1. This is to advise you of security action in the subject case as indicated below:
  - Security approval is granted the subject person for access to classified information.
  - Provisional clearance for full duty with CIA is granted under the provisions of Paragraph D of Regulation 10-9 which provides for a temporary appointment pending completion of full security investigation.
  - The Director of Central Intelligence has granted a provisional clearance for full duty with CIA under the provisions of paragraph H of Regulation 10-9
2. Unless the subject person enters on duty within 60 days from the above date, this approval becomes invalid.
3. Subject is to be polygraphed as part of EOD procedures.

*Ed McNamee  
advised 12/16/55  
that  
will call  
12/16/55  
12/16/55  
12/16/55  
12/16/55  
12/16/55*

*Ernal P. Geiss*  
Ernal P. Geiss  
*my*

CONFIDENTIAL