

This document is made available through the declassification efforts
and research of John Greenewald, Jr., creator of:

The Black Vault



The Black Vault is the largest online Freedom of Information Act (FOIA)
document clearinghouse in the world. The research efforts here are
responsible for the declassification of hundreds of thousands of pages
released by the U.S. Government & Military.

Discover the Truth at: <http://www.theblackvault.com>

STANDARD FORM 64
January, 1972
DESCRIBED BY U.S. CIVIL SERVICE COMMISSION
Federal Personnel Manual Ch. 293
66-104

79 NEWARK TINKER (6) 10/15/81

Reviewed
A-59 10/81

SECRET

Official Personnel Folder

SECRET

COPIES
for
QUALIFICATIONS

CODED

KEENE, THOMAS J.
M 305 26 25 61

NOV 06/29/80



UNITED STATES OF AMERICA
GENERAL SERVICES ADMINISTRATION



National Personnel Records Center
(Civilian Personnel Records)
111 Winnebago Street
St. Louis, Missouri 63118

DATE 4-17-78
REPLY TO
ATTN OF NCPUR-CA

SUBJECT STATEMENT CONCERNING CHRISTMAS ASSISTANT EMPLOYMENT

Division of Adjudication
Bureau of Personnel Investigations
U.S. Civil Service Commission
Washington, D.C. 20415
attn: J. L. Schiff

(Last, first, middle)	DATE OF BIRTH	SOCIAL SECURITY NUMBER
<i>Bernard Thomas</i>		

The enclosed request is forwarded for your reply since the payroll records for the period(s) involved have not been received. Please furnish the requester information as to the number of hours worked and rate of pay for the period(s) involved.

Official personnel folders are not established for Christmas assistants. Payroll records show the number of hours worked but not the actual appointment and separation dates. The payroll records show the following information for the above named employee:

PERIOD	HOURS WORKED	RATE OF PAY	POST OFFICE
11-51 to 12-51	NO SERVICE		
12-1-52 to 12-31-52	12	\$1.56 1/4	
12-1-52 to 12-31-52	NO SERVICE		

The above verifies only a portion of the service shown in your request. The payroll records for the other employment periods are held by the Payroll Section, Postal Data Center, Post Office Department.

E. L. Price
E. L. PRICE
Chief, Civ. Ref. Pr.

RECEIVED INA

APR 24 1978

GSA FORM 6094
MAY 68

APR 6 1978

Standard Form 127
July 1967 edition
GSA FPMR (41 CFR) 101-11.6

REQUEST FOR OFFICIAL PERSONNEL FOLDER
(SEPARATED EMPLOYEES)

DATE OF REQUEST
23 February 1978

Section I--TO BE COMPLETED BY REQUESTING AGENCY

2. CURRENT NAME (Last, first, middle)

KEENAN, THOMAS

3. NAME UNDER WHICH FORMERLY EMPLOYED FEDERAL AGENCY
FROM TO

C4F

4. DATE OF BIRTH
5. SOCIAL SECURITY NUMBER

NATIONAL PERSONNEL RECORDS CENTER, GSA
(Civilian Personnel Records)
111 WINNEBAGO STREET
ST. LOUIS, MISSOURI 63118

SUBMIT IN DUPLICATE FOR EACH FOLDER REQUESTED
Original will be used to send folder or reply to your agency.
Duplicates will be used as charge-out record by the Records Center.

5. PREVIOUS FEDERAL EMPLOYMENT

AGENCY AND BUREAU	LOCATION	FROM	TO
United States Post Office		11/52	12/52
United States Post Office		11/51	12/51

6. REASON FOR REQUEST (Check appropriate box)

- a. Currently employed.
- b. Temporary use.
- c. Pre-employment consideration. Will retain folder if hired.

7. REMARKS

If no records may be found, please do a payroll search. Thank you.

Section II--FOR USE BY RECORDS CENTER

- a. Folder enclosed.
- b. Folder was sent to your agency on
- c. Folder forwarded in place of information requested. Retain if person is rehired.
- d. Folder not received. Suggest you contact last employing office.
- e. Folder not located. Suggest further search of your agency. If still unlocated, verify correctness of name and furnish date forwarded and several names of other folders in same shipment.
- f. Folder believed in custody of following agency. Original of your request sent to that agency for action.

A pay transcript is furnished on the attached D/S Form 1894

Date: *4-17-78* Initials: *BSB*

Section III--TO BE COMPLETED BY REQUESTING AGENCY

Division of Administration
Bureau of Personnel Investigations
U.S. Civil Service Commission
Washington, D.C. 20415

W. R. K. Hoff

Enter complete address to which folder or reply is to be mailed. Include ZIP Code.

UNCLASSIFIED INTERNAL USE ONLY CONFIDENTIAL SECRET

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

request for Personnel Records from the Federal Records Center or former employer.

FROM: OP/CD/TRB Files Section 5 E 13 HQS		EXTENSION NO 6141	DATE 23 February 1978
TO: (Officer designation, room number, and building)	DATE RECEIVED FORWARDED	OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across columns after each comment.)
1. CCS/CSB 6H 44 HQS Attn: [redacted]	2/28/78	JR	It is requested that your office obtain the Official Records indicated on the attached Form IR - 502 and forward them to the OP FILES SECTION . For further information or if the request cannot be honored, please contact C/TRB on extension 7165.
2. [redacted]			
3. [redacted]			
4. [redacted]			
5. OS/CSD/EAB 4 E 33 HQS Attn: [redacted]			SUBJECT: Mr. Thomas Keenan
6. [redacted]			
7. [redacted]			
8. [redacted]			
9. [redacted]			
10. OS/CSD/EAB 4 E 33 HQS Attn: [redacted]			COVER: (circle one) <u>YES</u> NO IN PROCESS
11. [redacted]			
12. [redacted]			OS/CSB - Request the Official Personnel Folder from:
13. [redacted]			FEDERAL RECORDS CENTER X
14. [redacted]			LAST EMPLOYING AGENCY _____
15. OP/CD/TRB Files Section 5 E 13 HQS			

**REQUEST FOR OFFICIAL PERSONNEL FOLDER
(SEPARATED EMPLOYEE)**

DATE OF REQUEST
23 February 1978

Section I—TO BE COMPLETED BY REQUESTING AGENCY

1. CURRENT NAME (Last, first, middle) **KREAN, THOMAS**
2. NAME UNDER WHICH FORMERLY EMPLOYED FEDERALLY (if different than 1.)

**NATIONAL PERSONNEL RECORDS CENTER, GSA
(Civilian Personnel Records)
111 WINNEBAGO STREET
ST. LOUIS, MISSOURI 63118**

3. NAME OF AGENCY
4. SOCIAL SECURITY NUMBER
SUBMIT IN DUPLICATE FOR EACH FOLDER REQUESTED. Original will be used in case folder or reply to your agency. Telephone will be used as charge-out record by the Records Center.

5. PREVIOUS FEDERAL EMPLOYMENT

AGENCY AND BUREAU	LOCATION	FROM	TO
United States Post Office		11/58	12/58
United States Post Office		11/51	12/51

6. REASON FOR REQUEST (Check appropriate box)
 a. Currently employed.
 b. Temporary use.
 c. Pre-employment consideration. Will retain folder if hired.

7. REMARKS
If no records may be found, please do a payroll search. Thank you.

Section II—FOR USE BY RECORDS CENTER

- a. Folder enclosed.
 - b. Folder was sent to your agency on _____
 - c. Folder forwarded in place of information requested. Retain if person is rehired.
 - d. Folder not received. Suggest you contact last employing office.
 - e. Folder not located. Suggest further search of your agency. If still indicated, verify correctness of name and furnish date forwarded and several names of other folders in same shipment.
 - f. Folder believed in custody of following agency. Original of your request sent to that agency for action.
- Date: _____ Initials: _____

Section III—TO BE COMPLETED BY REQUESTING AGENCY

Enter complete address to which folder or copy is to be mailed. Include ZIP Code.

18 March 1977

Thomas Keenan (LA)

Dear Tom,

Please accept my appreciation for an assignment well done as a member of the FY 1977 GS-13 Evaluation Board.

Your full-time service with the Board represents a major contribution to the Directorate's program of personnel assessment and management. Your recommendations for promotion, career development, and other matters have been very helpful.

I believe you will find on return to your regular duties that this time spent with the Board has broadened and sharpened your own focus on the personnel aspects of Agency management. I think it will make you appreciate more than ever our need for carefully and candidly written appraisals of employees.

Sincerely,

J. Studley

William W. Wells
Deputy Director for Operations

CONFIDENTIAL <small>(When Filled In)</small>	
NOTICE OF CREDITABLE SERVICE [FOR LEAVE PURPOSES]	<input type="checkbox"/> VOUCHERED <input type="checkbox"/> UNVOUCHERED
NAME (Last, First, Middle) Keenan, Thomas J.	SERIAL NO. 026090
OFFICE (and Division) DDO/LA	
<input type="checkbox"/> ORIGINAL <input checked="" type="checkbox"/> CORRECTION THIS DATE October 25, 1977	SERVICE COMPUTATION DATE (Mo. - Da. - Yr.) January 19, 1954 SIGNATURE (Office of Personnel) <div style="border: 1px solid black; width: 100px; height: 20px; margin-top: 5px;"></div>
CONFIDENTIAL	
<small>FORM 171 USE PREVIOUS EDITIONS</small>	
<small>U.S. GOVERNMENT PRINTING OFFICE: 1975 O - 276-221</small>	

WWS

1/18/77

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION						DATE PREPARED		
1. SERIAL NUMBER 026090		2. NAME (Last-First-Middle) Keenan, Thomas J.				8 February 1977		
3. NATURE OF PERSONNEL ACTION Reassignment and change of NOCA				4. EFFECTIVE DATE REQUESTED 02 08 77		5. CATEGORY OF EMPLOYMENT Regular		
6. FUNDS V TO V O TO V		7. PAN AND NSCA 7155 4525 0002		8. LEGAL AUTHORITY (Completed by Office of Personnel)				
9. ORGANIZATION DESIGNATION DDO/LA Division Operations Staff				10. LOCATION OF OFFICIAL STATION Wash., D.C.				
11. POSITION TITLE Operations Officer (15)				12. POSITION NUMBER CN55		13. CAREER SERVICE DESIGNATION D/B D/B		
14. CLASSIFICATION SCHEDULE (GS, EA, etc.) GS		15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 15 4		17. SALARY OR RATE \$ 37167.		
18. REMARKS From: DDO/LA [redacted] #3 cis, per Dir/LA 2-17-77 limited position } already filled } since: [redacted]								
19A. [redacted]		DATE SIGNED CN/Pers 8 Feb 77		19B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER [redacted]		DATE SIGNED 2/15/77		
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL								
19. ACTION CODE 3710	20. EMPLOY CODE 5106	21. OFFICE CODES LA	22. STATION CODE 75013	23. RETIREE CODE	24. BOSTON CODE	25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LEI
28. RET. LEAVE	29. SPECIAL REFERENCE	30. RETIREMENT DATA	31. SEPARATION DATA	32. CORRECTION/CANCELLATION DATA		EOD DATA		33. SECURITY
34. NET. PREFERENCE	35. NEW. CORP. DATA	36. LOCS. CORP. DATA	37. CAREER CATEGORY	38. FEDERAL HEALTH INSURANCE		39. SOCIAL SECURITY NO.		
40. PERIODS CIVILIAN GOVERNMENT SERVICE		41. LEAVE CAT.	42. FEDERAL PAY DATA		43. STATE PAY DATA		44. STATE INS. DATA	
45. POSITION CONTROL CERTIFICATION		46. O.P. APPROV.		47. DATE APPROVED		48. [redacted]		20 26 77

1132 USE PREVIOUS EDITION

SECRET

F-2 IMPDET CL. BY 007A22

C-NO MONEY
AP 5/4/75

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED 22 June 1976	
1. SYMBOL NUMBER 026090		2. NAME (Last-First-Middle) Keenan, Thomas J.									
3. NATURE OF PERSONNEL ACTION Reassignment and Delegation of NSCA					4. EFFECTIVE DATE MOVED 06 21 76			5. CATEGORY OF EMPLOYMENT Regular			
6. PAY GRADE		7. PAY RATE		8. PAY PLAN		9. PAY ADJUSTMENT		10. PAY ADJUSTMENT		11. LEGAL AUTHORITY (Complied by Office of Personnel)	
								135 4528 0001			
12. ORGANIZATIONAL DESIGNATION DDO/LA Division						13. LOCATION OF OFFICIAL DUTY Wash., D.C.					
14. POSITION NUMBER Officer, Ch (15)						15. POSITION NUMBER CP2S			16. CAREER SERVICE DESIGNATION DOB		
17. CLASSIFICATION SYMBOL (GS, ES, etc.) GS				18. OCCUPATIONAL SERIES 0136.01		19. GRADE AND STEP 15 4		20. SALARY OR RATE \$ 34,441			
21. REMARKS DDO Memo attached											
22. REQUESTING OFFICIAL LA/Pers				23. DATE SIGNED 22 Jun 76		24. SIGNATURE OF CAREER SERVICE APPROVING OFFICER [Signature]				25. DATE SIGNED 6/23/76	
SPACE BELOW FOR EXCLUSIVE USE OF [OFFICIALS]											
26. AGENCY CODE		27. EMPLOY CODE		28. OFFICE SYMBOL		29. DIVISION SYMBOL		30. POSITION CODE		31. GRADE AND STEP	
37		10		51300		LA		15013			
32. BR. OFFICER		33. PAY PLAN		34. PAY ADJUSTMENT		35. SPECIALTY CODE		36. CORRECTING CARRIAGE BALANCE		38. PAY RATE	
										EOD DATA	
39. PAY ADJUSTMENT		40. PAY ADJUSTMENT		41. PAY ADJUSTMENT		42. PAY ADJUSTMENT		43. PAY ADJUSTMENT		44. PAY ADJUSTMENT	
45. POSITION CONTROL CERTIFICATION 29 JUN 1976				46. APPROVING OFFICER [Signature]				47. DATE APPROVED 29 Jun 76			

SECRET

12 (MAY) 61 BY 007622

76-1372

19 MAR 1976

MEMORANDUM FOR: Deputy Director for Operations

SUBJECT : Appointment of Mr. Thomas J. Keenan as Chief, [redacted]

1. The appointment of Mr. Thomas J. Keenan as Chief of our [redacted] a GS-15 position, effective in June 1976 is recommended. Mr. Keenan would replace [redacted] who is presently Chief, [redacted]

2. Mr. Keenan has been an employee of the Agency since May 1957, and is currently attending the Army War College. His biographic profile and two most recent fitness reports are attached.

[redacted signature box]

Chief
Latin America Division

Attachments
Biographic Profile
Fitness Reports
Photograph

The recommendation in paragraph 1 is (APPROVED)

acting
David H. Bell
Deputy Director for Operations

27 March 1976
Date

E2 IMPDET
CL BY 055762

13295
 D-NO STATE(S)

SECRET
 (When Filled In)

REQUEST FOR PERSONNEL ACTION						DATE PREPARED:			
026090 ✓						30 December 1974			
1. SERIAL NUMBER		2. NAME (Last-First-Middle)							
026090 ✓		Keenan, Thomas J. ✓							
3. NATURE OF PERSONNEL ACTION			4. EFFECTIVE DATE REQUESTED		5. CATEGORY OF EMPLOYMENT				
Change of Functional Category			01/02/75		Regular				
6. FUNDS		7. PAY AND NSCA		8. LEGAL AUTHORITY (Completed by Office of Personnel)					
V TO V O TO V		V TO O O TO O		5135 0984 0001					
9. ORGANIZATIONAL DESIGNATION			10. LOCATION OF STATION						
DDO/LA Division Foreign Field									
11. POSITION TITLE			12. POSITION NUMBER	13. CAREER SERVICE DESIGNATION					
Chief of Station (11)			0660	DQB					
14. CLASSIFICATION SCHEME (GS, ZB, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP					
GS		0136.05		15-2					
17. SALARY OR RATE									
30,812. ✓									
18. REMARKS									
19. SPECIAL INSTRUCTIONS			DATE MONED	20. SIGNATURE OF CAREER SERVICE APPROVING OFFICER	DATE SIGNED				
			30 Dec 74		12/31/74				
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL									
21. ACTION CODE	22. EMPLOY CODE	23. OFFICE CODES		24. STATION CODE	25. OFFICER CODE	26. NOTES CODE	27. DATE OF BIRTH	28. DATE OF GRADE	29. BAR OF LEI
37	10	5.127 L.A.		37043		3			
30. VET STATUS		31. SPECIAL REFERENCE	32. RETIREMENT DATA		33. SEPARATION DATA CODE	34. CORRECTION/CANCELLATION DATA		35. SECURITY REG. NO.	
		87				EOD DATA			
36. VET PREFERENCE		37. SERV. COMP. DATE	38. CAREER CATEGORY		39. PHYS. HEALTH AFFILIATE		40. SOCIAL SECURITY NO.		
41. PREVIOUS EMPLOYER GOVERNMENT SERVICE			42. LEAVE CAT.	43. FEDERAL PAY RATE		44. FEDERAL EMPLOYMENT		45. LEI CODE	
46. POSITION CONTROL CERTIFICATION				47. CIP APPROVAL		48. DATE APPROVED			
						31 Dec 74			

57

FORM 1152 USE PREVIOUS EDITION

SECRET

GPO: 1975011 CC BY 007422

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION

DATE PREPARED

22 May 1974

1. SYMBOL NUMBER 2. NAME (Last-First-Initial)

026090 Keenan, Thomas J

3. NATURE OF PERSONNEL ACTION

Promotion

4. EFFECTIVE DATE REQUESTED

MONTH DAY YEAR
05 26 74

5. CATEGORY OF EMPLOYMENT

Regular

6. FUNDS

V TO V
O TO V
X O TO O

7. PAN AND NSCA

4135-0984 0001

8. LEGAL AUTHORITY (Completed by Office of Personnel)

9. ORGANIZATIONAL DESIGNATION

DDO/WR Division
Foreign Field

10. LOCATION OF OFFICIAL STATION

12. POSITION NUMBER

0660

13. CAREER SERVICE DESIGNATION

D

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

GS

15. OCCUPATIONAL SERIES

0136-05

16. GRADE AND STEP

15-2

17. SALARY GRADE

129,205

18. REMARKS

From GS - 14/4

Home Base - WH

PRA in accordance with [redacted] (1) (d)
MTC two years [redacted]

DATE SIGNED

WH/Pers 22 May 74

DATE SIGNED

22 MAY 1974

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODES NUMERIC ALPHABETIC	22. STATION CODE	23. INTEGRAL CODE	24. ROOTS CODE	25. DATE OF BIRTH MO DA YR	26. DATE OF GRADE MO DA YR	27. DATE OF LEI MO DA YR
22	10	51875 WH	37043		3		05 26 74	05 126 74
28. BIRTH EXPRES. MO DA YR	29. SPECIAL REFERENCE	30. RETIREMENT DATA CODE	31. SEPARATION DATA CODE	32. CONNECTION/CANCELLATION DATA TYPE	33. SECURITY RES. NO.	34. LEI	EOD DATA	
05 125 76	NY							
35. VET. PREFERENCE CODE	36. SEPT. EMPL. DATE MO DA YR	37. LEAVE CORP. DATE MO DA YR	38. CAREER CATEGORY (AE/BSY/PROV/TEMP)	39. FEELI/HEALTH DEFERANCE CODE	40. SOCIAL SECURITY NO.			
41. FOREIGN CIVILIAN GOVERNMENT SERVICE CODE	42. LEAVE CAT. CODE	43. FEDERAL TAX DEF. FORM EXECUTED CODE	44. FEDERAL TAX DEF. NO. TAX EXEMPTIONS	45. FORM EXECUTED CODE	46. STATE LES. BSY. CODE	47. STATE REL. CODE	48. STATE CODE	49. STATE CODE
0-NO PREVIOUS SERVICE 1-60 PREVIOUS SERVICE 2-60 PREVIOUS SERVICE (OVER 3 YEARS) 3-60 PREVIOUS SERVICE (OVER 3 YEARS)								
50. POSITION CONTROL CERTIFICATION	51. OP. APPROVAL	52. DATE APPROVED						
5-23-74/llc		22 May 74						

FORM 1152

USE PREVIOUS EDITION

SECRET

CLASSIFIED BY 01-0112

EX-2 APOG

101

SECRET
EYES ONLY

13

MEMORANDUM FOR: Deputy Director for Operations

SUBJECT: Recommendation for Promotion to Grade GS-15
Thomas J. Keenan

1. WH Division recommends that Mr. Thomas J. Keenan be promoted to GS-15.

2. Mr. Keenan has been serving as [redacted] since [redacted]. He was selected for this important position as a result of the high level of performance turned in by him in his previous field tour as Deputy Chief of Station. In [redacted] in which, because of circumstances beyond control [redacted] the incumbent faces enormous [redacted] difficulties.

[redacted]

In spite of the short time in which he has been in place he is off to a promising start and has already demonstrated the qualities of leadership and imagination which we expected of him. He has shown soundness in directing his [redacted] subordinate officers and in counseling them on how to achieve desired objectives in specific operational situations. He has likewise maintained excellent relations with the acting principal officer who in turn has shown himself to be a strong supporter of the Station's efforts.

3. It is noteworthy that Mr. Keenan has been able to maintain the Station's morale at an acceptable level in the face of the extremely difficult law and order situation [redacted]

SECRET
EYES ONLY

2

023345

SECRET
EYES ONLY

6. This Division believes that the performance of Mr. Keenan in this initial period of his first experience as Chief of Station amply justifies the confidence and trust placed in him when he was chosen to occupy that position.


David A. Phillips
Chief
Western Hemisphere Division

2
SECRET
EYES ONLY

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION

DATE PREPARED
31 July 1973

G
59

1. SERIAL NUMBER: 026090
2. NAME (Last, First - Middle): KEENAN, THOMAS J

3. NATURE OF PERSONNEL ACTION: REASSIGNMENT
4. EFFECTIVE DATE REQUESTED: MONTH 09, DAY 15, YEAR 73
5. CATEGORY OF EMPLOYMENT: REGULAR

6. PAY GRADE: 4135.0984 (000)
7. PAY AND HQCA
8. LEGAL AUTHORITY (Complied by Office of Personnel)

9. ORGANIZATIONAL DESIGNATION: DDO/WH DIVISION FOREIGN FIELD
10. LOCATION OF OFFICIAL STATION:

11. POSITION TITLE: CHIEF OF STATION (14)
12. POSITION NUMBER: 0188181 0660
13. CAREER SERVICE DESIGNATION: 0

14. CLASSIFICATION SYMBOL (GS, LB, etc.): GS
15. OCCUPATIONAL SERIES: 0136.05
16. GRADE AND STEP: 14 34
17. SALARY OR RATE: 24528 - 26,671

18. REMARKS: FROM: DDO/WH/BR-37DCOS

HOME BASE: WH
* Salary Blank
1 - Security
1 - Finance

19A. DATE DROPPED: 10/30/73
19B. APPROVAL OF COMMANDER: [Signature]
DATE SIGNED: 10/30/73

SPACE BELOW FOR EXCLUSIVELY OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. EMPLOY CODE	21. OFFER CODES	22. STATION CODE	23. INTERIM CODE	24. NO. OF	25. DATE OF BIRTH	26. DATE OF SALARY	27. DATE OF U.S.
37	10	5183514	157048	3				
28. OFFER CODES	29. OFFER CODES	30. SEPARATION CODE	31. SEPARATION CODE	32. SEPARATION CODE	33. SEPARATION CODE	34. SEPARATION CODE	35. SEPARATION CODE	36. SEPARATION CODE
37. PAY GRADE	38. PAY GRADE	39. PAY GRADE	40. PAY GRADE	41. PAY GRADE	42. PAY GRADE	43. PAY GRADE	44. PAY GRADE	45. PAY GRADE
46. PAY GRADE	47. PAY GRADE	48. PAY GRADE	49. PAY GRADE	50. PAY GRADE	51. PAY GRADE	52. PAY GRADE	53. PAY GRADE	54. PAY GRADE

41. POSITION CONTROL CODE: 1008
DATE APPROVED: 24/10/73

1152

SECRET

CLASSIFIED BY: []

[]

SECRET

1. NAME (Last, First, Middle) , Thomas J.		2. DATE OF BIRTH [Redacted]	3. GRADE GS-14
4. OFFICE, DIVISION, BRANCH (or overseas station, and existing cover if lateral assignment) WH/ Lima		5. PRESENT POSITION	6. EMPLOYEE EXTENSION 6815
7. PROPOSED STATION WH/ [Redacted]		8. PROPOSED POSITION (Title, Number, Grade) COS 0660 GS-14	
9. TYPE OF COVER AT NEW STATION [Redacted]		10. ESTIMATED DATE OF DEPARTURE 1 Sept 1973	11. NO. OF DEPENDENTS TO ACCOMPANY Seven
12. COMMENTS [Redacted]			
13. DATE OF REQUEST 26 July 1973	14. [Redacted]	15. ROOM NUMBER AND BUILDING 3D5317	16. EXTENSION 6815
17. OFFICE OF MEDICAL SERVICES DISPOSITION			
18. OFFICE OF SECURITY DISPOSITION			
19. OVERSEAS CANDIDATE REVIEW PANEL DISPOSITION 25 OCT 73 QUANTIFIED FOREIGN SERVICE EXPERIENCE [Redacted] (List in separate column)			
REQUEST FOR PCS OVERSEAS EVALUATION			

SECRET

Executive Registry
973-42592

73-4127

26 JUL 1973

MEMORANDUM FOR: Director of Central Intelligence
THROUGH : Deputy Director for Operations
SUBJECT : Appointment of Mr. Thomas J. Keenan
as Chief of Station, [redacted]

1. The appointment of Mr. Thomas J. Keenan, GS-14, as Chief of Station [redacted] a GS-14 position, effective on or about 1 September 1973, is recommended.

2. Mr. Keenan has been an employee of the Agency since May 1957, and is presently assigned as Deputy Chief of Station [redacted] a GS-15 position. He has also served overseas in Mexico City [redacted]. A biographic profile, including information regarding his Agency experience and training, and the two most recent fitness reports are attached. There is no foreign language requirement for assignment [redacted].

James E. Shannon
David A. Phillips
Chief,
Western Hemisphere Division

Attachments:
Biographic Profile (Parts 1 & 2)
Fitness Reports
Photograph

SECRET

SECRET

SUBJECT : Appointment of Mr. Thomas J. Keenan
as Chief of Station, [redacted]

The recommendation in paragraph 1 is APPROVED DISAPPROVED

[redacted]

Deputy Director for Operations

31 July 1973
Date

The recommendation in paragraph 1 is APPROVED DISAPPROVED:

Kevin M. Walters
Acting Director of Central Intelligence

3 Aug 1973
Date

SECRET

LIMITED OFFICIAL USE

THE WHITE HOUSE

WASHINGTON

Keenan, James J.

June 12, 1972

MEMORANDUM FOR JIM LUDLUM

SUBJECT: COURTESIES EXTENDED BY CIA PERSONNEL
DURING MY RECENT TRIP TO LATIN AMERICA

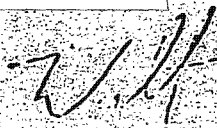
I want to thank you most sincerely for the courtesies extended by your Station Chiefs and other personnel during my recent visit to Latin America.

Without exception, your people were most gracious and helpful.

They were also forthright with respect to both their activities and their problems in dealing with the narcotics target.

It was quite apparent that you and Ted Shackley have succeeded in conveying to the field the message about what the Agency is supposed to be doing in the drug field.

If the appropriate occasion should arise, I would appreciate your conveying my appreciation to Messrs. [REDACTED]
Keenan, [REDACTED]



Walter C. Minnick

LIMITED OFFICIAL USE

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION					DATE PREPARED			
1. SERIAL NUMBER 026090			2. NAME (Last-First-Middle) KEENAN, THOMAS J.			BX 4 Nov 71		
3. NATURE OF PERSONNEL ACTION REASSIGNMENT (CORRECTION)				4. EFFECTIVE DATE REQUESTED MO. DAY YEAR 09 30 71		5. CATEGORY OF EMPLOYMENT REGULAR		
6. RANKS		7. FINANCIAL ANALYSIS NO. CHARGEABLE 2135 1084		8. LEGAL AUTHORITY (Complied by Office of Personnel)				
9. ORGANIZATIONAL DESIGNATIONS DDP/WH FOREIGN FIELD				10. LOCATION OF OFFICIAL STATION				
11. POSITION TITLE OPS OFFICER/DCOS				12. POSITION NUMBER 0135		13. CAREER SERVICE DESIGNATION D		
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS		15. OCCUPATIONAL SERIES 0136-01		16. GRADE AND STEP 14 2		17. SALARY OR RATE \$ 21509		
18. REMARKS HB WH This action to correct Item 11 to Read Ops Officer/DCOS								
19. SIGNATURE OF REQUESTING OFFICIAL			DATE SIGNED 5 Nov 71		20. SIGNATURE OF CAREER SERVICE APPROVING OFFICER		DATE SIGNED 11 Nov 71	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL								
17. ACTION CODE 38	20. EMPLOY CODE 10	21. OFFICE CODES NUMBER ALPHABETIC 517602	22. STATION CODE 34025	23. INTERALE CODE	24. INDICES CODE 3	25. DATE OF BIRTH MO. DA. YR.	26. DATE OF GRADE MO. DA. YR.	27. DATE OF LIT MO. DA. YR.
28. SITE CODES MO. DA. YR.	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1-CR 2-ORIG 3-EXC 4-NOT	31. SEPARATION DATA CODE	32. CORRECTION CANCELLATION DATA 31 09 30 71	EOD DATA	33. SECURITY RSG. NO.	34. SEX	
35. VET PREFERENCE CODE 0-NONE 1-1 PT 2-10 PT	36. SERV. COMP. DATE MO. DA. YR.	37. LOGS. COMP. DATE MO. DA. YR.	38. CAREER CATEGORY CODE 1-PT 2-FT 3-AD	39. LEGAL HEALTH INSURANCE CODE 0-BETTER 1-REG 2-REG/OPF 3-TRANSFERR	40. SOCIAL SECURITY NO.			
41. FED. CIVILIAN GOVERNMENT SERVICE CODE 0-NONE 1-1 YEAR OR MORE 2-1 YEAR OR MORE (LAST YEAR 1 YEAR) 3-1 YEAR OR MORE (MORE THAN 1 YEAR)			42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE 1-YES 2-NO		44. STATE TAX DATA FORM EXECUTED CODE 1-YES 2-NO		
45. POSITION CONTROL CERTIFICATION				46. O/P APPROVAL		DATE APPROVED 11/1/71		

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED							
1. SERIAL NUMBER 026090										NAME (Last-First-Middle) KEENAN, THOMAS J.		13 October 1971					
2. NATURE OF PERSONNEL ACTION REASSIGNMENT										4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 09 30 71		5. CATEGORY OF EMPLOYMENT REGULAR					
6. FUNDS V TO V C TO V X C TO C										7. FINANCIAL ANALYSIS NO. CHARGEABLE 2135 1084		8. LEGAL AUTHORITY (Completed by Office of Personnel)					
9. ORGANIZATIONAL DESIGNATIONS DBR/WH FOREIGN FIELD										10. LOCATION OF OFFICIAL STATION							
11. POSITION TITLE OPS OFFICER (14)										12. POSITION NUMBER 0135		13. CAREER SERVICE DESIGNATION D					
14. CLASSIFICATION SCHEDULE (GS, EB, etc.) GS										15. OCCUPATIONAL SERIES 0136 01		16. GRADE AND STEP 14 2		17. SALARY OR RATE \$21,509			
18. REMARKS From: DDP/WH Approved 259a attached <i>Vice</i> <i>Remarks regarding language requirements on 259a</i> <i>Ops Officer occupying an Ops Officer position</i> 2 Security 1 Payroll										DATE SIGNED 13 Oct 71		SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>*HB WH</i>		DATE SIGNED 10-1-71			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL																	
19. ACTION CODE 37		20. EMPLOY CODE 10		21. OFFICE CODES NUMERIC ALPHABETIC 0511/60 WH		22. STATION CODE 37195		23. DUTY STATION CODE 3		24. DATE OF BIRTH MO DA YR		25. DATE OF GRADE MO DA YR		26. DATE OF LEI MO DA YR			
27. MTE EXPIRES MO DA YR		28. SPECIAL REFERENCE		29. PREFERENCE DATA -11 -0200 -1000 -1000		30. SEPARATION DATA DATE CODE		31. CORRECTION/CANCELLATION DATA TYPE MO DA YR		32. SECURITY REG. NO.		33. SECURITY REG. NO.		34. SEX			
35. VET. PREFERENCE CODE 1-1 P 2-10 71		36. SERV. CODE CATE		37. LONG. COMP. DATA MO DA YR		38. CAREER CATEGORY EMP. TYPE PROP. TEMP		39. FEGLI/HEALTH INSURANCE CODE CODE 1-ACTIVE 2-DETO 3-RES/OPT 4-UNELIGIBLE		40. SOCIAL SECURITY NO.		41. FEDERAL TAX DATA FORM EXEMPTED CODE		42. STATE TAX DATA FORM EXEMPTED CODE		43. SOCIAL SECURITY NO.	
44. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-60 BEYOND 2-60-69 3-60-69 4-60-69 5-60-69 6-60-69 7-60-69 8-60-69 9-60-69		45. LEAVE CAT. CODE		46. FEDERAL TAX DATA FORM EXEMPTED CODE		47. FEDERAL TAX DATA FORM EXEMPTED CODE		48. STATE TAX DATA FORM EXEMPTED CODE		49. SOCIAL SECURITY NO.		50. SOCIAL SECURITY NO.		51. SOCIAL SECURITY NO.		52. SOCIAL SECURITY NO.	
43. POSITION CONTROL CERTIFICATION <i>10-15-71</i>										44. DP APPROVAL		DATE APPROVED <i>10/15/71</i>					

6
5

6
53

1152 USE PREVIOUS EDITION

SECRET

GROUP-1
EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

141

SECRET

1. NAME (Last, First, Middle) Keenan, Thomas J.		2. DATE OF BIRTH 29 Jun 30	3. GRADE GS-14
4. OFFICE, DIVISION, BRANCH (or overseas station and existing cover if lateral assignment) DDP/WR		5. PRESENT POSITION Ops Officer	6. EMPLOYEE EXTENSION 7431
7. PROPOSED STATION		8. PROPOSED POSITION (Title, Number, Grade) Ops Off DCOS/0135/GS-14	
9. TYPE OF COVER AT NEW STATION		10. ESTIMATED DATE OF DEPARTURE Oct 71	11. NO. OF DEPENDENTS TO ACCOMPANY seven (7)
12. COMMENTS Vice: Physical will be taken in the field and results forwarded to Hqs. Mr. Keenan's tested Spanish language proficiency of Intermediate Reading and Elementary Speaking meets the general language requirements of the Station. <i>(Signature) 28 Mar 71</i>			
13. DATE OF REQUEST 19 Mar 71	14. SIGNATURE OF REQUESTING OFFICIAL	15. ROOM NUMBER AND BUILDING 3D 5309 Hqs	16. EXTENSION 7431
17. OFFICE OF MEDICAL SERVICES DISPOSITION			
18. OFFICE OF SECURITY DISPOSITION			
19. OVERSEAS CANDIDATE REVIEW PANEL DISPOSITION 17 MAY 71 QUALIFIED FOR PROGRESS TO OVERSEAS P. E. L. CHAIRMAN			
REQUEST FOR PCS OVERSEAS EVALUATION			

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION

DATE PREPARED

25 January 1971

1. SERIAL NUMBER: 026090
2. NAME (Last-First-Middle): KEENAN, THOMAS J.

3. NATURE OF PERSONNEL ACTION: REASSIGNMENT
4. EFFECTIVE DATE REQUESTED: MONTH 02, DAY 07, YEAR 71
5. CATEGORY OF EMPLOYMENT: REGULAR

6. FUNDS: Y TO Y, Y TO O, O TO Y, X O TO O
7. FINANCIAL ANALYSIS NO. CHARGEABLE: 1135 0834
8. LEGAL AUTHORITY (Completed by Office of Personnel)

6
53

9. ORGANIZATIONAL DESIGNATIONS: DDP/WH, FOREIGN FIELD
10. LOCATION OF OFFICIAL STATION

11. POSITION TITLE: OPS OFFICER
12. POSITION NUMBER: 1792
13. CAREER SERVICE DESIGNATION: D

14. CLASSIFICATION SYMBOL (GS, LB, etc.): GS
15. OCCUPATIONAL SERIES: 0136.01
16. GRADE AND STEP: 14 1
17. SALARY OR RATE: \$ 20,815

18. REMARKS: FROM: #0327
Large requirements for me to have been met.

18A. SIGNATURE OF REQUESTING OFFICIAL: [Signature]
DATE SIGNED: 25 Jan 71
18B. SIGNATURE OF COMMANDER: [Signature]
DATE SIGNED: 1-27-71

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INITIALS CODE	24. ROUTES CODE	25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LEI	
31	10	NUMERIC: 51769	ALPHABETIC: WJK	15605		3				
28. NET EMPLOY		29. SPECIAL REFERENCE	30. RETIREMENT DATA		31. SEPARATION DATA CODE	32. CORRECTION/LABELLATION DATA		33. SECURITY REG. NO.		
XX XX XX						EOD DATA				
35. VET PREFERENCE		36. TRY COMP DATE		37. ONS COMP DATE		38. CAREER CATEGORY		39. VETG HEALTH INSURANCE		40. SOCIAL SECURITY NO.
41. PELLICUS (WILLER) GOVERNMENT SERVICE				42. LEI (AI) CODE		43. FEDERAL TAX DATA		44. STATE TAX DATA		
CODE: 1-40 PREVIOUS SERVICE, 1-40 DRAWS IN SERVICE, 1-40 DRAWS IN SERVICE (OVER 3 YEARS), 1-40 DRAWS IN SERVICE (OVER 3 YEARS)				CODE: 1-71, 1-40		CODE: NO. THE EXEMPTIONS, CODE SECURED		CODE: NO. TAX EXEMPT, STATE CODE		
45. POSITION CONTROL CERTIFICATION						46. O.P. APPROVAL		DATE APPROVED		
11 1-27-71								1-28-71		

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1 EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

SECRET

1-0763

23 FEB 1971

MEMORANDUM FOR: Deputy Director for Plans

SUBJECT : Appointment of Mr. Thomas J. Keenan, GS-14,
as Deputy Chief of Station, [redacted]

1. The appointment of Mr. Thomas J. Keenan, GS-14, as Deputy Chief of Station, [redacted] effective on or about 15 October 1971, is recommended. Mr. Keenan would replace Mr. [redacted]

2. Mr. Keenan has been an employee of the Agency since May 1957. He is currently assigned as an operations officer [redacted]. Mr. Keenan has also served a tour in Mexico City. He has an excellent command of the Spanish language.

3. A biographic profile, including information concerning his Agency experience and training, is attached.

William V. Broe

William V. Broe

Chief

Western Hemisphere Division

1 Attachment
Biographic Profile (Parts 1 & 2)

The recommendation in paragraph is APPROVED:

[redacted]
Deputy Director for Plans

26 Feb 71
Date

SECRET

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION

DATE PREPARED

23 July 1970

G
53

1 SERIAL NUMBER 026090	2 NAME (Last-First-Middle) Keenan, Thomas J.
---------------------------	---

3 NATURE OF PERSONNEL ACTION Promotion	4 EFFECTIVE DATE REQUESTED MONTH DAY YEAR 07 26 70	5 CATEGORY OF EMPLOYMENT Regular
---	--	-------------------------------------

6 PLANS V 10 V O 10 V	V 10 O X O 10 O	7 FINANCIAL ANALYSIS NO. OR APPROVAL #135-0834	8 LEGAL AUTHORITY (Completed by Office of Personnel)
-----------------------------	--------------------	---	--

9 ORGANIZATIONAL DESIGNATIONS DDP/WH FOREIGN FIELD	10 LOCATION OF OFFICIAL STATION
--	---------------------------------

11 POSITION NUMBER OPS OFFICER (13) 0327	12 CAREER SERVICE DESIGNATION D
---	------------------------------------

14 CLASSIFICATION SCHEDULE (GS, LS, etc.) GS	15 OCCUPATIONAL SERIES 0136.01	16 GRADE AND STEP 14 1	17 SALARY OR RATE \$ 19,643
---	-----------------------------------	---------------------------	--------------------------------

18 REMARKS
FROM: GS-13 step 4 \$18,437 NB: WH

in accordance with HR 20-17e (1) a

19 SIGNATURE OF REQUESTER /Pers	DATE SIGNED 7/23/70	20 SIGNATURE OF CAREER SERVICE APPROVING OFFICER	DATE SIGNED 7-24
------------------------------------	------------------------	--	---------------------

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19 ACTION CODE 22	20 EMPLOY CODE 1A	21 OFFICE CODING NUMERIC ALPHABETIC 51700 WH	22 STATION CODE 15105	23 ENTRANCE CODE 3	24 RIGHTS CODE	25 DATE OF BIRTH MO DA YR 09 26 70	26 DATE OF GRADE MO DA YR 07 26 70	27 DATE OF LEI MO DA YR 07 26 70
28 WTE EXPIRES MO DA YR 07 25 72	29 SPECIAL ZELLENS 81	30 RETIREMENT DATA TYPE CODE 1-10	31 SEPARATION DATA CODE	32 COLLECTION CANCELLATION DATA TYPE MO DA YR	33 SECURITY REG. NO.	34 SEX	EOD DATA	
35 VET PREFERENCE CODE 1-1 PE 2-10 PE	36 SERV. COMP. DATE MO DA YR	37 LONG. COMP. DATE MO DA YR	38 CAREER CATEGORY CODE 1-10 2-10	39 FECA: HEALTH INSURANCE CODE 1-10 2-10	40 SOCIAL SECURITY NO.			
41 PREVIOUS OFFICER GOVERNMENT SERVICE CODE 1-NO PREVIOUS SERVICE 2-NO SERVICEMEMBER SERVICE 3-BUSINESS SERVICE (1951 YEAR 1 YEAR) 4-PREAR IN SEPARATE CODES (FORM 3, PLANS)	42 LEAVE CAT. CODE	43 FEDERAL TAX DATA FORM EXECUTED CODE 1-YES 2-NO	44 FEDERAL TAX DATA NO. TAX EXEMPTIONS	45 STATE TAX DATA FORM EXECUTED CODE 1-YES 2-NO	46 STATE TAX DATA CODE 1-YES 2-NO			

47 POSITION CONTROL CERTIFICATION	48 OP APPROV 072470/PS	DATE APPROVED 27/6/70
-----------------------------------	---------------------------	--------------------------

FORM 1152, USE PREVIOUS EDITION

SECRET

FORMS 1152-11-69 DATA COMPLETION AND RELEASE INSTRUCTIONS

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

17 JUL 1967

MEMORANDUM FOR: Chief, Records and Control Division
FROM : Executive Secretary, Honor and Merit Awards Board
SUBJECT : Custody of Honor Award presented to
Mr. Thomas J. Keenan

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

ELLEN B. GLENN

Distribution:

- (Original) - Subject's GP File
- 1 - C/Support Staff/WH
- 1 - HMAB Case File
- 1 - HMAB Custody File

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

SECRET
(When Filled In)

REPORT OF SERVICE ABROAD

TO: Office of Personnel, Transactions and Records Branch, Status Section

SERIAL NO. NAME
LAST FIRST MIDDLE

026090 KEENAN THOMAS J

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (Only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 98, REVISED.

PCS DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	CODE	O/P USE ONLY	COUNTRY	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR					
06	28	67				1 - PCS (Basic)	1			150
						2 - CORRECTION				
						3 - CANCELLATION				

TDY DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	CODE	O/P USE ONLY	AREA(S)	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR					
						1 - TDY (Basic)				
						2 - CORRECTION				
						3 - CANCELLATION				

OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

SOURCE DOCUMENT AND CERTIFICATION

<input type="checkbox"/> TRAVEL VOUCHER	<input type="checkbox"/> DISPATCH
<input checked="" type="checkbox"/> CABLE	<input type="checkbox"/> DUTY STATUS OR TIME AND ATTENDANCE REPORT
<input type="checkbox"/> OTHER (Specify)	

DOCUMENT IDENTIFICATION NO. TW 02253 DOCUMENT DATE/PERIOD 30 June 1967

REMARKS

PREPARED BY: [Signature] REPORT ANNOTATED TO CONTROL DOCUMENT ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED

DATE: 2/20/67

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER

SECRET

REQUEST FOR PERSONNEL ACTION						DATE PREPARED	
1. SERIAL NUMBER 026090						7. NAME (Last-First-Middle) KEENAN, THOMAS J.	
3. NATURE OF PERSONNEL ACTION PROMOTION (CORRECTION)				4. EFFECTIVE DATE REQUESTED 05 21 67		5. CATEGORY OF EMPLOYMENT REGULAR	
6. FUNDS		V TO V OF TO V		V TO CF XX OF TO CF		7. FINANCIAL ANALYSIS NO. CHARGEABLE 7135-0834	
9. ORGANIZATIONAL DESIGNATIONS DDP/WH FOREIGN FIELD				10. LOCATION OF OFFICIAL STATION			
12. POSITION NUMBER OPS OFFICER				13. CAREER SERVICE DESIGNATION D			
14. CLASSIFICATION SYMBOL (GS, EA, etc.) GS		15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 13 1		17. SALARY OR RATE \$3885 12873	
18. REMARKS FROM: SAME. ADDITION OF INTEGRATED INFO.							
DATE SIGNED 14 June				18A. SIGNATURE OF CAREER SERVICE MANAGER		DATE SIGNED 14 June 67	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODES NUMERIC ALPHABETIC		22. STATION CODE	23. INTGERS CODE	24. POSTAL CODE	25. DATE OF BIRTH MO. DA. YR.
26. WTE EXPDYS MO. DA. YR.	28. SPECIAL RETIREABLE	30. RETIREMENT DATA 1-CR 3-FEA 5-BOM		31. SEPARATION DATA CODE	32. CANCELLATION DATA TYPE MO. DA. YR.		33. SECURITY REQ. NO.
35. NET PREFERRED CODE 0-NONE 1-51P 2-18PT	36. LEAD COMP DATE MO. DA. YR.	37. LOPS COMP DATE MO. DA. YR.	38. CAREER CATEGORY CODE (AR, REY, PROB, TEMP)	39. FEGLI HEALTH INSURANCE CODE CODE 3-BAIRSE 1-REY	34. SOCIAL SECURITY NO.		
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NONE 1-NO SERVICE 2-1 YEAR 3-2 YEARS 4-3 YEARS 5-MORE THAN 3 YEARS		42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE 1-YES 2-NO		44. STATE TAX DATA FORM EXECUTED CODE 1-YES 2-NO		
45. POSITION CONTROL CERTIFICATION 06-167N				46. APPROVAL		DATE APPROVED 06-16-67	

20

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1 EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

SECRET

(If Not Filled In)

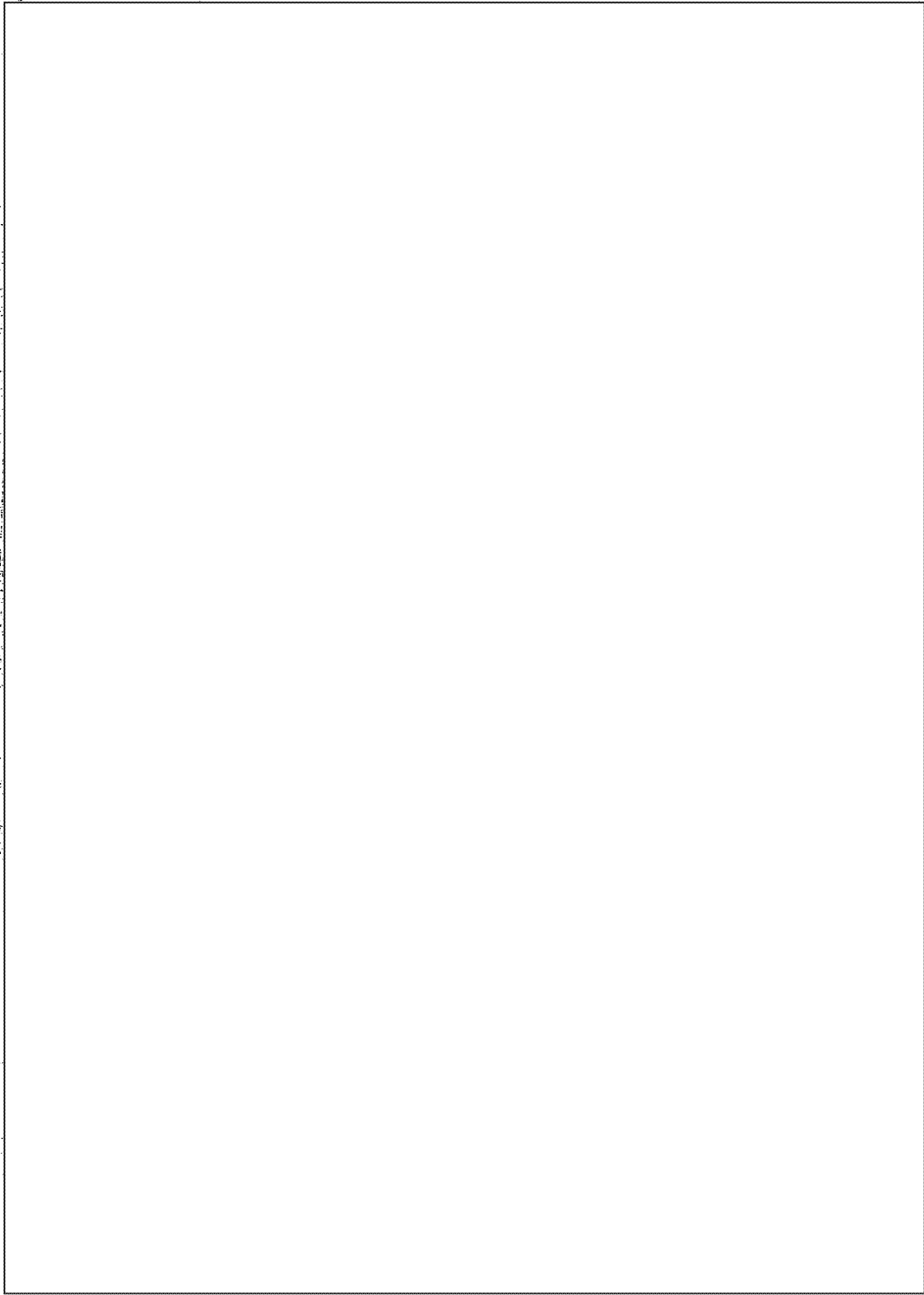
C. Morley

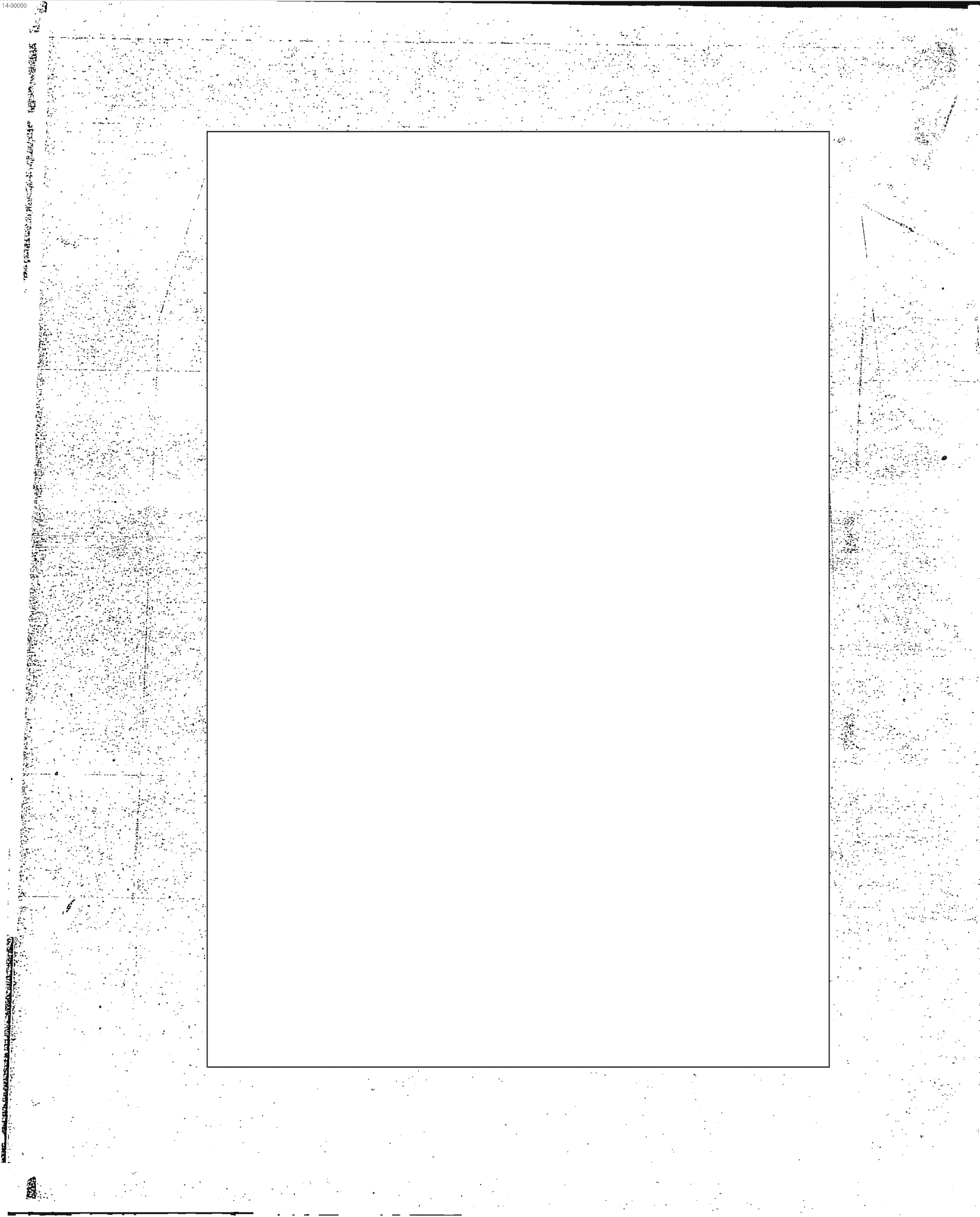
REQUEST FOR PERSONNEL ACTION						DATE PREPARED											
1. SERIAL NUMBER 026090						2. NAME (Last-First-Middle) KEENAN, THOMAS J.											
3. NATURE OF PERSONNEL ACTION PROMOTION						4. EFFECTIVE DATE REQUESTED 05 21 67			5. CATEGORY OF EMPLOYMENT REGULAR								
6. FUNDS V TO V C TO V			X V TO C C TO C			7. FINANCIAL ANALYSIS NO. CHARGEABLE 7135 0834			8. LEGAL AUTHORITY (Complied by Office of Personnel)								
9. ORGANIZATIONAL DESIGNATIONS DDP/WH FOREIGN FIELD						10. LOCATION OF OFFICIAL STATION											
11. POSITION TITLE OPS OFFICER (13)						12. POSITION NUMBER 0327			13. CAREER SERVICE DESIGNATION D								
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS				15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 13 1		17. SALARY OR RATE \$ 12,873									
18. REMARKS FROM: GS-12 Step 3 at \$11,685 to GS-13 Step 1 at \$12,873.																	
18A. [Redacted]						DATE SIGNED 1/1 Keen			DATE SIGNED								
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 15005		23. INTELL CODE 3		24. MOBILE CODE		25. DATE OF BIRTH MO. DA. YR.		26. DATE OF GRADE MO. DA. YR.		27. DATE OF LEI MO. DA. YR.	
28. BIRTH DATE MO. DA. YR.		29. SPECIAL REFERENCE 1-CM 2-FIA 3-NONE		30. RETIREMENT DATA CODE		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.		33. SECURITY REG. NO.		34. SEX		EOD DATA			
35. VET. PREFERENCE CODE B-NONE 1-5 YR. 2-10 YR.		36. SEPT. COMP. DATA MO. DA. YR.		37. LONG. COMP. DATA MO. DA. YR.		38. CAREER CATEGORY YR. SER. PROB. TEMP.		39. FEELT HEALTH (WEARABLE) CODE 1-NONE 2-YES		40. SOCIAL SECURITY NO.							
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 1-NONE 2-5 YR. TO 10 YR. 3-10 YR. TO 15 YR. 4-15 YR. TO 20 YR. 5-20 YR. TO 25 YR. 6-25 YR. TO 30 YR. 7-30 YR. TO 35 YR. 8-35 YR. TO 40 YR. 9-40 YR. TO 45 YR. 10-45 YR. TO 50 YR.				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA MO. SER. TO CODE 1-YES 2-NO				44. STATE TAX DATA MO. SER. TO CODE 1-YES 2-NO							
45. POSITION CONTROL CERTIFICATION 05-166714						46. OFF. APPROVAL			DATE APPROVED 5/14/67								

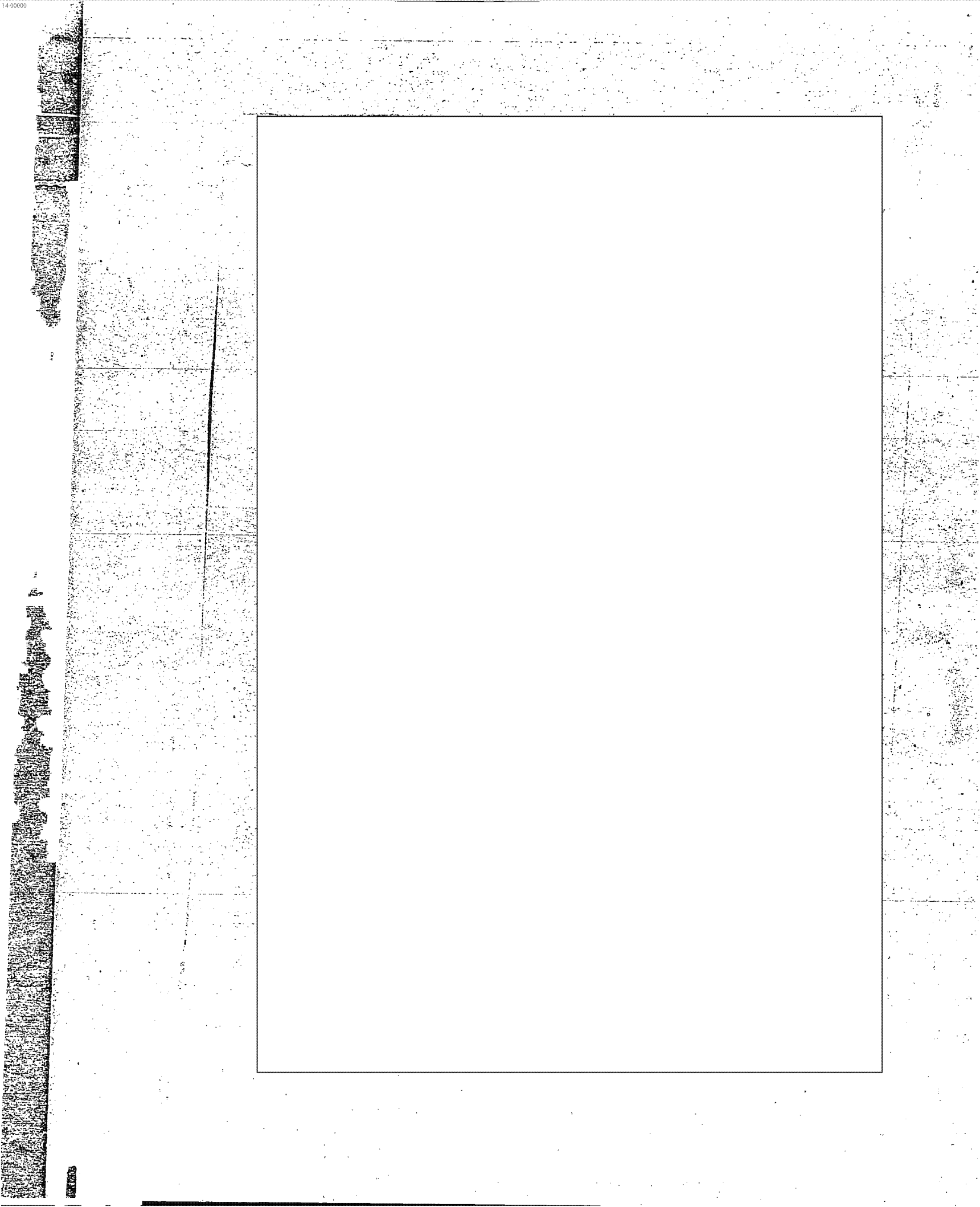
1152 PREVIOUS EDITION

SECRET

FORM 100-10 (Rev. 11-65) 100-100-100-100-100







2-130

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED			
1 SERIAL NUMBER 026090				2 NAME (Last-First-Middle) KEMMAN, THOMAS J.			
3 NATURE OF PERSONNEL ACTION				4 EFFECTIVE DATE REQUESTED MONTH DAY YEAR MAY 03 67		5 CATEGORY OF EMPLOYMENT REGULAR	
6 FUNDS		7 FINANCIAL ANALYSIS NO CHARGEABLE 7135 0834		8 LEGAL AUTHORITY (Completed by Office of Personnel)			
9 ORGANIZATIONAL DESIGNATIONS DDP/WI FOREIGN FIELD				10 LOCATION OF OFFICIAL STATION			
11 POSITION TITLE OPERATIONAL OFFICER				12 POSITION NUMBER 0327		13 CAREER SERVICE DESIGNATION D	
14 CLASSIFICATION SCHEDULE (G.S. LB. no.) GS		15 OCCUPATIONAL SERIES 0136.01		16 GRADE AND STEP 12 3		17 SALARY OR RATE \$ 11,685	
18 REMARKS All SICK AND All HOURS ANNUAL LEAVE TO BE TRANSFERRED TO THE MARRITAL STATUS: MARRIED DAU DOB [REDACTED] DAU DOB [REDACTED] DAU DOB [REDACTED] DAU DOB [REDACTED] SON DOB [REDACTED] DAU DOB [REDACTED]							
19A SIGNATURE OF [REDACTED]		19B DATE SIGNED MAY 01 67		19C SIGNATURE OF CAREER SERVICE APPROVING OFFICER		19D DATE SIGNED	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
19 ACTION CODE 55 10		20 OFFICE CODES 5700 WII		21 STATUS CODE 15005		22 HOURS CODE 3	
23 DATE OF BIRTH		24 DATE OF GAIN		25 DATE OF LEI		26 SECURITY	
27 PREVIOUS MILITARY SERVICE		28 MILITARY SERVICE		29 FEDERAL SERVICE		30 STATE SERVICE	
31 POSITION CONTROL CERTIFICATION OS-1109N				32 DATE APPROVED MAY 1967			

SECRET

FORM 100-10 (Rev. 1-67)

SECRET

1. NAME (Last, First, Middle) Keenan, Thomas John		2. DATE OF BIRTH [Redacted]	3. GRADE GS-12
4. OFFICE DIVISION, BRANCH (or overseas station and reporting office if lateral assignment) DDP/WH/CA		5. PRESENT POSITION Ops Officer	6. EMPLOYEE EXTENSION 6815
7. PROPOSED STATION [Redacted]		8. PROPOSED POSITION (Title, Number, Grade) Ops Officer/0327/GS-13	
9. TYPE OF COVER AT NEW STATION [Redacted]		10. ESTIMATED DATE OF DEPARTURE May 1967	11. NO. OF DEPENDENTS TO ACCOMPANY Seven (7)
12. COMMENTS Form 89 is attached. [Redacted]			
13. DATE OF REQUEST 13 February 67	14. [Redacted]	15. ROOM NUMBER AND BUILDING 3 D 5309	16. EXTENSION 6815
17. OFFICE OF MEDICAL SERVICES DISPOSITION			
18. OFFICE OF SECURITY DISPOSITION			
19. OVERSEAS CANDIDATE REVIEW PANEL DISPOSITION <i>7567</i> <i>CONFIDENTIAL</i>			
REQUEST FOR PCS OVERSEAS EVALUATION			

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION DATE PREPARED
24 APRIL 67

SERIAL NUMBER: 026090 NAME (Last-First-Middle): KEENAN, THOMAS J. 04-23-67

NATURE OF PERSONNEL ACTION: REASSIGNMENT AND TRANSFER TO CONFIDENTIAL FUNDS EFFECTIVE DATE REQUESTED: MONTH 05 DAY 07 YEAR 67 CATEGORY OF EMPLOYMENT: REGULAR

PAGES: 1 V TO V: XX V TO O: C TO V: C TO O: FINANCIAL ANALYSIS NO. (NABO/FLE): 7135-0834 LEGAL AUTHORITY (Completed by Office of Personnel):

ORGANIZATIONAL DESIGNATION: DDP/WH FOREIGN FIELD LOCATION OF OFFICIAL STATION:

POSITION TITLE: OPS OFFICER POSITION NUMBER: 0327 CAREER SERVICE DESIGNATION: D

CLASSIFICATION SYMBOL (GS, LB, etc.): GS OCCUPATION SERIES: 0136.01 GRADE AND STEP: 12 3 SALARY OF RATE: \$ 11,685

REMARKS: FROM: DDP/WH/PLANS & OPERATIONS STAFF/SECTION A/WASH. D.C./OPS OFFICER/0641/7235-0620

DATE SIGNED: 25 April 67 SIGNATURE OF CAREER SERVICE APPROVING OFFICER: [Signature] DATE SIGNED: 25 April 67

SPACE BELOW FOR EXCLUSIVE USE OF PERSONNEL OFFICE

19 ACTION CODE	20 EMPLOY CODE	21 OFFICE CODES NUMERIC ALPHABETIC	22 STATION CODE	23 INTEREST CODE	24 SECURITY CODE	25 DATE OF BIRTH	26 DATE OF GRACE	27 DATE OF LEI
28 BIR (FPMR)	29 SPECIAL REFERENCE	30 RETIREMENT DATA	31 SEPARATION DATA	32 COLLECTION (CANCELLATION) DATA	33 SECURITY INDEX	34	35	36
37 NET PREFERENCE	38 LEAF COMP. DATE	39 LEAF COMP. DATE	40 FAMILY CATEGORY	41 FINAL HEALTH INSURANCE	42	43	44	45
46 PREVIOUS CIVILIAN GOVERNMENT SERVICE	47 LEAF LIST	48	49 FEDERAL EMP. DATA	50	51	52	53	54

POSITION CONTROL CERTIFICATION: 04276411

YES ONLY
SECRET

127-10000-03 (101)
CLASSIFIED
1-2 MAY 1967
144

1 March 1967

MEMORANDUM FOR: Secretary, CSGS Panel, Section A

SUBJECT : Recommendation for Promotion:
Thomas J. Keenan

1. The promotion of Mr. Thomas J. Keenan to GS-13 is strongly recommended. Mr. Keenan embodies the principal qualities of the all-around operations officer. He is intelligent, perceptive and analytical. He quickly grasps the essentials of a problem. He is aggressive, very industrious, and always works effectively. His field experience consists of two tours of duty in Mexico where he began as a junior case officer and developed rapidly to the point where he was handling an extremely heavy load of important and complex cases.

[REDACTED]

The experience he gained was broad in nature. Also involved was the supervision of up to [REDACTED] people, including other officers [REDACTED] and agents. Mr. Keenan himself responds extremely well to enlightened supervision and is quick to profit from the guidance of his supervisors.

2. For the past two years Mr. Keenan has worked on the FI Staff of the WH Division providing supervision and guidance for FI/CI activities of the Division. He has been most effective in this role which requires dealing on a day-to-day basis with officers, many of whom are senior to him.

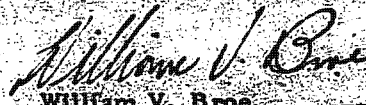
3. He participated as the Number 2 man on a Headquarters Task Force supporting the President's visit to Mexico last year. His work was highly effective. Mr. Keenan demonstrated a thorough knowledge of Headquarters' procedures and an ability to get things done. Mr. Keenan will shortly be assigned as

YES ONLY
SECRET

[REDACTED]

Operations Officer to [redacted] where there are targets of an increasingly serious nature requiring highly professional operational approaches.

4. Based on his experience and proven ability demonstrated by sound accomplishments as a case officer and as a Headquarters staff assistant, Mr. Keenan is regarded as having superior potential. It is recommended that he be promoted to GS-13.



William V. Bros
Chief
Western Hemisphere Division

SECRET

27

REQUEST FOR PERSONNEL ACTION						DATE PREPARED	
1. SERIAL NUMBER 026090						2. NAME (Last-First-Middle) KEENAN, THOMAS J.	
3. NATURE OF PERSONNEL ACTION DESIGNATION AS A PARTICIPANT IN THE CIA RETIREMENT AND DISABILITY SYSTEM				4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 09 11 66		5. CATEGORY OF EMPLOYMENT REGULAR	
6. RANGES <input checked="" type="checkbox"/> V TO V <input type="checkbox"/> O TO V <input type="checkbox"/> O TO O		7. COST CENTER NO. CHANGE ABLE 7235-0620		8. LEGAL AUTHORITY (Cited by Office of Personnel) PL 89-443 Sect. 203			
9. ORGANIZATIONAL DESIGNATION DDP/NE				10. LOCATION OF OFFICIAL STATION WASHINGTON, D. C.			
11. POSITION TITLE		12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION D			
14. CLASSIFICATION SYMBOL (See 28, ch. 1)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP 12		17. SALARY OR RATE	
18. REMARKS YOU ARE HEREBY NOTIFIED OF YOUR RIGHT TO APPEAL THIS ACTION TO THE DIRECTOR OF CENTRAL INTELLIGENCE IN ACCORDANCE WITH THE PROVISIONS OF HR 20-50. SUCH APPEAL MUST BE RECEIVED IN THE OFFICE OF THE DIRECTOR WITHIN 30 CALENDAR DAYS FROM THE EFFECTIVE DATE OF THIS ACTION.							
18A. SIGNATURE OF REQUESTING OFFICIAL				DATE SIGNED		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER	
DATE SIGNED				DATE SIGNED			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODES NUMERIC ALPHABETIC		22. STATION CODE	23. RETIRE CODE	24. NEGOT CODE	25. DATE OF BIRTH MO. DA. YE.
							26. DATE OF GRAD. MO. DA. YE.
							27. DATE OF LES. MO. DA. YE.
28. NET EXPENSES NO. DA. YE.		29. SPECIAL REFERENCE		30. RETIREMENT DATA 1-CA 2-FIA 3-NOSI CODE		31. SEPARATION DATA CODE	
				2		32. CORRECTION CANCELLATION DATA TYPE MO. DA. YE.	
						33. SECURITY REQ. NO.	
						34. SCI	
33. VET. PREFERENCE CODES 1-1 (PT) 2-10 (PT)		36. SERV. COMP. DATE MO. DA. YE.		37. 100% COMP. DATE MO. DA. YE.		38. CAREER CATEGORY CODES 1-10 PROV. RES.	
						39. HEALTH INSURANCE CODES 1-11	
						40. SOCIAL SECURITY NO.	
41. PREVIOUS GOVERNMENT SERVICE DATA CODES 1-NO. PREVIOUS SERVICE 2-NO. YEARS IN SERVICE 3-CLASS. IN SERVICE (LESS THAN 3 YEARS) 4-CLASS. IN SERVICE (MORE THAN 3 YEARS)				42. LEAVE CAT. CODE		43. FEDERAL SER. DATA FORM EMPLOYED CODES 1-75 3-80	
						44. STATE SER. DATA CODES 1-04 2-05 3-06 4-07 5-08 6-09 7-10 8-11 9-12 10-13 11-14 12-15 13-16 14-17 15-18 16-19 17-20 18-21 19-22 20-23 21-24 22-25 23-26 24-27 25-28 26-29 27-30 28-31 29-32 30-33 31-34 32-35 33-36 34-37 35-38 36-39 37-40 38-41 39-42 40-43 41-44 42-45 43-46 44-47 45-48 46-49 47-50 48-51 49-52 50-53 51-54 52-55 53-56 54-57 55-58 56-59 57-60 58-61 59-62 60-63 61-64 62-65 63-66 64-67 65-68 66-69 67-70 68-71 69-72 70-73 71-74 72-75 73-76 74-77 75-78 76-79 77-80 78-81 79-82 80-83 81-84 82-85 83-86 84-87 85-88 86-89 87-90 88-91 89-92 90-93 91-94 92-95 93-96 94-97 95-98 96-99 97-100	
45. POSITION CONTROL CERTIFICATION				46. O.P. APPROVAL		DATE APPROVED	
05-16-66 ^N				See memo signed by D/Pers dated 22 AUG			

FORM 1152
2-66
3-7-66

USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

S-E-C-R-E-T

CENTRAL INTELLIGENCE AGENCY

WASHINGTON, D.C. 20505

TO : Thomas Keenan

SUBJECT: TDY [REDACTED]

Most of you who went down to [REDACTED] departed with so much speed and so little ceremony that there was no time to explain the importance and urgency of your assignments. Now that you have served there during the crisis, the importance of the task needs no embellishment from us, but you should know that the contribution of the augmented Station was decisive in shaping the policies and actions [REDACTED] and in avoiding several major mistakes. For weeks [REDACTED] our Station reporting was literally the only source of information that the United States had on the role of Communism [REDACTED] and on conditions outside the capital.

Many fine things were done in the Station and in the hinterland by all of you. [REDACTED]

[REDACTED] tolling over midnight reports, [REDACTED] -- all these things were commonplace. The dedication, discipline, and routine of our personnel placed them in a class apart.

To the sense of pride and accomplishment you must already feel, I want to add the gratitude and admiration of the DDP and of the Agency.

Richard Helms

Richard Helms
Deputy Director of Central Intelligence

S-E-C-R-E-T

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION						DATE PREPARED 3 DECEMBER 1964		
1. SYMBOL NUMBER 026090		2. NAME (Last-First-Middle) KEENAN, THOMAS J.						
3. NATURE OF PERSONNEL ACTION CONVERSION FROM (CORRECTION)			4. EFFECTIVE DATE REQUESTED MONTH: 10 DAY: 10 YEAR: 64		5. CATEG. OF EMPLOYMENT REGULAR			
6. GRADE		7. COST CENTER NO. CHARGE 5135-0990		8. LOCAL AUTHORITY (Complied by Office of Personnel)				
9. ORGANIZATIONAL DESIGNATION DOP - WB BRANCH 3 MEXICO CITY, MEXICO STATION				10. LOCATION OF OFFICE SEARCHED MEXICO CITY, MEXICO				
11. POSITION TITLE OPS OFFICER			12. POSITION NUMBER 0489		13. CAREER SERVICE DESIGNATION D			
14. CLASSIFICATION SYMBOL (GS, LS, etc.) GS		15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 12. 1		17. SALARY OF RATE 10,350		
18. REMARKS: CHANGE EFFECTIVE DATE TO READ: 10 OCTOBER 1964 MEXICO CITY, MEXICO								
		DATE SIGNED PERS 12/1/64		19. SIGNATURE OF CAREER SERVICE APPROVING OFFICER		DATE SIGNED 12/1/64		
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL								
20. ACTION CODE	26. EMPLOY CODE	28. OFFICE CODES ALPHABETIC 5135-0990	27. STATION CODE 15005	23. UTILITY CODE	24. QUOTE CODE 3	25. DATE OF BIRTH	29. DATE OF GRADE MO. DA. YR.	27. DATE OF LEA MO. DA. YR.
22. VAC SPONS.	24. SPECIAL REFERENCE	20. RETIREMENT DATA 1- FIA 2- CODE	21. SEPARATION DATA CODE	22. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.	EOO DATA →		23. SECURITY REG. NO.	24. SER.
25. EST. REFERENCE	26. SERV. (EMP. DATA)	27. LEAV. (EMP. DATA)	28. CAREER CATEGORY	29. FINAL HEALTH BENEFITS CODE 6- SERVES 1-25 HEALTH/INS. CODE		30. SOCIAL SECURITY NO.		
31. FEDERAL GOVERNMENT SERVICE DATA CODE 1-25 (1-25) 2-25 (1-25) 3-25 (1-25)		32. LEAV. (AT) CODE	33. FEDERAL TAX DATA FORM EXECUTED CODE 1-15 1-25	34. STATE TAX DATA CODE NO. TAX EXEMPTIONS 1-25 1-25		35. STATE TAX DATA CODE NO. TAX EXEMPTIONS 1-25 1-25		
36. POSITION CORRECTION CERTIFICATION			37. O.P. APPROVAL			DATE APPROVED 12/1/64		

RECEIVED BY
 CSPD
CIC

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION

DATE PREPARED

28 OCTOBER 1964

1 SERIAL NUMBER 026090	2 NAME (Last-First-Middle) KEENAN, THOMAS J.
---------------------------	---

3 NATURE OF PERSONNEL ACTION REASSIGNMENT AND TRANSFER TO VOUCHERED FUNDS	4 EFFECTIVE DATE REQUESTED MONTH DAY YEAR 11 22 64	5 CATEGORY OF EMPLOYMENT REGULAR
---	--	-------------------------------------

6 FUNDS V TO V C TO V V TO C C TO C	7 COST CENTER NO. CHARGE 5235-0620	8 LEGAL AUTHORITY (Complex & by Order of Personnel)
---	---------------------------------------	---

9 ORGANIZATIONAL DESIGNATION DDP WH PLANS & OPERATIONS STAFF SECTION A	10 LOCATION OF OFFICIAL STATION WASH., D. C.
---	---

11 POSITION TITLE OPS OFFICER	12 POSITION NUMBER 0641	13 CAREER SERVICE DESIGNATION D
----------------------------------	----------------------------	------------------------------------

14 CLASSIFICATION SCHEDULE (GS, LS, etc.) GS	15 OCCUPATIONAL SERIES 0136.01	16 GRADE AND STEP 12 1	17 SALARY OR RATE \$ 10,250
---	-----------------------------------	---------------------------	--------------------------------

18 REMARKS
FROM: DDP/WH/3/0489/MEXICO CITY *10/27/64*

Security Approval Granted by Pers. SO/OS *10/27/64*
10/27/64

Recorded By
CSPD
SJP

I-SECURITY

[Redacted Signature]

DATE SIGNED

11/4/64

18a SIGNATURE OF CANDIDATE

18b TITLE

DATE SIGNED

11-6-64

C/WH/PERS.

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19 ACTION CODE <i>16</i>	20 EMPLOY CODE <i>10</i>	21 OFFICE CODING NUMERIC ALPHABETIC <i>51075 W 71</i>	22 STATION CODE <i>73013</i>	23 INTEGER CODE	24 HOURS CODE	25 DATE OF BIRTH	26 DATE OF GRADE	27 DATE OF LES
28 RATE EXPIRES	29 SPECIAL REFERENCE	30 RETIREMENT DATA 1- CIV 2- FICA 3- BOND	31 SEPARATION DATA CODE	32 CORRECTION CANCELLATION DATA	33 SECURITY REG. NO.	34 SER.	EOD DATA	
35 PFT PREFERENCE	36 SERV COMP DATA	37 LONG COMP DATA	38 CAREER CATEGORY	39 FIELD HEALTH IMPAIRMENT	40 SOCIAL SECURITY NO.			
41 PREVIOUS GOVERNMENT SERVICE DATA	42 LEAVE CAT	43 FEDERAL DATA	44 STATE TAX DATA					

45 POSITION CONTROL CERTIFICATION <i>10/27/64</i>	DATE APPROVED <i>11-6-64</i>
--	---------------------------------

6-62 1152 USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION						DATE PREPARED 8 OCTOBER 1964			
1. SERIAL NUMBER 026090		2. NAME (Last-First-Middle) KEENAN, THOMAS J.							
3. NATURE OF PERSONNEL ACTION PROMOTION				4. EFFECTIVE DATE REQUESTED MONTH: 10 DAY: 25 YEAR: 64		5. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS V TO V C TO V		V TO C X C TO C		7. COST CENTER NO. CHARGE 6135-0990		8. (FOIA AUTHORITY (Complied by Office of Personnel))			
9. ORGANIZATIONAL DESIGNATION DDP WH BRANCH 3 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, LS, etc.) GS		15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 12 1		17. SALARY OR RATE \$10,250			
18. REMARKS									
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> Recorded By: CSPD <i>JMB</i> </div>									
18A. SIGNATURE OF REQUESTING OFFICER C/WI/PBRS				DATE SIGNED 10/8/64		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER			
						DATE SIGNED 22 Oct 64			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL									
19. ACTION CODE 32	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC: 51760 ALPHABETIC: WH		22. STATION CODE 45075	23. INTEGRAL CODE	24. MOBILE CODE 3	25. DATE OF BIRTH	26. DATE OF GRADE MO DA YR	27. DATE OF LEI MO DA YR
28. HTS EXPIRES MO DA YR	29. SPECIAL REFERENCE 1-CSE 2-FICA 3-NONE	30. RETIREMENT DATA CODE		31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA TYPE MO DA YR		33. SECURITY REG. 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 CODE 0-BASIC 1-PROV/TEMP	39. FEGLI HEALTH INSURANCE CODE 0-BASIC 1-VET	40. SOCIAL SECURITY NO.				
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0-NO PREVIOUS SERVICE 1-NO LEAVE IN LEAVE 2-SEPARATION SERVICE (LESS THAN 3 YEARS) 3-SEPARATION SERVICE (MORE THAN 3 YEARS)		42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE 1-YR 2-NONE		44. STATE TAX DATA FORM EXECUTED CODE 1-YR 2-NONE		45. FEDERAL TAX STATE CODE STATE	46. STATE CODE	
45. POSITION CONTROL CERTIFICATION 10/23/64				46. O.P. APPROVAL		DATE APPROVED 22 Oct 64			

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION

DATE PREPARED

24 SEPTEMBER 1964

1. SERIAL NUMBER: 026090
2. NAME (Last-First-Middle): KEENAN, THOMAS J.

3. NATURE OF PERSONNEL ACTION: CONVERSION FROM P53 STATUS COB
4. EFFECTIVE DATE REQUESTED: MONTH 10, DAY 12, YEAR 64
5. CATEGORY OF EMPLOYMENT: REGULAR

6. PAY GRADE: V TO V, O TO V, O TO O (marked with X)
7. COST CENTER/NO. CHARGE ABL: 5135-0990
8. LEGAL AUTHORITY (Completed by Officer of Personnel):

9. CREATIONAL DESIGNATIONS: DLP WH BRANCH 3 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, FS, etc.): GS
15. OCCUPATIONAL SERIES: 0136.01
16. GRADE AND STEP: 11 3
17. SALARY OR RATE: \$9,210

18. REMARKS: FROM: [Redacted]
Mr. Keenan has submitted his resignation to the [Redacted] to be effective at close of business 12 October 1964

Recorded By
CSPD
JMB

DATE SIGNED: 25 Sept 64
SIGNATURE: [Redacted]
DATE SIGNED: 28 Sept 64

SPACE BELOW FOR EXCLUSIVE USE OF PERSONNEL OFFICERS

19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING NUMERIC ALPHABETIC	22. STATION CODE	23. INTEGRAL CODE	24. HODDER CODE	25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LEI
36. SER. (COMP. DATE)	37. LEAVE (COMP. DATE)	38. CAREER CATEGORY	39. FEEL/HEALTH INSURANCE	40. SOCIAL SECURITY NO.	EOD DATA			
41. PREVIOUS GOVERNMENT SERVICE DATA	42. LEAVE (LAF/LEI)	43. FEDERAL TAX DATA	44. STATE TAX DATA	DATE APPROVED: 28 Sept 64				

6-42 1122 USE PREVIOUS EDITION

SECRET

GROUP 1 EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

30 JUL 1964

MEMORANDUM FOR: Secretary, CSCS Panel (Section B)

SUBJECT : Recommendation for Promotion to Grade GS-12
Mr. Thomas J. Keenan

1. It is recommended that Thomas J. Keenan be promoted to GS-12.
2. Mr. Keenan is thirty-four years old and has been with the Agency since 1957. While in grade as GS-11 only for the past year or so, he has been performing at a level even higher than the proposed GS-12 for more than three years, supervising the activities of up to [redacted] agents including a GS-13 contract agent.
3. The following quotation from the latest annual fitness report represents the best justification for this request:

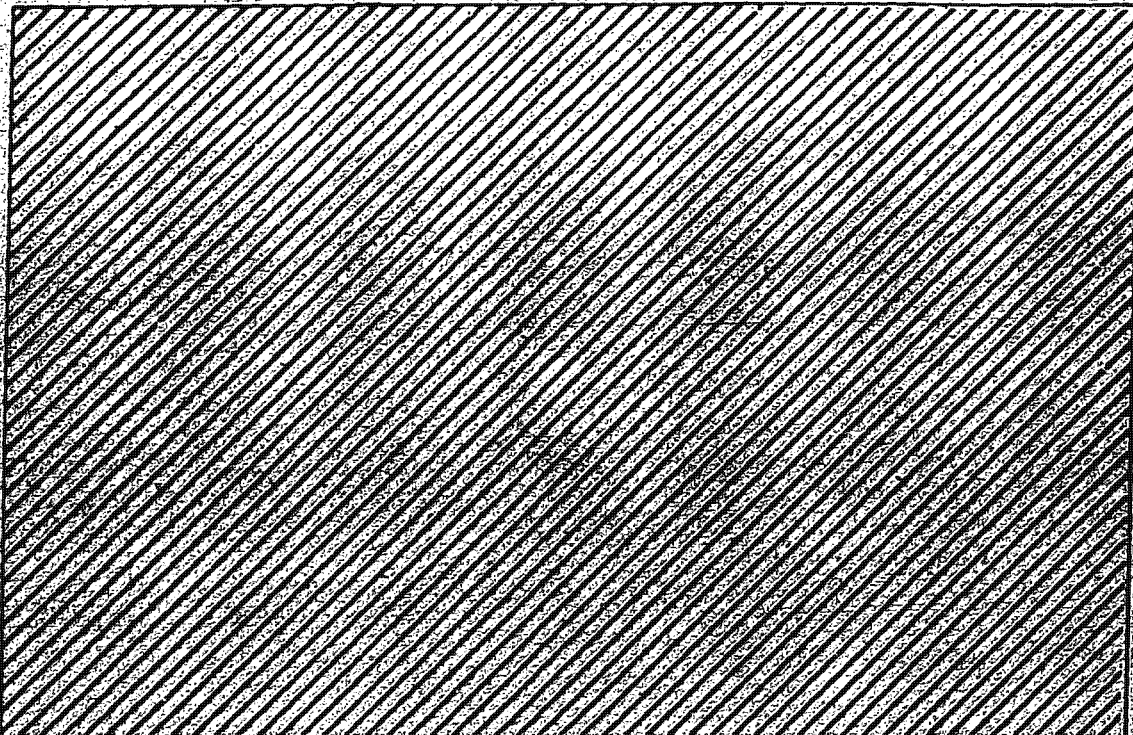
"Subject's duties and responsibilities involve management and supervision of some of this Station's most successful and most sensitive operations. The fact that Subject has responsibilities comparable to any officer up to four grades higher than his speaks for the trust COS has in him and for his continued exceptionally proficient performance."

R. W. Herbert
Desmond FitzGerald
Chief

Western Hemisphere Division

Appraised
30 JUL 1964

SECRET
(When Filled In)



NAME OF EMPLOYEE (Last-First-Middle) Keenan, Thomas John	NAME AND RELATIONSHIP OF DEPENDENT Daughter	CLAIM NUMBER 65-067
---	--	------------------------

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 Signature birth

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 16 JUL 1954	SIGN <input type="text"/>
-------------------------------	---------------------------

NOTICE OF OFFICIAL DISABILITY CLAIM FILE

DISPATCH

CLASSIFICATION
SECRET

PROCESSING ACTION

TO Chief, WI Division

MARKED FOR INDEXING

INFO

NO INDEXING REQUIRED


FROM Chief of Station, Mexico City

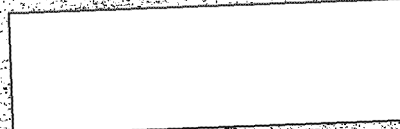
ONLY QUALIFIED DESK
CAN JUDGE INDEXING

SUBJECT Dependent Daughter -

Thomas J. Kuran

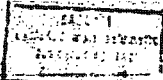
ACTION REQUIRED - REFERENCES

This is to announce the premature birth of 
Mother and daughter are doing well.



Distribution:
3 - WID

CROSS REFERENCE TO



DISPATCH SYMBOL AND NUMBER

WIT-4581

DATE

19 May 1964

CLASSIFICATION
SECRET

NO FILE NUMBER

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION						DATE APPROVED			
SERIAL NUMBER 26090						NAME (Last-First-Middle) KEENAN, Thomas J.		8 APRIL 1963	
3. NATURE OF PERSONNEL ACTION PROMOTION				4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 4 14 63		5. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS		7. COST CENTER NO. CHANGE-ABLE		8. LEGAL AUTHORITY (Completed by Office of Personnel)					
9. ORGANIZATIONAL DESIGNATIONS DDP WH BRANCH 3 MEXICO CITY, MEXICO STATION		10. LOCATION OF OFFICIAL STATION MEXICO CITY, MEXICO							
11. POSITION TITLE OPS OFFICER				12. POSITION NUMBER 489		13. CAREER SERVICE DESIGNATION D			
14. CLASSIFICATION SCHEDULE (GS, LS, etc.) GS		15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 11 B - 8,045 - 8,310					
18. REMARKS FROM: SAME									
DATE SIGNED 4/8/63						100. SIGNATURE OF CAREER SERVICE		NO. DATE SIGNED 9 AM 63	
SPACE BELOW FOR EXCLUSIVE USE OF OFFICE OF PERSONNEL									
21. OFFICE CODES 22. STATION CODE 23. INTRINSIC CODE 24. DATE OF BIRTH 25. DATE OF GRADE 26. DATE OF LET		27. SPECIAL REFERENCE 28. DEPARTMENT DATA 29. CAREER CATEGORY 30. REG. / HEALTH INS. RATE		31. SEPARATION DATA 32. CODES 33. SECURITY TEL. NO.		34. SOCIAL SECURITY NO.			
35. PREVIOUS SERVICE DATA 36. LEAVE CAT. CODE 37. FEDERAL PAY DATA 38. STATE PAY DATA		39. FEDERAL PAY DATA 40. STATE PAY DATA		41. FEDERAL PAY DATA 42. STATE PAY DATA		43. FEDERAL PAY DATA 44. STATE PAY DATA		45. FEDERAL PAY DATA 46. STATE PAY DATA	
47. J.P. APPROVAL 4/14/63						DATE APPROVED			

Recorded by
CSPD
JM

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

SECRET

29 December 1960

MEMORANDUM FOR: Secretary, CS/CS Panel (Section C)

SUBJECT: Recommendation for Promotion to Grade GS-10
Mr. Thomas J. Keenan

1. Thomas J. Keenan entered on duty with CIA on 20 May 1957 as a Junior Officer Trainee. He was assigned to WH Division for a one year tour effective 6 January 1958 and was changed to staff employee on 25 January 1959. He served ably as operations officer on the Nicaraguan and Costa Rican desk. Since 3 February 1960 he has been an Operations Officer at the [redacted] Station.

2. Keenan is equipped intellectually and emotionally to do fine work, and his potential for a good career is high. He is alert and conscientious. He takes on new tasks readily and accomplishes his objectives with thoroughness and dispatch. He is enthusiastic and imaginative. He gets on well with his co-workers and is highly motivated. Keenan always makes a good impression and works diligently. He is a very pleasant individual, interested and cooperative, and gives promise of being a sound intelligence officer.

3. The above recommendation has been submitted previously under the dates of 12 August 1959, 5 January 1960 and 30 June 1960. An efficiency report from the [redacted] Station dated 12 December 1960 states that Mr. Keenan is an unusually effective case officer and is making an outstanding contribution to CIA operations in that area. This report further indicates that Keenan has been assigned duties which would normally be performed by a much senior officer and has carried them out in a most commendable manner.

4. On the basis of his qualifications and past performance, it is recommended that Mr. Keenan be promoted to Grade GS-10.

R. W. Herbert
J. C. KING
Chief

Western Hemisphere Division

SECRET

SECRET

APPLICATION FOR MEMBERSHIP IN THE CAREER STAFF

To the Chief, KUBARK

Sir:

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

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

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

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

MEMBERSHIP IN THE CAREER STAFF

APPROVED TO TAKE EFFECT 20 May 1960

FOR THE CHIEF, KUBARK:
EXECUTIVE DIRECTOR
KUBARK SELECTION BOARD

Thomas J. Keenan SD1D 5-16

(Signature)

Eligibility Date: 20 May 1960

(Date)

SECRET

16 May 1960

Form 50 (Rev. 1-5-57)
 GPO: 1957 O - 375-000
 Printed in the
 Department of State
 Wash., D. C.

DEPARTMENT OF STATE
 WASHINGTON 25, D. C.

NOTIFICATION OF PERSONNEL ACTION

CLASSIFICATION
 PS DPTL

58200

1. NAME (Mr., Mrs., Miss, etc. Give last, first, and middle) Mr. Thomas J. Koonin	2. DATE OF BIRTH	3. FEDERAL CS ACTION NO.	4. DATE 12-11-59
---	------------------	--------------------------	----------------------------

Take to be notify you of the following action affecting your employment:

5. NATURE OF ACTION (Use standard abbreviations) Appointment - Regular	6. EFFECTIVE DATE 1/6/60	7. CIVIL SERVICE OR OTHER LEGAL AGENCY PL 724 79th St extended
--	------------------------------------	--

8. POSITION TITLE Political Assistant	9. GRADE OR CLASSIFICATION GS-9
11. CHARACTERISTICS <input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL <input type="checkbox"/> Regular <input type="checkbox"/> Seasonal <input type="checkbox"/> Non-OS	12. CS CATEGORY <input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL <input type="checkbox"/> Regular <input type="checkbox"/> Seasonal <input type="checkbox"/> Non-OS

13. VETERAN'S PREFERENCE Grade: <input checked="" type="checkbox"/> None <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5	14. POSITION CLASSIFICATION NUMBER 1-1012-338
--	---

15. EMP. ID. NO. N	16. APPOINTMENT FROM TO OA-4011	17. AUTHORITY CODE (GRADE) <input checked="" type="checkbox"/> GS-9 <input type="checkbox"/> PS <input type="checkbox"/> Non-OS	18. DATE OF ENTRY INTO SERVICE (Affidavit) 1/6/60	19. LEGAL RESIDENCY <input type="checkbox"/> Married <input type="checkbox"/> Single STATE: Virginia
---------------------------	--	--	---	---

20. This action is subject to all applicable laws, rules and regulations and may be subject to investigation and approval by the United States Civil Service Commission or the Department.

Marital Status - Married - Two.
 Appointed at [] in accordance with I [] IV 293. Previous Federal Government salary \$5135, GS-9, earned with Department of Army.

RELEASED UNDER EXECUTIVE ORDER

11. SIGNATURE OF STATE AUTHORITY

EMPLOYEE COPY

SECRET

30 June 1960

MEMORANDUM FOR: Secretary, CS/CS Panel (Section C)

SUBJECT: Recommendation for Promotion to Grade GS -10
Mr. Thomas J. Keenan

1. Thomas J. Keenan entered on duty with CIA on 20 May 1957 as a Junior Officer Trainee. He was assigned to WH Division for a one year tour effective 6 January 1958 and was changed to staff employee on 25 January 1959. He served ably as Operations Officer on the Nicaragua and Costa Rica Desk. Since 1 February 1960 he has been an Operations Officer at the [redacted] Station.

2. Keenan is equipped intellectually and emotionally to do fine work, and his potential for a good career is high. He is alert and conscientious. He takes on new tasks readily and accomplishes his objectives with thoroughness and dispatch. He is enthusiastic and imaginative. He gets on well with his co-workers and is highly motivated. Keenan always makes a good impression and works diligently. He is a very pleasant individual, interested and cooperative, and gives promise of being a sound intelligence officer.

3. The above recommendation has been submitted previously under the dates 12 August 1959 and 5 January 1960. The memorandum of 5 January 1960 added that since 12 August 1959 Mr. Keenan's performance continued to be of a high caliber. Although Subject's personnel file contains no evaluation yet of his work at the [redacted] Station, the Headquarters Section Chief, who visited the Station in April 1960 observed that Subject was doing excellent work.

4. On the basis of his qualifications and past performance, it is recommended that Mr. Keenan be promoted to grade GS-10.

for R. C. Kimo
R. C. KIMO
Chief
Western Hemisphere Division

SECRET

SECRET

5 January 1960

MEMORANDUM FOR: Secretary, CS/CS Panel (Section C)

SUBJECT: Recommendation for Promotion to Grade GS-10
Mr. Thomas J. Keenan

1. Thomas J. Keenan entered on duty with CIA on 20 May 1957 as a Junior Officer Trainee. He was assigned to MI Division for a one year tour effective 6 January 1958. He was changed to staff employee on 25 January 1959. He has recently been assigned as Operations Officer on the Nicaragua and Costa Rica Desk.

2. Keenan is equipped intellectually and emotionally to do fine work, and his potential for a good career is high. He is alert and conscientious. He takes on new tasks readily and accomplishes his objectives with thoroughness and dispatch. He is enthusiastic and imaginative. He gets on well with his co-workers and is highly motivated. Keenan always makes a good impression and works diligently. He is a very pleasant individual, interested and cooperative, and gives promise of being a sound intelligence officer.

3. The above recommendation was previously submitted under date of 12 August 1959. Since that date Mr. Keenan's performance has continued to be of a high caliber. He is now undergoing additional training for his assignment to the [redacted] Station in February 1960.

4. On the basis of his qualifications and past performance, it is recommended that Mr. Keenan be promoted to grade GS-10.

[redacted]

Chief
Western Hemisphere Division

SECRET

SECRET
(When Filled In)

V to V		V to UV		REQUEST FOR PERSONNEL ACTION						DATE PREPARED			
UV to V		UV to UV								Mo	Da	Yr	
1. Serial No.	2. Name (Last-First-Middle)			3. Date Of Birth			4. Vet. Pref.		5. Sex	6. CS - EOD			
	KEENEY, Thomas J.			Mo	Da	Yr	None-0 S. Pr-1 10 Pr-2		1	M	Mo	Da	Yr
7. SCD		8. CSC Refmt		9. CSC Or Other Legal Authority			10. Appr. Affidav.		11. FECL		12. LCD		13. <small>See Form 100</small>
Mo	Da	Yr	Yes - 1 No - 2	Code			Mo	Da	Yr	Mo	Da	Yr	Yes - 1 No - 2

CURRENT ASSIGNMENT

14. Organizational Designations			Code	15. Location Of Official Station			Station Code					
DDP/MR BRANCH III												
16. Dept. Field		17. Position Title			18. Position No.		19. Serv.	20. Occup. Series				
Dept. - Valid - Fragn. -	Code	Operations Officer			426		GS	0136.01				
21. Grade & Step		22. Salary Or Rate		23. SD	24. Date Of Grds		25. PSI Due	26. Appropriation Number				
9-2		6135		D	Mo	Da	Yr	Mo	Da	Yr	0135-5700-3000	

ACTION

27. Nature Of Action		Code	28. Eff. Date		29. Type Of Employee		Code	30. Separation Date
			Mo	Da	Yr			
			1	6	60			

PROPOSED ASSIGNMENT

31. Organizational Designations			Code	32. Location Of Official Station			Station Code				
33. Dept. Field		34. Position Title			35. Position No.		36. Serv.	37. Occup. Series			
Dept. - Valid - Fragn. -	Code						PSS				
38. Grade & Step		39. Salary Or Rate		40. SD	41. Date Of Grds		42. PSI Due	43. Appropriation Number			
10-4		5540			Mo	Da	Yr	Mo	Da	Yr	

SOURCE OF REQUEST

A. Requested By (Name And Title)		C. Request Approved By (Signature And Title)		Date Approved
OPSR/CCD/OSI				
B. For Additional Information Call (Name & Telephone Ext.)				
x6704				

CLEARANCES

Clearance	Signature	Date	Clearance	Signature	Date
A. Career Board			D. Physical		
B. Pos. Control		1-12-60	E. Release		
C. Classification			F. Approved By		

Remarks:
all sick and all annual leave to be transferred to Department of State.

Continued on reverse side

SECRET

REQUEST FOR PERSONNEL ACTION

1. Serial No. 526090	2. Name (Last-First-Middle) KEENAN THOMAS J	3. Date Of Birth	4. Vac. Proj. None-0 5 P-1 10 P-2	5. Sex M 1	6. CS - EOD Mo. Da. Yr. 05 20 57
7. SCD Mo. Da. Yr. 01 29 53	8. CSC Reim. Yes-1 No-2	9. CSC Or Other Legal Authority 50 USCA 403 J	10. Appt. Affidav. Mo. Da. Yr.	11. FEGLI Yes-1 No-2	12. LCD Mo. Da. Yr. 05 20 57
		13. 2			

PREVIOUS ASSIGNMENT

14. Organizational Designations CS/CS DEVELOPMENT COMPLEMENT DDP WH	Code 4680	15. Location Of Official Station WASH., D. C.	Station Code 75013
16. Dept. Field Dept. USStd. Frign. 1	17. Position Title OPS OFF	18. Position No. 090659	19. Serv. 20. Occup. Series GS 0136.01
21. Grade & Step 09 2	22. Salary Or Rate \$ 6135	23. SD D	24. Date Of Grade Mo. Da. Yr. 06 15 58
		25. PSI Due Mo. Da. Yr. 06 12 60	26. Appropriation Number 0320 1998

ACTION

27. Nature Of Action REASSIGNMENT	Code 67	28. Eff. Date Mo. Da. Yr. 12 27 59	29. Type Of Employee REGULAR	Code 01	30. Separation Date
---	-------------------	---	--	-------------------	---------------------

PRESENT ASSIGNMENT

31. Organizational Designations DDP WH	Code 4680	32. Location Of Official Station	Station Code 45675
33. Dept. Field Dept. USStd. Frign. 5	34. Position Title OPS OFFICER	35. Position No. 09-489	36. Serv. 37. Occup. Series GS 0136.01
38. Grade & Step 09 2	39. Salary Or Rate \$ 6135	40. SD D	41. Date Of Grade Mo. Da. Yr.
		42. PSI Due Mo. Da. Yr.	43. Appropriation Number 0135-5700-3000

SOURCE OF REQUEST

A. Requester WH/PERSONNEL OFFICER	B. Request Approved By (Signature And Title)
* For Additional Information Call (Name & Telephone Ext.) 18212	

CLEARANCES

Clearance	Signature	Date	Clearance	Signature	Date
A. Career Board			B. Placement		
C. Classification			F. Approved By		

Remarks
2 copies to Security Office.

** subject previously visited in Personnel Clearance category 10/11/59*

SECRET

12 August 1959

MEMORANDUM FOR: Secretary, CS/CS Panel (Section C)

SUBJECT: Recommendation for Promotion - Thomas J. KEENAN

1. Thomas J. Keenan entered on duty with CIA on 20 May 1957 as a Junior Officer Trainee at GS-7. He was assigned to WH Division for a one year tour effective 6 January 1958 and was changed to staff employee on 25 January 1959. At present he is assigned as Operations Officer on the Nicaragua and Costa Rica Desk.

2. Keenan is equipped intellectually and emotionally to do fine work, and his potential for a good career is high. He is alert and conscientious. He takes on new tasks readily and accomplishes his objectives with thoroughness and dispatch. He is enthusiastic and imaginative. He gets on well with his co-workers and is highly motivated. Keenan always makes a good impression and works diligently. He is a very pleasant individual, interested and cooperative, and gives promise of being a sound intelligence officer.

3. On the basis of his qualifications and past performance, it is recommended that Keenan be promoted to grade GS-10.

R. E. Gonyea
Rudolph E. Gonyea
AC/MHD

SECRET

SECRET
(When Filled In)

<input checked="" type="checkbox"/> X	V to V	V to UV	REQUEST FOR PERSONNEL ACTION				DATE PREPARED						
	UV to V	UV to UV					Mo	Da	Yr	8	20	59	
1. Serial No.		2. Name (Last-First-Middle)			3. Durs Of Birth		4. Vac. Prod.		5. Sex		6. CS - EOD		
		KREMAN, THOMAS J.					Non-0 Code 5-Pr-1 1		N 1		Mo Da Yr		
7. SCD		8. CSC Rating		9. CSC Or Other Legal Authority		10. Appt. Affidav.		11. FEGLI		12. LCD		13. ...	
Mo Da Yr		Yes-1 Code No-2 1				Mo Da Yr		Yes-1 Code No-2 /		Mo Da Yr		Yes-1 Code No-2	

CURRENT ASSIGNMENT

14. Organizational Designations				Code		15. Location Of Official Station				Station Code	
DDP WH BRANCH III CENTRAL AMERICA SECTION						WASHINGTON, D. C.					
16. Dept. Field		17. Position Title				18. Position No.		19. Serv.		20. Occup. Series	
DDP WH III		OPS OFF.				70		08		0136.01	
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade		25. PSI Due		26. Appropriation Number	
9 2		\$6135		D		6/15/58		6/22/61		0235-1000-1000	

ACTION

27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Date	
REASSIGNMENT		T to Capital / 05		6/22/59		REGULAR		22			

PROPOSED ASSIGNMENT

31. Organizational Designations				Code		32. Location Of Official Station				Station Code	
CS/CS DEVELOPMENT COMPLEMENT DDP WH				4688		WASHINGTON, D. C.				75013	
33. Dept. Field		34. Position Title				35. Position No.		36. Serv.		37. Occup. Series	
DDP WH						890659					
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade		42. PSI Due		43. Appropriation Number	
						6/15/58		6/22/60		0136-1998	

SOURCE OF REQUEST

A. Requested By (Signature And Title)		Date Approved	
[Signature] / PERSONNEL OFFICER			
B. For Additional Information Call (Name & Telephone Ext.)			
John Washenko X8242			

CLEARANCES

Clearance:		Date:		Clearance		Signature		Date:	
A. Career Board				B. Placement					
C. Classification				E. Release					
				F. Approved By					

Remarks: EXTENDED TRAINING. [Handwritten notes] 2 copies to Security Office. [Handwritten notes]

KEENAN

REPORT TO SUBSTANTIATE PROMOTION TO COM-10-10-10 - Date: 5/58

Desk Reporting: WH/MEXICO

JOT's Specific Duties Now: Presently in training

GS Level of the work to which He is Assigned: Prior to present training assignment his work assignments on the Mexican desk varied from a GS-3 to a GS-7 level
GS Level of His Performance: GS-7 For How Long: Approximately two months

The Quality of the Work He Performs: During his short period on the Mexican desk Mr. Keenan's performance was excellent.

Attitudes:

- (a) Toward His Work: Excellent
- (b) Toward his Associates (Does He Get Along Well with People?): Excellent, he gets along extremely well with his associates.
- (c) Toward the Agency (Career): Excellent

Supervisory Ability (if demonstrated): NA

What do You estimate His Growth Potential To Be? On what he demonstrated in a short period of time Mr Keenan should rapidly develop into a valuable employe with a high potential.
Plans for Him: Upon completion of his present training he will be reassigned to WH/Mexico for approximately one year of desk training.

Would You Concur in a Recommendation That He Be Promoted? Yes

JOT Keenan, Thomas

Supervisor John B. Brady
Concur John B. Brady, WH/Mexico

~~SECRET~~
~~SECRET~~
REQUEST FOR PERSONNEL ACTION

1. Serial No. 126040		2. Name (Last-First-Middle) KEENAN, THOMAS J.			3. Date of Birth		4. Vet. Prof. None-0 5. P-1 10. P-2 1		5. Sex M 1		6. CS-100 Mo. Da. Yr. 05 20 57		
7. SCD Mo. Da. Yr. 05 20 57		8. CSC Reim. No. 2		9. CSC Or Other Legal Authority 50 USCA 403 J		10. Appt. All. Inv. Mo. Da. Yr.		11. FEGLI Yes-1 No-2		12. LCD Mo. Da. Yr. 05 20 57		13. Eff. Date Mo. Da. Yr. 05 20 57	

PREVIOUS ASSIGNMENT

14. Organizational Designations ODS OTR JUNIOR OFFICER-TRAINEE CORPS		Code 2810		15. Location Of Official Station WASH., D.C.		Station Code 75013	
15. Dept. Field Dept. USMID Frign. 2		17. Position Title JOT		18. Position No. 0748.16		19. Serv. PO. Occup. Series 05 0090.01	
21. Grade & Step 09 1		22. Salary Or Rate \$ 5985		23. SD ST		24. Date Of Grade Mo. Da. Yr. 06 15 58	
				25. PSI Due Mo. Da. Yr. 06 14 59		26. Appropriation Number 8-7507-20	

ACTION

27. Nature Of Action REASSIGNMENT		Code 611		28. Eff. Date Mo. Da. Yr. 1 25 59		29. Type Of Employee Regular		Code 01		30. Separation Data	
--------------------------------------	--	-------------	--	---	--	---------------------------------	--	------------	--	---------------------	--

PRESENT ASSIGNMENT

31. Organizational Designations DDP WH Branch III Central America Section		Code 4413		32. Location Of Official Station Washington, D. C.		Station Code	
33. Dept. Field Dept. X USMID Frign. 2		34. Position Title Ops Off PP		35. Position No. 44-70 13		36. Serv. PO. Occup. Series 08 0136.31	
38. Grade & Step 9-1		39. Salary Or Rate \$ 5985		40. SD D		41. Date Of Grade Mo. Da. Yr.	
				42. PSI Due Mo. Da. Yr.		43. Appropriation Number 9-3500-20-001	

REQUEST

A. Requested By (Name And Title) [Redacted] W/P		C. Request Approved By (Signature And Title) [Redacted]	
B. For Additional Information Call (Name & Telephone Ext.) [Redacted] X-8242			

CLEARANCES

Clearance		Signature		Date		Clearance		Signature		Date	
A. Career Board		[Redacted]		1-15-59		D. Placement		[Redacted]		12-15-58	
B. Pos. Control		[Redacted]		12-15-58		E.		[Redacted]		12-15-58	
C. Classification		[Redacted]		12-15-58		H. Approved By		[Redacted]		12-15-58	

Remarks: 2 copies Security VICE: ~~Security Control~~ vacancy
 CONCURRED: [Signature]
 WILLIAM L. ECCLES, Chief/JOT/PR

[Redacted] by [Redacted]
 CSPD [Redacted]
 Security [Redacted] 1126

SECRET

4 June 1958

Classify According To Code

REQUEST FOR PERSONNEL ACTION														
1. Serial No.		2. Name (Last-First-Middle)				3. Date of Birth		4. Vac. Pref.		5. Sex		6. CS - EOD		
		KEENAN, Thomas J.						None 0 Code: 10 Pt-2		M		Mo Da Yr		
7. SCD		8. CSC Rating		9. CSC Or Other Legal Authority			10. Assoc. Affil.		11. FECL		12. LCD		13. ...	
Mo Da Yr		Yes - 1 Code No - 2					Mo Da Yr		Yes - 1 Code No - 2		Mo Da Yr		Yes - 1 Code No - 2	

PREVIOUS ASSIGNMENT

14. Organizational Designations				Code		15. Location Of Official Station				Station Code	
IDS/OTR Junior Officer Trainee Corps						Washington, D.C.					
16. Dept. Field		17. Position Title				18. Position No.		19. Serv.		20. Occup. Series	
Dept. - Code Valid - From -		JOT				U 748.16		GS		0090.01	
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade		25. Pst Exp		26. Appropriation Number	
7 2		\$ 6660		ST		Mo Da Yr		Mo Da Yr		8-7507-20	

ACTION

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

PRESENT ASSIGNMENT

31. Organizational Designations				Code		32. Location Of Official Station				Station Code	
IDS/OTR Junior Officer Trainee Corps						Washington, D.C.					
33. Dept. Field		34. Position Title				35. Position No.		36. Serv.		37. Occup. Series	
Dept. - Code Valid - From -		JOT				U 748.16		GS		0090.01	
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade		42. Pst Exp		43. Appropriation Number	
9 1		\$ 5440		ST		06/15/58		06/14/58		8-7507-20	

SOURCE OF REQUEST

A. Requested By (Name And Title)				C. Request Approved By (Signature)			
Willet L. Keeles C/JOTP							
B. For Additional Information Call (Name & Telephone Ext.)							
Henry L. Berthold x1331							

CLEARANCES

Clearance	Signature	Date	Clearance	Signature	Date
A. Career Board			D. Placement		
B. Pos. Control			E.		
C. Classification			F. Approved By		4 June 58

Remarks
 This action was considered and approved by the OTR/CSB on 3 June 1958.

SECRET

SECRET
(When Filled In)

PERSONNEL DATA SHEET																														
NAME (Last) KEENAN		(Middle) J	(First) THOMAS																											
DATE OF BIRTH		UNIT JOTP/TR	DATE 15 May 1958																											
PRESENT GRADE OS-7		EFFECTIVE DATE 20 May 1957	MONTHS IN PRESENT POSITION 12																											
PROPOSED GRADE OS-9		PROPOSED T/O SLOT U 748.16	SERVICE DESIGNATION ST																											
PRESENT T/O SLOT U 748.16		POSITION TITLE JOT																												
PROPOSED T/O SLOT U 748.16		POSITION TITLE JOT																												
CIA TRAINING See "Chronological Summary of Experience with CIA and Its Antecedents"																														
EDUCATION BS Marquette University 1953 English and History																														
EXPERIENCE OTHER THAN WITH CIA AND ITS ANTECEDENTS 1953-1956 Lt(jg) Commo Officer U.S. Navy																														
CHRONOLOGICAL SUMMARY OF EXPERIENCE WITH CIA AND ITS ANTECEDENTS <table border="0"> <tr> <td>20 May 57</td> <td>EOD</td> <td></td> </tr> <tr> <td>27 May-21 June 57</td> <td>IOG</td> <td>2 Excellents</td> </tr> <tr> <td>24-28 June 57</td> <td colspan="2">Interim assignment, FBID</td> </tr> <tr> <td>1-26 July 57</td> <td>IT</td> <td>3 Excellents</td> </tr> <tr> <td>29 July-23 August 57</td> <td colspan="2">Interim assignment, [redacted]</td> </tr> <tr> <td>26 Aug-27 September 57</td> <td>TSS Training</td> <td>12 Good, 1 Aver, 1 Sat, 1 Fair, 16 Ex.</td> </tr> <tr> <td>30 Sept 57-7 Jan 58</td> <td colspan="2">Interim assignment, CI Staff</td> </tr> <tr> <td>8 Jan 58</td> <td colspan="2">Temporary attachment to Wt/3 for on-the-desk training</td> </tr> <tr> <td>3 Mar 58 - present</td> <td>OC #6</td> <td></td> </tr> </table>				20 May 57	EOD		27 May-21 June 57	IOG	2 Excellents	24-28 June 57	Interim assignment, FBID		1-26 July 57	IT	3 Excellents	29 July-23 August 57	Interim assignment, [redacted]		26 Aug-27 September 57	TSS Training	12 Good, 1 Aver, 1 Sat, 1 Fair, 16 Ex.	30 Sept 57-7 Jan 58	Interim assignment, CI Staff		8 Jan 58	Temporary attachment to Wt/3 for on-the-desk training		3 Mar 58 - present	OC #6	
20 May 57	EOD																													
27 May-21 June 57	IOG	2 Excellents																												
24-28 June 57	Interim assignment, FBID																													
1-26 July 57	IT	3 Excellents																												
29 July-23 August 57	Interim assignment, [redacted]																													
26 Aug-27 September 57	TSS Training	12 Good, 1 Aver, 1 Sat, 1 Fair, 16 Ex.																												
30 Sept 57-7 Jan 58	Interim assignment, CI Staff																													
8 Jan 58	Temporary attachment to Wt/3 for on-the-desk training																													
3 Mar 58 - present	OC #6																													
CAREER DEVELOPMENT PLAN MAN 41004																														
RECOMMENDED BY WILET, [redacted] Chief/JOTP/TR		CONCURRENCES 700 2 5 03 1958																												
RECOMMENDATION OF SENIOR OFFICER OR APPROPRIATE PANEL		DATE OF ACTION 06 OCT 58																												

SECRET

15 May 1958

MEMORATIVE STATEMENT FOR THE PROMOTION OF THOMAS J. KEENAN

1. After attending IGC and IT, in which he made excellent grades, Keenan was placed on an interim basis with [redacted] for four weeks. He then entered TSS Training, where he again did excellent work. He then was placed for three months with the CI/ICD -- he had evinced interest in CE work -- before he was assigned for on-the-desk training with WII/3. On 3 March he entered OC and will return to WII/3 upon the completion of this course. Interim evaluation from OC shows that Keenan has four satisfactory grades. Throughout his training, formal and on-the-desk, Keenan has been commended: "alert with definite potential for CE work - thorough and industrious - on the Mexican desk performance was excellent - gets along extremely well with associates - attitude toward Agency excellent - should rapidly develop into a valuable employee with high potential - a very pleasant young man, interested and cooperative - gives promise of being a sound intelligence officer."
2. There is one other JOT under the supervisor. He is GS-9 and replaced subject, doing the same work, when subject left for OC. Subject's Spanish is not so well developed as that of the GS-9 JOT; otherwise there is little difference in their production.
3. On the CI Staff subject's performance was equal to that of other JOT's under the supervisor. During his time on the desk with WII/3, Keenan's performance was at a level comparable to that of one other JOT of higher grade.
4. Keenan came to the JOTP with a good college record and excellent experience as officer-in-charge of sixty officers and enlisted men in a Navy communications center. His rank was Lt(12). He has a fair working knowledge of Spanish. To date he has shown high motivation, adaptability, and an intelligent approach to his job.
5. Keenan has had no opportunity to demonstrate supervisory ability.
6. WII concurs in this promotion.
7. It is recommended that Keenan be promoted from GS-7 to GS-9.

Walter J. Echo/ep
WILLIAM L. ECHOLS

SECRET

Attn : C/H
: C/21/1

14 January 1958

C/Junior Officer Training Program/TR

Attachment of Junior Officer Trainee THOMAS J. KEENAN

1. As agreed by Mr. Brady of your Division and Mr. O'Gara of the JOT Program, JOT Thomas J. Keenan is attached to WH/1 for a one-year tour effective 6 January 1958. Administrative instructions are attached. At the conclusion of this tour, we will decide mutually whether or not to continue this attachment.

2. The purpose of this on-the-job tour is to train Keenan in Headquarters procedures and the duties of a Headquarters case officer, the ultimate objective being to prepare him for an overseas assignment.

3. It is understood that after a JOT has been attached to the desk for six months as a trainee, the supervisor will provide C/JOTP with a critical evaluation of the subject's performance in those elements listed in paragraph 2.

4. Keenan has attended ICC and ETC. It is understood that he will attend the Operations Course beginning 3 March. The JOTP will consider supporting any additional training necessary for Keenan's anticipated assignment.

5. Please send to the C/JOTP as quickly as convenient an outline of the activities the JOT will pursue as suggested by the appended sample. It is understood that the program for the JOT is flexible and may be altered from time to time to meet your operating needs, after consultation with the JOT Program.

FOR THE DIRECTOR OF TRAINING:

Attachments: 3

WILLET L. ECCLES

WHL 4104

WHL 120 44-23

OFFICE OF THE DIRECTOR OF TRAINING

STANDARD FORM 52
 FORM 52 IS BY GPO
 U. S. GOVERNMENT PRINTING OFFICE
 WASHINGTON, D. C. 20540
 GPO: 1957 O - 348-000

REQUEST FOR PERSONNEL ACTION

VOUCHERED

rc 17
 C 7673

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. Thomas J. Keenan	2. DATE OF BIRTH 125190	3. REQUEST NO. C-7673	4. DATE OF REQUEST 8 Feb 57
---	-----------------------------------	---------------------------------	---------------------------------------

5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) Excepted Appointment	6. OFFERIVE DATE & PROPOSED: ASAP	7. C.S. OR OTHER LEGAL AUTHORITY 50 USC 9
--	---	---


8. POSITION (Specify whether establish, change grade or title, etc.)	9. APPROVED: 21 May 57	10. OTHER: 403
--	----------------------------------	--------------------------

FROM—	11. POSITION TITLE AND NUMBER 507 I.C. (Gen) 0748.16*	TO—
12. SERVICE, GRADE, AND SALARY 0990.01 GS-0132-06-7 \$4525		
13. ORGANIZATIONAL DESIGNATIONS DDS/OTR Junior Officer Trainee Program		
14. HEADQUARTERS Junior Officer Trainee Corps Washington, D.C.		
15. FIELD <input type="checkbox"/> DEPARTMENTAL <input type="checkbox"/>	16. FIELD OR DEPARTMENTAL <input checked="" type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL <input type="checkbox"/>	

17. REMARKS (Use reverse if necessary)

*Subject is quintuple slotted for recruiting purposes.

Temporary action subject to confirmation by DTR.

18. REQUESTED BY (Name and title) Dr. Willet L. Eccles C/JOTP	19. REQUEST APPROVED BY Signature:  Title: Director of Training
20. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) Henry L. Parthold 76331	

21. VETERAN PREFERENCE NONE <input type="checkbox"/> WITH <input type="checkbox"/> OTHER 5-PT <input checked="" type="checkbox"/> 10-POINT <input type="checkbox"/> LEGAL OTHER	22. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> L.A. <input type="checkbox"/> REAL <input type="checkbox"/> loc SD-ST
---	--

23. SEX <input checked="" type="checkbox"/> M <input type="checkbox"/> F	24. RACE <input checked="" type="checkbox"/> W <input type="checkbox"/> O <input type="checkbox"/> O <input type="checkbox"/> O	25. APPROPRIATION FROM: TO: 7-7507-20	26. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) YES	27. DATE OF APPOINTMENT AFFIDAVIT (ACCESSORS ONLY) 20 May 57	28. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: Wisc. DOB: 05/20/1917
--	---	---	--	--	--

29. STANDARD FORM 52 REMARKS
rc 07B
 Subject to final review and confirmation.
 CSEOD: **05/17/57**
 Lcb: **05/17/57**
 SCD: **01/29/53**

30. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS
A.			
B. CEIL OR POS. CONTROL	WLP	15 FEB 1957	OFFICE/DIVISION WITHIN 500 MILES 10 MAY 1957 Date
C. CLASSIFICATION			403 Fourteen Con. CLK.
D. PLACEMENT OR ENPL.			
E.			

31. APPROVED BY		12 Feb 57
-----------------	--	------------------

2 May 1957

Mr. Thomas J. Keenan

Dear Mr. Keenan:

This will confirm your entrance-on-duty date of 20 May 1957 with this Agency at Grade GS-7, salary \$4525.00 per annum.

Your permanent employment will depend upon the completion of the following processing at the time of entering on duty: taking the oath of office, signing a loyalty affidavit, participating in a final security interview and completing a medical examination which will include determination of physical health and emotional stability. Should anything of an unfavorable nature arise during this period, your employment will not result in a permanent appointment.

Please report to the Receptionist at Curle Hall at 8:15 a.m. and ask for [redacted] on 20 May 1957. Curle Hall is located at the intersection of 23rd Street, Independence Avenue, and Ohio Drive, S. W., with entrance on Ohio Drive.

Under existing Agency regulations we are not authorized to bear the expense of moving yourself, your dependents or your household goods from your present address to Washington, D. C.

The gross salary quoted will be subject to deductions for Federal income tax and 6 1/2 percent for the United States Civil Service Retirement Fund. In addition, the benefits of low-cost group life insurance are available to Federal civilian employees. The enclosed pamphlet

outlines the features of the program and lists the amount which will be deducted from your salary each pay period for this term insurance. This insurance is not obligatory. However, if you do not wish coverage, which is automatic, you should sign a Waiver of Life Insurance Coverage form at the time you enter on duty.

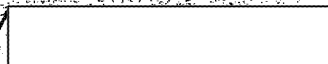
You will not receive a pay check for approximately four weeks after your entrance on duty. However, arrangements may be made for a temporary loan with a financial institution if necessary.

Very truly yours,

G. M. Stewart
Director of Personnel

Enclosures (2)
Life Insurance Pamphlet
Map

OP/



EMPLOYMENT INFORMATION

Are you now employed by the Federal or District Government?

- (a) If so we have to arrange a release date with the Agency.
- (b) If so ask about lump sum payment made for annual leave due.
- (c) Bring a S.F. 50 or pay-off change slip with you the day you enter on duty if you now receive a higher salary than what we are offering you.

RESULTS OF CALL:

Subject will EOD 20 May 1957

Subject will write and advise us of date of EOD.

Subject declined offer of Appointment.

REASON FOR DECLINATION:

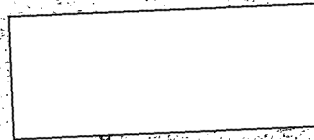
Subject advised to send letter of declination.

OTHER:

Explain other questions raised, commitments made, etc.

4/26

DATE



APPOINTMENT CLERK

~~WESTERN UNION~~

SENDING BLANK

CALL LETTERS QDB CHARGE TO CENTRAL INTELLIGENCE AGENCY 25 APRIL 1957

MR. THOMAS J. [REDACTED] KEZIAN
[REDACTED]

APPOINTMENT APPROVED AT GS-7, \$4575.00 PER ANNUM. PLEASE
CALL [REDACTED] COLLECT, EXECUTIVE 3-6115, EXTENSION
2781 IMMEDIATELY TO ARRANGE ENTRANCE ON DUTY DATE.

G. M. Stewart
G. M. STEWART *cmg*

Send the above message to the terms on back hereof, which are hereby agreed to.
PLEASE TYPE OR WRITE PLAINLY WITHIN BORDER—DO NOT FOLD
1200-10-2 505

8 April 1957

Mr. Thomas J. Keenan

Dear Mr. Keenan:

We are pleased to inform you that your application for employment with this Agency has been reviewed with interest by appropriate officials and that actual processing has been initiated for a position at Grade GS-7, salary \$4526.00 per annum.

Your final appointment is dependent upon a number of factors including character and reference investigations, and other processing procedures. You may be sure that this processing is being accomplished as rapidly as possible.

Please notify us of any changes in your present status such as change of address, employment, marital status, etc. If it should develop that you cannot accept the position, please let us know immediately. If you have any questions concerning your application, please do not hesitate to get in touch with us. Your future correspondence or inquiries should be directed to the attention of

Members of this Agency are entitled to the regular United States Government leave and retirement benefits. Our salaries conform to the rates prescribed by Congress for United States Government agencies.

Thank you for your cooperation and patience during this waiting period.

Very truly yours,

G. M. Stewart
Director of Personnel

OP/

4 March 1957

Mr. Thomas J. Keenan

Dear Mr. Keenan:

This will confirm your recent telephone conversation with a member of my staff.

We have scheduled the necessary interviews and pre-employment medical examination, which will include determination of physical health and emotional stability, for you on Wednesday and Thursday, 13 and 14 March. We ask that you call Mr. Henry Berthold on EXecutive 3-8115, extension 4331, on the morning of 13 March to arrange an interview for that afternoon. Please report to our Medical Office which is located on Central Building, 2430 E Street, N. W., at 8:30 a.m. on 14 March.

This is not an offer of employment, but your transportation expenses from [redacted] to Washington, D. C., and return will be borne by the Government. You will also be paid a per diem allowance in lieu of subsistence during the time you are in travel status. First-class travel is authorized. If you so choose, travel is authorized by privately-owned automobile, the total cost not to exceed the cost of travel by common carrier. If you travel by air or rail, it is requested that you retain the ticket stubs to support the reimbursement voucher. You will not be reimbursed for expenses incurred for several weeks after your visit.

Thank you for your interest and cooperation.

Very truly yours,

G. M. Stewart
Director of Personnel

OP/ [redacted]

CONFIDENTIAL
(When Filled In)

PERSONNEL ACTION ROUTING SHEET				
NAME (Last-First-Middle) <i>William J. Thomas</i>			OFFICE <i>OTR</i>	TRAY
<input checked="" type="checkbox"/> NEW HIRE <input type="checkbox"/> PROMOTION <input type="checkbox"/> TRANSFER OF FUNDS <input type="checkbox"/> REASSIGNMENT <input type="checkbox"/> SEPARATION <input type="checkbox"/> OTHER				
ACTION OFFICE	DATE RECEIVED	DATE DISPATCHED	INITIALS	REMARKS
FILES SECTION	<i>2/15/57</i>	<i>2/13/57</i>	<i>LD</i>	
POSITION CONTROL	10 FEB 18 1957	10 FEB 10 1957	<i>WJK</i>	
<i>✓</i> <i>Office</i>				
PAD				
POSITION CONTROL				
STATUS				
POSITION CONTROL				
FILES SECTION				
HOLD FOR FITNESS REPORT		HOLD FOR SECURITY CONCURRENCE		
HOLD FOR B-4		HOLD FOR OFFICE OVER CEILING		
REMARKS CONTINUED				

SECRET
(When Filled In)

REQUEST FOR SECURITY CLEARANCE

REQUEST NO. (1-9) C-7673 OTB			
ACQUISITION DATE (6-11) 13 Feb. 1957			
NAME (LAST - FIRST - MIDDLE) KEEMAN, THOMAS J		YEAR OF BIRTH (2F-20) [REDACTED]	
POSITION TITLE JOT	POSITION NUMBER (2F-24) U-748-16	OCCUP CODE (27-48) 00X0.01	CLASS. (2F-28) 05-07
LOCATION (CITY, STATE, COUNTRY) Washington, D. C.		ASSIGNMENT OFFICE POSITION BRANCH DIS/OTB/JOTC	
TYPE OF APPLICANT <input checked="" type="checkbox"/> REGULAR <input type="checkbox"/> CONTRACT <input type="checkbox"/> CONSULTANT <input type="checkbox"/> MILITARY		TYPE OF APPL. (28) 1	
NAME OF REQUESTER (OR OFFICIAL) G. V. Stewart alp		TYPE OF ASSIGNMENT AND FUNDS <input checked="" type="checkbox"/> POS <input type="checkbox"/> SEP <input type="checkbox"/> FF <input checked="" type="checkbox"/> V <input type="checkbox"/> UV	
CLEARANCE REQUIRED <input checked="" type="checkbox"/> PROVISIONAL FOR (INDICATE NAME OF POOL OR GROUP) <input type="checkbox"/> SECRET <input checked="" type="checkbox"/> FULL		CLEARANCE (31) 2	
ATTACHMENTS <input checked="" type="checkbox"/> PERSONAL HISTORY STATEMENT <input checked="" type="checkbox"/> PHOTOGRAPH(S)		REQUEST FOR WAIVER <input checked="" type="checkbox"/> APPENDIX IV <input checked="" type="checkbox"/> REPORT OF INTERVIEW	
VETERANS STATUS <input checked="" type="checkbox"/> MALE - VETERAN <input type="checkbox"/> MALE - NON-VETERAN		VET. PREP. S/O (28) <input checked="" type="checkbox"/> FEMALE - VETERAN <input type="checkbox"/> FEMALE - NON-VETERAN	

REMARKS:

JOT CASE PLEASE EXPDITE

1 (SO), 1 (OTB)

SPACE BELOW FOR SO USE ONLY

UNCLASSIFIED

CIA INTERNAL USE ONLY

CONFIDENTIAL

SECRET

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

NO/JUTP *D*

JUTP

NO.

DATE

11 February 1957

TO: (Officer designation, room number, and building)

DATE

RECD

FWD'D

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.	TO:	DATE		OFFICER'S INITIALS	COMMENTS
		RECD	FWD'D		
1.	Chas/JUTP				1. & 2. For signature.
2.	TO/JUTP		2/16	<i>D</i>	
3.	IPS				3. For processing.
4.	BIRSD	2/18	2/18	<i>Chas</i>	
5.	Berthold	2/19			5. WF tests. <u>16 Feb</u>
6.	JOT/PS	2/20	2/21	<i>BO</i>	
7.	JOT/PO				6 Please bring to DC at gov + arrange for P2M + clearance!
8.	[Redacted]	4	4	<i>Man Man</i>	
9.	Berthold	3/5	3/14	<i>WUT</i>	8. Please confirm telecon re he is to call Berthold EX...x4331 on morning of wednes. 13 March to arrange interviews for t hat afternoon. PER: Thurs., 14 March Travel at gov. exp (per Jot EX JUTP)
10.	[Redacted]	2/16	4/4	<i>Chas</i>	
11.	[Redacted]				
12.	[Redacted]				9. WF interview.
13.	[Redacted]	5	8	<i>Man Man</i>	10. Initiation letter (Buccell) A3

FORM 1 DEC 55 610 USE PREVIOUS EDITIONS

SECRET

CONFIDENTIAL

CIA INTERNAL USE ONLY

UNCLASSIFIED

4 February 1957

Mr. Thomas J. Keenan

Dear Mr. Keenan:

Your application for employment with this Agency is presently under active review. Appropriate members of our staff will determine whether we have a position available for a person of your qualifications. Although we cannot predict the length of time needed for this review, we will make every effort to expedite a determination. Should there be unavoidable delays in reaching a decision, we shall do our best to keep you as fully informed as possible regarding the status of your case.

In the meantime, if you should have any questions, feel free to get in touch with us by mail. We ask your patience and assure you of our desire to make the review period as short as is compatible with the careful evaluation to which we feel each case is entitled.

Very truly yours,

G. M. Stewart
Director of Personnel

OF

CONFIDENTIAL
(When Filled In)

REPORT OF INTERVIEW		1. DATE OF INTERVIEW 13, 26 Jan 1957	2. PLACE Madison, Wis.
3. PREVIOUS APPLICATION <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	4. INTERVIEWER [REDACTED]		5. REFERRED BY Marquette Univ, Placement
6. TYPE OR PRINT IN CAPS LAST NAME KEEVAN	FIRST NAME THOMAS	MIDDLE NAME J [REDACTED]	
7. PERMANENT ADDRESS			TELEPHONE
8. BUSINESS ADDRESS			TELEPHONE
9. TEMPORARY ADDRESS			TELEPHONE 3527
10. DATE OF BIRTH [REDACTED]		CITIZENSHIP <input checked="" type="checkbox"/> U.S. <input type="checkbox"/> Other (Specify country)	
11. PLACE OF BIRTH [REDACTED]		U.S. CITIZENSHIP ACQUIRED BY <input checked="" type="checkbox"/> BIRTH <input type="checkbox"/> NATURALIZATION	IF NATURALIZED INDICATE DATE
12. <input type="checkbox"/> SINGLE <input checked="" type="checkbox"/> MARRIED <input type="checkbox"/> DIVORCED		13. NO. OF DEPEND. (Including wife) 0	
14. FOREIGN RELATIVES, INCLUDING WIFE (Reg. 10-0) None			
15. EDUCATION (Schools, degrees, dates, majors, thesis title, grade average or class standing, extra-curricular activities, etc.) Marquette Univ., Milwaukee, Wis., 1953. BS, Liberal Arts (English and History) Active in intermural sports. Part-time employment.			
16. MAJOR EMPLOYMENT HISTORY (Employers, positions, duties, salaries, reasons for leaving) Summer jobs cited in PHS.			
17. MILITARY EXPERIENCE (Branch, serial no., stations, training dates, command responsibilities, rank held, reserve status, current proficiency and interests). INCLUDE ALSO GOVT. ACTIVE MILITARY OR RETIRED STATUS. Affiliation with USNR began May 1953. Accepted for Navy OCS. AD commenced July 1953. Commissioned Nov 1953. 2 months at HQ Eastern Sea Frontier. Dec 1953, assigned to radar facility, radio station, Beaver Tail Point, Jamestown, R. I. Duty as commo watch officer, commo officer, commo and electronics officer. Asst. officer in charge and officer in charge. Temp. promotion to Lt(jg) 20 Jan 1955. Just received permanent rank as Lt(jg). USNR, inactive. Separated Nov 1956.			

CONFIDENTIAL
(When Filled In)

18. APFA KNOWLEDGE (Armed. 1900 of 1 Judge. See prescribed, etc.)							
19. LANGUAGE FACILITY (Give each whom skill warrants and rate below)							
LANGUAGE	NATIVE FLUENCY	FLUENT BUT NOT FOR	SUFFICIENT FOR TRANSLATION	ADEQUATE FOR MESSAGE	ADEQUATE FOR TRAVEL	LIMITED	REQUIRED BY
21. SALARY REQUESTED		OS-7		22. POOL INTEREST?		YES	
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"/> YES	<input type="checkbox"/> APP. 1	<input checked="" type="checkbox"/> DC-440	<input type="checkbox"/> SEC. 4001E	<input type="checkbox"/> L.A. (If required)	
26. EVALUATION AND RECOMMENDATION (Appearance, manners, personality, maturity, motivation, flexibility, intelligence, emotional stability, qualifications for intelligence work, career planning, over-all impression, pertinent unfavorable factors)							
<p>Keenan is a really impressive fellow in all respects. His appearance is immaculate, there is a youthful charm about him, his discourse is articulate and nicely paced, and he has a very congenial disposition. He has reached a good satisfactory level of maturity and discretion, I have no doubt. He has humility and poise. He is now at a critical juncture in his life--just out of service, with an optimistic outlook on life, and anxious to enter into career employment. His attitude toward govt. and CIA in particular is entirely favorable. After our initial interview he wanted some time to think it over, and to have other interviews. He called me within a matter of days, saying he was ready to make formal application. Both he and his wife are enthusiastic over the JOT program. She is an attractive young lass who has lived most of her life in S. America where her father is an engineer for GMC. She is bi-lingual.</p> <p>Keenan asked searching but discreet questions about conditions of employment, career development, and the like. He is familiar with the security environment, and anticipates no difficulty adapting himself to our requirements. Note his steady progress in the Navy. He appears to be a natural for career training. He is a likeable fellow, full of curiosity and ambition, and I believe he has a good mind. Participation in the mission of the agency appeals to him very strongly. Presently not employed, he is prepared to seek temporary work if available, or simply to wait out the processing period. His interest is centered wholly in this application. In fairness to him an early decision on eligibility is advised.</p> <p>I regard him as a wholesome, disciplined, energetic fellow, with real potential for us.</p> <p>Self-administered tests will be forwarded soon.</p>							
27. RECOMMENDED FOR				28. SERIAL NUMBERS			
OTR/JOT							
29. TESTS		To be tested in		30.		28 Jan 1957	
		16 Feb 1957					

CONFIDENTIAL

1500 Sunday Jan 13

[Redacted]
January 3, 1957

[Redacted]
Dear Sir:

I have been recently released from active duty with the U. S. Navy, and am interested in obtaining information as to my qualifications for a career position with CIA. Although I do not hold a Master's Degree, I feel that my experience and interest make your consideration of my qualifications worthwhile. Any arrangements you may care to make regarding a personal interview will be acceptable to me.

Sincerely,


Thomas J. Keenan

TJK:nk

acknowledged 1-7 with
suggestion he come to Wilson.

Age: 26

Married: no children

Height: 5'11" Weight: 175

Job Interest

Career position with the Central Intelligence Agency.

Education

Public High School. Graduate of Marquette University, Class of 1953 with B. S. Degree in Liberal Arts. Majors in English and History. Grade transcript furnished upon request.

Military status

Veteran. U. S. Navy 3 years, 4 months. Graduate of Officer Candidate School. Duty generally in Communication and administration billets. Background investigation completed 31 August 1954 by DIO Third Naval District. Last billet held was that of Officer in Charge, U. S. Naval Radio Station, Beavertail Point, Rhode Island. Released from active duty, November, 1956, as Lieutenant Junior Grade.

Hobbies and Interests

Sports: tennis and golf; reading, and informal discussions.

References

Furnished upon request.

Interview

At your convenience.

**CENTRAL INTELLIGENCE AGENCY
WASHINGTON 25, D. C.**

**Applicant Information
Sheet No. 1**

**To all persons applying for employment
with the Central Intelligence Agency:**

**This paper is the first step in applying for employment or consultant
status with the Central Intelligence Agency. No application may proceed
beyond this first step if the applicant is not in agreement with the
conditions stated below:**

General Considerations:

**1. The National Security Act of 26 July 1947 (Public Law 253, 80th
Congress) which created the Central Intelligence Agency places upon the
Agency the responsibility:**

**a. "to advise the National Security Council in matters concerning
such intelligence activities of the Government departments and agencies
as relate to the national security;**

**b. "to make recommendations to the National Security Council
for the coordination of such intelligence activities of the depart-
ments and agencies of the Government as relate to the national
security;**

**c. "to correlate and evaluate intelligence relating to the
national security, and provide for the appropriate dissemination
of such intelligence within the Government . . . ;**

**d. "to perform, for the benefit of the existing intelligence
agencies, such additional services of common concern as the National
Security Council determines can be more efficiently accomplished
centrally;**

**e. "to perform such other functions and duties related to
intelligence affecting the national security as the National Security
Council may from time to time direct."**

The special character of this national responsibility requires the Agency to maintain correspondingly special employment criteria which may be different from the routine or normal employment standards of other Government departments and agencies which do not have the highly sensitive responsibility borne by the Central Intelligence Agency. It follows that the investigation of applicants prerequisite to their acceptance is a time-consuming process which, in addition to loyalty and security checks, includes evaluation of competence, physical and emotional fitness, and availability of a suitable position at such time as employment may be offered. This is called "clearance" of an applicant.

2. Investigation of an applicant may reveal something which prevents his clearance - perhaps something of which the applicant is genuinely unaware, perhaps something which only the special employment criteria of the Agency make unacceptable. In any event, adverse findings by the Agency are conclusive and final so far as the Agency is concerned, and no statement of specific reasons is made to the applicant.

3. Employment by the Central Intelligence Agency is not a right upon which an applicant can insist. Offer of employment which is subject to full clearance does not constitute a commitment on the Agency's part giving an unsuccessful applicant grounds for any claim against the Agency. Acceptance of employment upon the condition of clearance is at the applicant's risk, taken with the knowledge that a very substantial percentage of applicants are not cleared.

Statement of Understanding
and Agreement

I have read, understand, and agree to the foregoing General Considerations. If not accepted for employment by the Central Intelligence Agency, I will make no claim or demand in conflict with those considerations.

I have also seen and read Applicant Information Sheet No. 2.

[Redacted Signature]

(Applicant)

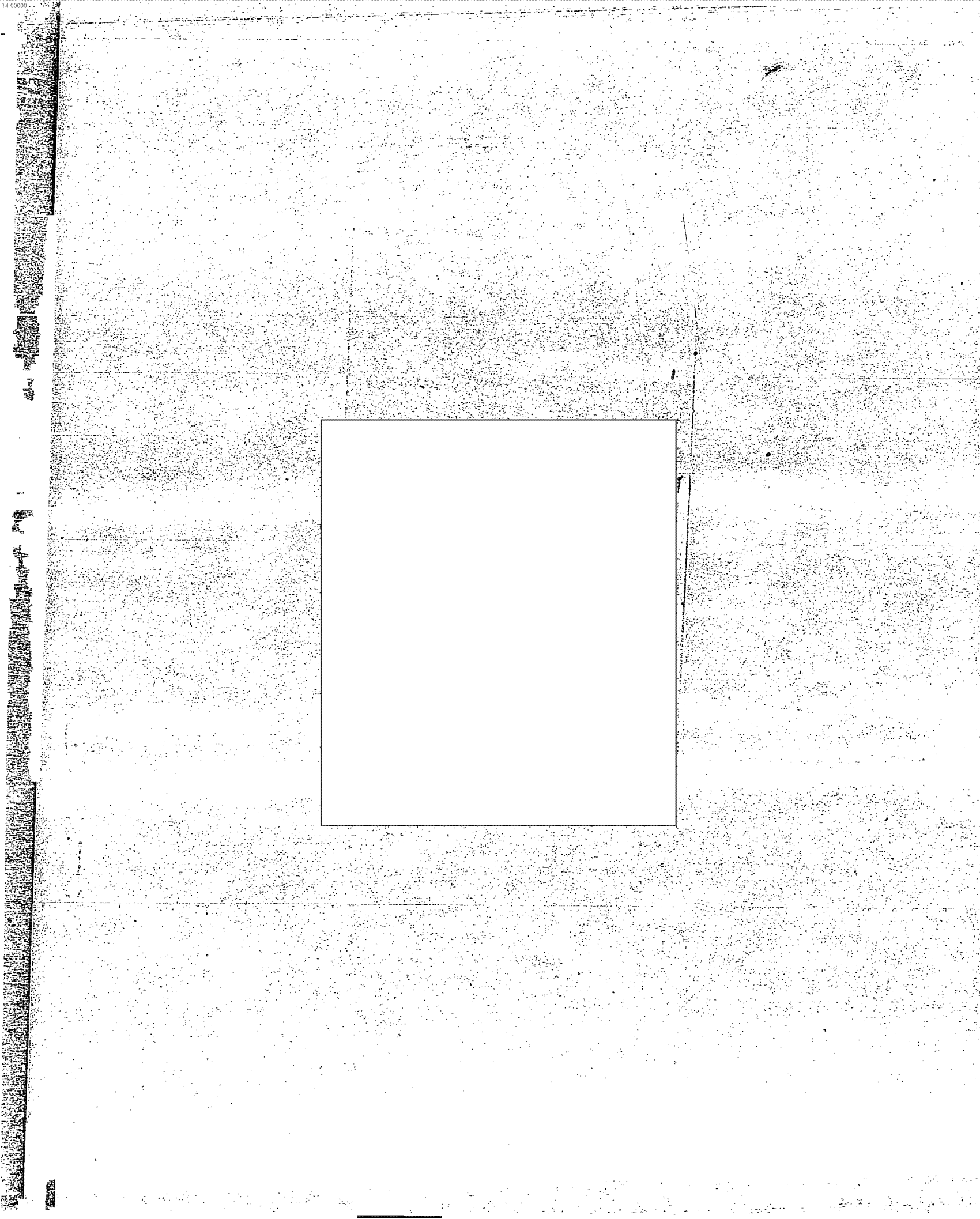
SECRET

REPRODUCTION MASTERS

BIOGRAPHIC PROFILE

H a n d l e W i t h C a r e

SECRET



A11

L48 100 020

"PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF TITLE 5 U.S.C. AND EXECUTIVE ORDER 12010 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 09 OCTOBER 1977

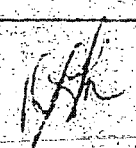
NAME	ID NUMBER	CRG.	SCH-GR-STEP		NEW SALARY
			GS	15 4	839,789
KEENAN THOMAS J	0026090	LA	GS	15 4	839,789
					8561

1. SERIAL NO.		2. NAME		3. ORGANIZATION		4. RINGS		5. LWOP HOURS		
0026090		KEENAN THOMAS J		CIA		15 4				
6. OLD SALARY RATE				7. NEW SALARY RATE				8. TYPE ACTION		
Grade	Step	Salary	Effective Date	Grade	Step	Salary	Effective Date	WCI	QSI	ADJ
GS	15 4	839,789	09/21/76	GS	15 5	840,955	09/21/76			
CERTIFICATION AND AUTHENTICATION										
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.										
SIGNATURE								DATE		
[Redacted Signature]								10/10/77		
<input type="checkbox"/> TO EXCESS EMPLOYED <input checked="" type="checkbox"/> ON PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD										
CLIENTS INITIAL: [Handwritten initials]										
FORM 1071-550F Use Previous Editions PAY CHANGE NOTIFICATION 10-77										

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

OLCS 017-9777

1. SERIAL NUMBER		2. NAME (LAST, FIRST, MIDDLE)			
0126070		KEENAN THOMAS J			
3. NATURE OF PERSONNEL ACTION		4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT	
REASSIGNMENT		MO DA '77 01 01 77			
6. FUNDS		7. TAN AND NSCA		8. CSC OR OTHER LEGAL AUTHORITY	
V TO V CF TO V		V TO CF CF TO CF		7135 4528 0001	
9. ORGANIZATIONAL DESIGNATION				10. LOCATION OF OFFICIAL STATION	
DDO/LA DIVISION				WASH., D.C.	
11. POSITION TITLE			12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION
SIPS OFFICER CH			CP25		OVB
14. CLASSIFICATION (RHSDUT, GS, LA, etc.)		15. OCCUPATIONAL SERIES	16. GRADE AND STEP	17. SALARY OR RATE	
GS		0130-01	15		
18. REMARKS					
CHANGE OF SERVICE DESIGNATION FROM DGR TO OVB					
SIGNATURE OR OTHER AUTHENTICATION					
					

FORM 1106
8-72 (REV. 3-71)

Use Previous
Edition

SECRET

U.S. GOVERNMENT PRINTING OFFICE: 1971

A 0:22 FEB 77

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

1. OFFICIAL NUMBER 02090		2. NAME (LAST FIRST MIDDLE) KELNAN THOMAS J	
3. NATURE OF PERSONNEL ACTION REASSIGNMENT AND CHANGE OF NSCA			
4. EFFECTIVE DATE MO DA '77 02 04 77		5. CATEGORY OF EMPLOYMENT REGULAR	
6. FUNDS	V-TO-V	V-TO-CF	7. PAN AND NSCA 7135 4525 0002
	CF TO V	CF TO CF	
9. ORGANIZATIONAL OPERATIONS DDO/LA DIVISION OPERATIONS STAFF		10. LOCATION OF OFFICIAL STATION WASH., D.C.	
11. POSITION TITLE OPERATIONS OFFICER		12. POSITION NUMBER CN55	13. SERVICE DESIGNATION OYB
14. QUALIFICATION SYMBOL (S, L, G) CS	15. OCCUPATIONAL NUMBER 0135.01	16. GRADE AND STEP 15 4	17. SALARY OR RATE 37167
18. REMARKS			

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING MISCELL ALPHABETIC 51005 LA		22. STATION CODE 75013	23. INTEGREE CODE	24. INDENT CODE	25. DATE OF BIRTH MO DA '77	26. DATE OF GRADE MO DA '77	27. DATE OF LIT MO DA '77
28. NTE EXPIRES MO DA '77	29. SPECIAL REFERENCE	30. RETIREMENT DATA LA LA LA LA		31. SEPARATION DATA CODE	32. Correction / Consultation Data YES		33. SECURITY REG NO.		34. SER
35. VET PREFERENCE TYPE	36. ADV COMP DATE MO DA '77	37. LONG COMP DATE MO DA '77	38. CAREER CATEGORY CODE		39. FEET / HEALTH INSURANCE CODE		40. SOCIAL SECURITY NO.		
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE TYPE		42. LEAVE CAT CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE		44. STATE TAX DATA FORM EXECUTED CODE		45. NO TAX EXEMPT STATE CODE		

SIGNATURE OR OTHER AUTHENTICATION

CSM: 0150
574 MAR 15 74

USE PREVIOUS EDITION

SECRET

FORM 021 CL BY 10777 10-51

PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF TITLE 5, U.S.C., AND EXECUTIVE ORDER 11541 PURSUANT TO AUTHORITY OF E.O. AS PROVIDED IN THE CJA ACT OF 1964, AS AMENDED, AND ECI DIRECTIVE DATED 6 OCTOBER 1967.

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 OCTOBER 1976

NAME	SERIAL	GRAN. FLCS	GS-STEP	NEW SALARY
KEFNAN TERRY J	074050	SI 300	CF GS 15 4	937.147

DLM: 6 JUL 76

SECRET
(When Filled In)

OCF NOTIFICATION OF PERSONNEL ACTION

1 SERIAL NUMBER: 026090
2 NAME (LAST FIRST MIDDLE): KEENAN THOMAS J

3 NATURE OF PERSONNEL ACTION: REASSIGNMENT AND DELEGATION OF NSCA
4 EFFECTIVE DATE: 06 | 21 | 76
5 CATEGORY OF EMPLOYMENT: REGULAR

6 FUNDS: V TO V, V TO CF, CF TO V, X, O TO O
7 FAN AND NSCA: T135 4528 0001
8 CSC OF OTHER MOA AUTHORITY: 50 USC 403 J

9 ORGANIZATIONAL DESIGNATION: DDO/LA DIVISION
10 LOCATION OF OFFICIAL STATION: WASH., D.C.

11 POSITION TITLE: OPS OFFICER CH
12 POSITION NUMBER: GP25
13 SERVICE DESIGNATION: OQB

14 CLASSIFICATION SCHEDULE (GS, LS, SM): GS
15 OCCASIONAL SERIES: 0136.01
16 GRADE AND STEP: 15 4
17 SALARY OR RATE: 34441

18 REMARKS

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19 ACTION CODE 37	20 EMPLOY CODE 10	21 OFFICE COUNSEL NUMERIC: 51300 ALPHABETIC: LA	22 STATE USE 75013	23 POSITION CODE	24 POSITION CODE	25 DATE OF BIRTH	26 DATE OF GRADE	27 DATE OF LEI
28 INT EFFICIENCY	29 SPECIAL REFERENCE	30 RETIREMENT DATA 1. CW 2. CA 3. PCA 4. NONE	31 SEPARATION DATA CODE	32 Correction/Computation Code	33 SECURITY REG NO	34 SEX	BOD DATA	
35 VET PREFERENCE	36 SERV COMP DATE	37 LONG COMP DATE	38 CAREER CATEGORY	39 HEALTH INSURANCE	40 SOCIAL SECURITY NO			
41 PREVIOUS CIVILIAN GOVERNMENT SERVICE 1. NO PREVIOUS SERVICE 2. 1 YEAR OR MORE 3. 2 YEARS OR MORE 4. 3 YEARS OR MORE 5. 4 YEARS OR MORE 6. 5 YEARS OR MORE 7. 6 YEARS OR MORE 8. 7 YEARS OR MORE 9. 8 YEARS OR MORE 10. 9 YEARS OR MORE 11. 10 YEARS OR MORE			42 LEA-CAT CODE	43 FEDERAL TAX DATA 1. NO TAX EXEMPTION 2. YES		44 STATE TAX DATA 1. YES 2. NO		

SIGNATURE OR OTHER AUTHENTICATION

AKH
ADD

1. SERIAL NO.	2. NAME	3. ORGANIZATION	4. FUNDS	5. IWOP HOURS
026040	KEenan, THOMAS J	51-557	CF	
6. OLD SALARY RATE		7. NEW SALARY RATE		8. TYPE ACTION
Grade	Step	Salary	Eff. Date	WCI
GS-15	3	\$33,347	05/25/75	
Grade	Step	Salary	Effective Date	WCI
GS-15	4	\$34,441	05/23/76	
CERTIFICATION AND AUTHENTICATION				
I CERTIFY THAT THE WORK OF THE ABOVE EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE				
SIGNATURE			DATE	
[Redacted Signature]			11/25/76	
<input checked="" type="checkbox"/> NO EXCESS IWOP <input checked="" type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> IWOP STATUS AT END OF WAITING PERIOD				
CLERKS INITIALS				
[Handwritten Initials]				
FORM 10-73 500E U.S. GOVERNMENT PRINTING OFFICE: 1973				
PAY CHANGE NOTIFICATION				
(4-51)				

11-5-76-3

11/25/76

JVS

JVS

[Handwritten mark]

FORM 15 JAN 76

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER 26897		2. NAME (LAST-FIRST-MIDDLE) KEENAN THOMAS J	
3. NATURE OF PERSONNEL ACTION REASSIGNMENT AND CANCELLATION OF HSCA			4. EFFECTIVE DATE MO DA YR 01 19 76
5. FUNDS V TO V CF TO V		V TO CF CF TO CF	6. CATEGORY OF EMPLOYMENT REGULAR
7. FAN AND NSCA 0135 0623		8. ESC OR OTHER LEGAL AUTHORITY 51 USC 443 J	
9. ORGANIZATIONAL DESIGNATIONS DDO/LA DIVISION DEVELOPMENT COMPLEMENT			10. LOCATION OF OFFICIAL STATION WASH., D.C.
11. POSITION TITLE OPERATIONS OFFICER		12. POSITION NUMBER DCOF	13. SERVICE DESIGNATION D03
14. CLASSIFICATION SCHEDULE (GA, LB, etc.) GS	15. OCCUPATIONAL SERIES 0136.01	16. GRADE AND STEP 15 3	17. SALARY OR RATE 33397
18. REMARKS TRAINING			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL			
19. ACTION CODE 07	20. EMPLOY CODE 13	21. OFFICE CODES SERIES ALPHABETIC 5137 LA	22. STATION CODE 75013
23. INTEGRITY CODE	24. HOURS CODE 1	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 XX XX XX	29. SPECIAL REASSIGNMENT	30. RETIREMENT DATA CSC CA PCA NCA
31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATE TYPE MO DA YR	33. SECURITY REG. 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 EAS EASV EASV EASV
39. REGU / HEALTH INSURANCE CODE 0: WAIVER 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 YRS 3: BREAK IN SERVICE MORE THAN 3 YRS	
42. LEAVE CAL CODE	43. FEDERAL TAX DATA CODE 0: NO EXEMPTIONS 1: YES 2: NO	44. STATE TAX DATA CODE 0: NO TAX EXEMPTIONS 1: YES 2: NO	
SIGNATURE OF OTHER AUTHENTICATION			
20 POS			

FORM 15
574 May 1974

Use Previous
Edition

SECRET

USE PREVIOUS EDITION

15 JAN 76

MP: 04 AUG 75

SECRET
(When Filled In)

OCCASIONAL												NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER 026090				2. NAME (LAST, FIRST, MIDDLE) KEENAN THOMAS J																			
3. NATURE OF PERSONNEL ACTION CONVERSION FROM <input type="checkbox"/> STATUS						4. EFFECTIVE DATE 08 02 75			5. CATEGORY OF EMPLOYMENT REGULAR														
6. FUNDS		V TO V		V TO CF		7. PAN AND NSCA 6135 0584			8. CSC OR OTHER LEGAL AUTHORITY 0001 50 USC 463 J			CF TO V		X		CF TO CF							
9. ORGANIZATIONAL DESIGNATIONS DDO/LA DIVISION						10. LOCATION OF OFFICIAL STATION						STATION											
11. POSITION TITLE CHIEF OF STATION						12. POSITION NUMBER CT28			13. SERVICE DESIGNATION DOB														
14. CLASSIFICATION SCHEDULE (GS, LS, etc.) GS				15. OCCUPATIONAL SERIES 0136.05			16. GRADE AND STEP 15 3			17. SALARY OF RATE 31806													
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL																							
19. ACTION CODE 56		20. EMPLOY CODE 10		21. OFFICE CODING 51875 LA			22. STATION CODE 37043			23. PAY GRADE CODE 3		24. HONORARY CODE			25. DATE OF BIRTH			26. DATE OF CHANGE			27. DATE OF LEI		
28. VET SERVICES		29. SPECIAL REFERENCE 84		30. RETIREMENT DATA			31. SEPARATION DATA CODE			32. CORRECTION / CONCURRENCE DATA			33. SECURITY REG NO			34. SEX							
35. VET PREFERENCE		36. SERV COMP DATE			37. LONG COMP DATE			38. CAREER CATEGORY			39. REGU / HEALTH INSURANCE			40. SOCIAL SECURITY NO									
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE				42. LEAVE CAT CODE			43. FEDERAL TAX DATA			44. STATE TAX DATA													
45. NO PERSONAL SERVICE NO STATE SERVICE NO SERVICE OVER 3 YRS NO SERVICE UNDER 3 YRS				46. LEAVE CAT CODE			47. FEDERAL TAX DATA			48. STATE TAX DATA													
SIGNATURE OF OTHER AUTHENTICATION												<div style="border: 2px solid black; padding: 5px; display: inline-block;"> <p style="margin: 0;">POSTED</p> <p style="margin: 0; font-size: 1.2em;">[Signature]</p> </div>											

FORM 1123
D-75: May 8-75

Use Previous
Edition

SECRET

POSTED
[Signature]

14-00000
PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF
TITLE 5, U.S.C. AND EXECUTIVE ORDER 11883 PURSUANT TO AUTHORITY OF
DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI
DIRECTIVE DATED 8 OCTOBER 1962.

EFFECTIVE DATE OF PAY ADJUSTMENT: 12 OCTOBER 1975

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
KEENAN THOMAS J	026090	51	875	CF GS 15 3	\$33,397

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER		2. NAME (LAST, FIRST, MIDDLE)							
100000		WELMAN, THOMAS J.							
3. NATURE OF PERSONNEL ACTION			4. EFFECTIVE DATE	5. CATEGORY OF EMPLOYMENT					
CLASSIFICATION CHANGE OF FUNCTIONAL CATEGORY			NO DA YR 1000 74						
6. FUNDS	V. TO V.	V. TO CF	7. FAN AND NSCA	8. CSC OR OTHER LEGAL AUTHORITY					
	CF TO V.	CF TO CF							
9. ORGANIZATIONAL DESIGNATIONS			10. LOCATION OF OFFICIAL STATION						
DDP/A DIVISION									
STATIS									
11. POSITION TITLE		12. POSITION NUMBER	13. SERVICE DESIGNATION						
CHIEF OF STAFF		1000							
14. CLASSIFICATION SCHEDULE (GSA, D, etc.)		15. OCCUPATIONAL SERIES	16. GRADE AND STEP	17. SALARY OR RATE					
GS		0150:05	15:2	20012					
18. REMARKS									
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL									
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODE NO.	22. STATION CODE	23. INTEGRITY CODE	24. HOURS CODE	25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LEI	
37	10	1072 LA	3704						
28. NTE LARRES	29. SPECIAL REFERENCE	30. RETIREMENT DATA	31. SEPARATION DATA CODE	32. CORRECTION/COMPLETION DATE	33. SECURITY REG. NO.	34. SER.	100 DATA		
35. VET PREFERENCE	36. SERV. COMP. DATE	37. LONG. COMP. DATE	38. CAREER CATEGORY	39. FECA / 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					POSTED				
					OK 1/1/75				

FOR PURPOSES OF THE FAIR LABOR STANDARDS ACT, AS AMENDED,
YOU ARE DESIGNATED EXEMPT.

EFFECTIVE DATE OF DESIGNATION: 01 MAY 1974.

KEENAN THOMAS J

026090

41350984

1. SERIAL NO.	2. NAME	3. CLASSIFICATION	4. FUND	5. INCP HOURS
C20CSC	KLEBA THOMAS J	51 675	CF	
6. OLD SALARY RATE		7. NEW SALARY RATE		8. TYPE ACTION
Grade	Step	Salary	Effective Date	W/O
GS 19	2	130,812	05/26/74	
GS 19	3	131,800	05/25/75	
OPERATOR'S SIGN AUTHENTICATION				
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE				
SIGNATURE			DATE	
[Redacted Signature]			5/27/75	
<input checked="" type="checkbox"/> NO EXCESS INCP <input checked="" type="checkbox"/> IN PAY STATUS AT END OF PAYPER. PERIOD <input type="checkbox"/> INCP STATUS AT END OF PAYPER. PERIOD				
CLERK'S INITIALS	[Handwritten Signature]			
BB				
FORM 10-73 560E	PAY CHANGE NOTIFICATION			(4-51)

"PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF TITLE 5, U.S.C. AND EXECUTIVE ORDER 11811 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND CCI DIRECTIVE DATED 08 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 13 OCTOBER 1974

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
KEENAN THOMAS J	026090	51	875	CF GS 15 2	\$30,812

CS: 30 MAY 74

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

1. FORM NUMBER #25190		2. NAME (LAST, FIRST, MIDDLE) KEENAN THOMAS J	
3. NATURE OF PERSONNEL ACTION PROMOTION			4. EFFECTIVE DATE MO DA YR 05 26 74
5. FUNDS V TO V C TO V			6. CATEGORY OF EMPLOYMENT REGULAR
7. PAY AND NSCA 4135 0984 0001		8. CSC OR OTHER LEGAL AUTHORITY SJ USC 423 J	
9. ORGANIZATIONAL DESIGNATIONS ODO/WH DIVISION			10. LOCATION OF OFFICIAL STATION
11. POSITION TITLE CHIEF OF STATION		12. POSITION NUMBER 2663	13. SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (GS, IS, etc.) GS	15. OCCUPATIONAL SERIES 0136.05	16. GRADE AND STEP 15 2	17. SALARY OR RATE 29205
18. REMARKS HOME BASE: WH			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL			
19. ACTION CODE 22	20. EMPLOY CODE 10	21. OFFICE CODE 51275 WH	22. STATION CODE 37843
23. DATE OF BIRTH MO DA YR 05 26 74		24. DATE OF GRADE MO DA YR 05 26 74	
25. SPECIAL REFERENCE 84		26. SEPARATION DATA CODE	
27. PREFERENCE		28. HEALTH INSURANCE	
29. SOCIAL SECURITY NO.		30. STATE TAX DATA	
31. SIGNATURE OR OTHER AUTHENTICATION			

POSTED
11 MAY 1974

FORM 100
3-71 USE 11-72

Use Previous
Edition

"PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF
TITLE 5, U.S.C. AND EXECUTIVE ORDER 11739 PURSUANT TO AUTHORITY OF DCI
AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE
DATED 08 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 14 OCTOBER 1973

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
KEENAN THOMAS J	026090	51	760	CF GS 14 4	\$26,671

KHN: 7 DEC 73

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION										
1. SERIAL NUMBER		2. NAME (LAST FIRST MIDDLE)								
026090		KEENAN THOMAS J [REDACTED]								
3. NATURE OF PERSONNEL ACTION				4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT				
REASSIGNMENT				09 15 73		REGULAR				
6. FUNDS		V TO V		V TO CF		7. FAN AND NSCA		8. CSC OR OTHER LEGAL AUTHORITY		
CF TO V		X		CF TO CF		4135 0984 0001		50 USC 403 J		
9. ORGANIZATIONAL DESIGNATION					10. LOCATION OF OFFICIAL STATION					
DOO/WH DIVISION					[REDACTED]					
11. POSITION TITLE				12. POSITION NUMBER		13. SERVICE DESIGNATION				
CHIEF OF STATION				0660		D				
14. CLASSIFICATION SCHEDULE (GS, AS, etc.)			15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
GS			0136.05		14 4		26671			
THIS ACTION REFLECTS NEW LEGISLATIVE PAY INCREASE EFFECTIVE 14 OCT. 1973.										
HOME BASE: WH										
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL										
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INTEGRAL CODE	24. HOURS CODE	25. DATE OF BIRTH		27. DATE OF LEI	
37	10	51875 WH		37043		3				
28. NOTE EXPRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION / CORRECTIONS DATED		
								EOD DATA		
35. VET PREFERENCE		36. SERV COMP DATE		37. LONG COMP DATE		38. CAREER CATEGORY		39. REGU / HEALTH INSURANCE		
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE				42. LEAVE CAT CODE		43. FEDERAL TAX DATA			44. STATE TAX DATA	
SIGNATURE OR OTHER AUTHENTICATION										
[REDACTED]										

FORM 11-72 5-72 USE PREVIOUS EDITION

Use Previous Edition

SECRET

KHN

2 IMPRINT CL BY 037627

(43)

16

G-55

CLERK OF SUPERIOR COURT
TAX DIVISION
JUL 16 1973

1. SERIAL NO.		2. NAME		3. ORGANIZATION		4. FUNDS		5. LWOP HOURS	
026090		KEENAN THOMAS J		51 760		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 14	3	\$24,628	07/23/72	GS 14	4	\$25,388	07/22/73		
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.									
SIGNATURE						DATE			
[Redacted Signature]						15 May 1973			
<input checked="" type="checkbox"/> NO EXCESS LWOP <input checked="" type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD									
CLERK'S INITIALS				[Barcode]				AUDITED BY	
[Signature]				[Signature]					
FORM 560 E		7-64		PAY CHANGE NOTIFICATION				(4-31)	

SECRET

(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

CS 0-11177

1. SERIAL NUMBER 026000	2. NAME (LAST FIRST MIDDLE) LEE ANN THOMPSON J.
----------------------------	--

3. NATURE OF PERSONNEL ACTION DELEGATION OF A.C.C.O.	4. EFFECTIVE DATE MO DA YR 00 01 72	5. CATEGORY OF EMPLOYMENT
---	---	---------------------------

6. FUNDS V TO V CF TO V	V TO CF CF TO CF	7. Federal Action No. Chargeable 2129 144 0001	8. CFC OR OTHER LEGAL AUTHORITY
-------------------------------	---------------------	---	---------------------------------

9. ORGANIZATIONAL DESIGNATIONS DDP/WH DIVISION	10. LOCATION OF OFFICIAL STATION
---	----------------------------------

11. POSITION TITLE MPS OFFICER DCO	12. POSITION NUMBER 019	13. SERVICE DESIGNATION W
---------------------------------------	----------------------------	------------------------------

14. CLASSIFICATION SCHEDULE (GS, LS, etc.) GS	15. OCCUPATIONAL SERIES C130.01	16. GRADE AND STEP 16	17. SALARY OR RATE
--	------------------------------------	--------------------------	--------------------

18. REMARKS

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. Employ Code	21. OFFICE CODING NUMERIC ALPHABETIC	22. STATION CODE	23. INITIALE CODE	24. High 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 1. CIA 2. PFA 3. PFA	30. RETIREMENT DATA CODE	31. SEPARATION DATA CODE	32. Correction / Cancellation Data TYPE MO DA YR	33. SECURITY REC. NO.	34. SEN	BOD DATA	
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 SAR B1SV CODE PROV. TEMP.	39. REG. / 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 9 YRS.) 3: BREAK IN SERVICE (MORE THAN 9 YRS.)	42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED 1. YES 2. NO	44. STATE TAX DATA FORM EXECUTED 1. YES 2. NO					

SIGNATURE OR OTHER AUTHENTICATION

11.20.72 [Signature]

SECRET

Excluded from automatic downgrading and declassification

(When Filled In)

6-53

APR 19 11 27 AM '71

1. SERIAL NO.		2. NAME			3. ORGANIZATION		4. FUNDS		5. LWOP HOURS		
026090		KE-NAN THOMAS J			91 700		CP				
6. OLD SALARY RATE				7. NEW SALARY RATE				8. TYPE ACTION			
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADA		
GS 14	1	\$20,819	07/26/70	GS 14	2	\$21,909	07/29/71				
CERTIFICATION AND AUTHENTICATION											
I CERTIFY THAT THE WORK OF THE ABOVE-NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.											
SIGNATURE					DATE						
[Redacted Signature]					6 May 1971						
<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						
[Redacted Initials]					[Redacted Signature]						
FORM 560 E		Use previous editions		PAY CHANGE NOTIFICATION						(4-51)	

537

4

BBC: 16 Nov 71

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION										
1. SERIAL NUMBER 026090		2. NAME (LAST FIRST MIDDLE) KEENAN THOMAS J								
3. NATURE OF PERSONNEL ACTION REASSIGNMENT - CORRECTION					4. EFFECTIVE DATE 09 30 71		5. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS V TO V		V TO CF		7. Financial Analysis No. (XXXX) 2135 1084 (XXXX)		8. CSC OF OTHER LEGAL AUTHORITY 50 USC 403 J				
9. ORGANIZATIONAL DESIGNATIONS DDP/WH					10. LOCATION OF OFFICE STATION STATION					
11. POSITION TITLE OPS OFFICER DCOS				12. POSITION NUMBER 0135		13. SERVICE DESIGNATION D				
14. CLASSIFICATION (GRADE AND PAY) GS			15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 14-2		17. SALARY GRADE 21509			
18. REMARKS THIS ACTION CORRECTS FORM 1150, EFFECTIVE DATE 03/30/71 AS FOLLOWS: ITEM NUMBER 11, POSITION TITLE WHICH READ OPS OFFICER TO READ OPS OFFICER DCOS.										
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL										
19. ACTION CODE 58	20. EMPLOY CODE 10	21. OFFICE CODING 51760 WH		22. STATION CODE 57085	23. INTEGREE CODE	24. HOURS CODE 3	25. DATE OF BIRTH		26. DATE OF GRADE	27. DATE OF IEI
28. MTE/PARTIES		29. SPECIAL REFERENCE	30. RETIREMENT DATA		31. SEPARATION DATA CODE	32. CORRECTION: CORRECTION CODE 37 09 30 71		33. SECURITY REQ NO.		34. SER.
35. VET PREFERENCE		36. SERV. COMP. DATE		37. LEAVE COMP. DATE		38. CAREER CATEGORY		39. FECA / HEALTH INSURANCE		40. SOCIAL SECURITY NO.
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE			42. LEAVE CAT. CODE		43. FEDERAL TAX DATA			44. STATE TAX DATA		
45. NO. PREVIOUS SERVICE 1 - NO. BEARS IN SERVICE 2 - BEARS IN SERVICE (LESS THAN 3 YRS.) 3 - BEARS IN SERVICE (MORE THAN 3 YRS.)			46. NO. LEAVE CAT. CODE		47. FEDERAL TAX DATA		48. STATE TAX DATA		49. STATE CODE	
SIGNATURE OR OTHER AUTHENTICATION										

POSTED
 16 Nov 71
 (When Filled In)

FORM 1150
1-66
May 6-73

Use Previous Edition

SECRET

WED

(When Filled In)

BGC: 01 NOV 71

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION									
1. SERIAL NUMBER		2. NAME (LAST FIRST MIDDLE)							
026090		KEENAN THOMAS J							
3. NATURE OF PERSONNEL ACTION					4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT		
REASSIGNMENT					09 30 71		REGULAR		
6. FUNDS		V TO V		V TO CF		7. Financial Ass/Psn No. Chargeable		8. CSC OR OTHER LEGAL AUTHORITY	
CF TO V		X		CF TO CF		2135 1084 0000		50 USC 403 J	
9. ORGANIZATIONAL DESIGNATIONS					10. LOCATION OF OFFICIAL STATION				
DDP/WH					STATION				
11. POSITION TITLE				12. POSITION NUMBER		13. SERVICE DESIGNATION			
OPS OFFICER				0135		D			
14. CLASSIFICATION (MILITARY OR GS)			15. OCCUPATIONAL SERIES		16. GRADE		17. PAY PLAN		
GS			0136.01		14 2		2150		
OPS OFFICER OCCUPYING OPS OFFICER DCOS POSITION.									
HOME BASE: WH									
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL									
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. PAY-SEE CODE	24. HEALTH CODE	25. DATE OF BIRTH		26. DATE OF SERVICE
37	10	51760 WH		57085		3			
28. INT. EXP. REF.		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION / CANCELLATION DATE	
								EOD DATA	
35. VET. PREFERENCE		36. SERV. COMP. DATE		37. LONG. COMP. DATE		38. CAREER CATEGORY		39. FECH / HEALTH INSURANCE	
41. MILITARY / CIVILIAN GOVERNMENT SERVICE				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA		44. STATE TAX DATA	
SIGNATURE OF OTHER AUTHENTICATION									
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> 103.1.0 [Signature] [Stamp] </div>									

FORM 1150
3-69 6-73

Use Previous Edition

SECRET

BGC

[Stamp]

SECRET
(When Filled In)

FORM 10 MAR 71

NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER: 020006
2. NAME (LAST, FIRST, MIDDLE): KEENAN THOMAS J

3. NATURE OF PERSONNEL ACTION: REASSIGNMENT
4. EFFECTIVE DATE: 02 | 07 | 71
5. CATEGORY OF EMPLOYMENT: REG LAR

6. FUNDS: V TO V, V TO CF, CF TO V, CF TO CF
7. Federal Agency No. Chargeable: 1135 0634 0000
8. CSC OR OTHER LEGAL AUTHORITY: 50 USC 403 J

9. ORGANIZATIONAL DESIGNATIONS: DDP/WH
10. LOCATION OF OFFICIAL STATION: STATION

11. POSITION TITLE: OPS OFFICER
12. POSITION NUMBER: 1732
13. SERVICE DESIGNATION: D

14. CLASSIFICATION SCHEME (GS, BR, etc.): GS
15. OCCUPATIONAL SERIES: 0136.01
16. GRADE AND STEP: 14 1
17. SALARY OR RATE: 20615

18. REMARKS:

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE: 37	20. EMPLOY CODE: 16	21. OFFICE CODING: 51700 WH	22. STATION CODE: 15005	23. INITIAL CODE: []	24. EMPLOY CODE: 3	25. DATE OF BIRTH: []	26. DATE OF GRACE: []	27. DATE OF IBI: []
28. VTS BARRIS: XX XX XX	29. SPECIAL REFERENCE: []	30. RETIREMENT DATA: []	31. SEPARATION DATA CODE: []	32. COMM. []	33. FEDERAL EMPLOYER USE: []	34. SECURITY REG NO: []	35. SER: []	
36. VET PREFERENCE: []	37. SERV COMP DATE: []	38. LEAVES COMP DATE: []	39. CAREER CATEGORY: []	40. LEGAL - HEALTH INSURANCE: []	41. SOCIAL SECURITY NO: []			
42. PREVIOUS EMPLOYER/EMPLOYMENT SERVICE: []	43. EMPLOY CAT: []	44. FEDERAL TAX DATA: []	45. STATE TAX DATA: []					

SIGNATURE OR OTHER AUTHENTICATION

FILED
3.11.71
6

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 91-656 AND EXECUTIVE ORDER 11576 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 JANUARY 1971

NAME	SERIAL	ORGN.	FUNDS	GR	STEP	NEW SALARY
KEENAN THOMAS J	026090	91	700	CF	GS 14 1	\$20,815

FVD: 5 AUG 70

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER 028090		2. NAME (LAST-FIRST-MIDDLE) KEENAN THOMAS J									
3. NATURE OF PERSONNEL ACTION PROMOTION					4. EFFECTIVE DATE MO DA YR 07 26 70		5. CATEGORY OF EMPLOYMENT REGULAR				
6. FUNDS V TO V CF TO V		7. V TO CF X		7. Financial Analysis No. Changeable 1135 0834 0000		8. LK OR OTHER LEGAL AUTHORITY 50 USC 403 J					
9. ORGANIZATIONAL DESIGNATIONS DDP/WH					10. LOCATION OF OFFICIAL STATION STATION						
11. POSITION TITLE OPS OFFICER				12. POSITION NUMBER 0327		13. SERVICE DESIGNATION D					
14. CLASSIFICATION SCHEDULE (GS, LR, WJ)			15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE				
GS			0136.01		14 1		19543				
18. REMARKS HOME BASE: WH											
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. INTELLIGENCE	24. MGRS CODE	25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LEI		
22	10	51700	WH	15005		3		07 26 70	07 26 70		
28. NTE EXPIRES MO DA YR		29. SPECIAL REFERENCE CIC CUB USA NONE		30. RETIREMENT DATA CODE		31. SEPARATION DATA CODE		32. Correction / Conciliation Done TYPE MO DA YR		33. SECURITY REQ NO	34. SEX
07 25 72		81						EOD DATA			
35. VET. PREFERENCE CODE		36. SERV. COMP. DATE MO DA YR		37. LONG COMP. DATE MO DA YR		38. CAREER CATEGORY JOB GRADE JOB		39. FEGLI / HEALTH INSURANCE CODE 0 WAIVE 1 YES HEALTH WA COAR		40. SOCIAL SECURITY NO	
0											
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA FORM EXEMPTED 1 YES 2 NO		44. STATE TAX DATA FORM EXEMPTED 1 YES 2 NO		45. STATE CODE 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											
SIGNATURE OR OTHER AUTHENTICATION											

POSTED
 05 06 70 / [Signature]

FORM 1130-1
MAY 1967

SECRET

When Filled In

653

1. SERIAL NO.		2. NAME		3. ORGANIZATION		4. FUNDS		5. LWOP HOURS	
026090		KEE'IAN THOMAS I		51 700		CF			
6. OLD SALARY RATE									
Grade	Step	Salary	Low Eff. Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADJ
		\$17,878				\$18,137			
GS 13 1			EXPIRES 05/18/69		GS 13 4			EXPIRES 05/17/70	
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE									
SIGNATURE						DATE			
<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									
CLERK'S INITIALS						ROTTED BY			
FORM 7-66 560 E Use previous editions						P 1537 [Signature] (4-51)			

COMPENSATION DIVISION

MAY 11 1970

"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: 20 DECEMBER 1969

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
KEENAN THOMAS J	026090	51	700	CF GS 13 3	\$17,878

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

EFFECTIVE DATE OF PAY ADJUSTMENT: 13 JULY 1969

NAME
KEENAN THOMAS J

SERIAL ORGN. FUNDS GR-STEP
026090 51 700 CF GS 13 3

NEW
SALARY
\$16,860

693 *603*

1. SERIAL NO.		2. NAME		3. ORGANIZATION		4. FUNDS		5. LWOP HOURS			
026090		KEENAN THOMAS J		91 700		CP					
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 13	2	\$14,889	03/19/68	GS 13	3	\$15,369	03/18/69				
CERTIFICATION AND AUTHENTICATION											
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.											
SIGNATURE						DATE					
<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											
CLERK'S INITIALS						ADMITTED BY					
						<i>JPR</i>					
FORM 560-B <small>Use previous editions</small> PAY CHANGE NOTIFICATION (4-61)											

CONSENTATION

68-271-1-2-68

1537

"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 1969

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
KEENAN THOMAS J	026090	91	700	GS 13 2	\$13,737	\$14,889

"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 APCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 8 OCTOBER 1967

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
KEenan THOMAS J	126090	51	700	CF GS 13 1	\$12,873	\$13,507

PLW: 26 JUN 67

NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER: 026090 2. NAME (LAST, FIRST, MIDDLE): KEENAN, THOMAS J

3. NATURE OF PERSONNEL ACTION: PROMOTION 4. EFFECTIVE DATE: 05 21 67 5. CATEGORY OF EMPLOYMENT: REGULAR

6. FUNDS: 7. Personnel Action No. Changeable: 2135 0234 0000 8. CSC OR OTHER LEGAL AUTHORITY: 50 USC 403 J

9. ORGANIZATIONAL DESIGNATIONS: DDP, WH 10. LOCATION OF OFFICIAL STATION: [REDACTED] STATION

11. POSITION TITLE: OPS OFFICER 12. POSITION NUMBER: 0327 13. GRADE DESIGNATION: D

14. CLASSIFICATION SCHEDULE (GS, GS-13, GS-15): GS 15. OCCUPATIONAL SERIES: 0136.01 16. GRADE AND STEP: 13-1 17. SALARY OR RATE: 14873

18. REMARKS: THIS ACTION CORRECTS FORM 1150 EFFECTIVE DATE 05/21/67 AS FOLLOWS:
TO ADD: [REDACTED]

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING	22. STATION CODE	23. INTEREST CODE	24. POINTS	25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LET
58	10	51700 WH	15005		3		05 21 67	05 21 67
28. MTC EXPIRES	29. SPECIAL REFERENCE	30. RETIREMENT DATA	31. SEPARATION DATA CODE	32. CORRECTION/CORRELATION DATA	33. SECURITY REQ. NO.	34. SEC. NO.	EOD DATA	
				22	05 21 67			
35. VET. PREFERENCE	36. SERV. COMP. DATE	37. LONG. COMP. DATE	38. CAREER CATEGORY	39. SOCIAL SECURITY NO.	40. SOCIAL SECURITY NO.			
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE		42. LEAVE CAT. CODE	43. FEES	44. STATE TAX DATA				
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								

SIGNATURE OF OTHER AUTHENTICATION

POSTED
06-26-67

PLW: 10 MAY 67

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION										
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)								
026090		KEENAN THOMAS J								
3. NATURE OF PERSONNEL ACTION				4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT				
PROMOTION				05 21 67		REGULAR				
6. FUNDS		7. Financial Analysis No. Chargeable		8. CTK OR OTHER LEGAL AUTHORITY						
<input type="checkbox"/> V TO V <input type="checkbox"/> O TO V <input checked="" type="checkbox"/> V TO O <input type="checkbox"/> O TO O		7135 0834 0000		50 USC 403 J						
9. ORGANIZATIONAL DESIGNATIONS				10. LOCATION OF OFFICIAL STATION						
DDP/WH				STATION						
11. POSITION TITLE				12. POSITION NUMBER		13. SERVICE DESIGNATION				
OPS OFFICER				0327		D				
14. CLASSIFICATION SCHEDULE (GS, LO, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE				
GS		0136.01		13 1		12873				
18. REMARKS										
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL										
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INTEGRITY CODE	24. PAY GRADE	25. DATE OF BIRTH		26. DATE OF GRADE	27. DATE OF LES
22	10	51700 WH		15005		3	05 21 67		05 21 67	
28. VET SERVICES		29. SPECIAL REFERENCE	30. RETIREMENT DATA	31. SEPARATION DATA CODE	32. SEPARATION/CANCELLATION DATA		33. SECURITY REQ NO.		34. SER.	
							EOD DATA			
35. VET PREFERENCE		36. SERV. COMP. DATE	37. LONG COMP. DATE	38. FABER CATEGORY		39. FEGLI/HEALTH INSURANCE		40. SOCIAL SECURITY NO.		
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE				42. LEAVE (A)	43. FEDERAL TAX DATA		44. STATE TAX DATA			
SIGNATURE OF OFFER AUTHORITY										

POSTED
060267N

FORM 1130

Use Previous Edition

SECRET

PLW

When Filled In

KJM: 17 MAY 67

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)									
026090		KEENAN, THOMAS J									
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
						05 03 67		REGULAR			
6. FUNDS		7. TO V		8. TO CF		7. Financial Analysis No. (Chargeable)			8. USE OF OTHER LEGAL AUTHORITY		
▶		X				7135 0834 0000			50 USC 403 J		
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION					
DOP/WH						STATION					
11. POSITION TITLE				12. POSITION NUMBER		13. SERVICE DESIGNATION					
OPS OFFICER				0327		D					
14. CLASSIFICATION SCHEDULE (GS, AS, etc.)			15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE				
GS			0136.01		12 3		11685				
18. REMARKS											
SUBJECT IS TO BE PAID THE SALARY OF \$11685 ALLOWANCES IN ACCORDANCE THERWITH. ALL SICK AND ALL HOURS ANNUAL LEAVE TO BE TRANSFERRED TO											
MARRITAL STATUS: MARRIED DAU DOB DAU DOB DAU DOB											
DAU DOB SON DOB											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INFEED CODE	24. MONTH CODE	25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LET
55	10	51700	WH	15005		3					
28. NET EXPENSE		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA		33. SECURITY REG NO.	
								KOD DATA			
35. NET PREFERENCE		36. SERV. COMP. DATE		37. LONG. COMP. DATE		38. CAREER CATEGORY		39. FECLT / HEALTH INSURANCE		40. SOCIAL SECURITY NO.	
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE				42. LEAVE CAT.		43. FEDERAL TAX DATA		44. STATE TAX DATA			
CODE 1. NO PREVIOUS SERVICE 2. NO OFFICE IN SERVICE 3. BREAK IN SERVICE (LESS THAN 3 YRS) 4. BREAK IN SERVICE (MORE THAN 3 YRS)				CODE		FEDERAL TAX DATA 1. YES 2. NO		STATE TAX DATA CODE NO. TAX STATE CODE 1. YES 2. NO			
SIGNATURE OR OTHER AUTHENTICATION											

POSTED
1967

FORM 1150
5-66

Use Previous Edition

SECRET

FORM 1150
5-66

(When Filled In)

BJT: 12 MAY 67

SECRET
(When Filled In)

13

NOTIFICATION OF PERSONNEL ACTION

(INF)

1. SERIAL NUMBER 2. NAME (LAST-FIRST-MIDDLE)

026090 KEENAN THOMAS J

3. NATURE OF PERSONNEL ACTION
REASSIGNMENT AND TRANSFER

4. EFFECTIVE DATE
CORRECTION

04 | 23 | 67

5. CATEGORY OF EMPLOYMENT

REGULAR

6. FUNDS

V TO V
X V TO CF
CF TO V
CF TO CF

7. Financial Analysis No. Chargeable 8. CLK OR OTHER LEGAL AUTHORITY

7135 0834 0000

50 USC 403 J

9. ORGANIZATIONAL DESIGNATIONS

DDP/M

10. LOCATION OF OFFICIAL STATION

STATION

11. POSITION/TITLE

OPS OFFICER

12. POSITION NUMBER

0327

13. SERVICE DESIGNATION

D

14. CLASSIFICATION-SCHEDULE (GS, LO, etc.)

GS

15. OCCUPATIONAL SERIES

0136.01

16. GRADE AND STEP

12 3

17. SALARY OR RATE

11685

18. REMARKS

THIS ACTION CORRECTS FORM 1150 TO CHANGE EFFECTIVE DATE WHICH READ 05/07/67 TO READ 04/23/67.

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE 58	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC ALPHABETIC 31700 WH	22. STATION CODE 15005	23. INTEGRAL CODE	24. MONTH CODE 3	25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LEI
28. RET. EXPIRES	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1. CAC 2. CIA 3. FICA 4. OTHER	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA TYPE NO. DA. YR. 20 05 07 67	33. SECURITY REG. NO.	34. SEA		
35. VET. PREFERENCE	36. SERV. COMP. DATE	37. LONG. COMP. DATE	38. CAREER CATEGORY CAN DISA CODE PROV. UNP.	39. REG. / HEALTH INSURABLE	40. SOCIAL SECURITY NO.			
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0 NO FEDERAL SERVICE 1 NO STATE SERVICE 2 BROAD IN SERVICE, LESS THAN 3 YRS. 3 BROAD IN SERVICE, MORE THAN 3 YRS.		42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE 1 YES 2 NO	44. STATE TAX DATA FORM EXECUTED CODE 1 YES 2 NO				

MOD DATA

SIGNATURE OF OTHER AUTHORITY

POSTED
65-15-67

Form 1150 Use Previous Edition

SECRET

10-81
12-61 (When Filled In)

clwa/3

653

COMPENSATION
& TAX DIVISION

MAY 14 8 37 AM '68

1. SERIAL NO.		2. NAME		3. ORGANIZATION		4. FUNDS		5. LWOP HOURS	
020000		MEENAN THOMAS J		51.700		CF			
6. OLD SALARY RATE				7. NEW SALARY RATE				8. TYPE ACTION	
Grade	Step	Salary	Exp. Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADD.
GS 13	1	\$13,507	09/21/67	GS 13	2	\$13,957	05/19/68		
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.									
SIGNATURE						DATE			
<i>[Signature]</i>						<i>11 May 68</i>			
<input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STABLE AT END OF WAITING PERIOD									
CLERK'S INITIALS						INITIATED BY			
[Initials]						[Initials]			
FORM 7-66 560 E		Use previous editions		PAY CHANGE NOTIFICATION				(4-51)	

537

[Handwritten initials]

SECRET
(When Filled In)

BJT: 3 MAY 67

NOTIFICATION OF PERSONNEL ACTION

OCF

1. SERIAL NUMBER 026090		7. NAME (LAST-FIRST-MIDDLE) KEENAN THOMAS J	
3. NATURE OF PERSONNEL ACTION REASSIGNMENT AND TRANSFER			4. EFFECTIVE DATE MO DA YR 04 23 67
5. CATEGORY OF EMPLOYMENT REGULAR			6. CSC OR OTHER LEGAL AUTHORITY 50 USC 403 J
4. FUNDS	V TO V <input type="checkbox"/>	V TO CF <input checked="" type="checkbox"/>	7. Financial Analysis No. (Optional) 7135 0834 0000
	CF TO V <input type="checkbox"/>	CF TO CF <input type="checkbox"/>	8. CSC OR OTHER LEGAL AUTHORITY 50 USC 403 J
9. ORGANIZATIONAL DESIGNATIONS DDP/AM		10. LOCATION OF OFFICIAL STATION STATION	
11. POSITION TITLE OPS OFFICER		12. POSITION NUMBER 0327	13. SERVICE DESIGNATION D
14. CLASSIFICATION (SCHEDULE (GS, LR, etc.)) GS	15. OCCUPATIONAL SERIES 0136.01	16. GRADE AND STEP 12 3	17. PAY RATE 11685
18. REMARKS			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL			
19. ACTION CODE 20	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC ALPHABETIC 51700 WH	22. STATION CODE 15005
23. INTEGRATE CODE 3	24. HOURS CODE	25. DATE OF BIRTH	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	

POSTED
050362A

FORM 1150 5-65

Use Previous Edition

SECRET

(When Filled In)

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 89-504
 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,
 AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 3 JULY 1966

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
KEENAN THOMAS J	026090	51	075	V GS 12 2	\$10,987	\$11,306

927

1. Serial No.		2. Name			3. Cost Center Number			4. LWOP Hours			
020090		KEENAN THOMAS J			51 075 V						
5. OLD SALARY RATE				6. NEW SALARY RATE				7. TYPE ACTION			
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date	PSI	LSI	ADJ.	
GS 12	2	\$11,306	10/24/65	GS 12	3	\$11,055	10/23/66				
8. Remarks and Appointments											
<input checked="" type="checkbox"/> NO EXCESS LWOP <input checked="" type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input checked="" type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS: <i>JV</i> AUDITED BY: <i>J</i>											
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.											
SIGNATURE: <i>[Signature]</i>					DATE: <i>11/23/66</i>						
PAY CHANGE NOTIFICATION											

EST 11 12 32 1966

PJH: 13 SEP 66

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER 026090		2. NAME (LAST FIRST MIDDLE) KEENAH THOMAS J	
3. NATURE OF PERSONNEL ACTION DESIGNATION AS PARTICIPANT IN CIA RETIREMENT AND DISABILITY SYSTEM			4. EFFECTIVE DATE 09 11 66
5. CATEGORY OF EMPLOYMENT REGULAR			6. COST CENTER NO. CHARGEABLE 7235 0620 0000
7. CSC OR OTHER LEGAL AUTHORITY PL 88-643 SECT. 203			8. FUNDS X V TO V CF TO V V TO CF CF TO CF
9. ORGANIZATIONAL DESIGNATIONS DDP/AH		10. LOCATION OF OFFICIAL STATION WASH., D.C.	
11. POSITION TITLE		12. POSITION NUMBER	13. SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (SEE 48, 49J)	15. OCCUPATIONAL SERIES	16. GRADE AND STEP 12	17. SALARY OR RATE
18. REMARKS YOU ARE HEREBY NOTIFIED OF YOUR RIGHT TO APPEAL THIS ACTION TO THE DIRECTOR OF CENTRAL INTELLIGENCE IN ACCORDANCE WITH THE PROVISIONS OF SUCH APPEAL MUST BE RECEIVED IN THE OFFICE OF THE DIRECTOR WITHIN 30 CALENDAR DAYS FROM THE EFFECTIVE DATE OF THIS ACTION.			
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. INTG. CODE	24. REG. 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 1. EIC 2. PICA 3. NONE	30. RETIREMENT DATA CODE 2
31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.	33. SECURITY REQ. NO.	34. SEX
35. VET. PREFERENCE CODE 0 - NONE 1 - 5 YR. 2 - 10 YR.	36. SEPV. COMP. DATE MO. DA. YR.	37. LONG. COMP. DATE MO. DA. YR.	38. CAREER CATEGORY CAN SEVV PROV TEMP
39. FEELI/HEALTH INSURANCE CODE 0 - WAIVED 1 - YES	40. SOCIAL SECURITY NO.	41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)	
42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE 1 - YES 2 - NO	44. STATE TAX DATA FORM EXECUTED CODE 1 - YES 2 - NO	45. STATE TAX EXEMP. CODE
SIGNATURE OR OTHER AUTHENTICATION			

POSTED
09 20 66

When Filled In

FORM 11-65 1150

Use Previous Edition

SECRET

Let's
Enroll the
Right People
Right Now

When Filled In

"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 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 OCTOBER 1965

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
KEENAN THOMAS J	026090	51	075	V GS 12 1	\$10,250	\$10,619

G-27

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours				
026090		KEENAN THOMAS J		51 075 V						
5. OLD SALARY RATE				6. NEW SALARY RATE				7. TYPE ACTION		
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date	PM	LSI	ADJ.
GS 12 1		\$10,250	10/25/64	GS 12 2		10927	10/24/65			

8. Remarks and Authentication

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

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

SIGNATURE: *[Signature]* DATE: *11/15/65*

PAY CHANGE NOTIFICATION

OCT 20 9 08 AM '65

NJMJ 16 DEC 64

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

OCF

1. SERIAL NUMBER 026090		2. NAME (LAST-FIRST MIDDLE) KEENAN THOMAS J	
3. NATURE OF PERSONNEL ACTION CONVERSION FROM <input type="checkbox"/> STATUS			4. EFFECTIVE DATE NO. 608 10/10/64
			5. CATEGORY OF EMPLOYMENT REGULAR
6. FUNDS	V TO V	V TO CP	7. COST CENTER NO. CHARGEABLE 5135 0990 0000
	CP TO V	CP TO CP	
			8. CSC OR OTHER LEGAL AUTHORITY 50 USC 403 J
9. ORGANIZATIONAL DESIGNATIONS DDP/WH BRANCH 3 MEXICO CITY, MEXICO STATION		10. LOCATION OF OFFICIAL STATION MEXICO CITY, MEXICO	
11. POSITION TITLE OPS OFFICER		12. POSITION NUMBER 0489	13. SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (SA, LB, etc.) GS	15. OCCUPATIONAL SERIES 0136.01	16. GRADE AND STEP 12 1	17. SALARY OR RATE 10250
18. REMARKS MEXICO CITY, MEXICO THIS ACTION CORRECTS FORM 1150 TO CHANGE THE EFFECTIVE DATE, WHICH READ, 10/12/64, TO READ 10/10/64.			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL			
19. ACTION CODE 57	20. EMPLOY CODE 10	21. OFFICE CODING SUBTYPE ALPHABETIC 51700 WH	22. STATION CODE 45075
		23. INGRESS CODE	24. HOURS CODE 3
		25. DATE OF BIRTH	26. DATE OF GRADE NO. DA. YR.
		27. DATE OF LEA	
28. HYE EXPIRES NO. DA. YR.	29. SPECIAL REFERENCE 1. CSC 2. FICA 3. NONE	30. RETIREMENT DATA CODE	31. SEPARATION DATA CODE
		32. CORRECTION/CANCELLATION DATA TYPE NO. DA. YR. 56 10/10/64	33. SECURITY REG. NO.
		34. SEN.	
35. VET. PREFERENCE CODE 0. NONE 1. 5 PT. 2. 10 PT.	36. SERV. COMP. DATE NO. DA. YR.	37. LONG. COMP. DATE NO. DA. YR.	38. CAREER CATEGORY CAN. RESV. CODE PROV. TIV*
		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 YRS) 3. BREAK IN SERVICE (MORE THAN 3 YRS)		42. LEAVE-CAT. CODE	43. FEDERAL TAX DATA FORM EXEMPTED CODE NO TAX EXEMPTIONS 1. YES 2. NO
		44. STATE TAX DATA FORM EXEMPTED CODE NO. YR. STATE CODE 1. YES 2. NO	
SIGNATURE OF OTHER AUTHENTICATION			
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <p style="margin: 0;">1001150</p> <p style="margin: 0;"><i>[Signature]</i></p> </div>			

FORM 11-62 1150

Use Previous Edition

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification

(When Filled In)

DLB: 20 NOV 64

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION																	
1. SERIAL NUMBER 526090		2. NAME (LAST-FIRST-MIDDLE) KEENAN THOMAS J															
3. PURPOSE OF PERSONNEL ACTION ASSIGNMENT AND TRANSFER					4. EFFECTIVE DATE NO. DA YR 11 22 64		5. CATEGORY OF EMPLOYMENT REGULAR										
6. FUNDS X CP TO V		V TO V		V TO CP		7. COST CENTER NO. CHARGEABLE 5235 0620 0000		8. CFC OR OTHER LEGAL AUTHORITY 50 USC 403 J									
9. ORGANIZATIONAL DESIGNATIONS DCP WH PLANS & OPERATIONS STAFF SECTION A					10. LOCATION OF OFFICIAL STATION WASH., D. C.												
11. POSITION TITLE OPS OFFICER					12. POSITION NUMBER 0641		13. SERVICE DESIGNATION D										
14. CLASSIFICATION SCHEDULE (GS, LS, WS, etc.) GS			15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 12 1		17. SALARY OR RATE 10250										
18. REMARKS																	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL																	
19. ACTION CODE 1E		20. EMPLOY CODE 10		21. OFFICE CODING NUMERIC: 51075 ALPHABETIC: WH		22. STATION CODE 75013		23. INTEGRAL CODE		24. HOURS CODE 1		25. DATE OF BIRTH		26. DATE OF GRADE NO. DA. YR.		27. DATE OF LEI NO. DA. YR.	
28. VES. EMPRES NO. SP. YR.		29. SPECIAL REFERENCE		30. RETIREMENT DATA 1. CBC 2. PFC 3. NONE		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA TYPE NO. DA. YR. ZOD DATA				33. SECURITY REQ. NO.		34. SEE			
35. VES. PREFERENCE 0 - NONE 1 - SPT 2 - 100%		36. SERV. COMP. DATE NO. DA. YR.		37. LONG. COMP. DATE NO. DA. YR.		38. CAREER CATEGORY CAP. SERV. CODE PROV. TEMP.				39. FEELS / HEALTH INSURANCE CODE CODE O.T. WAIVED HEALTH INS. CODE 1 - YES 2 - NO				40. SOCIAL SECURITY NO.			
41. PREVIOUS GOVERNMENT SERVICE DATA 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 STATE CODE 1 - YES 2 - NO							
SIGNATURE OR OTHER AUTHENTICATION										<div style="border: 2px solid black; padding: 5px; display: inline-block;"> <p style="margin: 0;">POSTED</p> <p style="margin: 0; font-size: 1.5em;">11/24/64</p> <p style="margin: 0; font-size: 1.5em;">TK</p> </div>							

1150
47

Use Previous Edition

SECRET

Jgd

FILED
11/24/64
FEDERAL BUREAU OF INVESTIGATION

(When Filled In)

SECRET
(When Filled In)

RZR: 23 OCT 64

NOTIFICATION OF PERSONNEL ACTION										
1. SERIAL NUMBER		2. NAME (LAST-FIRST MIDDLE)								
026090		KEENAN THOMAS J								
3. NATURE OF PERSONNEL ACTION					4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
PROMOTION					10 25 64		REGULAR			
6. FUNDS		V TO V		V TO CV		7. COST CENTER NO. CHARGABLE		8. CSC OR OTHER LEGAL AUTHORITY		
CF TO V		X		CF TO CF		5135 0930 0000		50 USC 403 J		
9. ORGANIZATIONAL DESIGNATIONS					10. LOCATION OF OFFICIAL STATION					
DDP/WH BRANCH 3 MEXICO CITY, MEXICO STATION					MEXICO CITY, MEXICO					
11. POSITION TITLE				12. POSITION NUMBER		13. SERVICE DESIGNATION				
OPS OFFICER				0489		D				
14. CLASSIFICATION (SCHEDULE (GS, LO, etc.))			15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
GS			0136.01		12 1		10250			
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. HOURS	25. DATE OF BIRTH		26. DATE OF GRADE	27. DATE OF LEI
22	10	NUMERIC	ALPHABETIC	45075	3	3	10 25 64		10 25 64	
28. HIF-EXPIRES	29. SPECIAL REFERENCE	30. RETIREMENT DATA		31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA			33. SECURITY REF NO	34. SER	
					EOD DATA					
35. VET. PREFERENCE	36. SERV. COMP. DATE		37. LONG. COMP. DATE		38. CAREER CATEGORY	39. PESTL / HEALTH INSURANCE			40. SOCIAL SECURITY NO.	
41. PREVIOUS GOVERNMENT SERVICE DATA			42. LEAVE CAT.	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;">POSTED</p> <p style="margin: 0;">10/28/64 JJK</p> </div>										

FORM 1150 11-62

Use Previous Edition

SECRET

Jgd

1-1987
INFORM THE AGENCY
DATE OF THE
SIGNATURE

(When Filled In)

DLB: 13 OCT 64

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)									
026090		KEENAN THOMAS J									
3. NATURE OF PERSONNEL ACTION				4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT					
CONVERSION FROM <input type="checkbox"/> STATUS				10 1 12 1 64		REGULAR					
6. FUNDS		V TO V		V TO CF		7. COST CENTER NO. CHARGEABLE		8. CLK OR OTHER LEGAL AUTHORITY			
CF TO V		X		CF TO CF		5135 0990 0000		50 USC 403 J			
9. ORGANIZATIONAL DESIGNATIONS					10. LOCATION OF OFFICIAL STATION						
DDP WH BRANCH 3 MEXICO CITY, MEXICO STATION					MEXICO CITY, MEXICO						
11. POSITION TITLE				12. POSITION NUMBER		13. SERVICE DESIGNATION					
OPS OFFICER				0489		D					
14. CLASSIFICATION SCHEDULE (GS, LS, etc.)			15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE				
GS			0136.01		11 3		9240				
18. REMARKS											
STATE: MEXICO CITY, MEXICO											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INTEREE CODE	24. HOURS CODE	25. DATE OF BIRTH		26. DATE OF GRADE	27. DATE OF LEI	
56	10	NUMERIC	ALPHABETIC	51700	WH	45075	3				
28. NTE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA		33. SECURITY OFS. NO.	34. SER.
				1. CSC 2. FICA 3. NONE				EOD DATA			
35. REV. PREFERENCE	36. SERV. COMP. DATE		37. LOWS. COMP. DATE		38. CAREER CATEGORY		39. FEGLI / HEALTH INSURANCE		40. SOCIAL SECURITY NO.		
CODE	0 - NONE 1 - S.P.T. 2 - 10 P.T.	MO. DA. YR.	MO. DA. YR.	MO. DA. YR.	CAR. RESV. PROV. TEMP.	CODE	CODE	O - 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 BREAKS IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 2 YRS.) 3 - BREAK IN SERVICE (MORE THAN 2 YRS.)	CODE	FORM EXECUTED CODE	NO TAX EXEMPTIONS	FORM EXECUTED	CODE	NO. YRS. STATE CODE	EXEMPT	
				1 - YES 2 - NO			1 - YES 2 - NO				
SIGNATURE OF OTHER AUTHORITY											
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <p style="text-align: center; margin: 0;">POSTED</p> <p style="text-align: center; margin: 0;"><i>Thomas J. Keenan</i></p> </div>											

FORM 1130 11-62

Use Previous Edition

all

SECRET

FORM 1130-106
1-62

(When Filled In)

1 Serial No.		2 Name		3 Cost Center Number		4 LWOP Hours	
026090		KEENAN THOMAS J		51 700		456 CF	
5 OLD SALARY RATE				6 NEW SALARY RATE			
Grade	Step	Salary	Last EM. Date	Grade	Step	Salary	Effective Date
GS 11	2	\$ 8,690	04/14/63	GS 11	3	\$ 8,970	04/12/64
7 TYPE ACTION							
PSI							
LSI							
ADJ							
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 557 5/2/64 I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE. SIGNATURE: <i>[Signature]</i> DATE: <i>[Date]</i> PAY CHANGE NOTIFICATION							

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 87-793 AND DCI MEMORANDUM DATED 1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS, EFFECTIVE 9 JANUARY 1964.

NAME	SERIAL	OWN FUNDS	GR-ST	OLD SALARY	NEW SALARY
KEENAN THOMAS J	026090	51 700	CF GS 11 2	\$ 8,313	\$ 8,690

SECRET
(When Filled In)

BAB: 12 APR 63

NOTIFICATION OF PERSONNEL ACTION										
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)								
026090		KEENAN THOMAS J								
3. NATURE OF PERSONNEL ACTION					4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
PROMOTION					04 14 63		REGULAR			
6. FUNDS		7 TO 8		9 TO 10		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY		
CF TO V		X		CF TO CF		3135 5700 1000		50 USC 403 J		
9. ORGANIZATIONAL DESIGNATIONS					10. LOCATION OF OFFICIAL STATION					
DDP WH					STATION					
11. POSITION TITLE					12. POSITION NUMBER		13. SERVICE DESIGNATION			
OPS OFFICER					0489		D			
14. CLASSIFICATION SCHEDULE (ES, LS, GS)			15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
GS			0136.01		11 2		8310			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL										
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INTEGER CODE	24. HOURS CODE	25. DATE OF BIRTH		26. DATE OF GRADE	27. DATE OF LEI
22	10	64700 WH		45075		3	04 14 63		04 14 63	04 14 63
28. DTE EXPIRES		29. SPECIAL REFERENCE	30. RETIREMENT DATA		31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA		33. SECURITY REQ. NO.		34. SER. REQ. NO.
NO. DA. YR.			1. CSC 2. FICA 3. NONE			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		NO. DA. YR.		NO. DA. YR.		CODE		CODE		
0 - NONE 1 - 5 YR. 2 - 10 YR.						CAREER PROG. TIME		0 - WAIVER 1 - YES		
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA		44. STATE TAX DATA		
CODE				CODE		CODE		CODE		
0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE LESS THAN 3 YRS. 3 - BREAK IN SERVICE MORE THAN 3 YRS.				1 - YES 2 - NO		NO PAY BENE. TAXES		1 - YES 2 - NO		
SIGNATURE OR OTHER AUTHENTICATION										
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <p style="margin: 0;">POSTED</p> <p style="margin: 0; font-family: cursive;">01/23/63 JK</p> </div>										

FORM 11 42 1150

Use Previous Edition

SECRET

17

GROUP 1
EXCLUDED FROM AUTOMATIC
DOWNGRADING AND
DECLASSIFICATION

(When Filled In)

1. Serial No.		2. Name		3. Comp. Control Number		4. LTR/OP	
026090		KEENAN THOMAS J		64 700 CP			
5. OLD SALARY RATE				6. NEW SALARY RATE			
Grade	Step	Salary	Effective Date	Grade	Step	Salary	Effective Date
GS-10	2	7,939	10/29/61	GS-10	3	7,780	10/29/62
7. TYPE ACTION							
PSA							
ISA							
ADJ							
8. Remarks and Authorization							
NO EXCESS LTR/OP IN PAY STATUS AT END OF WAITING PERIOD 559 LTR/OP STATUS AT EN. OF WAITING PERIOD CLERKS INITIALS AUDITED BY							
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.							
SIGNATURE: _____				DATE: 26- 11 -62			
PAY CHANGE NOTIFICATION							

Form 9-61 560 Obtain From Edition (4-61)

100

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 87-799 AND DCI MEMORANDUM DATED 1 AUGUST 1959, SALARY IS ADJUSTED AS FOLLOWS, EFFECTIVE 18 OCTOBER 1962

NAME	SERIAL	ORGN	FUNDS	OLD OR ST SALARY	NEW OR ST SALARY
KEENAN THOMAS J	026090	64700	CP 10 2	7,780	7,939

ACS: 27 OCT 61

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER 020000		2. NAME (LAST FIRST MIDDLE) KEFNAN THOMAS J	
3. NATURE OF PERSONNEL ACTION PROMOTION			4. EFFECTIVE DATE 10 29 61
5. FUNDS V TO V C TO V X			6. CATEGORY OF EMPLOYMENT REGULAR
7. COST CENTER NO. CHARGABLE 2135 5700 1000		8. CSC OR OTHER LEGAL AUTHORITY 50 USC 403 J	
9. ORGANIZATIONAL DESIGNATIONS DOP WH		10. LOCATION OF OFFICIAL STATION STATION	
11. POSITION TITLE CPS OFFICER		12. POSITION NUMBER 0489	13. CAREER SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (GS, WS, etc.) GS	15. OCCUPATIONAL SERIES 0136.01	16. GRADE AND STEP 10 2	17. RATE / NO. RATE 7160

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE 22	20. EMPLOY CODE 10	21. OFFICE CODES NUMERIC ALPHABETIC 64700 WH	22. STATION CODE 45075	23. PATRIOT CODE	24. MEDICAL CODE 3	25. DATE OF BIRTH	26. DATE OF GRADE 10 29 61	27. DATE OF LEI 10 29 61
28. HIG. EXPIRES	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1. CSC 2. PICA 3. YOUNG	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA	33. SECURITY REG. NO.	34. SER.	ZOD DATA	
35. VET. PREFERENCE	36. SERV. COMP. DATE	37. LONG COMP. DATE	38. MIL. SERV. CREDIT/LED	39. DEATH / HEALTH INSURANCE	40. SOCIAL SECURITY NO.			
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0. NO PREVIOUS SERVICE 1. NO DATA IN SERVICE 2. DATA IN SERVICE (LESS THAN 18 MOS) 3. DATA IN SERVICE (MORE THAN 18 MOS)		42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM REPORTED CODE 1. YES 2. NO	44. STATE TAX DATA FORM REPORTED CODE 1. YES 2. NO	45. SOCIAL SECURITY NO.			

SIGNATURE OR OTHER AUTHENTICATION

Handwritten signature

6. OLD SALARY RATE		7. NEW SALARY RATE									
GRADE	STEP	SALARY	LAST EFFECTIVE DATE		GRADE	STEP	SALARY	EFFECTIVE DATE			
GS 09	2	\$ 6,134	06	14	59	GS 07	3	\$ 6,285	06	12	60
TO BE COMPLETED BY THE OFFICE OF COMPTROLLER											
8. CHECK ONE <input checked="" type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> EXCESS LWOP						9. NUMBER OF HOURS LWOP					
17. EXCESS LWOP, CHECK FOLLOWING:						10. INITIALS OF CLERK					
<input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD						11. ADDED BY					
<input type="checkbox"/> NO LWOP STATUS AT END OF WAITING PERIOD											
TO BE COMPLETED BY THE OFFICE OF PERSONNEL											
12. TYPE OF ACTION						13. REMARKS					
<input type="checkbox"/> P.S. <input type="checkbox"/> L.S. <input type="checkbox"/> PAY ADJUSTMENT						1					
14. AUTHENTICATION											
<div style="display: flex; justify-content: space-between;"> NO: 11-01 10/10/60 </div> <p style="text-align: center; font-size: 2em; font-weight: bold;">SECRET</p> <p style="text-align: center; font-weight: bold;">PAY CHANGE NOTIFICATION</p>											

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
D	KEENAN THOMAS J	526090	46 52	GS-09 3	\$ 6,285	\$ 6,765

/s/ EMMETT D. ECHOLS
DIRECTOR OF PERSONNEL

SECRET
(When Filled In)

1. Serial No.	2. Name	3. Cost Center Number	4. LWOP Hours						
526090	KEENAN THOMAS J.	002/WH 8	UV						
6. OLD SALARY RATE		7. NEW SALARY RATE							
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date	8. TYPE ACTION	
GS	09	3	\$ 6,765	06/12/60	09	4	\$ 6,930	06/11/61	
9. Remarks and Authentication									
<input checked="" type="checkbox"/> NO EXCESS LWOP <input checked="" type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input checked="" type="checkbox"/> IN LWOP STATUS AT END OF WAITING PERIOD									
<p style="font-size: 2em; font-weight: bold;">SECRET</p> <p style="font-weight: bold;">PAY CHANGE NOTIFICATION</p>									

SECRET

(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

ARE: 13 JAN 1960

1. Serial No		8. Name (Last-First-Middle)				19. Date Of Birth		2. Vsg. Encl.		5. Serv.		4. GS- (GS)	
526090		KEENAN THOMAS J				Mo. Da. Yr.		Non-0 Code 5 Pt 1 10 Pt 2		M 1		Mo. Da. Yr. 05 20 57	
7. SCD		6. CSC Rating		9. CSC Or Other Legal Authority		20. Asgmt. Affiliation		11. Eff. D.		12. LCO		13. Branch	
Mo. Da. Yr. 01 29 53		Yes-1 No-0 1		50 USCA 403 J		Mo. Da. Yr.		Yes 1 No-2 05		Mo. Da. Yr. 20 57		Yes-1 No-2 2	

PREVIOUS ASSIGNMENT

14. Organizational Designations				Code		15. Location Of Official Station				Station Code	
DDP WH				4652		[Redacted]				45075	
16. Dept. - Field		17. Position Title		18. Position No.		19. Serv.		20. Occup. Series			
Dept. - 1 USfld. - 3 Fign. - 5		Code 5		OPS OFFICER		0489		GS		0136.01	
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade		25. PSI Date		26. Appropriation Number	
09 2		\$ 6135		D		Mo. Da. Yr. 06 15 58		Mo. Da. Yr. 06 12 60		0135 5700 3000	

ACTION

27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Date	
[Redacted]		[Redacted]		Mo. Da. Yr. 01 06 60		REGULAR		OM		[Redacted]	

PRESENT ASSIGNMENT

31. Organizational Designations				Code		32. Location Of Official Station				Station Code	
DDP WH				4652		[Redacted]				45075	
33. Dept. - Field		34. Position Title		35. Position No.		36. Serv.		37. Occup. Series			
Dept. - 1 USfld. - 3 Fign. - 5		Code 5		OPS OFFICER		0489		GS		0136.01	
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade		42. PSI Date		43. Appropriation Number	
09 2		\$ 6135		D		Mo. Da. Yr. 06 15 58		Mo. Da. Yr. 06 12 60		0135 5700 3000	
44. Remarks											
SUBJECT IS TO BE PAID THE [Redacted] SALARY OF \$6135 [Redacted] AND ALLOWANCES IN ACCORDANCE THEREWITH.											
ALL SICK AND 80 HOURS ANNUAL LEAVE TO BE TRANSFERRED [Redacted]											

*Posted
PCS
[Signature]*

FORM NO. 1 MAR 57 1150e

1-14-60

SECRET

(4)

SECRET
(When Filled)

AL5: 12 DEC 1959 **NOTIFICATION OF PERSONNEL ACTION**

1. Serial No.		2. Name (Last, First, Middle)			3. Date Of Birth			4. Vac. Prof.		5. Ser.		6. CS-ECB			
526090		KEENAN THOMAS J			Mo. Da. Yr.			None-0 3 Pt-1 10 Pt-9		M-1		Mo. Da. Yr. 05 20 57			
7. SCD		8. CSC Reim.		9. CSC Or Other Legal Authority			10. Appt. Authority			11. FLCL		12. LCD		13. Initiative	
Mo. Da. Yr. 01 29 53		Yr. Code 1 1		50 USCA 403 J			Mo. Da. Yr.			Yes-1 No-9		Mo. Da. Yr. 05 20 57		Yes-1 No-9	

PREVIOUS ASSIGNMENT

14. Organizational Designations				Code		15. Location Of Official Station				Station Code	
CS/CS DEVELOPMENT COMPLEMENT DOP WH				4688		WASH., D. C.				75013	
16. Dept. Field		17. Position Title				18. Position No.		19. Serv.		20. Occup. Series	
Dept-1 UL/ld-3 Fgn-3		Code 1 OPS OFF				090659		GS		0136.01	
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade		25. PSI Due		26. Appropriation Number	
09 2		\$ 6135		0		Mo. Da. Yr. 06 15 58		Mo. Da. Yr. 06 12 60		0320 1998	

ACTION

27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Data	
REASSIGNMENT		67		12 27 59		REGULAR		01			

PRESENT ASSIGNMENT

31. Organizational Designations				Code		32. Location Of Official Station				Station Code	
DOP WH				4652		STATION				45075	
33. Dept. Field		34. Position Title				35. Position No.		36. Serv.		37. Occup. Series	
Dept-1 UL/ld-3 Fgn-3		Code 5 OPS OFFICER				0489		GS		0136.01	
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade		42. PSI Due		43. Appropriation Number	
09 2		\$ 6135		0		Mo. Da. Yr. 06 15 58		Mo. Da. Yr. 06 12 60		0135 5700 3000	
44. Remarks											
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <p>1-6-60 RJK</p> </div>											

FORM 1150a
1 MAR 59

12-18-59

SECRET

(4)

SECRET

(When Filled In)

DEC:4 SEPT 59												NOTIFICATION OF PERSONNEL ACTION											
1. Employee No.				2. Full Name of Employee				3. Date of Birth				4. VEC Code		5. Sex		6. CS. FOD							
526090				KEENAN THOMAS J				Mo. Da. Yr.				Thru 0 Code		M 1		Mo. Da. Yr.							
7. SCD				8. CSC Point				9. CSC Or Other Legal Authority				10. Active Allotment				11. FEOL		12. LCD				13. Retire Code	
Mo. Da. Yr.				Yes. 1 Code No. 2				50 USCA 403 J				Mo. Da. Yr.				Yes. 1 Code No. 2		Mo. Da. Yr. Yes. 1 Code No. 2					
01 29 53				1								11-2				05		20 57				2	

PREVIOUS ASSIGNMENT

14. Organizational Designations				Code				15. Location Of Official Station				Station Code			
DDP WH BRANCH III CENTRAL AMERICA SECTION				4613				WASH., D. C.				75013			
16. Dept. - Field		17. Position Title		18. Position No.				19. Serv.		20. Occup. Series					
Dept. - 1 Code		2		OPS OFF PP.				0070		GS		0136.01			
21. Grade & Step		22. Salary Or Rate		23. SO		24. Date Of Grade		25. PSI Day		26. Appropriation Number					
09 2		\$ 6135		D		Mo. Da. Yr.		Mo. Da. Yr.		9 3500 20 001					
06 15 59						06 14 59									

ACTION

27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Data	
REASSIGNMENT - TRANSFER TO		05		09 06 59		REGULAR		22			

PRESENT ASSIGNMENT

31. Organizational Designations				Code				32. Location Of Official Station				Station Code			
CS/CS DEVELOPMENT COMPLEMENT DDP WH				4688				WASH., D. C.				75013			
33. Dept. - Field		34. Position Title		35. Position No.				36. Serv.		37. Occup. Series					
Dept. - 1 Code		1		OPS OFF				090659		GS		0136.01			
38. Grade & Step		39. Salary Or Rate		40. SO		41. Date Of Grade		42. PSI Day		43. Appropriation Number					
09 2		\$ 6135		D		Mo. Da. Yr.		Mo. Da. Yr.		0320 1998					
06 15 58						06 12 60									
44. Remarks															
EXTENDED TRAINING.															

FOOTED
15 MAY 60
[Signature]

FORM NO 1 MAR 59 1150a

SECRET

(4)

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

SFR #	NAME	SD	OLD SLOT	NEW SLOT	DATE
126090	KEFNAN THOMAS J	D	0070	486	04/28/59

SECRET
(WHEN FILLED IN)

1. EMP. SERIAL NO. 126090		2. NAME KEFNAN THOMAS J			3. ASSIGNED ORGAN. DDP/WH 3		4. FUNDS V-20		5. ALLOTMENT 2501		
6. OLD SALARY RATE				7. NEW SALARY RATE							
GRADE	STEP	SALARY	LAST EFFECTIVE DATE			GRADE	STEP	SALARY	EFFECTIVE DATE		
GS 9	1	5,985	06	15	50	GS 9	2	6,135	06	14	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:						10. INITIALS OF CLERK					
<input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD						11. AUDITED BY					
<input type="checkbox"/> IN LWOP STATUS AT END OF WAITING PERIOD											
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. HJSHC 0 MO</p> <p>PERIODIC STEP INCREASE AUTHENTICATION</p>											

FORM 1150
1-59-54 3600

SECRET

PERSONNEL FOLDER 161

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

ARE: 23 JAN 1959

1. Serial No.		2. Name (Last-First-Middle)			3. Date Of Birth		4. Vet. Pref.		5. Sex		6. CS - EOD		
126090		KEENAN, THOMAS J			Mo. Da. Yr.		None-0 5 Pt-1 10 Pt-2		1 M 1		Mo. Da. Yr. 05 20 57		
7. SCD		8. CSC Rater		9. CSC Or Other Legal Authority		10. Apmt. Affidav.		11. FEGLI		12. LCO		13. <small>Will. Serv. Code</small>	
Mo. Da. Yr. 01 29 53		Yes-1 No-2 1		50 USCA 403 J		Mo. Da. Yr.		Yes-1 No-2 05 20 57		Mo. Da. Yr. 05 20 57		Yes-1 No-2 2	

PREVIOUS ASSIGNMENT

14. Organizational Designations				Code		15. Location Of Official Station				Station Code	
DDS OTR JUNIOR OFFICER TRAINEE CORPS				2810		WASH., D.C.				75013	
16. Dept. - Field		17. Position Title				18. Position No.		19. Serv.		20. Occup. Series	
Dept - 2 USfld - 4 Frjn - 6 2		JOT				0748.16		GS		0090.01	
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade		25. PSI Due		26. Appropriation Number	
09 1		\$ 5985		ST		Mo. Da. Yr. 06 15 58		Mo. Da. Yr. 06 14 59		8 7507 20	

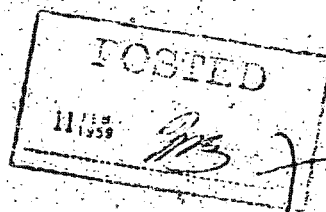
ACTION

27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Data	
REASSIGNMENT CHANGE OF SERVICE DESIGNATION		57		Mo. Da. Yr. 01 25 59		REGULAR		01			

PRESENT ASSIGNMENT

31. Organizational Designations				Code		32. Location Of Official Station				Station Code	
DDP WH BRANCH III. CENTRAL AMERICA SECTION				4613		WASH., D. C.				75013	
33. Dept. - Field		34. Position Title				35. Position No.		36. Serv.		37. Occup. Series	
Dept - 2 USfld - 4 Frjn - 6 2		OPS OFF PP				0070		GS		0136.31	
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade		42. PSI Due		43. Appropriation Number	
09 1		\$ 5985		D		Mo. Da. Yr. 06 11 58		Mo. Da. Yr. 06 11 59		9 3500 20 001	

44. Remarks



 11/59

ad/1-8/59

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
KEENAN THOMAS J	126090	GS-09-1	\$ 5,440	\$ 5,985

GORDON M. STEWART
/S/ DIRECTOR OF PERSONNEL

S E C R E T

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION															
EVL 1: JUNE 58															
1. Serial No.		2. Name (Last-First-Middle)				3. Date Of Birth			4. Vot. Pref.		5. Sex		6. CS - EOD		
126090		KEENAN THOMAS J				Mo. Da. Yr.			None-0 5 P-1 10 P-9		Code M 1		Mo. Da. Yr. 05 20 57		
7. SCD		8. CSC Rmt.		9. CSC Or Other Legal Authority		10. Apmt. Affidav.			11. FLCL		12. LCD		13. Sup. Ver.		
Mo. Da. Yr. 01 29 53		Yes-1 No-2 Code 1		50 USCA 403 #		Mo. Da. Yr.			Yes-1 No-2 Code		Mo. Da. Yr. 05 20 57		Yes-1 No-2 Code 2		

PREVIOUS ASSIGNMENT

14. Organizational Designations				Code		15. Location Of Official Station				Station Code	
DDS OTR JUNIOR OFFICER TRAINEE CORPS						WASH., D.C.					
16. Dept. - Field		17. Position Title				18. Position No.		19. Serv.		20. Occup. Series	
Dept. - 8 USfld - 4 Frqn - 6		Code 2		JOT		0748.16		GS		0090.01	
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade		25. PSI Due		26. Appropriation Number	
07 2		\$ 4660		ST		Mo. Da. Yr.		Mo. Da. Yr.		8 7507 20	

ACTION

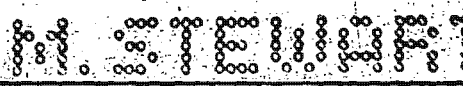
27. Nature Of Action		Code		28. Fil. Date		29. Type Of Employee				Code		30. Separation Data	
PROMOTION		30		Mo. Da. Yr. 06 15 58		REGULAR				01			

PRESENT ASSIGNMENT

31. Organizational Designations				Code		32. Location Of Official Station				Station Code	
DDS OTR JUNIOR OFFICER TRAINEE CORPS				2810		WASH., D.C.				75013	
33. Dept. - Field		34. Position Title				35. Position No.		36. Serv.		37. Occup. Series	
Dept. - 8 USfld - 4 Frqn - 6		Code 2		JOT		0748.16		GS		0090.01	
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade		42. PSI Due		43. Appropriation Number	
09 1		\$ 5440		ST		Mo. Da. Yr. 06 15 58		Mo. Da. Yr. 06 14 59		8 7507 20	

44. Remarks											
<div style="border: 2px solid black; padding: 10px; display: inline-block;"> <p align="center">POSTED</p> <p align="center">Cf 17 JUN 58</p> </div>											

SECRET
(WHEN FILLED IN)


1. EMP. SERIAL NO. 126090		2. NAME KEENAN THOMAS J			3. ASSIGNED ORGAN DDS/JOTC		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		
GS	7	\$ 4,525	MO.	DA.	YR.	GS	7	\$ 4,660	MO.	DA.	YR.
									06	01	58
TO BE COMPLETED BY THE OFFICE OF THE COMPTROLLER											
8. CHECK ONE <input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> EXCESS LWOP						9. NUMBER OF HOURS LWOP					
IF EXCESS LWOP, CHECK FOLLOWING:						10. INITIALS OF CLERK					
<input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD						11. ACCEPTED BY					
<input type="checkbox"/> IN LWOP STATUS AT END OF WAITING PERIOD											
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											

FORM NO. 560b
1 MAR. 58

SECRET

PERSONNEL FOLDER (4)

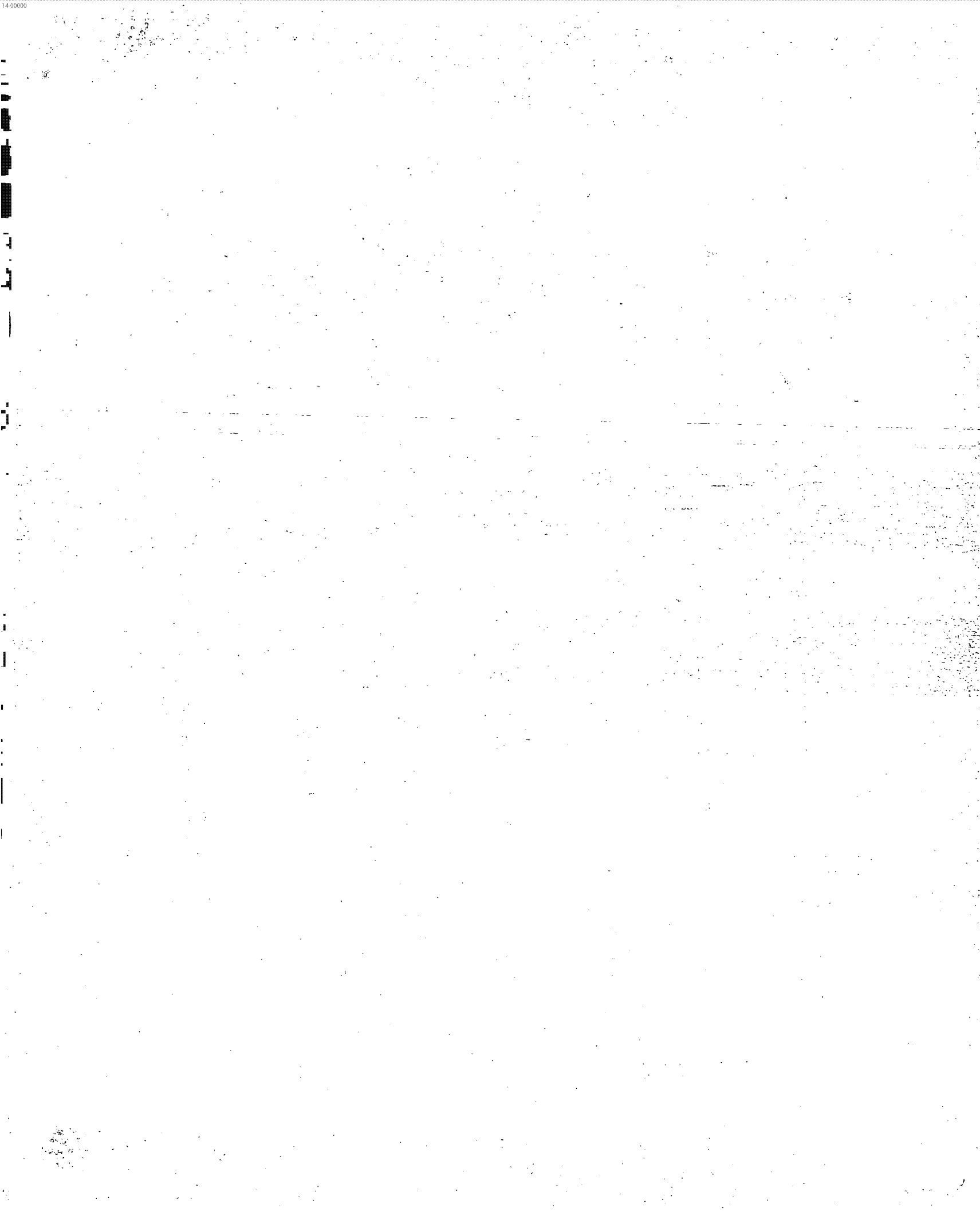
SECRET
(WHEN FILLED IN)

1. EMP. SERIAL NO. 126090		2. NAME KEENAN THOMAS J			3. ASSIGNED ORGAN DDS/JOTC 3A		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		
GS	7	\$ 4,525	MO.	DA.	YR.	GS	7	\$ 4,660	MO.	DA.	YR.
									06	01	58
REMARKS											
<p align="center">CERTIFICATION</p> I CERTIFY THAT THE SERVICE AND CONDUCT OF THE ABOVE NAMED EMPLOYEE ARE SATISFACTORY.											
TYPED OR PRINTED NAME			DATE			SIGNATURE					
			23 MAR 58								
PERIODIC STEP INCREASE - CERTIFICATION											

FORM NO. 560
1 MAR. 58

SECRET

PERSONNEL FOLDER (4)



NOTIFICATION OF PERSONNEL ACTION

F.C. 19 Apr 57
 lvl C-7673

1. NAME (Last - First - Middle - Last - Given Name - Initials - and Suffixes) **MR. THOMAS J. KEZIAN** **126070**

2. DATE OF BIRTH

3. JOURNAL OR ACTION NO.

4. DATE **20 May 1957**

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

5. NATURE OF ACTION (Use Standard Terminology) **EXCEPTED APPOINTMENT**

6. EFFECTIVE DATE **20 May 1957**

7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY **50 USCA 403-J**

8. POSITION TITLE **JOE U-748.16**

9. SERVICE SERIES, GRADE, SALARY **GS-0070-01-7 \$4925.00 per annum**

10. ORGANIZATIONAL DESIGNATIONS **DDO/OER Junior Officer Trainee Corps**

11. HEADQUARTERS **2 Washington, D. C.**

12. FIELD OR DEPT. FIELD DEPARTMENTAL

13. VETERAN'S PREFERENCE

NONE	WWII	OTHER	5-PT.	10-POINT
			<input checked="" type="checkbox"/>	

14. POSITION CLASSIFICATION ACTION

NEW	VICE	I. A.	REAL

15. DATE OF APPOINTMENT AFFIDAVIT (EXCEPTIONS ONLY) **20 May 1957**

16. APPROPRIATION FROM: **7-1501-20** TO: **750-13**

17. SUBJECT TO C. S. RETIREMENT ACT (YES OR NO) **Yes**

18. LEGAL RESIDENCE (CLAIMED PROVED STATE: **DC/DC**

20. REMARKS: **EC-078**
 Subject to the satisfactory completion of a medical examination.
 Subject to the satisfactory completion of a trial period of one year.
 2. EOD 05/20/57

DCO: 05/20/57
 CREOD: 05/20/57
 LCD: 05/20/57
 SCD: 01/29/53

PSI due 06/01/58

POSTED
 13 MAY 1957

ENTRANCE PERFORMANCE RATING:
 Director of Personnel

4. PERSONNEL FOLDER COPY

77 5/21/57

CONFIDENTIAL
CLASSIFICATION

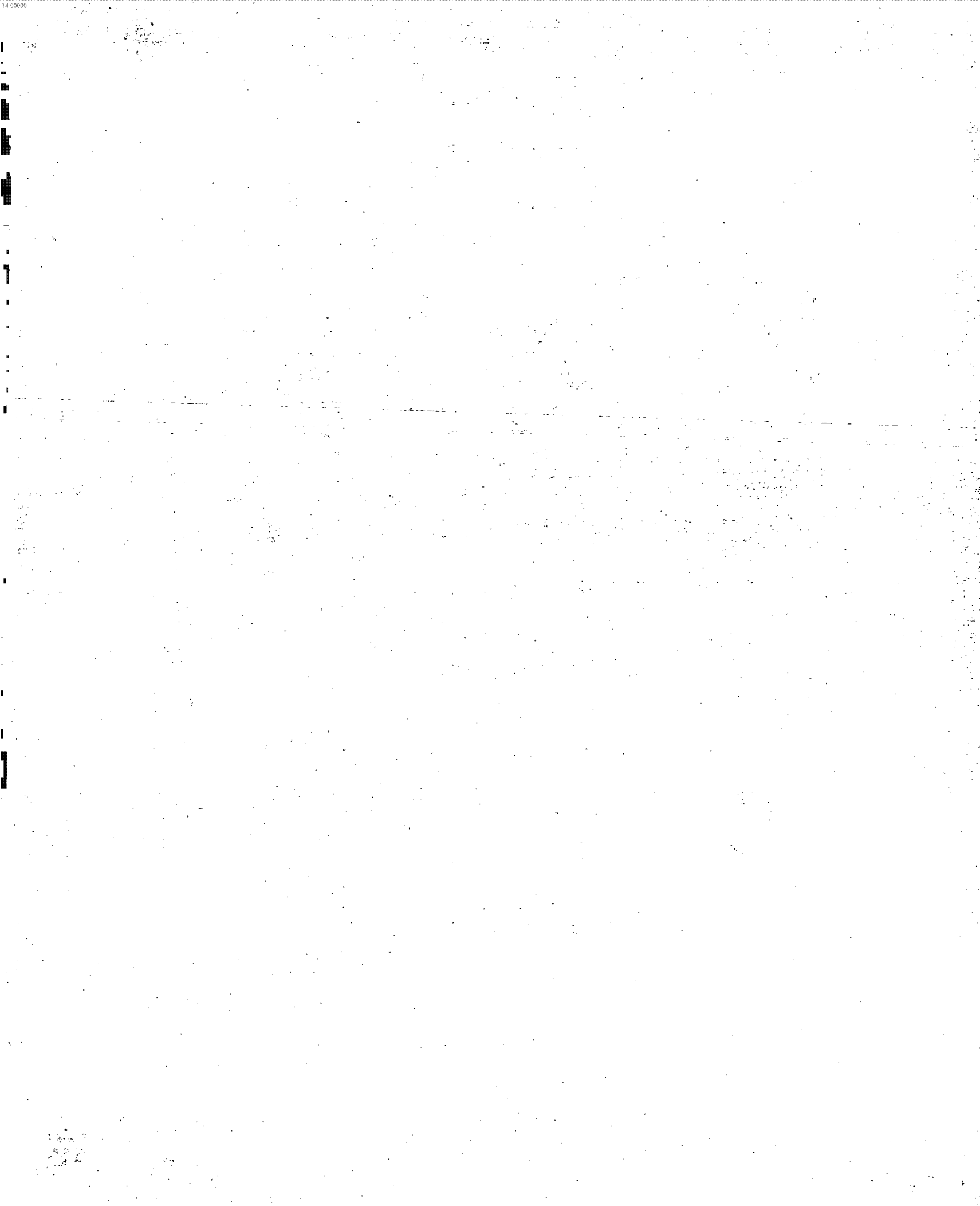
FITNESS REPORT									
SECTION A					GENERAL INFORMATION				
1. EMPLOYEE NUMBER 026090		2. NAME (Last, first, middle) Keenan, Thomas J.			3. GRADE M GS-15		4. DIVISION DQB		
5. CURRENT POSITION Ops Officer, DChief			6. REPORTING TO DDO/LA/OIS		7. LOCATION Headquarters		8. POS. NO.		
9. TYPE OF APPOINTMENT					10. TYPE OF REPORT				
<input checked="" type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> TEMPORARY	<input type="checkbox"/> INITIAL	<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> ASSIGNMENT	<input type="checkbox"/> SPECIAL			
<input type="checkbox"/> CONTRACT	<input type="checkbox"/> SPECIAL	<input type="checkbox"/> OTHER	13. REPORTING PERIOD (FROM-TO) 1 Jun 77 - 3 Dec 77			14. DATE REPORT DUE IN O.P. January 1978			
SECTION B QUALIFICATIONS UPDATE									
IF QUALIFICATIONS UPDATE FORM IS BEING SUBMITTED WITH CHANGES, AND IS ATTACHED TO THIS REPORT, PLACE THE WORD "YES" IN THE BOX TO THE RIGHT. IF NO CHANGES ARE REQUIRED, PLACE THE WORD "NO" IN THE BOX AT RIGHT.									
SECTION C PERFORMANCE EVALUATION									
<p>U - Unsatisfactory 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 D.</p> <p>M - Marginal Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section D and remedial actions taken or recommended should be described.</p> <p>P - Proficient Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>									
SPECIFIC DUTIES									
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).									
SPECIFIC DUTY NO. 1								RATING LETTER	
SEE ATTACHED MEMORANDUM IN LIEU OF FITNESS REPORT									
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	

FORM 45 USE PREVIOUS EDITIONS

CONFIDENTIAL CLASSIFICATION

E2 IMPDET CL BY 19812

0
DQB
0278



CLASSIFICATION

SECTION D

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 future performance. Amplify or explain ratings given in Section C to provide basis for determining future personnel action. Manager 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 D, attach a separate sheet of paper.

SEE ATTACHED MEMORANDUM IN LIEU OF FITNESS REPORT

SECTION E

CERTIFICATION AND COMMENTS

1. BY SUPERVISOR

MONTHS EMPLOYEE HAD BEEN UNDER MY SUPERVISION

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

DATE

41 January 1978

OFFICIAL TITLE OF SUPERVISOR

Deputy Chief, LA Southern Region

2. BY EMPLOYEE

I HAVE OR HAVE NOT ATTACHED A STATEMENT CONCERNING THE SUPERVISOR'S EVALUATION OF MY PERFORMANCE.

DATE

11 Jan 1978

SIGNATURE OF EMPLOYEE

W. J. Keenan

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

Subject is an especially able staff officer, one of the best around. Intelligent, possessing a quick, retentive mind, excellent with detail, able to rapidly identify problem areas, a quick, accurate and clear drafter, having a mind of his own and willing and able to express his opinions firmly and articulately, but always pleasant, conservative by nature, he thinks his problems through but gets things done accurately and quickly. Whenever I had a staff problem, I knew I could count on Mr. Keenan to get the necessary done.

DATE

17 Jan 1978

OFFICIAL TITLE OF REVIEWING OFFICIAL

Deputy Chief, Latin America Division

4. BY EMPLOYEE

I HAVE OR HAVE NOT ATTACHED A STATEMENT CONCERNING THE REVIEWING OFFICIAL'S EVALUATION OF MY PERFORMANCE.

DATE

17 Jan 78

SIGNATURE OF EMPLOYEE

Thomas J. Keenan

CLASSIFICATION

CONFIDENTIAL

CONFIDENTIAL

4 JAN 1978

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: Thomas J. Keenan

1. During the first six weeks of the reviewing period, Mr. Keenan continued as Chief of the [redacted] the Division's most demanding geographic unit. His performance during this period continued at the same Strong level detailed in the last Fitness Report.

2. During February, as part of a determined effort to strengthen the Division's Operations Staff, Mr. Keenan was moved up to fill one of the two Deputy Chief slots in that unit. As of 1 July, he was the sole Deputy of the Staff. As set up in Latin America Division, the Operations Staff had both staff and line functions. It had broad coordinating responsibilities with all elements outside the Division, served as the focal point for all senior staff requests for studies and reports, stimulated and coordinated Division operational activities and reviewed the effectiveness of Division programs.

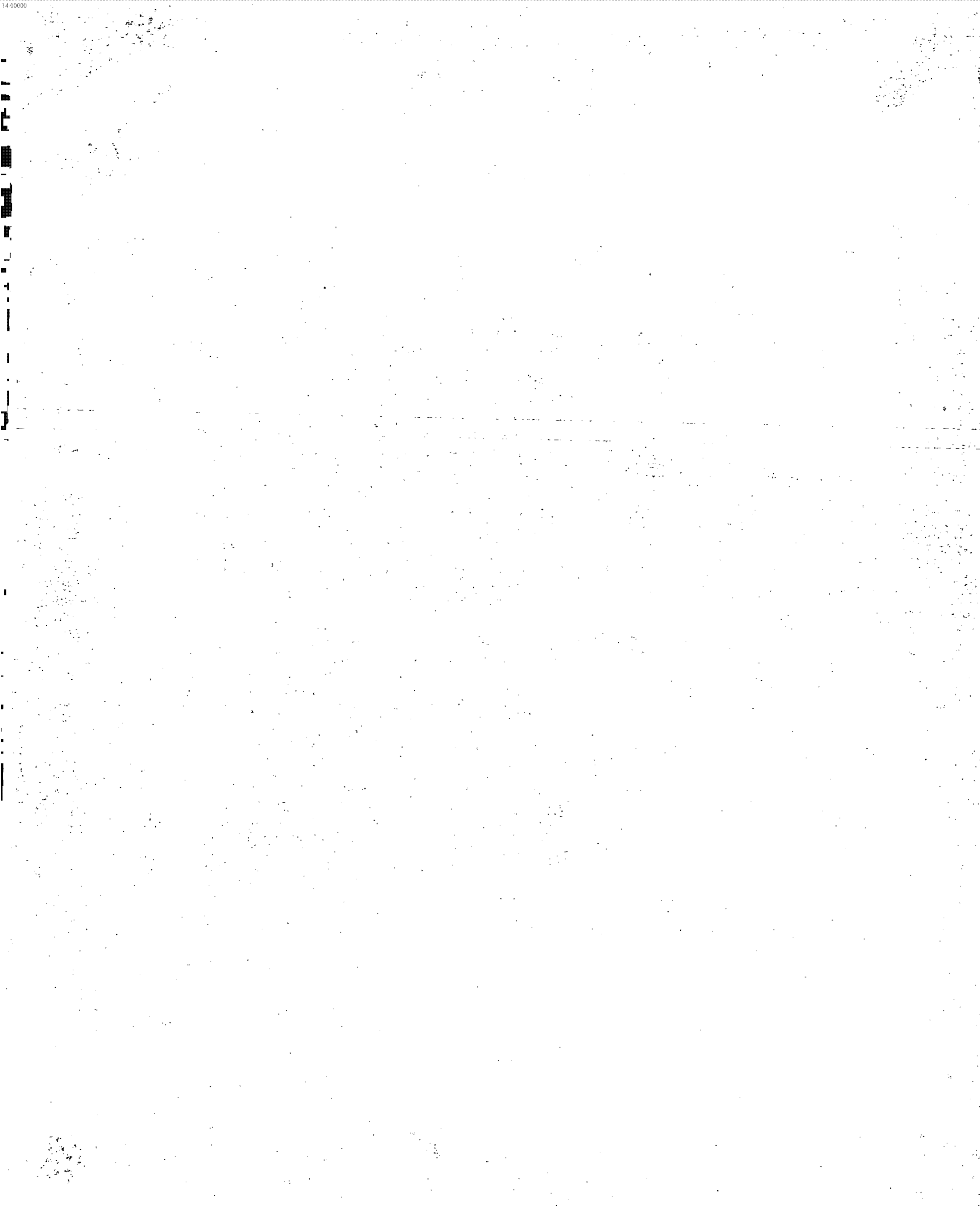
3. Mr. Keenan was assigned primary responsibility for close review and staff action relating [redacted]

In addition, he served as the staff referent [redacted] throughout the Division [redacted]

4. I consider myself singularly fortunate to have had Mr. Keenan as my Deputy. I assumed the Chief/Ops responsibility in April 1977 and immediately discovered that ground rules were different, [redacted] on many operational decisions, and the almost constant senior staff requests affected one's ability to concentrate on operations. Mr. Keenan was extremely helpful in providing substantive briefings, guiding me through the legal and policy complications and pointing out the shoals. He made many valuable suggestions on how to handle the work load without drowning in paper.

E2 IMPDET
CL BY 19812

CONFIDENTIAL



CONFIDENTIAL

5. Mr. Keenan has an agile and retentive mind. He is quick at distinguishing the wheat from the chaff. He does his homework and I have never known him to go off half cocked. In making operational judgments, his initiative is tempered by a healthy dose of prudence. Mr. Keenan's writing is first rate; his prose is lean, often elegant, and always precise. I have admired his talents as a briefer. His presentations are balanced and detailed, often spiced with his engaging humor.

6. Mr. Keenan's tenure with the Ops Staff was a very intensive period. He normally worked an eleven-hour day and Saturdays as well. I take some pride in the fact that there never developed an antagonist relationship between the operating branches and the Ops Staff. Mr. Keenan deserves much of the credit for this. While often taking issue with branch positions and written work, he was unfailingly courteous, good humored, and helpful. His counsel was often sought on difficult problems.

7. A significant and time-consuming aspect of the Ops Staff's work concerned screening operational traffic for compliance with E.O. 11905 and ensuring that U.S. person strictures were scrupulously observed. I found Mr. Keenan's general knowledge in these areas unmatched among the non-lawyers of the Agency.

8. Mr. Keenan shared with me the responsibility for supervising the work of [redacted] operations officers and one secretary. He is an excellent supervisor who manages (despite the belief of some that it is not possible) to be both exigent and pleasant. He cares about people, and as noted in the previous Fitness Report, takes special interest in developing younger officers.

9. In addition to his Operations Staff responsibilities, Mr. Keenan served as the Division EEO Officer. He also served for nine months on a time-consuming DDG task force concerned with a [redacted]. He performed these responsibilities with the same thoughtfulness and effectiveness he applies to everything else.

CONFIDENTIAL

CONFIDENTIAL

10. The Operations Staff was disbanded in early November as part of the Latin America Division reorganization. In recognition of his splendid performance on the Ops Staff, Mr. Keenan was made Chief of a combined Coordination/Plans Staff with a T/O of [redacted]. This staff will retain most of the coordination functions of the Ops Staff but not the line functions.

11. This is a splendid officer, certainly one of the most promising GS-15's in the Division. He clearly earned an Outstanding rating for the period under review.

[redacted]

Deputy Chief,
LA Southern Region

Thomas J. Keenan
Thomas J. Keenan

11 January 1978
Date

CONFIDENTIAL

COMMENTS OF REVIEWING OFFICIAL continued

While I personally handled the first week or so of the myriad problems associated with a wide-spread investigation of an alleged plot against [redacted] I subsequently turned the responsibility for it over to Mr. Keenan and he represented the Division with the DDO, CI Staff [redacted] on this important and seemingly never ending problem area. This involved a lot of extra hours work and had to be handled meticulously. He performed these responsibilities impeccably.

During the past year he made many contributions to the smooth functioning of the division. Not least among them was the fact that having fully familiarized himself with US laws, Executive Orders, regulations, notices, etc., which have increasingly affected our operations programs, he ensured that our operational business was always in meticulous compliance with the spirit as well as the letter of these seemingly myriad "don'ts." Similarly, we had to produce staff papers in a hurry, often synthesizing a great deal of detail or alternatively presenting a great deal of detail. Mr. Keenan saw that the job was accomplished on time and with good style.

Although he was the junior member of the [redacted] Operations Staff, on occasion he served as the Acting Chief. He handled the COPS function with his usual dedication and good judgment.

As the rating officer has mentioned, when the division was reorganized in November, we decided to combine the Operations Staff's staff, but not command, functions with those of the Plans Staff. Mr. Keenan was the obvious choice for this important and challenging assignment which will tax his abilities and broaden his experience. He is one of our best GS-15 officers and has additional growth potential in the Clandestine Service. He is a good operations officer as well as a good staff officer and is qualified to manage one of our [redacted] Latin America Division [redacted]

CONFIDENTIAL
CLASSIFICATION

FITNESS REPORT

SECTION A GENERAL INFORMATION					
1. EMPLOYEE NUMBER 026090	2. NAME (Last, first, middle) Keenan, Thomas J.	3. DATE OF BIRTH M	4. GRADE GS-15	5. CODE DQB	6. SSN
7. OFFICIAL POSITION TITLE Operations Officer, Ch		8. OFF/DIV/BR OF ASSIGNMENT DDO/LA	9. CURRENT STATION Headquarters	10. CODE (C.B.T.) 3	11. NO. OF
11. TYPE OF APPOINTMENT			12. TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> TEMPORARY	<input type="checkbox"/> INITIAL	<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT
<input type="checkbox"/> CONTRACT	<input type="checkbox"/> SPECIAL	<input type="checkbox"/> OTHER	13. REPORTING PERIOD (FROM-TO) 1 Jan 76-31 Dec 1976		14. DATE REPORT DUE IN O.P. January 1977

SECTION B QUALIFICATIONS UPDATE

IF QUALIFICATIONS UPDATE FORM IS BEING SUBMITTED WITH CHANGES AND IS ATTACHED TO THIS REPORT, PLACE THE WORD "YES" IN THE BOX TO THE RIGHT; IF NO CHANGES ARE REQUIRED, PLACE THE WORD "NO" IN THE BOX AT RIGHT.

SECTION C PERFORMANCE EVALUATION

U - Unsatisfactory 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 D.

M - Marginal Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section D and remedial actions taken or recommended should be described.

P - Proficient Performance is satisfactory. Desired results are being produced in the manner expected.

S - Strong Performance is characterized by exceptional proficiency.

O - Outstanding Performance is exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

SPECIFIC DUTIES

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

SPECIFIC DUTY NO. 1	RATING LETTER
SEE MEMORANDUM IN LIEU OF FITNESS REPORT.	
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, responsiveness, personal habits or habits, and personal 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

CLASSIFICATION

SECTION D

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 competencies, if required for current position. Amplify or explain ratings given in Section C 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 D, attach a separate sheet of paper.

MR 15
MR 15

SEE MEMORANDUM IN LIEU OF FITNESS REPORT.

SECTION E

CERTIFICATION AND COMMENTS

1. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 8	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 31 March 1977	OFFICIAL TITLE OF SUPERVISOR Deputy Chief, Latin America Division	TYPED OR PRINTED NAME AND SIGNATURE <i>George V. Lauder</i> George V. Lauder

2. BY EMPLOYEE

I HAVE <input checked="" type="checkbox"/> OR HAVE NOT <input checked="" type="checkbox"/> ATTACHED A STATEMENT CONCERNING THE SUPERVISOR'S EVALUATION OF MY PERFORMANCE.	DATE <i>11 April 77</i>	SIGNATURE OF EMPLOYEE <i>Keenan</i>
---	----------------------------	--

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

This is an exceptionally well-written and informative report on Mr. Keenan. I agree with all that is said about him. He is indeed one of our better GS-15 officers--alert, conscientious, well-balanced, articulate. He also has excellent judgement and good command presence. He has a good future in the Agency.

DATE <i>7 April 77</i>	OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, Latin America Division	TYPED OR PRINTED NAME AND SIGNATURE <i>Raymond A. Warren</i> Raymond A. Warren
---------------------------	--	---

4. BY EMPLOYEE

I CERTIFY I HAVE READ THE ENTIRE REPORT AND ALL SECTIONS OF THIS REPORT. I HAVE <input checked="" type="checkbox"/> HAVE NOT <input checked="" type="checkbox"/> ATTACHED A STATEMENT CONCERNING THE REVIEWING OFFICIAL'S EVALUATION OF MY PERFORMANCE.	DATE <i>7 April 77</i>	SIGNATURE OF EMPLOYEE <i>Keenan</i>
---	---------------------------	--

CLASSIFICATION
CONFIDENTIAL

CONFIDENTIAL

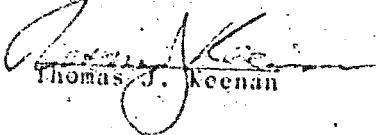
Branch Chief's attention, the other Stations, particularly [redacted] which has an active operational program, and [redacted] required regular attention and the lesser posts could not be neglected. The Branch performed well in these regards too. In short, I was pleased by the rapidity with which Mr. Keenan got on top of his responsibilities and by the intelligence, thoughtfulness, energy and professional skills he displayed in carrying them out.

Mr. Keenan is an intense, thorough, common sense, sound officer who while quick witted, thinks problems through, sees the holes and takes steps to fill them. He does his home work and doesn't go off half-cocked, yet he gets the job done quickly. He tends toward the conservative side in making judgments. While he has a pleasant way with people, he has firm convictions, and he is articulate, very forthright but not offensive in expressing what is on his mind. A strong supervisor, he is on top of the activities of his unit, demands results, isn't afraid to be firm with his subordinates but is thoughtful and concerned about their welfare. He cares a lot about people and is interested in developing younger officers assigned to him. Because of these qualities, he was selected to be the Division's EEO officer when we needed a new one a few months ago. He has performed this role in his usual thoughtful and efficient fashion. He writes quickly and well. No one is more conscientious than he. He really cares about his job and tries to produce the best possible product. All in all, he was one of our best Branch Chiefs and deserves a solid "Strong" for his efforts.

In February 1977, one of the Deputy Chiefs of Operations jobs in the Division came open. Because of his demonstrated all around ability, personal qualifications and potential, he was selected from among the Branch Chiefs in the Division to fill that position. The job will broaden him and equip him for even more responsible posts in the field as either a Station Chief or for more senior positions at Headquarters. He is clearly one of our promising GS-15 officers.

[redacted]

Deputy Chief
Latin America Division


Thomas J. Keenan

4/2/77
Date

SECRET

FITNESS REPORT

SECTION A GENERAL INFORMATION

1. EMPLOYEE NUMBER: 026090
 2. NAME (Last, First, Middle Initial): Keenan, Thomas J.
 3. DATE OF BIRTH: [] M GS-15 S. SD: D
 7. OFFICIAL POSITION TITLE: Chief of Station
 8. OFF/DIV/BR OF ASSIGNMENT'S CURRENT STATION: DDO/LA
 11. TYPE OF APPOINTMENT: X CAREER [] RESERVE [] CONTRACT [] OTHER (Specify) [] TEMPORARY []
 12. TYPE OF REPORT: X ANNUAL [] REASSIGNMENT [] SPECIAL []
 13. REPORTING PERIOD (From-To): 1 January 1975 - 31 December 1975
 14. DATE REPORT DUE IN O.P.: January 1976

SECTION B QUALIFICATIONS UPDATE

IF QUALIFICATIONS UPDATE FORM IS BEING SUBMITTED WITH CHANGES, AND IS ATTACHED TO THIS REPORT, PLACE THE WORD "YES" IN THE BOX TO THE RIGHT. IF NO CHANGES ARE REQUIRED, PLACE THE WORD "NO" IN THE BOX AT RIGHT.

SECTION C PERFORMANCE EVALUATION

U—Unsatisfactory 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 D.

M—Marginal Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section D and remedial actions taken or recommended should be described.

P—Proficient Performance is satisfactory. Desired results are being produced in the manner expected.

S—Strong Performance is characterized by exceptional proficiency.

O—Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

SPECIFIC DUTIES

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

SPECIFIC DUTY NO. 1	RATING LETTER
See attached memorandum	
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 strengths 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.

CLASSIFICATION

SECTION D	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 C 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 D, attach a separate sheet of paper.</p>	

SECTION E CERTIFICATION AND COMMENTS

1. 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
20 April 1976	D/C/LA	/s/Raymond A. Warren

2. BY EMPLOYEE

STATEMENT CONCERNING THIS EVALUATION OF MY PERFORMANCE	DATE	SIGNATURE OF EMPLOYEE		
<table border="1" style="width: 100%;"> <tr> <td style="width: 50%;">HAVE ATTACHED</td> <td style="width: 50%;">HAVE NOT ATTACHED</td> </tr> </table>	HAVE ATTACHED	HAVE NOT ATTACHED	1 July 1976	/s/Thomas J. Keenan
HAVE ATTACHED	HAVE NOT ATTACHED			

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

See attached

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
20 April 1976	C/LA	/s/Richard S. Sampson

4. BY EMPLOYEE

I CERTIFY THAT I HAVE BEEN THE SUBJECT IN ALL SECTIONS OF THIS REPORT	DATE	SIGNATURE OF EMPLOYEE
	1 July 1976	/s/Thomas J. Keenan

CLASSIFICATION
SECRET

SECRET

20 April 1976

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: Thomas J. Keenan
1 January - 31 December 1975

From January to July of this reporting period Mr. Keenan finished his tour as Chief of Station, [redacted]. In addition to himself there were [redacted] other case officers at the Station. Its total complement was [redacted] persons. Mr. Keenan entered the Army War College in July 1975.

During the last six months of his tour, the Station had three things going for it:

[redacted]
Of these the latter turned out to be the most worthwhile.

[redacted]
Mr. Keenan's relations [redacted] during this period were good. No problems of any kind were noted. The operational environment continued bad due to the high incidence of crime.

Mr. Keenan is an able, experienced officer with good personal presence. He is measured in his operational approach and in his management style. He is a man of good judgment, has an agreeable personality and inspires confidence; he can be counted on to do a creditable job without a lot of fanfare.

In the last six months of his tour as Chief of Station [redacted] I would rate his overall performance as "Strong."

Raymond A. Warren
Raymond A. Warren
Deputy Chief
Latin America Division

SECRET

E2 SECRET
CL BY 002560

SECRET

Subject: Thomas J. Keenan, Memorandum in Lieu of Fitness Report

COMMENTS OF REVIEWING OFFICIAL

Mr. Keenan had departed Station [redacted] shortly after [redacted] by the time I assumed charge of Latin America Division in May 1975. Therefore, I am not able to comment on his performance as Chief of Station [redacted] during the first five months of 1975. I would like to note, however, that Mr. Keenan served under me when I was Chief of Station [redacted] from 1965-1968 and I am acquainted with his personality and operational proficiency. On this basis, while I did not observe his performance as Chief of Station first hand, I generally concur with the Rating Officer's comments and overall performance evaluation of "Strong."

As a person, Mr. Keenan is a mature, dedicated officer with a pleasing personality. He gets along well with his peers and subordinates and is respected by them. I have selected him to be Chief [redacted] which is one indicator of the confidence I have in his ability. This will be an excellent test of Mr. Keenan's administrative and managerial ability since this branch is one of our largest in Latin America Division.

R. S. Sampson
Richard S. Sampson
Chief
Latin America Division

I certify that I have seen all entries in this report.

Thomas J. Keenan
Thomas J. Keenan

July 1976
Date

2

SECRET

CLASSIFICATION

FITNESS REPORT

SECTION A GENERAL INFORMATION					
1. EMPLOYEE NUMBER 026090	2. NAME (Last, first, middle) Keenan, Thomas J.	3. DATE OF BIRTH []	4. SEX M	5. GRADE GS-15	6. GD D
7. OFFICIAL POSITION TITLE Chief of Station		8. OFF/DIV/BR OF ASSIGNMENT DDO/LA	9. CURRENT STATION	10. CODE (1-5 only) NOS [] DP []	
11. TYPE OF APPOINTMENT			12. TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> CONTRACT	<input type="checkbox"/> OTHER (Spw.)	<input type="checkbox"/> TEMPORARY	<input checked="" type="checkbox"/> ANNUAL
			<input type="checkbox"/> REASSIGNMENT	<input type="checkbox"/> SPECIAL	
13. REPORTING PERIOD (from-to) 1 July 1974 - 31 December 1974			14. DATE REPORT DUE IN O.P. 31 January 1975		

SECTION B QUALIFICATIONS UPDATE

IF QUALIFICATIONS UPDATE FORM IS BEING SUBMITTED WITH CHANGES, AND IS ATTACHED TO THIS REPORT, PLACE THE WORD "YES" IN THE BOX TO THE RIGHT. IF NO CHANGES ARE REQUIRED, PLACE THE WORD "NO" IN THE BOX AT RIGHT.

SECTION C PERFORMANCE EVALUATION

U—Unsatisfactory 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 D.

M—Marginal Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section D and remedial actions taken or recommended should be described.

P—Proficient Performance is satisfactory. Desired results are being produced in the manner expected.

S—Strong Performance is characterized by exceptional proficiency.

O—Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

SPECIFIC DUTIES

Use 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 See Attached MEMORANDUM IN LIEU OF FITNESS REPORT	RATING LETTER
SPECIFIC DUTY NO. 2	RATING LETTER
SPECIFIC DUTY NO. 3	RATING LETTER
SPECIFIC DUTY NO. 4	RATING LETTER
SPECIFIC DUTY NO. 5	RATING LETTER
SPECIFIC DUTY NO. 6	RATING LETTER

OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance on 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

CLASSIFICATION

SECTION D

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 C (a); provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, office equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section D, attach a separate sheet of paper.

See Attached MEMORANDUM IN LIEU OF FITNESS REPORT

SECTION E

CERTIFICATION AND COMMENTS

1. 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

2. BY EMPLOYEE

STATEMENT CONCERNING THIS EVALUATION OF MY PERFORMANCE

DATE

SIGNATURE OF EMPLOYEE

HAVE ATTACHED

HAVE NOT ATTACHED

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

See Attached MEMORANDUM IN LIEU OF FITNESS REPORT

DATE

OFFICIAL TITLE OF REVIEWING OFFICIAL

TYPED OR PRINTED NAME AND SIGNATURE

4. BY EMPLOYEE

I CERTIFY THAT I HAVE BEEN THE ENTRIES IN THE SECTIONS OF THIS REPORT

DATE

SIGNATURE OF EMPLOYEE

CLASSIFICATION

SECRET

13 January 1975

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: Thomas J. Keenan
1 July 1974 - 31 December 1974

Mr. Keenan took over as COS [redacted] in September 1974. This is his first COS assignment. The [redacted] station is composed of [redacted] employees of [redacted] total complement of [redacted]

[redacted]

In reviewing the past fitness reports none has yet been written specifically commenting on his performance as COS [redacted]. I will attempt to fill that gap with this one.

[redacted]

From the past we know that Mr. Keenan is an excellent officer with good operational instincts. After a year [redacted] as COS we now also see that he can perform as a manager. Upon his return from [redacted] this year Mr. Keenan will attend the Army War College to continue his career development. I rate his overall performance as COS [redacted] as "Strong."

Raymond A. Warren
Raymond A. Warren
Deputy Chief
Latin America Division

SECRET

E2 IMPDET
CL BY 009560

S E C R E T

Subject: Thomas J. Keenan, Memorandum in Lieu of Fitness Report

COMMENTS BY REVIEWING OFFICIAL:

I concur in the evaluation of strong. It should be pointed out that Mr. Keenan has been operating under very difficult circumstances for which I am responsible. It was on my recommendation that he was pulled out [redacted] I remembered this as [redacted] but later found out that it was a most difficult situation--especially for someone like Mr. Keenan with a [redacted] Given this personal problem, it is understandable that Mr. Keenan did not perform in a more dramatic manner. He did quite well and will, I think, benefit from his upcoming war college stint.



David A. Phillips, Chief, LA Division

14 January 1975
Date

I certify that I have seen all entries in all sections of this report.

/s/Thomas J. Keenan
Thomas J. Keenan

HJKT-1902, 24 Jan 75
24 January 1975
Date

Copy sent to subject via HJKS-1120, 15 Jan 1975.

CLASSIFICATION

FITNESS REPORT

GENERAL INFORMATION

SECTION A

1. EMPLOYEE NUMBER 026090	2. NAME (Last, first, middle) Keenan, Thomas J.	3. DATE OF BIRTH	4. SEX M	5. GRADE GS-14	6. DD D
7. OFFICIAL POSITION TITLE Chief of Station		8. OFF. DIV OR OF ASSIGNMENT DDO/WH	9. CURRENT STATION		10. CODE (14 only) HQG DF
11. TYPE OF APPOINTMENT <input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> CONTRACT <input type="checkbox"/> OTHER (Spec.) <input type="checkbox"/> TEMPORARY			12. TYPE OF REPORT Annual <input checked="" type="checkbox"/> Retirement supervisor REASSIGNMENT <input type="checkbox"/> SPECIAL		
13. REPORTING PERIOD (From-To) October 1973 - 30 June 1974			14. DATE REPORT DUE IN O.P.		

SECTION B QUALIFICATIONS UPDATE

IF QUALIFICATIONS UPDATE FORM IS BEING SUBMITTED WITH CHANGES, AND IS ATTACHED TO THIS REPORT, PLACE THE WORD "YES" IN THE BOX TO THE RIGHT. IF NO CHANGES ARE REQUIRED, PLACE THE WORD "NO" IN THE BOX AT RIGHT.

SECTION C PERFORMANCE EVALUATION

- U-Unsatisfactory** 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 D.
- M-Marginal** Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section D and remedial actions taken or recommended should be described.
- P-Proficient** Performance is satisfactory. Desired results are being produced in the manner expected.
- S-Strong** Performance is characterized by exceptional proficiency.
- O-Outstanding** Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

SPECIFIC DUTIES

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

SPECIFIC DUTY NO. 1	RATING LETTER
Chief of Station, Kingston	
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
S

JUN 1974

CLASSIFICATION

CONFIDENTIAL

52. IMPDET CL BY

ML

CONFIDENTIAL

FITNESS REPORT		NOTE: Supervisor or Reviewing Official may assign a higher classification if CONFIDENTIAL is not adequate for the report when completed.			
SECTION A: GENERAL INFORMATION					
1. EMPLOYEE NUMBER 026090		2. NAME (last, first, middle) Keenan, Thomas J.		3. DATE OF BIRTH	4. SEX M
				5. GRADE GS-14	6. SD D
7. OFFICIAL POSITION/TITLE Ops Officer, DCOS			8. OFF/DIV/BR OF ASSIGNMENT DDO/WH/	9. CURRENT STATION	
10. TYPE OF APPOINTMENT			11. TYPE OF REPORT		
<input type="checkbox"/> CAREER	<input type="checkbox"/> CAREER PROVISIONAL	<input type="checkbox"/> RESERVE	<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> 31-MONTH	<input type="checkbox"/> 30-MONTH
<input type="checkbox"/> CONTRACT	<input type="checkbox"/> SPECIAL	<input type="checkbox"/> TEMPORARY	<input checked="" type="checkbox"/> REASSIGNMENT		<input type="checkbox"/> SPECIAL
			12. REPORTING PERIOD (From-to) 1 Nov 1972 - 14 Sept 73		13. DATE REPORT DUE IN O.P.
SECTION B: PERFORMANCE EVALUATION					
<p>U—Unsatisfactory 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>M—Marginal 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>P—Proficient Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p>S—Strong Performance is characterized by exceptional proficiency.</p> <p>O—Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 DCOS					RATING LETTER S
SPECIFIC DUTY NO. 2 ACOS					RATING LETTER S
SPECIFIC DUTY NO. 3 Senior Station Case Officer					RATING LETTER O
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 S

CONFIDENTIAL

SECTION C NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position bearing 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 facilities, 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 report is occasioned by Subject's early departure [redacted] before end of tour, to assume the duties of COS [redacted]. That fact alone attests the esteem in which he has been held by Hqs and, when the proposal for that assignment was made, also expressed once again by the rater.

Subject had not yet completed his first two years as a DCOS and this was his first crack at that level of responsibility. So his rise of late has been rapid, although of course it is based on abilities and experience developed and polished in the course of a number of tours overseas prior to his coming [redacted]. These have all been spent in the Latin environment so the [redacted] will be for him a completely new world. This will be a healthy change for him and is managerially sound as well for the Station to which he is going.

As DCOS [redacted] Subject has shown a high order of operational soundness, administrative good sense, and a conscientiousness about his work that permitted COS to delegate without hesitation both specific problems in any area or even whole sections of Station activity [redacted] for him to carry out or to supervise. Subject is a prudent man who thinks things through before acting. He weighs the pros and cons carefully, is quite CI-minded (an indispensable attribute in this [redacted]) and then acts promptly. His judgment, while it tends to come down on the conservative side, is invariably soundly based. His periods of serving as Acting COS have been competently handled as well, always within his understanding of what the COS would want done if he were here.

As a supervisor, Subject has the right combination of patience and firmness when dealing with younger case officers who want to be off and running. He encourages their

/CONTINUED/

SECTION D CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

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

DATE Not Dated o/a 10 Sep 1973	SIGNATURE OF EMPLOYEE /s/ Thomas J. Keenan
-----------------------------------	---

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 15	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION
---	---

DATE Not Dated o/a 10 Sep 1973	OFFICIAL TITLE OF SUPERVISOR Chief of Station	TYPED OR PRINTED NAME AND SIGNATURE /s/ Richard S. Welch
-----------------------------------	--	---

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

There is little more that can be added to this eloquent report. Mr. Keenan's exceptional characteristics and abilities and his fine performance as DCOS [redacted] unusually active, busy station, have led to his present assignment as COS [redacted]. The rating officer has stated that Mr. Keenan's rise of late has been rapid and this is true. However, all that he has achieved he has worked very hard for and certainly earned; and despite the fact he has a youthful face and a somewhat boyish manner, he is not all that young in years, so the present grade and position are hardly inconsistent with his age. Viewing the record and this man's potential, there is every reason to expect that he will continue to progress up the managerial ladder at essentially the same pace we have seen in the last three or four years.

DATE 12 November 1973	OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, WH [redacted]	TYPED NAME AND SIGNATURE [redacted]
--------------------------	--	--

CONFIDENTIAL

SECTION C continued....

aggressiveness but at the same time enlightens them on the virtue of looking over their shoulder at who may be after them as well as on the advantages of doing their homework first. Usually the upshot has proved him right.

In running his own cases, Subject is meticulous and very thorough, preparing himself for eventualities as well as maximum disseminable information. He has personally handled two difficult cases while here and has gotten what there was to

Subject, as noted before, has a cherry exterior that covers a deeply serious person within. His easy and forthright manner has earned him friends in the community and in the larger society as well. All respect his judgment, his seriousness about his work and the issues of our time, and his eminently decent family life. All of these qualities should go far to make his upcoming tour as a COS a success. We wish him well and expect in future to hear only good about him and his work.

CONFIDENTIAL

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				026090	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle)		2. DATE OF BIRTH		3. SEX	4. GRADE 5. SD
Keenan, Thomas J.				M	GS-14 D
6. OFFICIAL POSITION TITLE			7. OFF. DIV. OR OF ASSIGNMENT		8. CURRENT STATION
Deputy Chief of Station			DDP/WH		
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> TEMPORARY	<input type="checkbox"/> INITIAL	<input type="checkbox"/> REASSIGNMENT SUPERVISOR	
<input checked="" type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)			<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT EMPLOYEE	
<input type="checkbox"/> SPECIAL (Specify)			<input type="checkbox"/> SPECIAL (Specify)		
11. DATE REPORT DUE IN G.P.			12. REPORTING PERIOD (From - to)		
31 December 1972			19 May 1972 - 31 October 1972		
SECTION B PERFORMANCE EVALUATION					
U-Unsatisfactory	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.				
M-Marginal	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-Proficient	Performance is satisfactory. Desired results are being produced in the manner expected.				
S-Strong	Performance is characterized by exceptional proficiency.				
O-Outstanding	Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.				
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1				RATING LETTER	
Deputy Chief of Station				S	
SPECIFIC DUTY NO. 2				RATING LETTER	
Acting Chief of Station				S	
SPECIFIC DUTY NO. 3				RATING LETTER	
Senior Station Case Officer				O	
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
					S

16 NOV 1972
M4

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. Mention 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 fine officer has been DCOS [redacted] for nearly a year now, his first crack at this level of responsibility. And for nearly two months of that he was Acting COS during an interregnum which was made easier for Hqs to accept at the time because of Subject's already acknowledged ability and operational judgment.

This officer has many laudable qualities. He was an established, painstaking professional with solid operational background. He has now demonstrated that he is also good at management, at keeping things moving, and at finding time for the little details that so often make the difference. He has a healthy respect for the [redacted]

[redacted] and weighs his operational decisions carefully in the light of their capabilities. In his present DCOS (and ACOS) responsibilities, he also shows excellent political judgment, knowing what will wash and what probably won't, what is acceptable risk (all things considered) and what is probably asking for trouble. A prudent officer, he looks before he leaps-or asks officers to.

This officer also has an amiable personality, warm and forthcoming with all the people he deals with - and deals with the more effectively as a result. This amiability (and the obvious decency and quiet integrity of the man) does not for a minute, however, get in the way of a good mind getting quickly to the bottom of whatever subject or problem may be before him. He is especially effective working with junior officers and subordinates, explaining the background /CONTINUED/

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 October 1972	/s/ Thomas J. Keenan	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
20 October 1972		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
4	Chief of Station	/s/ Richard S. Welch
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
I fully concur in the comments and ratings given in the basic report. There is little to add to what has been said above or previously about this officer.		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
13 November 1972	Deputy Chief, WH Division	James E. Flannery

SECRET

SECRET

Section C continued.....

of his decisions or analysis of the problem succinctly and tactfully.

Subject deserves the highest marks for his handling of several of the Station's problem cases. [REDACTED]

[REDACTED] Where a light but firm touch is needed, this officer cannot have many equals.

Subject is, as would be expected, held in high regard by his LNFALL colleagues and also [REDACTED]. He is also (if the above does not say it) held in very high regard by the rater, who finds his advice on operational and political issues sound and finds him a person to whom any problem can be delegated in full confidence it will be handled fast and well. It is a pleasure to work with him.

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER		
				026090		
SECTION A GENERAL						
1. NAME (Last) (First) (Middle)		2. DATE OF BIRTH		3. SEX	4. GRADE	5. SD
Keenan, THOMAS J.				M	GS-14	D
6. OFFICIAL POSITION TITLE			7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION	
Deputy Chief of Station			DDP/WII			
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 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 1972 - 18 May 1972			
SECTION B PERFORMANCE EVALUATION						
<p>U-Unsatisfactory 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>M-Marginal 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>P-Profitent Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p>S-Strong Performance is characterized by exceptional proficiency.</p> <p>O-Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>						
SPECIFIC DUTIES						
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).						
SPECIFIC DUTY NO. 1					RATING LETTER	
Deputy Chief of Station and Acting Chief of Station in absence of the COS					S	
SPECIFIC DUTY NO. 2					RATING LETTER	
Supervision of Project covering [redacted]					S	
[redacted] Case officer for some of the agents in the project.						
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	
					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.

The narrative statement in the last Fitness Report on Subject (HPLF-6074, 10 Jan 72) is still largely valid. This individual has in all ways proven himself as a keen, mature operations officer, supervisor and Deputy Chief of Station. Upon my departure (18 May 1972) he will be in charge for approximately six weeks until the new COS arrives. I have every reason to believe that during this period his actions and decisions will reflect credit on the Station and the organization in general. He enjoys the complete confidence and support of all Station personnel and is well-prepared to successfully meet the challenges which lie ahead.

It has been a special pleasure knowing and serving with such an officer.

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE 16 May 1972	SIGNATURE OF EMPLOYEE /s/ Thomas J. Keenan	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 7	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 16 May 1972	OFFICIAL TITLE OF SUPERVISOR COS	TYPED OR PRINTED NAME AND SIGNATURE
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
The above represents the COS' end-of-tour rating of Mr. Keenan, and following fairly close on the heels of the previous fitness report, it adds little to the previous narrative.		
Since the COS [redacted] area, Mr. Keenan's normal function is to serve as de facto chief of operations and office manager. With the COS' departure in May, Mr. Keenan was serving as Acting Chief of Station. He maintained the tempo of Station operations and activity under what have been for some time a rather [redacted]		
DATE 13 November 1972	OFFICIAL TITLE OF REVIEWING OFFICIAL Deputy Chief, WH Division	TYPED OR PRINTED NAME AND SIGNATURE James E. Flannery

SECRET

SECRET

FITNESS REPORT, Reviewing Official's Comments - continued:

As probably is apparent from past fitness reports and other indicators, Mr. Keenan is considered one of the Division's officers who thus far has shown the drive and ability to move ahead of most of his age/class peers. His potential remains to be established.

SECRET

SECRET

(When Filled In)

SECTION C NARRATIVE COMMENTS

Indicate significant strengths or weaknesses by or listed in this section keeping in proper perspective their relationship to overall performance. Make 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.

In the brief three months Subject has been at the Station, he has moved rapidly not only to thoroughly acquaint himself with his specific responsibilities but also with all aspects of the Station's activities. His equable nature, ability to deal successfully with people of all descriptions and dispositions and solid operational background make him a most welcome member of the Station staff. As COS, I am particularly grateful for his services.

Among his duties is that of supervising closely the activities of [redacted] junior officers - which he does extremely well. Being one who readily commands respect, they readily seek him out for advise and consultation and are learning much under his masterly tutelage.

Subject is also coordinating Station efforts [redacted] and is already achieving some positive results. [redacted]

[redacted] was made by another officer closely assisted and encouraged by Subject. The latter is now [redacted]

Subject has clearly demonstrated his managerial talent and acuity in the handling of funds and other resources. I would predict a most successful tour of duty for this fine officer [redacted] and foresee marked progress toward Station operational objectives as a result of his presence.

SECTION D CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

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

DATE: 7 January 1972 SIGNATURE OF EMPLOYEE: /s/ Thomas Keenan

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION: 3 IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION:

DATE: 7 Jan 77 OFFICIAL TITLE OF SUPERVISOR: COS TYPED OR PRINTED NAME AND SIGNATURE: [redacted]

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL:

I concur in the above ratings and comments. While it is indeed a little early to make truly valid and perceptive remarks, we have also noticed from our vantage point back here the steady influence Mr. Keenan has exerted on [redacted] highly imaginative and active but relatively inexperienced Station members to which the COS alludes in his commentary. We too foresee a very successful tour for this talented officer and agree that the Station is indeed fortunate to have him present at this important time when operational prospects [redacted] are so rapidly improving.

DATE: 14 February 1972 OFFICIAL TITLE OF REVIEWING OFFICIAL: Deputy Chief, WH/3 TYPED OR PRINTED NAME AND SIGNATURE: Richard L. Conolly

SECRET

SECRET
(When Filled In)

FITNESS REPORT		EMPLOYEE SERIAL NUMBER	
		026090	
SECTION A GENERAL			
1. NAME (Last) (First) (Middle) Keenan, Thomas J.		2. DATE OF BIRTH	3. GRADE 4. SS M GS-14 D
6. OFFICIAL POSITION TITLE Ops Officer		7. OFF. DIV/BR OF ASSIGNMENT 8. CURRENT STATION DDP/WH	
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 CAREER-PROVISIONAL (See Instructions - Section C)		<input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> SPECIAL (Specify):	
11. DATE REPORT DUE IN O.P. 30 April 1971		12. REPORTING PERIOD (From - to) 1 Jan 70 - 31 March 70	
SECTION B PERFORMANCE EVALUATION			
<p>U-Unsatisfactory 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>M-Marginal 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>P-Proficient Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p>S-Strong Performance is characterized by exceptional proficiency.</p> <p>O-Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>			
SPECIFIC DUTIES			
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).			
SPECIFIC DUTY NO. 1		RATING LETTER	
Conduct Station REDTOP operations		S DE34	
SPECIFIC DUTY NO. 2		RATING LETTER	
Agent handling		O DE62	
SPECIFIC DUTY NO. 3		RATING LETTER	
Development of new contacts and recruitment		S DE15	
SPECIFIC DUTY NO. 4		RATING LETTER	
Operational reporting and project management		O	
SPECIFIC DUTY NO. 5		RATING LETTER	
Supervise <input type="checkbox"/> case officer and intel assistant		S	
SPECIFIC DUTY NO. 6		RATING LETTER	
Liaison with other LNPURE components		S DE40 28 APR 1971	
OVERALL PERFORMANCE IN CURRENT POSITION			
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.			RATING LETTER
			S

SECRET

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. Management 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 give a uniformly strong or better performance during the rating period. Comments in his previous fitness report continue to apply. He has received slightly lower ratings for some specific duties in Section B only because he received a well-deserved promotion last year and now must be evaluated in comparison with other GS-14's. As can be seen from the rating, even at this new level we feel he is giving a fine performance in comparison with his new peers.

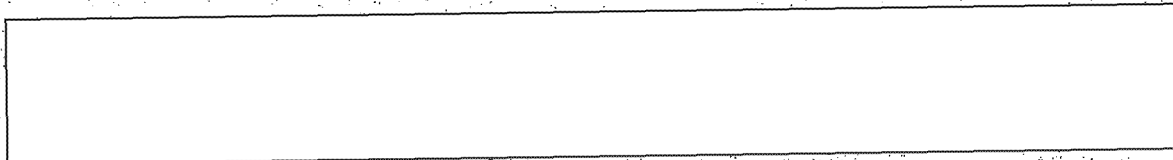
SECTION D CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT and reviewing officer's comments		
DATE	SIGNATURE OF EMPLOYEE	
12 April 1971	/s/ Thomas Keenan	
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
12 April 1971	DCOS	/s/ Wallace Mills
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL I concur with the rating officer's evaluation and comment and would like to stress that the only reason his letter rating has dropped from outstanding to a solid strong is that he is now being rated as a GS-14 and not as a GS-13. A comment is also in order in regard to his possible cautiousness which is mentioned in the narrative portion of the report. Subject is a truly professional officer and especially adept at CI/PI. He is therefore able to quickly spot some weaknesses in proposed operations and quite properly and always accurately, points these out. On the other hand, some risks are acceptable which would not be tolerable in a situation where a higher degree of professionalism is mandatory. At times I have been in the anomalous position of approving an operation which Subject, perceptibly (cont)		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
12 April 1971	COS	/s/ Dino J. Pionzio

SECRET

S E C R E T

Continuation of Section C of Fitness Report on NIARCOS



I have no doubt this officer has additional growth potential. He has unusual drive and motivation; he shows imagination with good judgment. He combines this with a broad background of experience in FI, CI and operational support work and excellent tradecraft. He should guard against a tendency to be over-cautious, but is intelligent, ambitious, perceptive, and has all the attributes necessary to do a good job in his next assignment as DCOS at a [redacted] station. This will give him an opportunity to show adaptability in a major supervisory position.

This officer has high personal standards. One of his strongest characteristics is his decisiveness and ability to organize his time, recognizing priorities and accomplishing his work quickly. He never misses a deadline. His work is thorough but cuts through verbiage to the essentials. He accepts responsibility well and once an assignment is made can be depended upon to take care of it without further follow-up by the supervisor. He is mature in his attitude toward JKLANCE and both he [redacted]

[redacted] In sum, this employee is a proven case officer who is about to take on managerial responsibility; he has every qualification to do equally well in this field.

* * *

Continuation of Section D., Item 3. (Comments by Reviewing Official)

and correctly, has indicated as having some rather strong weaknesses. However, this comment should not be construed as indicating lack of aggressiveness in Subject. He is, in fact, very aggressive in developing operational contacts and in making recruitments. In sum, Subject is one of our best all-around officers with a great breadth of experience, a fine potential for growth, a sharp intelligence coupled with unusual discipline. We shall miss him and his wife and are certain he will do well in his new post.

S E C R E T

SECRET
(When Filled In)

FITNESS REPORT						EMPLOYEE SERIAL NUMBER	
						020090	
SECTION A				GENERAL			
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SER	4. GRADE	5. SD	
Keenan, Thomas J.				M	GS-13	D	
6. OFFICIAL POSITION/TITLE			7. APP/DIV/OP OR ASSIGNMENT		8. CURRENT STATION		
Ops Officer			DDP/WII				
9. CHECK (X) TYPE OF APPOINTMENT:				10. CHECK (X) TYPE OF REPORT			
<input type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> TEMPORARY		<input type="checkbox"/> INITIAL	<input type="checkbox"/> REASSIGNMENT SUPERVISOR		
<input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)				<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT EMPLOYEE		
<input type="checkbox"/> SPECIAL (Specify):				<input type="checkbox"/> SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P.				12. REPORTING PERIOD (From - to)			
SECTION B				PERFORMANCE EVALUATION			
<p>U-Unsatisfactory 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>M-Marginal 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>P-Proficient Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p>S-Strong Performance is characterized by exceptional proficiency.</p> <p>O-Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>							
SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
SPECIFIC DUTY NO. 1						RATING LETTER	
Conduct Station REDTOP Operations						O	
SPECIFIC DUTY NO. 2						RATING LETTER	
Agent Handling						O	
SPECIFIC DUTY NO. 3						RATING LETTER	
Development of New Contacts and Recruitment						S	
SPECIFIC DUTY NO. 4						RATING LETTER	
Operational Reporting and Project Management						O	
SPECIFIC DUTY NO. 5						RATING LETTER	
Supervise [] case officer and intel assistant						S	
SPECIFIC DUTY NO. 6						RATING LETTER	
Liaison with other LNPURE components						S	
OVERALL PERFORMANCE IN CURRENT POSITION							
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties; productivity; conduct on job; cooperativeness; pertinent personal traits or habits; and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.							RATING LETTER
							O

SECRET

(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 make an outstanding contribution to the Station. The narrative comments of the previous fitness report continue to apply to this employee who, despite the well-known frustrations of work in the REDTOP field, has maintained his drive and enthusiasm and made considerable progress.

His reporting is exceptional, always timely and complete.

Of special note was the officer's progress in entertaining and (continued)

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
13 February 1970 /s/ Thomas J. Keenan

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
13 February 1970 Ops Officer /s/ Wallace A. Mills

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL I fully concur with the rater's evaluation. Subject is the strongest officer at this Station and is one of the best operations officers I have encountered in my 19 years with the organization. We call your attention to HLBT-4028, dated 25 February 1969, in which we strongly recommended that he be promoted promptly to GS-14. We reiterate this recommendation with some urgency. He will now be 40 years old in June and if we expect to keep officers of this caliber we must move them along. I am not aware that we are so rich in talent that we can afford the luxury of slighting officers who have the potential of Subject.

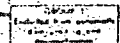
DATE OFFICIAL TITLE OF REVIEWING OFFICIAL TYPED OR PRINTED NAME AND SIGNATURE
February 1970 COS

SECRET

SECRET
(When Filled In)

Reviewed by OP/PD/EAB

FITNESS REPORT					EMPLOYEE SERIAL NUMBER	
					026090	
SECTION A GENERAL						
1. NAME (Last) (First) (Middle) Kutiani, Thomas J.			2. DATE OF BIRTH	3. SEX M	4. GRADE GS-13	5. SD D
6. OFFICIAL POSITION TITLE Ops Officer			7. DDP/DIV/BR OF ASSIGNMENT DDP/WH		8. CURRENT STATION	
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT			
<input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR			
<input checked="" type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)			<input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE			
<input type="checkbox"/> SPECIAL (Specify):			<input type="checkbox"/> SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to) 1 April 1968 - 31 March 1969			
SECTION B PERFORMANCE EVALUATION						
<p>W - Weak: Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate: Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient: Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong: Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding: Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>						
SPECIFIC DUTIES						
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).						
SPECIFIC DUTY NO. 1 Conduct Station REDTOP Operations						RATING LETTER O
SPECIFIC DUTY NO. 2 Assists COS as DeFacto Ops Chief						RATING LETTER O
SPECIFIC DUTY NO. 3 Supervise <input type="checkbox"/> Intel Assistant						RATING LETTER S
SPECIFIC DUTY NO. 4 Agent Handling						RATING LETTER O
SPECIFIC DUTY NO. 5 Development of new contacts and Recruitment						RATING LETTER S
SPECIFIC DUTY NO. 6 Operational Reporting						RATING LETTER - O
OVERALL PERFORMANCE IN CURRENT POSITION						
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						RATING LETTER O



SECRET
(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 major and/or typical key 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.

It is a pleasure to write a Fitness Report on this officer. Always a strong performer, Subject has continued to mature and improve during the reporting period. Early in the year he took over the Station's operational support team for several months, handling them extremely well, while developing a new team on the outside. In July he assumed primary responsibility for the Station's new REDTOP program and has done an outstanding job, of keeping abreast of REDTOP activities here and exploiting those opportunities which have occurred despite a seriously understaffed section. At the same time he is continuing to direct [redacted] agent,

[redacted] and still found time to develop another particularly important new [redacted] up to its final stages of implementation. These tasks reflect the Station's confidence in and reliance on Subject who is giving an overall outstanding performance.

Subject's greatest strengths are good judgement, enthusiasm, dynamism and an ability to grasp the major elements of any task and handle them quickly and intelligently. He is personable and mixes well. During the year he has made excellent progress in expanding his contacts throughout [redacted] and selecting and developing those that can be of use to the Station.

Cont'd.....

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
4 Feb. 1969	/s/ Thomas J. Koenan

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
4 Feb. 1969	Ops Officer, DCOS	/s/ Wallace A. Mills

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

COS fully concurs with above appraisal. Subject definitely falls into the category of potential Chief of Station material. He has uncommon operational judgment, broad professional experience, a keen sense of priorities, handles people well and combines the unusual traits of being well liked yet firm. Devoted to his job he works long hours without diminishing his efficiency. Although respectful to his superiors he is decisive. An excellent family man he has no bad habits.

COS intends to recommend subject for promotion to GS-14 in the next cycle in the belief that men of subject's ability and potential should be brought along rapidly. He will be 39 years old next June and it is essential that he be made to feel that

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	SIGNATURE
4 Feb. 1969	Chief of Station	[redacted]

SECRET

~~SECRET~~

Continuation of Fitness Report - Section C.....

Subject accepts new responsibilities readily; he shows initiative and has imagination; he displays reasonable cost-consciousness, and reacts well to supervision. Above all, Subject is energetic, recognizes priorities, and gets things done.

This man is an outstanding officer who is enthusiastic concerning WOFIRM work, and should continue to be given additional responsibilities and the grades and titles that go with such responsibilities. Director of the REDTOP program [redacted] is a major step forward, but we have just completed the preparation stage. With the success we expect him to have during the remainder of his tour, Subject should be ready to assume a position as deputy chief of an equivalent Station. At this time there are no apparent limitations to Subject's prospects. In recognition of his outstanding performance and solid potential subject is strongly recommended for early promotion from GS-13 to GS-14.

Continuation of Fitness Report - Comments by Reviewing Official

he is progressing with our other outstanding officers in the same age group.

~~SECRET~~

SECRET
(When Filled In)

FITNESS REPORT					EMPLOYEE SERIAL NUMBER	
					026090	
SECTION A GENERAL						
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD
Keenan, Thomas J.				M	GS-13	D
6. OFFICIAL POSITION TITLE			7. OFF. DIV./BR. OF ASSIGNMENT - CURRENT STATION			
Ops Officer			DDP/WH/			
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			
SPECIAL (Specify):			SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to)			
31 May 1968			1 January - 20 May 1968			
SECTION B PERFORMANCE EVALUATION						
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counselling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>						
SPECIFIC DUTIES						
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).						
SPECIFIC DUTY NO. 1					RATING LETTER	
Agent handling and exploitation					S	
SPECIFIC DUTY NO. 2					RATING LETTER	
Management of and guidance to teams					S	
SPECIFIC DUTY NO. 3					RATING LETTER	
Operational management of project activities					S	
SPECIFIC DUTY NO. 4					RATING LETTER	
Operational (including contact) reporting					S	
SPECIFIC DUTY NO. 5					RATING LETTER	
Contact and Cultivation Activities					P	
SPECIFIC DUTY NO. 6					RATING LETTER	
OVERALL PERFORMANCE IN CURRENT POSITION						
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER	
					S	

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, tools, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

MAY 2 11 37 AM '68

MAIL ROOM

SECTION D CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

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

DATE: 14 May 68 SIGNATURE OF EMPLOYEE: /s/ Thomas J. Keenan

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION: 11 months IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE: 14 May 68 OFFICIAL TITLE OF SUPERVISOR: Deputy Chief of Station TYPED OR PRINTED NAME AND SIGNATURE: [Redacted]

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL:

I concur with the letter rating of the rating officer.

DATE: 14 May 68 OFFICIAL TITLE OF REVIEWING OFFICIAL: Chief of Station TYPED OR PRINTED NAME AND SIGNATURE: /s/ Richard Sampson

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				026090	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle)		2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD
Keenan, Thomas J.			M	GS-13	D
6. OFFICIAL POSITION TITLE		7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION	
Ops Officer		WB			
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> TEMPORARY	<input type="checkbox"/> INITIAL	<input type="checkbox"/> REASSIGNMENT SUPERVISOR	
<input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)			<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT EMPLOYEE	
<input type="checkbox"/> SPECIAL (Specify):			<input type="checkbox"/> SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - To)		
28 February 1968			1 July - 31 December 1967		
SECTION B PERFORMANCE EVALUATION					
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment, or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1					RATING LETTER
Agent handling and exploitation					S
SPECIFIC DUTY NO. 2					RATING LETTER
Direction of Covert Action [] activities					S
SPECIFIC DUTY NO. 3					RATING LETTER
Operational management of project activities					S
SPECIFIC DUTY NO. 4					RATING LETTER
Operational, including contact, reporting					S
SPECIFIC DUTY NO. 5					RATING LETTER
Contact and cultivation activities					P
SPECIFIC DUTY NO. 6					RATING LETTER
<div style="border: 1px solid black; padding: 2px; display: inline-block;"> 20 FEB 1968 [Signature] </div>					
OVERALL PERFORMANCE IN CURRENT POSITION					RATING LETTER
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					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. Method of performance of major duties or responsibility areas 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 employee has been at this station since June 1967. He has been assigned the following operational duties: he has started from scratch the organization of a second, [redacted] consisting of [redacted] and [redacted] he is giving guidance and direction to one WOLADY contract agent who, in turn, handles Station's WOLIME programs in the Press [redacted] he also gives guidance and additional on-the-job training [redacted] nationality who is used in recruitment approaches, the [redacted] and in a support capacity.

This employee carries out the above cited tasks with initiative, alacrity and with common sense. He requires the absolute minimum of supervision. His extensive experience in his previous assignment abroad has helped greatly in getting the new [redacted] and investigative team organized quickly. The direction he has given in the WOLIME field, where a reorganization was called for and is being carried out under his supervision and guidance, has been excellent, especially considering the fact that this is his first experience in the WOLIME field. The [redacted] has carried out a number of recruitment pitches (including [redacted] under the close supervision of this employee, who demonstrated a fine knowledge of technique and a good sense of counter intelligence procedures.

This employee is an extremely hard worker, writes well and has a well organized mind. His operational reporting is extensive and invariably on time.

(Continued on annex)

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	
5 February 1968	/s/ Thomas J. Keenan	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
7	XXXXXXXXXXXX	
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
5 February 1968	Deputy Chief of Station	[redacted]
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
I concur with the narrative comments and numerical ratings given by the Rating Officer. I have found this employee to be a particularly mature case officer who possesses an excellent knowledge of tradecraft and requires little or no supervision to carry out his assignments. His work is of an excellent quality and he has proved to be a definite asset to this station. His only area of weakness is that he must be more assertive and aggressive in developing operational contacts of use to the Station. This has been discussed with him and he is planning to devote more effort in the future to correct this weakness.		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
5 February 1968	Chief of Station, [redacted]	Richard Sampson

SECRET

SECRET

Annex to Fitness Report

Section C, continued

He has demonstrated an excellent sense of cost consciousness.

This employee has a cheerful disposition and gets along well with his colleagues. His willingness to help out others certainly contributes to the smooth functioning and pleasant atmosphere at the Station. The only criticism, and a minor one indeed, is that this employee, with the many positive assets he has, could be more forceful in the field of developing new assets of operational interest to the Station.

SECRET

SECRET
(When Filled In)

FITNESS REPORT						EMPLOYEE SERIAL NUMBER	
						026090	
SECTION A GENERAL							
1. NAME (Last) (First) (Initial)			2. DATE OF BIRTH		3. SEX	4. GRADE	5. SO
Keenan, Thomas J.					M	GS-12	D
6. OFFICIAL POSITION TITLE			7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION		
Ops Officer			DDP/WH/FI		HQ		
9. CHECK (X) TYPE OF APPOINTMENT				10. CHECK (X) TYPE OF REPORT			
<input checked="" type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> TEMPORARY		<input type="checkbox"/> INITIAL	<input type="checkbox"/> REASSIGNMENT SUPERVISOR		
<input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)				<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT EMPLOYEE		
<input type="checkbox"/> SPECIAL (Specify)				<input type="checkbox"/> SPECIAL (Specify)			
11. DATE REPORT DUE IN O.P.				12. REPORTING PERIOD (From - to)			
31 January 1967				1/66 - 12/66			
SECTION B PERFORMANCE EVALUATION							
W - Weak	Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.						
A - Adequate	Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.						
P - Proficient	Performance is more than satisfactory. Desired results are being produced in a proficient manner.						
S - Strong	Performance is characterized by exceptional proficiency.						
O - Outstanding	Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.						
SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
SPECIFIC DUTY NO. 1	Assists C/WH/FI in providing day-to-day staff supervision and guidance to FI/CI activities in the WH area.						RATING LETTER
							S
SPECIFIC DUTY NO. 2	Reviews and analyzes CI/FI projects in WH Division and prepares comments, based on his findings, for the senior officers of the Division.						RATING LETTER
							O
SPECIFIC DUTY NO. 3	On basis of continuing review of operational traffic, calls attention to actual or potential difficulties and makes recommendations for improvements.						RATING LETTER
							O
SPECIFIC DUTY NO. 4	Drafts guidances and other correspondence.						RATING LETTER
							P
SPECIFIC DUTY NO. 5	Represents C/WH/FI in meetings and on committees.						RATING LETTER
							S
SPECIFIC DUTY NO. 6							RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION							
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.							RATING LETTER
							S

SECRET

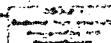
(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, supplies, equipment and funds, must be commented on, if applicable. If space is needed to complete Section C, attach a separate sheet of paper.</p>			
<p>This officer's duties remained the same as during the rating period and he has continued to discharge with the same high degree of effectiveness, industriousness and cheerfulness. Now that he has been under my supervision for 16 months, I find my first impressions - reflected in last year's fitness report - confirmed to the effect that subject is a strong officer possessing all the necessary qualifications for exceptional growth potential.</p>			
<p>In dealing with Branch personnel, who often are senior to him in grade, age and experience, subject conducted himself with great tact and discretion, yet with sufficient firmness to achieve the desired results. In reviewing the FI projects of the Division he has demonstrated that he has a good sense for values, an appreciation of counter-intelligence and security factors and a proper degree of cost consciousness.</p>			
<p>Subject did an excellent job at the staff level and has kept well on top of a very heavy paper flow. He is well-disciplined in his personal and working habits without losing his sense of humor, inquisitiveness and enthusiasm. All in all, a very fine fellow to have next to you.</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		
31 January 1967	<i>Thomas Polgar</i>		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
16			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
31 January 1967	C/WH/FI	<i>Thomas Polgar</i> Thomas Polgar	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
This has my full concurrence. This officer has considerable potential.			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
3 February 1967	WH/EXO	<i>D. C. Marelius</i> D. C. Marelius	

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERVICE NUMBER	
				026090	
SECTION A			GENERAL		
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. GRADE	4. SSN
KEENAN, Thomas J.				M	GS-12 D
5. OFFICIAL POSITION TITLE			7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION
Ops Officer			DDP/WH/CI FI		Headquarters
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR		
<input type="checkbox"/> CAREER-PROVISIONAL (See instructions - Section C)			<input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE		
<input type="checkbox"/> SPECIAL (Specify)			<input type="checkbox"/> SPECIAL (Specify)		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to)		
			1 Jan - 31 December 1965		
SECTION B			PERFORMANCE EVALUATION		
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1					RATING LETTER
Assists C/WH/FI in providing day-to-day staff supervision and guidance to FI/CI activities in the WH area.					S
SPECIFIC DUTY NO. 2					RATING LETTER
Reviews and analyzes FI/CI projects in WH Division and prepares comments, based on his findings, for the senior officers of the Division.					S
SPECIFIC DUTY NO. 3					RATING LETTER
On basis of continuing review of operational traffic, calls attention to actual or potential difficulties and makes recommendations for improvements.					S
SPECIFIC DUTY NO. 4					RATING LETTER
Drafts guidances and other correspondence.					P
SPECIFIC DUTY NO. 5					RATING LETTER
Represents C/WH/FI in meetings and on committees.					S
SPECIFIC DUTY NO. 6					RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION					RATING LETTER
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					S
21 DEC 1965					



SECRET

(When Filled In)

OFFICE OF PERSONNEL

SECTION C

NARRATIVE COMMENTS

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

While Subject has been under my supervision only for the past three months, the following comments reflect also the opinion of the previous supervisor.

Mr. Keenan is an exceptionally strong officer. Following a successful tour in Mexico, he was assigned to the WH Division Staff in a capacity which required not only intelligence and a knowledge of operational procedures, but also a good measure of tact and perception in dealing with Branch personnel senior to him in rank and experience. Mr. Keenan adapted himself to the requirements of this assignment to our complete satisfaction.

Subject is industrious, fast in his work, and enthusiastic. Despite the inevitable demands of a large, young family, he has not permitted his domestic responsibilities to interfere with his official duties. His performance on temporary duty in [redacted] merits special recognition.

The nature of a Headquarters staff assignment precludes spectacular achievements. The excitement and glamor which make field assignments challenging and rewarding are absent here. Instead, there is a routine and sometimes almost overwhelming flow of paper which has to be massaged and managed, dull as it may be. Many a young officer's motivation did not measure up to this test. Those officers who work on a desk or a staff as effectively and cheerfully as they do in the field are the ones who are likely to possess and develop the qualities needed for senior positions. Mr. Keenan is in this category. He has considerable growth potential.

BY EMPLOYEE

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

DATE: 16 Dec 65 SIGNATURE OF EMPLOYEE: [Signature]

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION: 3 IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION: [initials]

DATE: 16 Dec '65 OFFICIAL TITLE OF SUPERVISOR: C/WH/PI TYPED OR PRINTED NAME AND SIGNATURE: Thomas Polgar

BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL: I am not personally acquainted with this Officer's work. However, inquiries have borne out the rater's high regard for his work and prospects. I concur in full with this report.

DATE: 16 December 1965 OFFICIAL TITLE OF REVIEWING OFFICIAL: WH/Executive Officer /or/ DC/BHD TYPED OR PRINTED NAME AND SIGNATURE: Donald C. Marelius /or/ [redacted]

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER			
				--026090			
SECTION A GENERAL							
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH		3. SEX	4. GRADE	5. SD
KEENAN, Thomas J.					M	GS-12	P
6. OFFICIAL POSITION TITLE			7. OFF/DIV/DR. OF ASSIGNMENT		8. CURRENT STATION		
Ops Officer			DDP/AS/P&O/A		Headquarters		
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"/> ANNUAL	<input checked="" type="checkbox"/> REASSIGNMENT SUPERVISOR	<input type="checkbox"/> REASSIGNMENT EMPLOYEE	
CAREER-PROVISIONAL (See Instructions - Section C)				SPECIAL (Specify)			
11. DATE REPORT DUE IN O.P.				12. REPORTING PERIOD (From - to)			
31 January 1965				30 November-31 December 1964			
SECTION B PERFORMANCE EVALUATION							
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>							
SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
SPECIFIC DUTY NO. 1						RATING LETTER	
Reading in to CI work in WH and reading in to operational support.						S	
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 () box corresponding to the statement which most accurately reflects his level of performance.						RATING LETTER	
20 JAN 1965						S	

SECTION C NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in mind the overall performance. State suggestions made for improvement of work performance. Note any special training. Comment on foreign language competence, if required for current position. Amplify or explain as given in Section B to provide basis for determining future personnel action. Range of performance of managerial or supervisory duties must be described, if applicable.

Mr. Keenan has been only a month on the job but has pitched in so vigorously that he has made a more definite impression than would ordinarily be given one in a month's time. The work here and the cases he has been dealing with are unfamiliar to him but I have found him very quick to absorb a briefing, able to ask the right and most searching questions, and fast at absorbing the key elements of a case and defining the "problem" from reading of a case file.

He is in the process of learning his present job but he is learning quickly and I have developed a feeling of confidence in passing things to him to "look at" or to do. I have not seen enough of his writing to make a judgment of his analytical ability or of the clarity with which he can put ideas forward.

He has a good manner, is energetic, responsive, and bright, and his attitude is thoughtful and perceptive. I would assume that he would be a year or so in his present position and his assignment after that should be tied to his next overseas post. I feel he shows the qualities and interest [redacted] to work against our hard and serious targets, the Soviet and their collaborators of the bloc, and I suggest his future be pointed in that direction. He can learn a great deal about work against these targets in his current position.

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
31 December 1964	Thomas J. Keenan

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION:
1	

DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
31 December 1964	C/WH/PO/A	John Horton

3. BY REVIEWING OFFICIAL

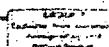
COMMENTS OF REVIEWING OFFICIAL

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
15 January 1965	Deputy Chief, WHD	

SECRET
(When Filled In)

1-10-62
2-13

FITNESS REPORT					EMPLOYEE SERIAL NUMBER
SECTION A GENERAL					
1. NAME (Last) (First) (Middle) Keenan, Thomas J.			2. DATE OF BIRTH	3. SEX M	4. GRADE GS-10
5. OFFICIAL POSITION TITLE Ops Officer			7. OFF DIVISION OF ASSIGNMENT		8. CURRENT STATION
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	REASSIGNMENT SUPERVISOR	
<input checked="" type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)			<input checked="" type="checkbox"/> ANNUAL	REASSIGNMENT EMPLOYEE	
<input type="checkbox"/> SPECIAL (Specialty)			<input type="checkbox"/> SPECIAL (Specialty)		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - To) 1 Oct. 1961 to 30 September 1962		
SECTION B PERFORMANCE EVALUATION					
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 Complete responsibility for a highly sensitive, unilateral technical operation which involves supervision of [redacted] agents, including [redacted] senior (GS-13) career agent.					RATING LETTER S
SPECIFIC DUTY NO. 2 Supervisory responsibility for a technical and investigating operation targeted primarily against the local Soviet official delegation. (Supervision of [redacted] agents.)					RATING LETTER S
SPECIFIC DUTY NO. 3 Responsibility for sensitive double agent operation targeted against the Soviets.					RATING LETTER P
SPECIFIC DUTY NO. 4 Responsibility [redacted] for an operation involving a singleton agent operating as a third national. This operation includes responsibility for maintaining contact [redacted] with the agent during those periods he is not [redacted].					RATING LETTER S
SPECIFIC DUTY NO. 5 Alternate (to COS) Case Officer for a LAURICLE project of continuing importance; also alternate Case Officer (to DCOS) for two important support projects.					RATING LETTER P
SPECIFIC DUTY NO. 6 Preparation of necessary memoranda, dispatches, project actions, and other correspondence attendant to the operations assigned.					RATING LETTER P
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER S

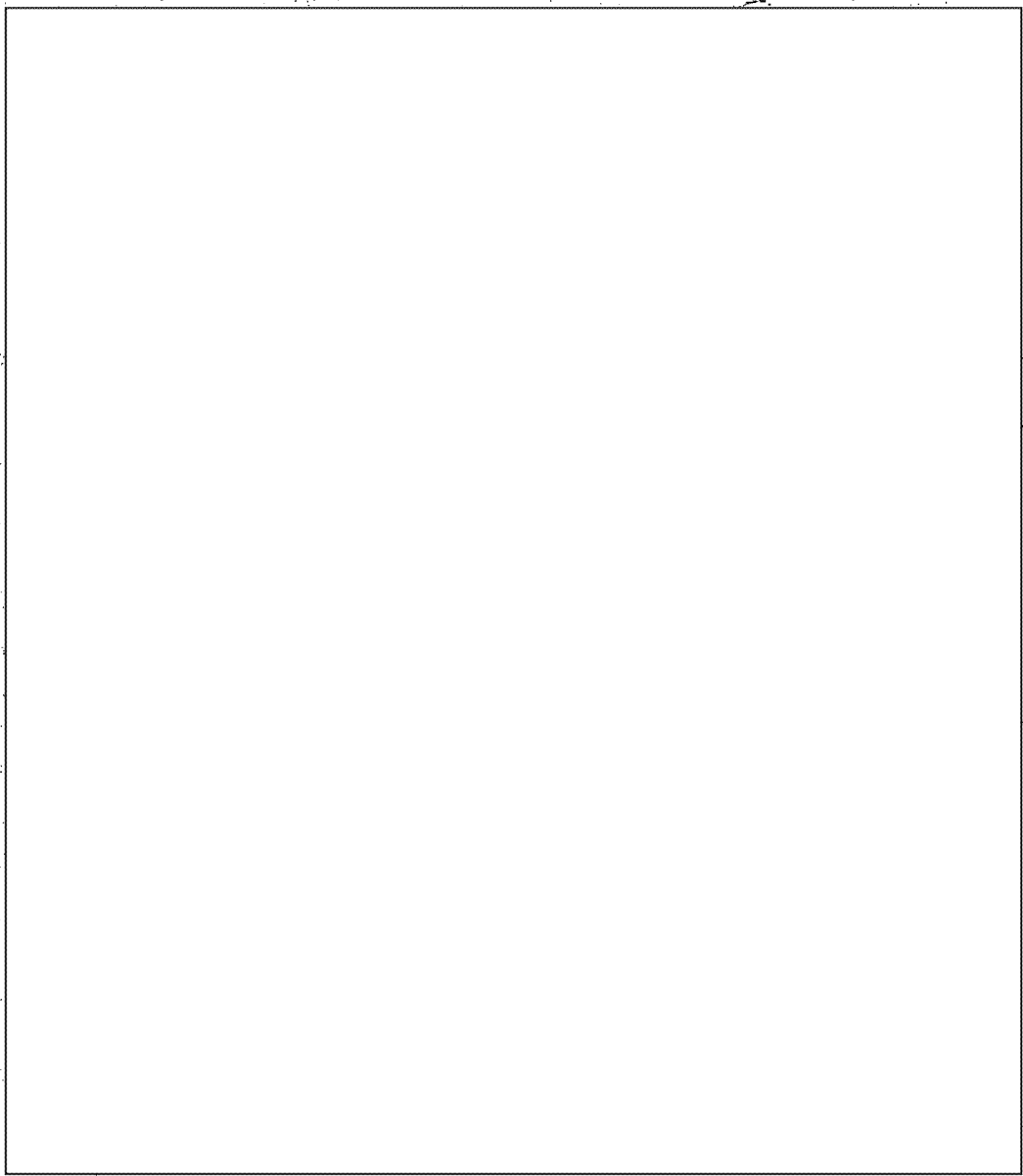


SECRET

(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.</p>			
<p>Subject's duties and responsibilities as an Operations Officer are characterized by managerial and supervisory responsibility for several important operations. Although subject's grade (GS-10) is considerably below that of all other Station Operations Officers, it is noted that his duties, responsibilities and authority are comparable to those possessed by officers with two to four grades higher rank.</p>			
<p>Subject is a mature, competent, conscientious and thoroughly dependable officer who always performs his assignments in an excellent manner and willingly assumes responsibilities which are usually associated with officers of higher rank.</p>			
<p>Subject does not have any significant weaknesses. His command of the Spanish language is entirely adequate for most operational needs and is continually improving.</p>			
<p>Based on subject's personal qualifications, his past performance and his very weighty and important operational responsibilities, it is strongly and urgently recommended that subject be promoted to at least GS-11 and that serious consideration be given to a double promotion to GS-12.</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		
15 Nov 62	/S/ Thomas J. Keenan		
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	
15 Nov 62	Chief of Station	/S/ Winston M. Scott	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	

SECRET



SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER		
				26090		
SECTION A GENERAL						
1. NAME (Last) KEEYAN (First) Thomas (Middle) J.		2. DATE OF BIRTH		3. SEX Male	4. GRADE GS-9	
5. SERVICE DESIGNATION FI (Career)		6. OFFICIAL POSITION TITLE Ops Officer		7. OFF/DIV/BR OF ASSIGNMENT WH/		
8. CAREER STAFF STATUS			9. TYPE OF REPORT			
<input type="checkbox"/> NOT ELIGIBLE	<input checked="" type="checkbox"/> MEMBER	<input type="checkbox"/> DEFERRED	<input type="checkbox"/> INITIAL	<input type="checkbox"/> REASSIGNMENT/SUPERVISOR		
<input type="checkbox"/> PENDING	<input type="checkbox"/> DECLINED	<input type="checkbox"/> DENIED	<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT/EMPLOYEE		
10. DATE REPORT DUE IN O.P. 30 November 1961		11. REPORTING PERIOD From 1 Dec 60 To 30 Sept 61		SPECIAL (Specify)		
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES						
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).						
1 - Unsatisfactory	2 - Barely adequate	3 - Acceptable	4 - Competent	5 - Excellent	6 - Superior	
7 - Outstanding						
SPECIFIC DUTY NO. 1 Assistant Case Officer in supervision of sensitive technical operation involving approximately [] persons		RATING NO. 7	SPECIFIC DUTY NO. 4 Alternate Case Officer for [] operation		RATING NO. 6	
SPECIFIC DUTY NO. 2 Case Officer for operation covering instructing and directing a REDCAP candidate		RATING NO. 7	SPECIFIC DUTY NO. 5 Alternate Case Officer for technical project supporting overall Station operations		RATING NO. 6	
SPECIFIC DUTY NO. 3 Alternate Case Officer for LAURICLE Project		RATING NO. 7	SPECIFIC DUTY NO. 6 Case Officer [] operation		RATING NO. 7	
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION						
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.						
<ul style="list-style-type: none"> 1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding. 					RATING NO. 6	
SECTION D DESCRIPTION OF THE EMPLOYEE						
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee						
1 - Least possible degree	2 - Limited degree	3 - Normal degree	4 - Above average degree	5 - Outstanding degree		
CHARACTERISTICS			NOT APPLICABLE	NOT OBSERVED	RATING	
					1	2
					3	4
					5	
GETS THINGS DONE						
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

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

Oct 25 2 32 PM '61

Subject, a Case Officer at this Station since 3 February 1960, continues his outstanding performance in assignments normally handled by a Case [redacted] of a considerably higher grade.

Subject carries out his assignments with a minimum of supervision and is very willing to accept responsibilities of any type assignment to him.

Subject is rated very highly in Section B of this Fitness Report and this has been done because Subject has earned these ratings in his own right and in comparison with the work done by other Case Officers at this Station.

It is strongly recommended that Subject be given special consideration for promotion. It would be unfortunate for KUBARK to lose a man of this calibre through neglect of his career promotions. In addition to this superior work, Subject is the head of a family of six (6). As a result of his low salary, he is relegated to an inferior standing in the local society, based upon what a man can acquire through his earnings. Subject's contacts and currently high standard operations require that he spend and appear to be making considerably more than he is currently paid by KUBARK. It would seem unreasonable for KUBARK to expect a man of this calibre to make high level contacts and yet not be able to represent himself as a man in the economic level which his responsibilities represent.

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: 10 October 1961 SIGNATURE OF EMPLOYEE: /s/ Thomas J. Keenan

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION: 20 Months IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION:

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

EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS: OTHER (Specify):

DATE: 10 October 1961 OFFICIAL TITLE OF SUPERVISOR: Case Officer TYPED OR PRINTED NAME AND SIGNATURE: /s/ Frank P. Estancona

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:

I would strongly recommend that this officer be given an immediate promotion.

DATE: 10 October 1961 OFFICIAL TITLE OF REVIEWING OFFICIAL: Chief of Station TYPED OR PRINTED NAME AND SIGNATURE: /s/ J. King

SECRET

217

SECRET
(When Filled In)

FITNESS REPORT						EMPLOYER SERIAL NUMBER ✓	
SECTION A GENERAL							
1. NAME (Last) Keenan		(Middle) Thomas		(First) J.		3. SEX Male	4. GRADE GS-9
5. SERVICE DESIGNATION FI (Career)		6. OFFICIAL POSITION TITLE Intelligence Officer				7. OFF/DIV/BR OF ASSIGNMENT WIID	
8. CAREER STAFF STATUS				9. TYPE OF REPORT			
NOT ELIGIBLE		<input checked="" type="checkbox"/> MEMBER		DEFERRED		INITIAL	
PENDING		DECLINED		DENIED		<input checked="" type="checkbox"/> ANNUAL	
10. DATE REPORT DUE IN O.P.		11. REPORTING PERIOD Feb, 1960 - Dec, 1960		12. SPECIAL (Specify)			
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
1 - Unsatisfactory		2 - Barely adequate		3 - Acceptable		4 - Competent	
5 - Excellent		6 - Superior		7 - Outstanding			
SPECIFIC DUTY NO. 1 Asst. Case Officer in Supervision of sensitive technical operation involving approx. 10 persons		RATING NO. 7		SPECIFIC DUTY NO. 4 Alternate Case officer for [redacted] operation		RATING NO. 6	
SPECIFIC DUTY NO. 2 Case officer for operation covering, instructing and directing a REDCAP candidate.		RATING NO. 6		SPECIFIC DUTY NO. 5 Alternate Case officer for technical project supporting overall Station operations.		RATING NO. 6	
SPECIFIC DUTY NO. 3 Alternate Case officer for LAURICLE Project		RATING NO. 7		SPECIFIC DUTY NO. 6		RATING NO.	
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION							
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.							
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.						RATING NO. 6	
SECTION D DESCRIPTION OF THE EMPLOYEE							
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee.							
1 - Least possible degree		2 - Limited degree		3 - Normal degree		4 - Above average degree	
5 - Outstanding degree							
CHARACTERISTICS				NOT APPLICABLE		NOT OBSERVED	
						RATING	
						1 2 3 4 5	
GETS THINGS DONE						X	
RESOURCEFUL						X	
ACCEPTS RESPONSIBILITIES						X	
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES						X	
DOES HIS JOB WITHOUT STRONG SUPPORT						X	
FACILITATES SMOOTH OPERATION OF HIS OFFICE						X	
WRITES EFFECTIVELY						X	
SECURITY CONSCIOUS						X	
THINKS CLEARLY						X	
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS						X	
OTHER (Specify)							

SEE SECTION "E" ON REVERSE SIDE

SECRET

OFFICE OF PERSONNEL

(When Filled In)

SECTION E NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

State 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 advancement or 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.

Subject is a young, aggressive Case Officer assigned to [redacted] since 3 February 1960. Prior to his assignment to this post, he was a JOY. Subject's greatest strength lies in the fact that he is extremely willing to undertake any task assigned to him regardless of its desirability, difficulty or the project's time consuming properties. Once given an assignment, Subject requires a minimum of supervision. Subject is especially suited to new assignments because of his adaptability to new circumstances. Subject's worst handicap is his youth coupled with his low grade in respect to the supervisory responsibilities assigned him. It is believed this person is a good candidate for advancement in view of his outstanding performance at this Station.

It will be noted that Subject is rated very highly in Sections B, C and D. These ratings are well earned by Subject in his own right and are even more pronounced when considered in respect to the performance of other more senior officers at this Station.

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 19 December 1960 SIGNATURE OF EMPLOYEE /s/ Thomas J. Keenan

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 10 months. IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

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

EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS REPORT MADE WITHIN LAST 90 DAYS OTHER (Specify)

DATE 19 December 1960 OFFICIAL TITLE OF SUPERVISOR IO/PI TYPED OR PRINTED NAME AND SIGNATURE /s/ Frank R. Estancona

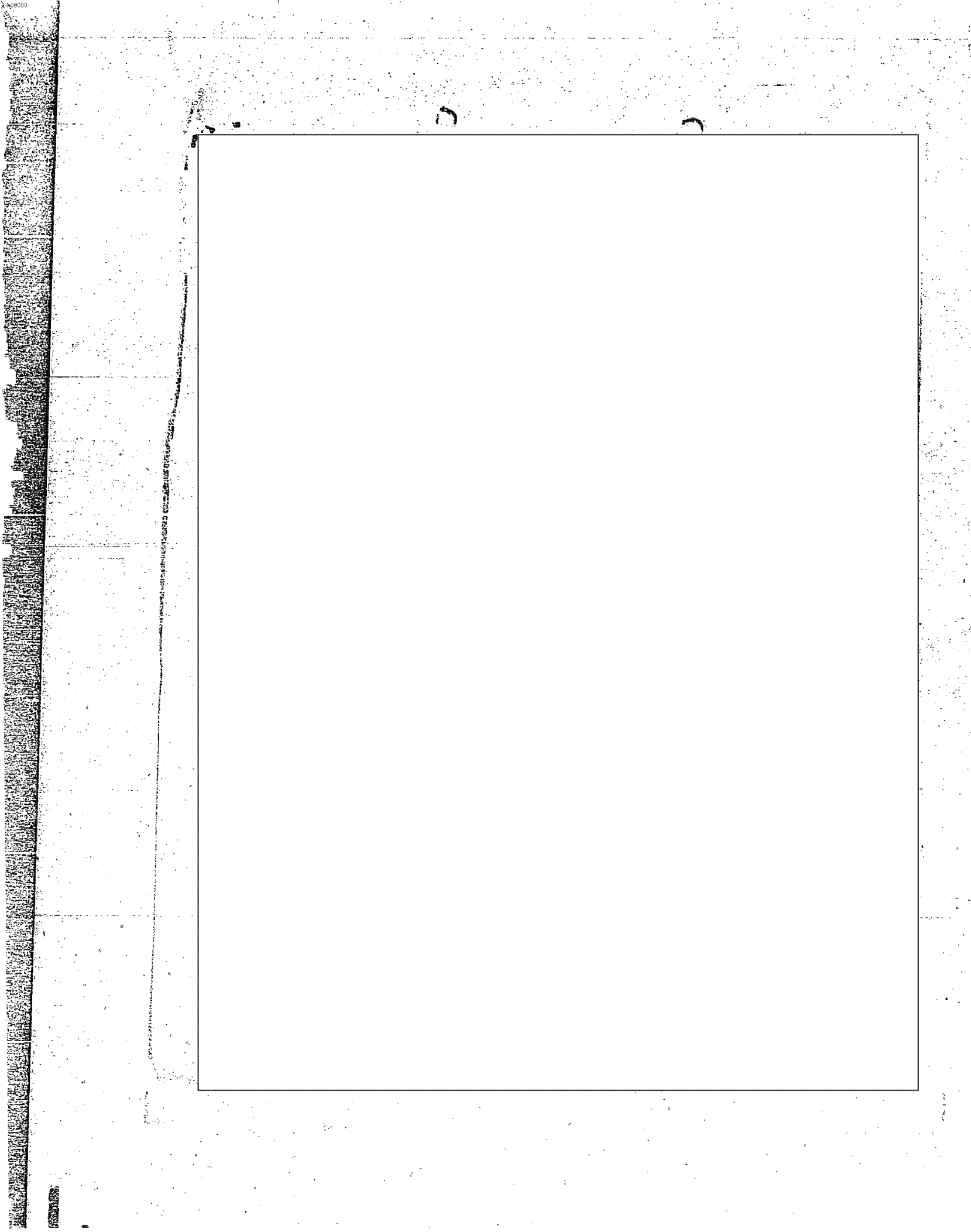
3. BY REVIEWING OFFICIAL

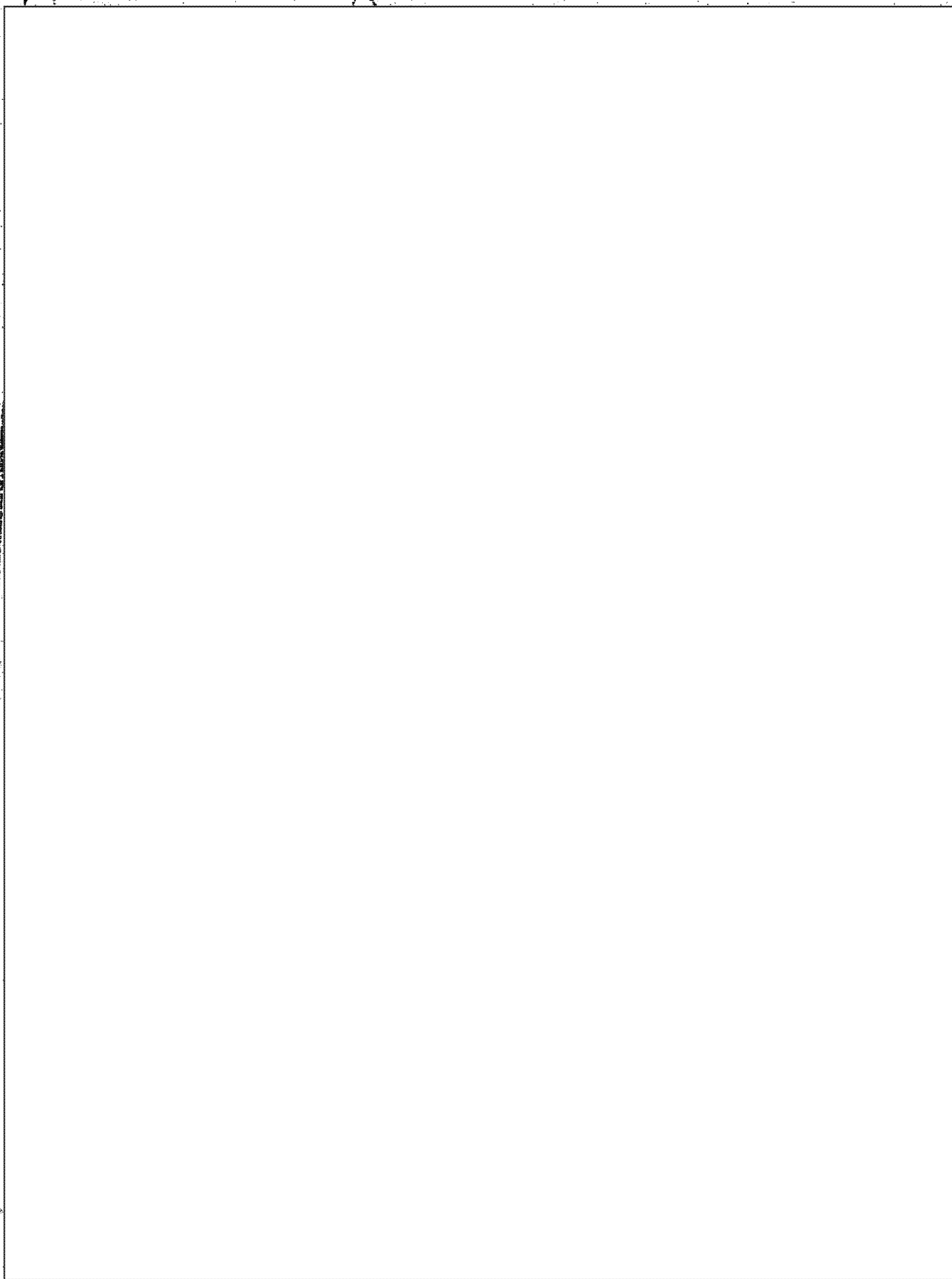
- X I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.
I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.
I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.
I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.

COMMENTS OF REVIEWING OFFICIAL

DATE 19 December 1960 OFFICIAL TITLE OF REVIEWING OFFICIAL Chief of Station TYPED OR PRINTED NAME AND SIGNATURE /s/ Winston M. SCOTT

SECRET





SECRET
(When Filled In)

OCT 1959

FITNESS REPORT						EMPLOYEE SERIAL NUMBER			
SECTION A GENERAL									
1. NAME (Last) (First) (Middle) KEENAN, Thomas J.			2. DATE OF BIRTH		3. SEX Male	4. GRADE GS-9			
5. SERVICE DESIGNATION D			6. OFFICIAL POSITION TITLE Ops Officer		7. OFF/DIV/GR OF ASSIGNMENT DDP/WI/III/C-A/DO				
8. CAREER STAFF STATUS			9. TYPE OF REPORT						
<input type="checkbox"/> NOT ELIGIBLE	<input type="checkbox"/> MEMBER	<input type="checkbox"/> DEFERRED	<input type="checkbox"/> INITIAL	<input type="checkbox"/> REASSIGNMENT/SUPERVISOR					
<input type="checkbox"/> PENDING	<input type="checkbox"/> DECLINED	<input type="checkbox"/> DENIED	<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT/EMPLOYEE					
10. DATE REPORT DUE IN O.P. 31 October 1959		11. REPORTING PERIOD 25 Jan 59 30 Sep 59							
12. SPECIAL (Specify)									
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES									
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).									
1 - Unsatisfactory	2 - Barely adequate	3 - Acceptable	4 - Competent	5 - Excellent	6 - Superior	7 - Outstanding			
SPECIFIC DUTY NO. 1 Prepare draft replies for Stations' operational guidance.		RATING NO. 4	SPECIFIC DUTY NO. 4 Contact other Headquarters components in assisting the Stations operations.			RATING NO. 5			
SPECIFIC DUTY NO. 2 Process project renewals.		RATING NO. 5	SPECIFIC DUTY NO. 5 Process FOIA requests for [redacted] and make necessary [redacted].			RATING NO. 5			
SPECIFIC DUTY NO. 3 Lead Stations operational support.		RATING NO. 4	SPECIFIC DUTY NO. 6			RATING NO.			
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION									
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.									
<ul style="list-style-type: none"> 1 - Performance in many important respects falls to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding. 						RATING NO. 5			
SECTION D DESCRIPTION OF THE EMPLOYEE									
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee.									
1 - Least possible degree	2 - Limited degree	3 - Normal degree	4 - Above average degree	5 - Outstanding degree					
CHARACTERISTICS			NOT APPLICABLE	NOT OBSERVED	RATING				
					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)

OFFICE OF PERSONNEL

SECTION E NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

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

2 17 PM '59

This individual is alert, conscientious and readily takes **MAIL ROOM** and accomplished his objectives with thoroughness and dispatch. He is a valuable asset and gets on well with his co-workers. He gives evidence of being a sound intelligence officer. He shows no weaknesses.

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	
6 months	This employee has been in training since 21 September 1959.	
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
30 September 1959	Ops Officer	Walter Thelma Director of Ops
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	
1 Oct 1959	CA/1/TST	

SECRET

CONFIDENTIAL
(When Filled In)

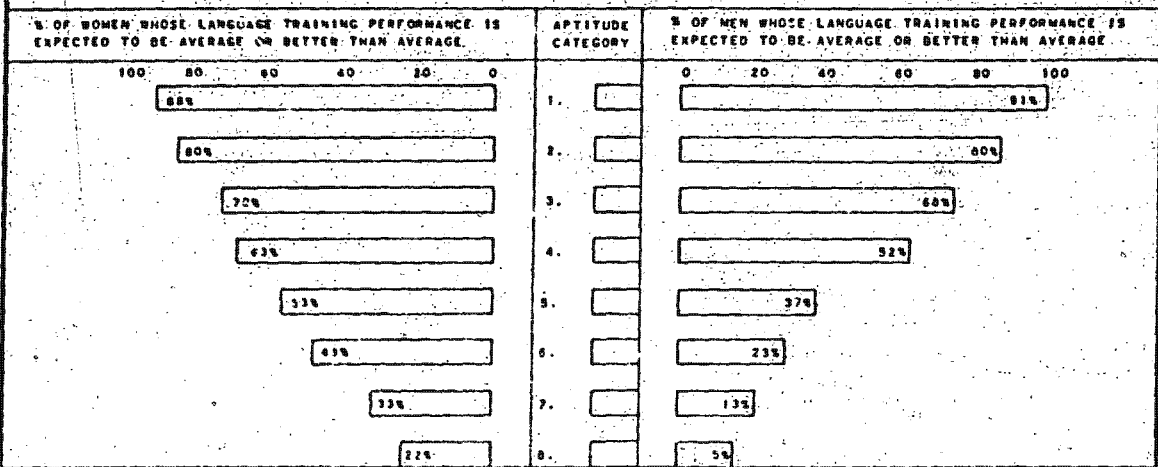
FOREIGN LANGUAGE APTITUDE AND EXPERIENCE REPORT

DATE OF TESTING _____

NAME _____ OFFICE _____

SEX
 MALE
 FEMALE

The category checked below is an interpretation of the scores made by the person named above on a battery of foreign language aptitude tests. The relationships between test performance and subsequent training performance of trainees in Agency language training courses are indicated by the graphs next to the aptitude categories. The graphs to the left are for women and the graphs to the right are for men. From these graphs you can read for each aptitude category the probability that a person in that category will perform in an Agency foreign language training course at an average or better-than-average level. For example, 22 percent of the women who obtain an aptitude rating of "8" can be expected to be average or better in course performance, while 5 percent of the men with ratings of "8" can be expected to be average or better in course performance. A man needs an aptitude rating of "6" to have about the same expectation of success in language training as a woman with a rating of "8." At the other end of the scale, 80 percent of either men or women who obtain aptitude ratings of "2" can be expected to do average or better-than-average work in training. The differences in relationship are due to differences between men and women in both training performance, and test scores. On the average women are somewhat higher on both.



Since many things other than aptitudes enter into the determination of training course performance, in any class of students there will usually be some whose performance will be better than would be expected from their test scores, just as there will likely be some whose performance is poorer than expected. STRENGTH OF MOTIVATION, PRIOR EXPERIENCE WITH A FOREIGN LANGUAGE, and other factors should be considered in selecting people for language training and in interpreting language training results. For example, the number of languages previously studied or learned and the amount of academic and nonacademic language-learning experience are factors not measured by the tests but are indicative of probable success in learning a foreign language. Whether such experience was in the same language as the one to be studied or in a different one is, of course, an additional relevant factor.

NUMBER OF FOREIGN LANGUAGES STUDIED OR LEARNED BY THIS INDIVIDUAL

MONTHS OF ACADEMIC TRAINING			NONACADEMIC EXPERIENCE (1 year or more)	
ALSO STUDIED	ACQUIRED	OTHER	READING OR WRITING	TRAINING

DATE _____ SIGNATURE OF CHIEF, A & E STAFF
 W. CRAIG L. ...

NOTE: This report may be shown to the individual concerned.

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Personnel

DATE: 3 MAR 1959

FROM : Director of Training

SUBJECT: Summary of JOT Career of Thomas J. Keenan

1. Statement of Transfer

Junior Officer Trainee Thomas J. Keenan has been reassigned from the T/O of the JOT Program to the T/O of WH Division effective 25 January 1959. Following is a summary of the accomplishments of Mr. Keenan while he was a Junior Officer Trainee.

2. Basis for Selection by JOTP

Keenan came to the Agency on the JOT Program at GS-7 on 20 May 1957. He received his B.A. in History from Marquette in 1953. He spent four years in the Navy as a Lieutenant. He was a Commo officer, having supervision of thirty men. His high motivation - he turned down an 18 month training program with IBM - coupled with his fine personal attributes, made him appear to be a good JOT candidate.

3. Formal Training

After EOD Keenan attended IOC from 27 May to 21 June 1957, receiving two Excellent evaluations. From 24 to 28 June he was on interim assignment in FBID. He attended ITC from 1 to 28 July where he earned three Excellent grades. From 28 July to 23 August he was assigned on an interim basis to WE [redacted]. From 26 August to 27 September he was registered in a special TSS course. He gained good ratings. After an interim assignment to the CI Staff for one month Keenan was attached for on-the-desk training to WH/1 on 8 January 1958. In March he entered the Operations Course, where he continued until 7 June. In this course he received four high satisfactory and two medium satisfactory grades.

4. On-the-Desk Training

On-the-desk training for Keenan in WH/1 was largely as assistant to the desk CS and FI Officer. In January 1959 he took over as Chief of the Costa Rican desk.

5. Evaluation of the Subject's Training

Keenan's evaluations in formal training have been uniformly commendatory. The ITC instructors found that "although he was a bit slow in adjusting to the requirements of the course, during the last two weeks he showed definite progress...his final briefing was excellent...pleasant young man, interested and cooperative...gives promise of being a sound intelligence officer". In the OC his work was good - "performance was highly satisfactory...in face-to-face practical exercises he was effective...acquired a highly satisfactory understanding of the various kinds of Agency operations, revealing a particularly thorough knowledge of CI concepts and methods".

On the desk he proved to be "intelligent, alert, conscientious...enthusiastic and imaginative...gets on well with his co-workers and takes a healthy point of view toward his assignments. His motivation is high".

6. JOTF Opinion of the subject.

Keenan has always made a good impression. He has worked diligently, has made for the smooth operation of the Program, and has received commendation from his supervisors on the desk. It will be very surprising if Keenan does not prove to be a solid, effective officer who will make good progress in the Clandestine Services.

Matthew Baird

MATTHEW BAIRD

59-1-7A-3680

SECRET

(When Filled In)

FITNESS REPORT (Part I) PERFORMANCE

INSTRUCTIONS

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

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 20.370. It is recommended that you read the entire form before completing any portion. 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. 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 (Inclusive Dates)
10. TYPE OF REPORT (Check one) X INITIAL ANNUAL REASSIGNMENT-SUPERVISOR REASSIGNMENT-EMPLOYEE SPECIAL (Specify)

SECTION B. CERTIFICATION

1. FOR THE RATER: THIS REPORT [X] HAS [] NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT.

A. CHECK (X) APPROPRIATE STATEMENTS:

THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.
THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS.
I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.

B. THIS DATE 3 Feb 1958 C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR Willet L. Eccles D. SUPERVISOR'S OFFICIAL TITLE C/JOTP/TR

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 For. Copy [Signature] 24 FEB 1958
Reviewed by [Signature] 24 FEB 1958

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.
A. THIS DATE 2/10/58 B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL Robert B. Freeman C. OFFICIAL TITLE OF REVIEWING OFFICIAL DLTR

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.

4
1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
2. MANLY 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

OFFICE OF PERSONNEL

2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES

DIRECTIONS:

a. State in the spaces below up to six of the more important SPECIFIC DUTIES during 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 other individuals 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	DEVELOPING SOURCES
CONDUCTING EXTERNAL RELATIONS	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.

FAR 13, 103-09 PH-58

MAJ. P. B. ...

- | | | |
|---------------------------|---|--|
| 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 | 5 - 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	RATING NUMBER	SPECIFIC DUTY NO. 2	RATING NUMBER
Training Courses	5		
Research on Communist Party Activities	5		

3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job.

Subject has proved to be intelligent, alert, conscientious. He takes on new tasks readily and accomplishes his objectives with minimum supervision. He is enthusiastic and imaginative. He gets on well with his co-workers and takes a healthy viewpoint toward his assignments. His motivation is high.

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 at about the same level.

1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED

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

3 - A BARELY ACCEPTABLE EMPLOYEE - BELOW AVERAGE BUT WITH NO RECOMMENDATIONS 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 OTHER EMPLOYEES FOR POST IN THE ORGANIZATION

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

SECRET

SECRET

(When Filled In)

FITNESS REPORT (Part II) POTENTIAL

INSTRUCTIONS

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

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any portion. 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 OTR no later than 30 days after the due date indicated in item 8 of Section 5 below.

SECTION 4. GENERAL			
1. NAME (Last)	(First)	(Middle)	2. DATE OF BIRTH
KEENAN,	Thomas	J.	
3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT		4. SERVICE DESIGNATION	
OTR/JOTP		M ST	
5. OFFICIAL POSITION TITLE		6. PERIOD COVERED BY THIS REPORT (inclusive dates)	
JOT		20 May 1957 - 20 February 1958	
7. GRADE	8. DATE REPORT DUE IN OP	9. PERIOD COVERED BY THIS REPORT (inclusive dates)	
GS-7	20 February 1958	20 May 1957 - 20 February 1958	
10. TYPE OF REPORT (Check one)			
<input checked="" type="checkbox"/> INITIAL		<input type="checkbox"/> ANNUAL	
<input type="checkbox"/> REASSIGNMENT SUPERVISOR		<input type="checkbox"/> REASSIGNMENT EMPLOYEE	
SPECIAL (Specify)			
SECTION 5. CERTIFICATION			
1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGMENT OF THE INDIVIDUAL BEING RATED.			
A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR	C. SUPERVISOR'S OFFICIAL TITLE	
3 Feb 1958	Willet L. Eccles	C/JOTP/TR	
2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.			
A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL	C. OFFICIAL TITLE OF REVIEWING OFFICIAL	
2/10/58	Robert B. Freeman	DDTR	
SECTION 6. 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.			
RATING NUMBER	1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED BY DATE		
	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		
5			
2. SUPERVISORY POTENTIAL			
DIRECTIONS: 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 SITUATION			
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	
0	3	A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) WHERE CONTACT WITH IMMEDIATE SUBORDINATES IS FREQUENT (First line supervisor)	
0	0	A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors)	
0	0	A GROUP, WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level)	
0	2	WHERE CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT	
0	2	WHERE IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION	
0	2	WHERE IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX	
0		Other (Specify)	

FORM NO. 45 (Part II)

REPLACES PREVIOUS EDITIONS
FORMS 45 AND 45A WHICH
ARE OBSOLETE

SECRET

Potential

(4)

SECRET

(When Filled In)

OFFICE OF PERSONNEL

3. INDICATE THE APPROPRIATE NUMBER OF MONTHS THE RATED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION

eight

Feb 13 3 04 PM '58

4. COMMENTS CONCERNING POTENTIAL

Subject is at present highly motivated and will undoubtedly remain so if he is given challenging work to do. He is equipped intellectually and emotionally to do fine work if his motivation remains. His potential for a good Agency career is high.

SECTION II.

FUTURE PLANS

1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL

Subject is at present attached to WH/3 for on-the-desk training for approximately a year prior to an overseas tour.

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

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
4	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	4	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	4	21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES
3	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	4	12. SHOWS ORIGINALITY	4	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
4	3. HAS INITIATIVE	4	13. ACCEPTS RESPONSIBILITIES	4	23. IS THOUGHTFUL OF OTHERS
3	4. IS ANALYTIC IN HIS THINKING	4	14. ADMITS HIS ERRORS	3	24. BORES WELL UNDER PRESSURE
4	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	5	15. RESPONDS WELL TO SUPERVISION	4	25. DISPLAYS JUDGMENT
4	6. KNOWS WHEN TO SEEK ASSISTANCE	4	16. DOES HIS JOB WITHOUT STRONG SUPPORT	4	26. IS SECURITY CONSCIOUS
5	7. CAN GET ALONG WITH PEOPLE	3	17. COMES UP WITH SOLUTIONS TO PROBLEMS	3	27. IS VERSATILE
3	8. DOES "HOMER" FOR FACTS	3	18. IS HONEST	4	28. HAS GOOD CHARACTER AND BEHAVIOR
4	9. DOES THINGS DONE	4	19. INTERS CLEARLY	4	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
3	10. CAN COPY DATA INSPIRATIONS	4	20. COMPLETELY DEDICATED WITHIN ALLOWABLE TIME LIMITS	4	30. TUES ACTS REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET

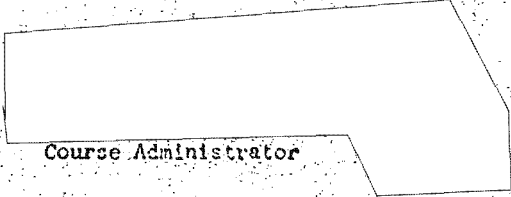
ADMINISTRATIVE — INTERNAL USE ONLY

TRAINING REPORT
OFFICE OF TRAINING
FUNCTIONAL TRAINING DIVISION

This certifies that Thomas J. Keenan (02600) has completed the two day Equal Employment Opportunity (EEO) Seminar for Supervisors held 28 - 29 March 1977. At the conclusion of this two-day session, each participant will be able to describe the following:

- a) The EEO Program and reasons for its existence;
- b) A supervisor's responsibility in implementing the program;
- c) The procedures for processing EEO complaints;
- d) The Agency's past record and the Agency's Affirmative Action Plans; and
- e) The significance of Upward Mobility, Federal Women's, and Hispanic Programs in the overall EEO Program.

FOR THE DIRECTOR OF TRAINING:


Course Administrator

ADMINISTRATIVE — INTERNAL USE ONLY

KEENAN, THOMAS J

1. NAME (Last, First, Middle)		2. SERVICE NUMBER		3. GRADE		4. DATE OF BIRTH		5. DATE OF ENTRY	
6. LAST DUTY ASSIGNMENT AND DUTY STATION		7. CHARACTER OF SERVICE		8. TYPE OF CERTIFICATE		9. DATE OF ENTRY		10. DATE OF ENTRY	
11. SELECTIVE SERVICE NUMBER		12. SELECTIVE SERVICE LOCAL BOARD NUMBER, CITY, COUNTY AND STATE		13. DATE OF ENTRY		14. DATE OF ENTRY		15. DATE OF ENTRY	
16. FORMER DATE OF ENTRY		17. SERVICE NUMBER		18. GRADE		19. DATE OF ENTRY		20. DATE OF ENTRY	
21. STATE OF ENTRY INTO CURRENT ACTIVE SERVICE (If applicable)		22. STATEMENT OF SERVICE		23. YEARS		24. MONTHS		25. DAYS	
26. FEDERAL SERVICE NUMBER		27. FEDERAL SERVICE NUMBER		28. FEDERAL SERVICE NUMBER		29. FEDERAL SERVICE NUMBER		30. FEDERAL SERVICE NUMBER	
31. DEPARTMENT OF DEFENSE		32. DEPARTMENT OF DEFENSE		33. DEPARTMENT OF DEFENSE		34. DEPARTMENT OF DEFENSE		35. DEPARTMENT OF DEFENSE	
36. GOVERNMENT LIFE INSURANCE IN FORCE		37. AMOUNT OF ELECTION		38. DATE OF ENTRY		39. DATE OF ENTRY		40. DATE OF ENTRY	
41. VA BENEFITS PROGRAM (As applied for training)		42. VA BENEFITS PROGRAM (As applied for training)		43. VA BENEFITS PROGRAM (As applied for training)		44. VA BENEFITS PROGRAM (As applied for training)		45. VA BENEFITS PROGRAM (As applied for training)	
46. REMARKS		47. REMARKS		48. REMARKS		49. REMARKS		50. REMARKS	

DD FORM 214

OFFICE OF THE SECRETARY OF DEFENSE

For convenience, a Certificate of Eligibility No. 111 111 111 has been issued by the Veterans Administration to be used for the future request of any Guaranty or Insurance Benefit under Title 38, United States Code that may be available to the person to whom this separation paper was issued.

SECRET
(When Filled In)

REPORT OF SERVICE ABROAD

TO: Office of Personnel, Control Division, Statistical Reporting Branch

SERIAL NO. 1-8	NAME		
	LAST (Print)	FIRST 7-24	MIDDLE
026090	KEENAN	THOMAS	J.

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 58, REVISED.

PCS DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	O/P USE ONLY	COUNTRY	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR				
26-26	27-28	29-30	31-32	33-34	35-36	1 - PCS (Basic) 3 - CORRECTION 5 - CANCELLATION	37 38 39		40-42

TDY DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	O/P USE ONLY	AREA(S)	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR				
10-29	27-28	29-30	31-32	33-34	35-36	2 - TDY (Basic) 4 - CORRECTION 6 - CANCELLATION	37 38 39	WESTERN HEMISPHERE	40-42

OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

SOURCE DOCUMENT AND CERTIFICATION

<input checked="" type="checkbox"/> TRAVEL VOUCHER	<input type="checkbox"/> DISPATCH
<input type="checkbox"/> CABLE	<input type="checkbox"/> DUTY STATUS OR TIME AND ATTENDANCE REPORT
<input type="checkbox"/> OTHER (Specify)	

DOCUMENT IDENTIFICATION NO. LA 21-77 DOCUMENT DATE/PERIOD 10/29-11/11/76

REMARKS

PREPARED BY	REPORT ABSTRACTED OR CONTROL DOCUMENT	ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED
CCD	DATE 11/17/77	
<input checked="" type="checkbox"/> C & L DIVISION, CDR.		
<input type="checkbox"/> C & T DIVISION		

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL
IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER.

10

SECRET
(When Filled In)

REPORT OF SERVICE ABROAD

TO: Office of Personnel, Control Division, Statistical Reporting Branch

SERIAL NO. 1-6	NAME		
	LAST	FIRST	MIDDLE
026090	KEENAN	THOMAS	J

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (O/P Only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OPI NO. 38, REVISED.

PCS DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	CODE	O/P USE ONLY	COUNTRY	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR					
29-28	27-28	29-30	31-32	33-34	35-36	1 - PCS (Basic) 2 - CORRECTION 3 - CANCELLATION	37	38 39		40-42
11	04	76					1			300

TDY DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	CODE	O/P USE ONLY	AREA(S)	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR					
29-28	27-28	29-30	31-32	33-34	35-36	2 - TDY (Basic) 4 - CORRECTION 6 - CANCELLATION	37	38 39		40-42

OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

SOURCE DOCUMENT AND CERTIFICATION

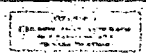
TRAVEL VOUCHER	DISPATCH
CABLE	DUTY STATUS OR TIME AND ATTENDANCE REPORT
OTHER (Specify)	

INC90210 4 NOV 76

REMARKS

PREPARED BY	REPORT ANNOTATED ON CENTRAL DOCUMENT	ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE "DOCUMENT CITED"
CCO	DATE	
C & L DIVISION, CTAR	11-5-76	
C & Y DIVISION		37

THIS REPORT WILL BE FILED IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER



DEPUTY DIRECTOR FOR OPERATIONS
ROUTING SHEET

TO:	ACTION	INFO	DATE	INITIALS
1. DDO				
2. ADDO				
3. C/PLANS				
4. C/OPS				
5. C/SS				
6. C/CCS				
7. C/CI				
8. C/AF				
9. C/ICD				
10. C/DIVD				
11. C/EA				
12. C/EUR				
13. C/FR				
14. C/NE				
15. C/IT				
16. <u>CLA</u> <u>PT-3</u> <u>CLA</u> <u>for Keenan</u> <u>C/PERS</u>	X		13 JUL 1976	<u>[Signature]</u>

SUSPENSE DATE Cy alt OTR

REMARKS:

The attached compliments, including a "thank you" from DDCEI, one for Mr Keenan. Pls. see that they get into his file.

Truly, Confidential
[Signature]

SIGNATURE: FA/DDO DATE: 13 Jul 76

DCI/DDCI
Routing Slip

DDO

TO:

		ACTION	INFO			ACTION	INFO
1	DCI			11	IC		
2	DDCI			12	IG		
3	S/MC			13	Compt		
4	DDS&T			14	Asst/DCI		
5	DDI			15	AO/DCI		
6	DDM&S			16	Ex/Sec		
7	DDO	X		17	D/Pers(for OPF)	x	
8	D/DCI/IC			18			
9	D/DCI/NIO			19			
10	GC			20			

SUSPENSE _____

Date

Remarks:

Please add my thanks to Mr. Keenan for a
job well done.

E. H. Roche

DDCI/DDCI



DEPARTMENT OF THE ARMY
US ARMY WAR COLLEGE
CARLISLE BARRACKS, PENNSYLVANIA 17012

Executive Registry
76-2746

76 4/568

IN REPLY REFER TO:
Office of the Commandant

35 JUN 75

Mr. George Bush
Director
Central Intelligence Agency
Washington, DC 20505

Dear Mr. Bush:

I am pleased to report that Mr. Keenan, Central Intelligence Agency Civilian, was among those who successfully completed the course of instruction at the US Army War College during Academic Year 1976 and was awarded a diploma.

This report is my evaluation of Mr. Thomas J. Keenan during his attendance at the US Army War College from 4 August 1975 to 7 June 1976. Attendance at the US Army War College is based on a highly selective process, and only a very small percentage of all those eligible is chosen. The evaluations herein are made in relation to this outstanding group of individuals. No attempt is made to distinguish between graduates on a rank order basis.

Mr. Keenan was one of eight civilians (three from the foreign affairs community) in a class of 227. This total includes 187 Army, 16 Air Force, ten Navy, and six Marine officers of colonel or lieutenant colonel or equivalent Navy rank.

In a class structure such as that outlined above, the task of the civilian student at the USAWC is an especially challenging one. Working in an area outside his normal milieu, his was a dual responsibility. On the one hand, he had to acquaint himself in considerable detail with the military aspects of national security with which, in most instances, he has had relatively little, if any, previous experience. To accomplish this requirement, he did extensive background research in the areas of military policy, military strategy, and defense management to keep abreast of his professional military colleagues. On the other hand, his foreign policy expertise was in heavy demand by his military colleagues. In consequence, his contribution to various international relations aspects of seminar group efforts tended to be disproportionately large. Moreover, as the sole civilian voice in a seminar group of fourteen highly experienced military officers, he also ensured that adequate weight was given



Office of the Commandant
Mr. George Bush

to civilian viewpoints in the group's discussions. Much, therefore, depended on his ability to develop rapport with his military colleagues and on his intelligence, knowledge, skill and persuasiveness. In a very real sense he was a teacher as well as a student.

Among the objectives of the curriculum is enhancing the competence of selected officers to assume command and leadership responsibilities and to function in key staff assignments in major Army, joint, and combined headquarters and in planning and policymaking positions at the seat of government. To achieve this and related objectives, the curriculum consists of three major segments: The Common Overview, the Electives Phase, and the Military Studies Program. The Common Overview segment includes four courses: The United States and the World Environment, Command and Management, Strategic Military Studies, and the Military Strategy Seminar. In the Elective Phase, students take at least four elective courses out of an offering of 54 courses. The large number of selections provides an opportunity for students to tailor the curriculum to meet professional needs. Participation in the Military Studies Program is optional and can be substituted for one or more electives, depending on the scope of the research subject selected. In addition, the ten-month curriculum includes voluntary programs and field trips.

Mr. Keenan acted as assistant seminar group chairman in the core curriculum course entitled, "The United States and the World Environment." He and one other student edited the final seminar report, and he wrote that part of the report dealing with US policies in the Western Hemisphere, including an excellent treatment of the Panama Canal negotiations. Mr. Keenan was also assistant seminar group chairman during the "Strategic Military Studies" course, and again his facile pen was put to good use on the editorial subgroup. His calm, steady approach to issues won the respect of his military colleagues, and his extensive knowledge of Latin America was particularly valuable to the group's deliberations. In the "Military Strategy Seminar," Mr. Keenan proved himself an excellent student of strategy and an articulate, well-prepared debater in the seminar discussions.

In the electives phase Mr. Keenan took four courses (the required number): "The Power Potential of Developing Nations," "Contemporary Issues in US Foreign Policy," "Strategic Issues of World War II," and "Third World: Dynamics of Social Change"; he audited "Latin America: Power Structures and the Current Scene." Mr. Keenan prepared carefully for his elective courses and contributed his views in a concise, orderly manner.

Since the vast majority of the Army War College student body live together on the post, a very important part of the overall War College experience is the social and extracurricular interaction which takes place outside the lecture hall and the seminar rooms. Some civilian students at the Army War College need considerable time to adjust to the military subculture, but Mr. Keenan enjoyed a relaxed camaraderie with his military colleagues.

Office of the Commandant
Mr. George Bush

from the beginning. Somewhat quiet and reticent by nature, Mr. Keenan nonetheless was enthusiastic about the College's many offerings in his own low-keyed way. This soft-spoken demeanor masked a tough competitor, whether it was in seminar discussions or on the tennis courts, where he was a member of the Army War College team. Clearly, he was popular with his classmates and respected by them for his professional attainments and his personal qualities.

In the Army War College classes with which I have been personally familiar, Mr. Keenan is the first of his agency's representatives who had regional, as contrasted with functional, expertise. Mr. Keenan's thorough knowledge of Latin America made him a valued member of the class and a distinct contributor.

Mr. Keenan's demonstrated capacity to work effectively and cooperatively with officers of the military services and other civilian agencies would, I hope, be factored into the consideration of his onward assignments.

A statement specifically regarding estimated "general officer or equivalent civilian supergrade" potential has been intentionally omitted from this and all AY 76 reports. The evaluation system for USAWC students is designed principally to portray the student's aptitudes, capabilities, accomplishments, and progress within an academic environment. This does not provide an adequate basis for rendering a finite evaluation on general officer or equivalent potential, although it does not preclude making tentative judgments as to the abilities of the "whole man."

Sincerely,



DeWITT C. SMITH, JR
Major General, USA
Commandant



DEPARTMENT OF THE ARMY
US ARMY WAR COLLEGE
CARLISLE BARRACKS, PENNSYLVANIA 17012

Exemption No. 1477
76-2246

43716 76 456

15 JUL 78

Office of the Commandant

Mr. George Bush
Director
Central Intelligence Agency
Washington, DC 20505

Dear Mr. Bush:

I am pleased to report that Mr. Keenan, Central Intelligence Agency Civilian, was among those who successfully completed the course of instruction at the US Army War College during Academic Year 1976 and was awarded a diploma.

This report is my evaluation of Mr. Thomas J. Keenan during his attendance at the US Army War College from 4 August 1975 to 7 June 1976. Attendance at the US Army War College is based on a highly selective process, and only a very small percentage of all those eligible is chosen. The evaluations herein are made in relation to this outstanding group of individuals. No attempt is made to distinguish between graduates on a rank order basis.

Mr. Keenan was one of eight civilians (three from the foreign affairs community) in a class of 227. This total includes 187 Army, 16 Air Force, ten Navy, and six Marine officers of colonel or lieutenant colonel or equivalent Navy rank.

In a class structure such as that outlined above, the task of the civilian student at the USAWC is an especially challenging one. Working in an area outside his normal milieu, his was a dual responsibility. On the one hand, he had to acquaint himself in considerable detail with the military aspects of national security with which, in most instances, he has had relatively little, if any, previous experience. To accomplish this requirement, he did extensive background research in the areas of military policy, military strategy, and defense management to keep abreast of his professional military colleagues. On the other hand, his foreign policy expertise was in heavy demand by his military colleagues. In consequence, his contribution to various international relations aspects of seminar group efforts tended to be disproportionately large. Moreover, as the sole civilian voice in a seminar group of fourteen highly experienced military officers, he also ensured that adequate weight was given



Office of the Commandant
Mr. George Bush

to civilian viewpoints in the group's discussions. Much, therefore, depended on his ability to develop rapport with his military colleagues and on his intelligence, knowledge, skill and persuasiveness. In a very real sense he was a teacher as well as a student.

Among the objectives of the curriculum is enhancing the competence of selected officers to assume command and leadership responsibilities and to function in key staff assignments in major Army, Joint, and combined headquarters and in planning and policymaking positions at the seat of government. To achieve this and related objectives, the curriculum consists of three major segments: The Common Overview, the Electives Phase, and the Military Studies Program. The Common Overview segment includes four courses: The United States and the World Environment, Command and Management, Strategic Military Studies, and the Military Strategy Seminar. In the Elective Phase, students take at least four elective courses out of an offering of 54 courses. The large number of selections provides an opportunity for students to tailor the curriculum to meet professional needs. Participation in the Military Studies Program is optional and can be substituted for one or more electives, depending on the scope of the research subject selected. In addition, the ten-month curriculum includes voluntary programs and field trips.

Mr. Keenan acted as assistant seminar group chairman in the core curriculum course entitled, "The United States and the World Environment." He and one other student edited the final seminar report, and he wrote that part of the report dealing with US policies in the Western Hemisphere, including an excellent treatment of the Panama Canal negotiations. Mr. Keenan was also assistant seminar group chairman during the "Strategic Military Studies" course, and again his facile pen was put to good use on the editorial subgroup. His calm, steady approach to issues won the respect of his military colleagues, and his extensive knowledge of Latin America was particularly valuable to the group's deliberations. In the "Military Strategy Seminar," Mr. Keenan proved himself an excellent student of strategy and an articulate, well-prepared debater in the seminar discussions.

In the electives phase Mr. Keenan took four courses (the required number): "The Power Potential of Developing Nations," "Contemporary Issues in US Foreign Policy," "Strategic Issues of World War II," and "Third World: Dynamics of Social Change"; he audited "Latin America: Power Structures and the Current Scene." Mr. Keenan prepared carefully for his elective courses and contributed his views in a concise, orderly manner.

Since the vast majority of the Army War College student body live together on the post, a very important part of the overall War College experience is the social and extracurricular interaction which takes place outside the lecture hall and the seminar rooms. Some civilian students at the Army War College need considerable time to adjust to the military subculture, but Mr. Keenan enjoyed a relaxed camaraderie with his military colleagues.

Office of the Commandant
Mr. George Bush

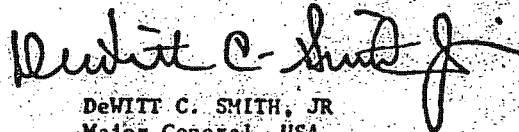
from the beginning. Somewhat quiet and reticent by nature, Mr. Keenan nonetheless was enthusiastic about the College's many offerings in his own low-keyed way. This soft-spoken demeanor masked a tough competitor, whether it was in seminar discussions or on the tennis courts, where he was a member of the Army War College team. Clearly, he was popular with his classmates and respected by them for his professional attainments and his personal qualities.

In the Army War College classes with which I have been personally familiar, Mr. Keenan is the first of his agency's representatives who had regional, as contrasted with functional, expertise. Mr. Keenan's thorough knowledge of Latin America made him a valued member of the class and a distinct contributor.

Mr. Keenan's demonstrated capacity to work effectively and cooperatively with officers of the military services and other civilian agencies would, I hope, be factored into the consideration of his onward assignments.

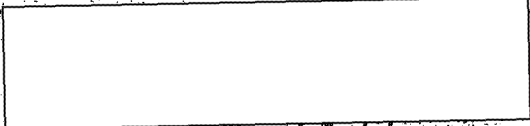
A statement specifically regarding estimated "general officer or equivalent civilian supergrade" potential has been intentionally omitted from this and all AY 76 reports. The evaluation system for USAWC students is designed principally to portray the student's aptitudes, capabilities, accomplishments, and progress within an academic environment. This does not provide an adequate basis for rendering a finite evaluation on general officer or equivalent potential, although it does not preclude making tentative judgments as to the abilities of the "whole man."

Sincerely,



DeWITT C. SMITH, JR
Major General, USA
Commandant

CONFIDENTIAL

SE TRAINING REPORT		SOVIET/EAST EUROPEAN OPERATIONS COURSE No.	
STUDENT Keenan, Thomas J.		YEAR OF BIRTH	GRADE GS-15
COO DATE May 1957	OFFICE DDO/LA	SERVICE DESIGNATION D	NO. OF STUDENTS 28
COURSE OBJECTIVES To orient the student on the special nature of the Directorate of Operation's Soviet/East European target and to train him in the application of clandestine methods for collecting information on assessing and preparing recruitment operations against Soviet/East European personalities.			
ACHIEVEMENT RECORD This is a certificate of attendance. No evaluation is made of individual performance in the course.			
FOR THE DIRECTOR OF TRAINING:			
SE Plans & Training			

FORM 3687 USE PREVIOUS EDITIONS

CONFIDENTIAL

8-2 IMPDET CL BY: L/LEET (04-65)

ADMINISTRATIVE
Internal Use Only

REPORT OF SERVICE ABROAD

TO: Office of Personnel, Control, **FILED** Station, Statistical Reporting Branch

SERIAL NO.

LAST

NAME

MIDDLE

1-0
026090

(Print)

Keenan

**PUNCHED
BY**

7/25

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (*One only*). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OPI NO. 59, REVISED.

PCS DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	O/P USE ONLY	COUNTRY	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR				
25-26	27-28	29-30	31-32	33-34	35-36	1 - PCS (Basic) 2 - CORRECTION 3 - CANCELLATION	37 38 39		40-42
			07	04	75		1		370

TDY DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	O/P USE ONLY	AREA(S)	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR				
25-26	27-28	29-30	31-32	33-34	35-36	1 - TDY (Basic) 2 - CORRECTION 3 - CANCELLATION	37 38 39		40-42

OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

SOURCE DOCUMENT AND CERTIFICATION

TRAVEL VOUCHER	DISPATCH
CABLE	DUTY STATUS OR TIME AND ATTENDANCE REPORT
OTHER (Specify)	

DOCUMENT IDENTIFICATION NO.

IN 623200

DOCUMENT DATE/PERIOD

July 1975

REMARKS

PREPARED BY

SEC

REPORT ANNOTATED ON CONTROL DOCUMENT

ABOVE DATA CONTAINED HEREIN BASED UPON SOURCE

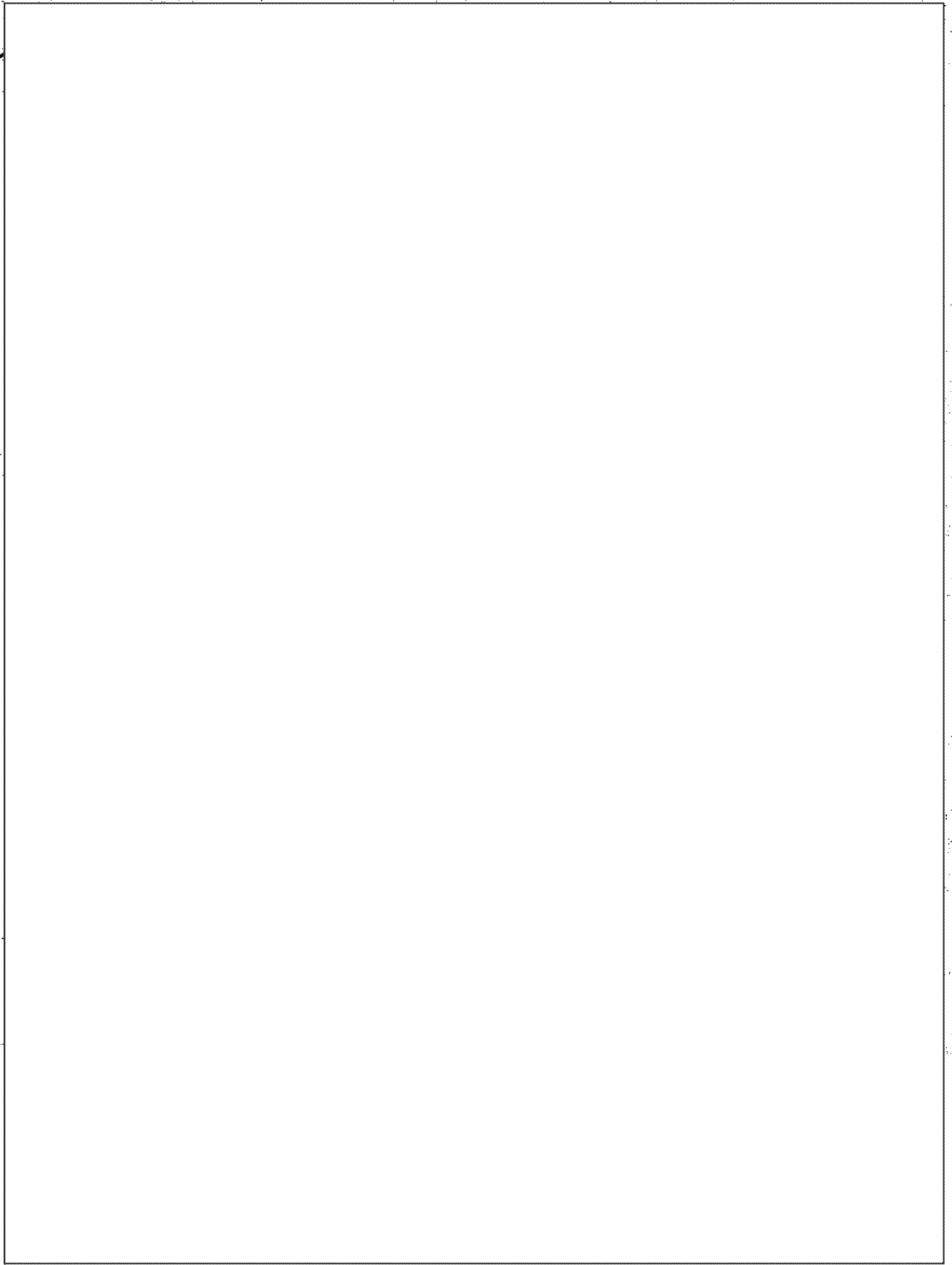
1. O & L DIVISION, CPD.

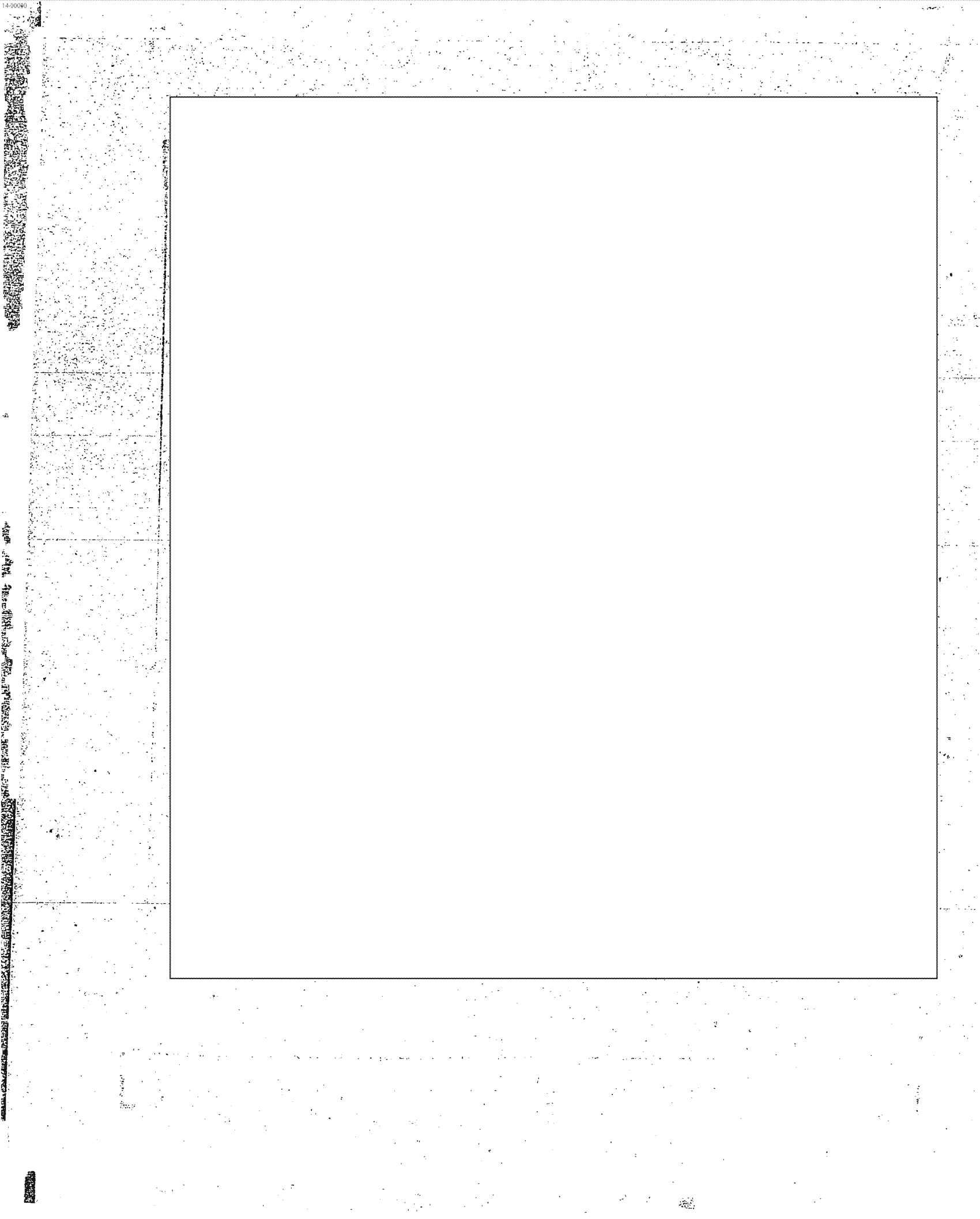
2. O & L DIVISION

DATE

7/25/75

THIS REPORT WILL BE FILED
IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER





SECRET

FIELD REASSIGNMENT QUESTIONNAIRE

DO NOT COMPLETE FOR HEADQUARTERS USE ONLY.

NAME OF EMPLOYEE Thomas J. Koonan		DATE RECEIVED AT HEADQUARTERS 26 Aug 74		NAME OF SUPERVISOR		DATE (from item 5-2)	
DATE RECEIVED AT HEADQUARTERS 10 September 1974		DISPATCH NUMBER HJKT-1801		DATE RECEIVED BY CAREER SERVICE		HOME BASE COMPONENT WH	
DATE OF BIRTH 29 June 30	SERVICE DESIGN D	CURRENT POSITION AND GRADE COS, [redacted] GS-15		STATION OR BASE		CURRENT COVER	

TO BE COMPLETED BY EMPLOYEE

1A. DATE OF PCB ARRIVAL IN FIELD 14 Sep 73	1B. REQUESTED DATE OF DEPARTURE 14 Sep 75	1C. EXPECTED DATE OF FIRST CHECK-IN AT HQ 15 Sep 75	1D. DESIRED DATE TO REPORT TO DUTY AFTER LEAVE 1 Nov 75
--	---	---	---

2. NUMBER AND AGES OF DEPENDENTS WHO WILL TRAVEL WITH YOU:

7 Dependents (39, 17, 16, 15, 14, 13, 11)

3. PERSONAL CIRCUMSTANCES THAT SHOULD BE CONSIDERED IN DETERMINING NEXT ASSIGNMENT:

I will have served continually in the field for over eight years upon completion of my present tour. In addition, I had a direct transfer to my present post after two years at my previous Station. Therefore, my family has had little exposure to the U.S. for some time. I would appreciate a tour in the U.S. in order to reorient my children to the educational environment and general lifestyle of their native land during

4. LIST YOUR MAJOR DUTIES DURING CURRENT TOUR (see special note on transmittal form):
 Chief of Station with responsibility for liaison, **their formative teen-age years** with senior level of local service, as well as with [redacted] and other representatives of U.S. Government agencies. Direction of Station's operations and administrative functions. Running of unilateral operations particularly against [redacted] and local government targets.

5. TRAINING DESIRED:
 INDICATE WHAT TRAINING YOU BELIEVE YOU SHOULD HAVE DURING THE NEXT SEVERAL YEARS

It has been a long time since I have had any kind of extensive BKHERALD sponsored training. I would like a senior seminar type exposure in order to broaden my professional knowledge of current challenges facing BKHERALD and the nation.

FORM 202 (REV. 1-73)

SECRET

U.S. GOVERNMENT PRINTING OFFICE: 1973 O 267672

SECRET

6. PREFERENCE FOR NEXT ASSIGNMENT

6A. DESCRIBE BRIEFLY THE TYPE OF WORK YOU WOULD PREFER FOR NEXT ASSIGNMENT.

Operations supervisory position in Headquarters or training assignment as noted in item 5 above. A rotational assignment which would broaden my professional experience would be welcomed at Headquarters.

6B. 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, 3 OR 4 (for 1st, 2nd, 3rd and 4th choice) IN REMAINING BOXES. COMPLETE ALL ALTERNATE CHOICES AND OPTIONS IN ALL CASES EVEN THOUGH YOU ARE REQUESTING AN EXTENSION OF YOUR TOUR.

EXTEND TOUR _____ MONTHS AT CURRENT STATION TO _____ (DATE)

BE ASSIGNED TO HQ/DA FOR A TOUR OF DUTY. INDICATE YOUR CHOICE OF DIVISION, STAFF OR OFFICE.
1ST CHOICE WH 2ND CHOICE WH 3RD CHOICE EUR

BE ASSIGNED TO ANOTHER FIELD STATION. INDICATE CHOICE OF GEOGRAPHIC AREA OR SPECIALIZATION.
1ST CHOICE WH 2ND CHOICE WH 3RD CHOICE WH

RETURN TO MY CURRENT STATION.

PREPARE UPDATING OF PERSONAL SECURITY INFORMATION IN ACCORDANCE WITH DOI-F 240-8 AND FORWARD UNDER SEPARATE COVER. INDICATE DATE FORWARDED OR TO BE FORWARDED.

TO BE COMPLETED BY FIELD STATION

7. 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.


TO BE COMPLETED BY APPROPRIATE HEADQUARTERS OFFICE

8. 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.

Subject has been approved to attend the Army War College from August 1975 to June 1976.

DATE 19Feb75

TITLE C/LA/Pers

SIGNATURE  Henry L. Berthold

FOR USE BY CAREER SERVICE

9. APPROVED ASSIGNMENT

10. EMPLOYEE NOTIFIED BY MESSAGE NO.

HJKS 1096

DATED

1 Oct 1974

CABLE NO.

DATED

CAREER SERVICE REPRESENTATIVE

DATE

SECRET

SECRET
(When Filled In)

FILE
PUNCHED
BY

REPORT OF SERVICE ABROAD

TO: Office of Personnel, Control Division, Statistical Reporting Branch

SERIAL NO. 1-6	NAME		
	LAST (Print)	FIRST 2-24	MIDDLE
026090	KEENAN	THOMAS	J

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OPI NO. 99, REVISED.

PCS DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	O/P USE ONLY	COUNTRY
MONTH	DAY	YEAR	MONTH	DAY	YEAR			
25-26	27-28	29-30	31-32	33-34	35-36	1 - PCS (Basic) 2 - CORRECTION 3 - CANCELLATION	37-39	40-42
09	14	73					1	370

TDY DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	O/P USE ONLY	AREA(S)
MONTH	DAY	YEAR	MONTH	DAY	YEAR			
25-26	27-28	29-30	31-32	33-34	35-36	1 - TDY (Basic) 2 - CORRECTION 3 - CANCELLATION	37-39	40-42

OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

SOURCE DOCUMENT AND CERTIFICATION

<input type="checkbox"/> TRAVEL VOUCHER	<input type="checkbox"/> DISPATCH
<input checked="" type="checkbox"/> CABLE	<input type="checkbox"/> DUTY STATUS OR TIME AND ATTENDANCE REPORT
<input type="checkbox"/> OTHER (Specify)	
DOCUMENT IDENTIFICATION NO. KNS 18650	DOCUMENT DATE/PERIOD 9/15/73
REMARKS	

PREPARED BY	REPORT APPROVED BY CONTROL DOCUMENT	ABOVE DATA CERTIFIED CORRECT BASED UPON SOURCE
DATE 11/6/73		

THIS REPORT WILL BE FILED
IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER

SECRET

FIELD REASSIGNMENT QUESTIONNAIRE

DO NOT COMPLETE FOR HEADQUARTERS USE ONLY

NAME OF EMPLOYEE (use pseudo only if SA)	DATE (from item 3-D)	NAME OF SUPERVISOR (true)	DATE (from item 3-2)
Thomas J. Keenan	9 Oct. 70	Wallace A. Mills	9 Oct. 70

DATE RECEIVED AT HEADQUARTERS:	DISPATCH NUMBER:	DATE RECEIVED BY CAREER SERVICE:
15 Oct. 1970	HLBT 4677	5 MAR 1971

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
		Ops Officer, GS-14		LNCUPF

6. DATE OF PCS ARRIVAL IN FIELD	6a. REQUESTED DATE OF DEPARTURE	6c. EXPECTED DATE OF FIRST CHECK-IN AT HQ	6b. DESIRED DATE TO REPORT TO DUTY AFTER LEAVE
30 July 1969	20 Aug 1971	28 Aug 1971	29 October 1971

7. NUMBER AND AGES OF DEPENDENTS WHO WILL TRAVEL WITH YOU:

Total, 7 dependents:

8. PERSONAL CIRCUMSTANCES THAT SHOULD BE CONSIDERED IN DETERMINING NEXT ASSIGNMENT:

9. LIST YOUR MAJOR DUTIES DURING CURRENT TOUR (see special note on transmittal form). (also attach personal cover questionnaire in accordance with CSI-F 240-8)

Soviet operations, support operations

10. TRAINING DESIRED: INDICATE WHAT TRAINING YOU BELIEVE YOU SHOULD HAVE DURING THE NEXT SEVERAL YEARS

Clandestino services review, Mid-career, short reports writing courses

SECRET

11. PREFERENCE FOR NEXT ASSIGNMENT:

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.

For career development based on my age, grade and experience I would prefer that my next assignment be that of a Deputy Chief of Station.

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, & 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.

EXTEND YOUR _____ MONTHS AT CURRENT STATION TO _____ (DATE)

BE ASSIGNED TO HOSTESS FOR A TOUR OF DUTY; INDICATE YOUR CHOICE OF DIVISION, STAFF OR OFFICE.
1ST CHOICE WH 2ND CHOICE WH 3RD CHOICE WH

BE ASSIGNED _____ ION; INDICATE CHOICE OF GEOGRAPHIC AREA OR SPECIALIZATION
1ST CHOICE _____ 2ND CHOICE _____ 3RD CHOICE _____

RETURN TO MY CURRENT STATION

TO BE COMPLETED BY FIELD STATION

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:

The Station heartily endorses this employee's preference statement in section 11 above. This man is an experienced, professional and highly motivated officer who has now proven his ability many times over. In the interest of his own continued development as well as that of the organization he merits consideration for assignment as a DCOS at a _____ station or a very senior executive position _____

ORG.

TO BE COMPLETED BY APPROPRIATE HEADQUARTERS OFFICE

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:

Mr. Keenan has been approved per DDP 26 Feb 1971 for assignment as Deputy Chief of Station _____

DATE 4 Mar 71 TITLE C/WH/Pers SIGNATURE H. L. Berthold

FOR USE BY CAREER SERVICE

14. APPROVED ASSIGNMENT:

15. EMPLOYEE NOTIFIED BY DISPATCH NO. _____ DATED: _____
CABLE NO. _____ DATED: _____

CAREER SERVICE REPRESENTATIVE: _____ DATE: _____

SECRET

SECRET
(When Filled In)

REPORT OF SERVICE ABROAD

TO: Office of Personnel, Transactions and Records Branch, Status Section BY

SERIAL NO.	NAME		
1-8 026090	LAST	FIRST	MIDDLE
	(Print) KEENAN	(Print) Thomas	J

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OPI NO. 56, REVISED.

PCS DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	O/P USE ONLY		COUNTRY	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR		CODE	37		
			0	9	14	1 1 - PCS (Basic)	1			570
						2 2 - CORRECTION				
						3 3 - CANCELLATION				

TDY DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	O/P USE ONLY		AREA(S)	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR		CODE	37		
						2 2 - TDY (Basic)				
						4 4 - CORRECTION				
						6 6 - CANCELLATION				

OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

SOURCE DOCUMENT AND CERTIFICATION

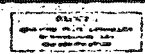
<input type="checkbox"/> TRAVEL VOUCHER	<input checked="" type="checkbox"/> DISPATCH
<input type="checkbox"/> CABLE	<input type="checkbox"/> DUTY STATUS OR TIME AND ATTENDANCE REPORT
<input type="checkbox"/> OTHER (Specify)	

DOCUMENT IDENTIFICATION NO. APLT-6764	DOCUMENT DATE/PERIOD 9/14/73
---	--

REMARKS

PREPARED BY	REPORT ANNOTATED ON CONTROL DOCUMENT	ABOVE DATA CERTIFIED CORRECT BY SOURCE
DEC	DATE	
<input type="checkbox"/> C & L DIVISION, CTBB.	10/2/73	
<input checked="" type="checkbox"/> C & T DIVISION		

THIS REPORT WILL BE FILE IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER



SECRET
(When Filled In)

SERVICE ABROAD AGREEMENT

I. GENERAL

IT IS UNDERSTOOD THAT YOU AGREE TO SERVE THE PERIOD OF SERVICE ABROAD PRESCRIBED IN SECTION II BELOW AND THAT THE GOVERNMENT IS OBLIGATED TO RETURN YOU, YOUR DEPENDENTS AND YOUR HOUSEHOLD AND PERSONAL EFFECTS UPON THE SATISFACTORY COMPLETION OF THIS PERIOD. YOUR ALLOWABLE EXPENSES WILL BE DETERMINED IN ACCORDANCE WITH AGENCY REGULATIONS.

IF YOU TERMINATE YOUR PERMANENT ASSIGNMENT OUTSIDE THE CONTINENTAL UNITED STATES BEFORE YOU COMPLETE 12 MONTHS OF CREDITABLE SERVICE FOLLOWING THE DATE OF YOUR ARRIVAL ABROAD, YOU WILL BE REQUIRED TO REIMBURSE THE GOVERNMENT FOR ALL EXPENSES IT INCURS IN THE TRAVEL AND TRANSPORTATION OF YOU, YOUR DEPENDENTS, YOUR HOUSEHOLD AND PERSONAL EFFECTS TO YOUR POST. IF YOU FAIL TO COMPLETE YOUR PRESCRIBED TOUR OF DUTY ABROAD YOU WILL NOT BE ENTITLED TO THE RETURN TRAVEL AND TRANSPORTATION OF YOURSELF, YOUR DEPENDENTS AND YOUR HOUSEHOLD AND PERSONAL EFFECTS TO THE UNITED STATES. IF, HOWEVER, AGENCY OFFICIALS DETERMINE THAT YOUR EARLY DEPARTURE IS NECESSARY FOR OFFICIAL REASONS, OR FOR PERSONAL REASONS OF SIGNIFICANT INTEREST TO THE GOVERNMENT, THEY MAY WAIVE THE REIMBURSEMENT OF EXPENSES ALREADY INCURRED, OR AUTHORIZE YOUR RETURN TRAVEL AND TRANSPORTATION, WHICHEVER IS APPLICABLE.

IF ELIGIBLE UNDER THE TERMS OF [REDACTED] YOU WILL BE GRANTED HOME LEAVE AS SOON AS IT CAN BE ARRANGED AT GOVERNMENT CONVENIENCE AFTER COMPLETION OF YOUR PRESCRIBED TOUR OF DUTY, PROVIDED YOU HAVE SERVED AT LEAST 18 MONTHS OF CONTINUOUS CREDITABLE SERVICE OUTSIDE THE UNITED STATES. HOME LEAVE AND HOME LEAVE TRAVEL ARE CONTINGENT UPON YOUR WILLINGNESS TO RETURN, AND CONTEMPLATION BY AGENCY OFFICIALS THAT YOU WILL RETURN TO SERVICE OUTSIDE THE UNITED STATES IMMEDIATELY AFTER HOME LEAVE OR UPON COMPLETION OF AN ASSIGNMENT IN THE UNITED STATES.

YOU ARE ADVISED THAT ANY MONIES DUE YOU FROM THE GOVERNMENT MAY BE APPLIED IN LIQUIDATION OF ANY INDEBTEDNESS ARISING FROM VIOLATION OF THIS AGREEMENT. YOU WILL BE AFFORDED ALL NORMAL RECOURSE IN APPEALING DECISIONS MADE PURSUANT TO THIS AGREEMENT.

NAME OF EMPLOYEE

Thomas J. Kennan GS-14

30

D

II. TOUR OF DUTY ABROAD

1. NAME OF POST OF ASSIGNMENT [REDACTED]	
2. PERIOD OF SERVICE ABROAD AS PRESCRIBED IN A, B, OR C BELOW	
A. STANDARD TOUR OF DUTY OF 24 MONTHS <input checked="" type="checkbox"/>	C. NONSTANDARD TOUR OF DUTY OF _____ MONTHS FOR THIS TOUR ONLY FOR THE EMPLOYEE SIGNING THIS AGREEMENT. (See HR 20-18)
REQUESTED (Memo attached)	
OPERATING OFFICIAL	
B. NONSTANDARD TOUR OF DUTY OF _____ MONTHS PREVIOUSLY APPROVED PER HR 20-18.	CONCIR
CAREER SERVICE	
DEPUTY DIRECTOR	
APPROVED	
DIRECTOR OF PERSONNEL	

III. PERMANENT PLACE OF RESIDENCE

1. YOUR "PLACE OF RESIDENCE" IS A PLACE TO WHICH ALLOWABLE TRAVEL AND TRANSPORTATION EXPENSES MAY BE AUTHORIZED IN CERTAIN CIRCUMSTANCES PURSUANT TO HR 22. ITS DESIGNATION WILL BE KEPT IN YOUR OFFICIAL PERSONNEL FOLDER.

2. IN REQUESTING YOUR PERMANENT PLACE OF RESIDENCE IN ITEM 5 ON THE REVERSE SIDE, YOU WILL (AS PRESCRIBED IN HR 22-3) NORMALLY INDICATE THE PLACE WHERE YOU PHYSICALLY DWELLED IN THE UNITED STATES, ITS POSSESSIONS OR THE COMMONWEALTH OF PUERTO RICO AT THE TIME OF YOUR PCS TRANSFER TO A POST ABROAD. YOU MAY REQUEST IN ITEM 6 THE DESIGNATION OF ANOTHER PLACE AS YOUR PERMANENT PLACE OF RESIDENCE IF YOU CAN ESTABLISH THAT YOUR PHYSICAL DWELLING PLACE IS (OR WAS) TRANSITORY AND THAT SUCH OTHER PLACE IS YOUR Domicile OR WAS PREVIOUSLY BEEN USED BY YOU AS A PHYSICAL DWELLING. INFORMATION THAT CAN BE PRESENTED IN AN ATTACHED STATEMENT AS EVIDENCE INCLUDES BUT IS NOT LIMITED TO: STATE VOTING REGISTRATION, PROPERTY OWNERSHIP AND PLACE WHERE INCOME OR PERSONAL PROPERTY TAXES HAVE BEEN PAID.

SECRET
(When Filled In)

9. PHYSICAL DRELLING PLACE (Permanent Place of Residence unless address in item 8 is approved in lieu thereof) FULL ADDRESS Mr. Keenan is TDY in the Washington, D. C. Area between tours. He is presently staying at the Holiday Inn at Tysons Corner		8. OTHER PLACE REQUESTED (Requested Permanent Place of Residence if different from item 9) FULL ADDRESS Voting registration [Redacted] WISCONSIN	
APPROVED		CONCUR	
DEPUTY DIRECTOR	DATE	DEPUTY DIRECTOR	DATE
[Redacted]		[Redacted]	10/3/73
IV. HOME LEAVE POINT			
7. AMONG THE PLACES YOU MAY REQUEST AS A HOME LEAVE POINT ARE: YOUR PERMANENT PLACE OF RESIDENCE SHOWN ABOVE, HEADQUARTERS AREA, AND WHERE YOUR CHILDREN, PARENTS, PARENTS-IN-LAW, BROTHERS, SISTERS, BROTHERS-IN-LAW, OR SISTERS-IN-LAW RESIDE.			
8. YOU MAY REQUEST FOR APPROVAL SOME OTHER POINT SUBJECT TO THE PROVISIONS OF HR 20-300(3)(C). THE REQUEST MUST BE ACCOMPANIED BY A MEMORANDUM EXPLAINING THE CIRCUMSTANCES.			
9. DESIGNATION PER ITEM 7 ABOVE FULL ADDRESS [Redacted] WISCONSIN		10. DESIGNATION PER ITEM 8 ABOVE FULL ADDRESS [Redacted]	
RELATIONSHIP OF RELATIVE AT HOME LEAVE POINT FATHER AND MOTHER		CONCUR	
DEPUTY DIRECTOR	DATE	DEPUTY DIRECTOR	DATE
[Redacted]	10-2-73	[Redacted]	
EMPLOYEE CERTIFICATION			
I have read and understand my service obligations and travel entitlements as described in this agreement.			
SIGNATURE OF EMPLOYEE [Signature]		DATE Sept 21, 73	

SECRET

SECRET

1464

FIELD REASSIGNMENT QUESTIONNAIRE

DO NOT COMPLETE FOR HEADQUARTERS USE ONLY

NAME OF EMPLOYEE (Use pseudo only if DA)	DATE (from item 5.2)	NAME OF SUPERVISOR (if DA)	DATE (from item 5.2)
Thomas J. Keenan	1 Feb 1973	Richard S. Welch	1 Feb 1973
DATE RECEIVED AT HEADQUARTERS:	DISPATCH NUMBER:	DATE RECEIVED BY CAPTER SERVICE:	
9 February 1973	HPLT-6460		

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
	D	DCOS, GS-14		LNBZZ
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	
EX 30 Sept 71	1 Aug 1974	20 Sept 1974	20 Sept 1974	

7. NUMBER AND AGES OF DEPENDENTS WHO WILL TRAVEL WITH YOU:

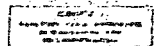
Total 7: Ages

8. PERSONAL CIRCUMSTANCES THAT SHOULD BE CONSIDERED IN DETERMINING NEXT ASSIGNMENT:

9. LIST YOUR MAJOR DUTIES DURING CURRENT TOUR (see special note on transmittal form). (also attach personal cover questionnaire in accordance with CFI-P 240-8)

DCOS and senior ops officer

10. TRAINING DESIRED: INDICATE WHAT TRAINING YOU BELIEVE YOU SHOULD HAVE DURING THE NEXT SEVERAL YEARS



SECRET

11. PREFERENCE FOR NEXT ASSIGNMENT.

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.

In Field: DCOS at [] Station or COS at [] Station.

At Hqs : Rotational assignment to another component or Deputy Branch Chief in WHD

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, or 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.

EXTEND TOUR 10 MONTHS AT CURRENT STATION TO 1 August 1974.
(DATE)

BE ASSIGNED TO WHD FOR A TOUR OF DUTY. INDICATE YOUR CHOICE OF DIVISION, STAFF, OR OFFICE.
1ST CHOICE WHD 2ND CHOICE EUR 3RD CHOICE AF

BE ASSIGNED TO [] ON [] INDICATE CHOICE OF GEOGRAPHIC AREA OR SPECIALIZATION.
1ST CHOICE [] 2ND CHOICE [] 3RD CHOICE []

RETURN TO MY CURRENT STATION

TO BE COMPLETED BY FIELD STATION

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.

Concur in Subject's extension here as DCOS until August 1974. He is doing an effective job at this level and the extra time at it will be good for both his growing capabilities and for the Station's operational program.

TO BE COMPLETED BY APPROPRIATE HEADQUARTERS OFFICE

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.

WH Division concurs in Mr. Keenan's request for a ten month extension of his current tour to 1 August 1974. He was notified of this approval by HPLS-3216.

DATE 29 Mar 73 TITLE C/WH/Pers SIGNATURE []

FOR USE BY CAREER SERVICE

14. APPROVED ASSIGNMENT:

15. EMPLOYEE NOTIFIED BY DISPATCH NO. HPLS-3216 DATE: 14 Feb 73

CABLE NO. _____ DATE: _____

CAREER SERVICE REPRESENTATIVE: _____ DATE: _____

(21-2-1000)

SECRET

SECRET
(When Filled In)

REPORT OF SERVICE ABROAD

FILE
PUNCHED
BY

TO: Office of Personnel, Control Division, Statistical Reporting Branch

SERIAL NO. 1-6	NAME		
	LAST (PLANE)	FIRST	MIDDLE
026070	Kearney	Thomas	J

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OPI NO. 56, REVISED.

PCS DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	CODE	O/P USE ONLY	COUNTRY	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR					
25-26	27-28	29-30	31-32	33-34	35-36	1 - PCS (Basic) 3 - CORRECTION 5 - CANCELLATION	37	38 39		40-42
0	9	50	7	1			1			570

TDY DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	CODE	O/P USE ONLY	AREAS	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR					
25-26	27-28	29-30	31-32	33-34	35-36	2 - TDY (Basic) 4 - CORRECTION 6 - CANCELLATION	37	38 39		40-42

OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

SOURCE DOCUMENT AND CERTIFICATION

TRAVEL VOUCHER	DISPATCH
CABLE	DUTY STATUS OR TIME AND ATTENDANCE REPORT
OTHER (Specify)	

DOCUMENT IDENTIFICATION NO. 435675	DOCUMENT DATE/PERIOD 30 Sept 1970
---------------------------------------	--------------------------------------

REMARKS

PREPARED BY DCA	REPORT ANNOTATED ON CONTROL DOCUMENT	DATE 1/27/72	ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED
C & I DIVISION, CDR.			
C & I DIVISION			

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL
IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER

SECRET
(When Filled In)

REPORT OF SERVICE ABROAD										FILE PUNCHED BY		
TO: Office of Personnel, Transactions and Records Branch, Status Section												
SERIAL NO.		NAME										
1-8		LAST (Print)			FIRST			MIDDLE				
024090		KERNAN			THOMAS			T				
INSTRUCTIONS												
USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (<i>One only</i>). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 88, REVISED.												
PCS DATES OF SERVICE												
ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA			O/P USE ONLY		COUNTRY	
MONTH	DAY	YEAR	MONTH	DAY	YEAR	1 - PCS (Basic)	2 - CORRECTION	3 - CANCELLATION	CODE	37	38	39
25-26	27-28	29-30	31-32	33-34	35-36							
			07	30	71							50
TDY DATES OF SERVICE												
ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA			O/P USE ONLY		AREA(S)	
MONTH	DAY	YEAR	MONTH	DAY	YEAR	1 - TDY (Basic)	2 - CORRECTION	3 - CANCELLATION	CODE	37	38	39
25-26	27-28	29-30	31-32	33-34	35-36							
												40-42
OFFICE OF PERSONNEL USE ONLY - PUNCH AREA												
SOURCE DOCUMENT AND CERTIFICATION												
TRAVEL VOUCHER						DISPATCH						
CABLE						DUTY STATUS OR TIME AND ATTENDANCE REPORT						
OTHER (Specify)												
DOCUMENT IDENTIFICATION NO.						DOCUMENT DATE/PERIOD						
16744						21 July 1971						
REMARKS												
PREPARED BY			REPORT INITIATED BY CONTROL DOCUMENT			ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED						
DATE			DATE									
8/12/71												
THIS REPORT WILL BE FILED IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER												

-O-N-F-I-D-E-N-T-I-A-L

TRAINING REPORT

Chiefs of Station Seminar No. 3-71

Participant: Keenan, Thomas

Office: WH

Grade : 14

COURSE OBJECTIVES, CONTENT AND METHODS

The purpose of the COS Seminar is to assist newly designated Chiefs of Station, Deputy Chiefs of Station and Chiefs of Base to prepare themselves for their field assignment.

The Seminar is conducted as a series of open discussions with senior officers drawn from the offices, staffs and operating elements of all Directorates of the Agency. The intent is to provoke an exchange of views and sharing of experiences as well as to provide information on current policies, procedures, services and operational goals.

A folder of selected reading material is provided to each participant in advance of the Seminar, which is designated as related reading in preparation for specific sessions in the schedule.

ACHIEVEMENT RECORD

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

FOR THE DIRECTOR OF TRAINING:



6 JUL 1971

DATE

C-O-N-F-I-D-E-N-T-I-A-L

SECRET
(When Filled In)

SERVICE ABROAD AGREEMENT

I. GENERAL

IT IS UNDERSTOOD THAT YOU AGREE TO SERVE THE PERIOD OF SERVICE ABROAD PRESCRIBED IN SECTION II BELOW AND THAT THE GOVERNMENT IS OBLIGATED TO RETURN YOU, YOUR DEPENDENTS AND YOUR HOUSEHOLD AND PERSONAL EFFECTS UPON THE SATISFACTORY COMPLETION OF THIS PERIOD. YOUR ALLOWABLE EXPENSES WILL BE DETERMINED IN ACCORDANCE WITH AGENCY REGULATIONS.

IF YOU TERMINATE YOUR PERMANENT ASSIGNMENT OUTSIDE THE CONTINENTAL UNITED STATES BEFORE YOU COMPLETE 12 MONTHS OF CREDITABLE SERVICE FOLLOWING THE DATE OF YOUR ARRIVAL ABROAD, YOU WILL BE REQUIRED TO REIMBURSE THE GOVERNMENT FOR ALL EXPENSES IT INCURS IN THE TRAVEL AND TRANSPORTATION OF YOU, YOUR DEPENDENTS, YOUR HOUSEHOLD AND PERSONAL EFFECTS TO YOUR POST. IF YOU FAIL TO COMPLETE YOUR PRESCRIBED TOUR OF DUTY ABROAD YOU WILL NOT BE ENTITLED TO THE RETURN TRAVEL AND TRANSPORTATION OF YOURSELF, YOUR DEPENDENTS AND YOUR HOUSEHOLD AND PERSONAL EFFECTS TO THE UNITED STATES. IF, HOWEVER, AGENCY OFFICIALS DETERMINE THAT YOUR EARLY DEPARTURE IS NECESSARY FOR OFFICIAL REASONS, OR FOR PERSONAL REASONS OF SIGNIFICANT INTEREST TO THE GOVERNMENT, THEY MAY WAIVE THE REIMBURSEMENT OF EXPENSES ALREADY INCURRED, OR AUTHORIZE YOUR RETURN TRAVEL AND TRANSPORTATION, WHICHEVER IS APPLICABLE.

IF ELIGIBLE UNDER THE TERMS OF [] YOU WILL BE GRANTED HOME LEAVE AS SOON AS IT CAN BE ARRANGED AT GOVERNMENT CONVENIENCE AFTER COMPLETION OF YOUR PRESCRIBED TOUR OF DUTY, PROVIDED YOU HAVE SERVED AT LEAST 18 MONTHS OF CONTINUOUS CREDITABLE SERVICE OUTSIDE THE UNITED STATES. HOME LEAVE AND HOME LEAVE TRAVEL ARE CONTINGENT UPON YOUR WILLINGNESS TO RETURN, AND CONTEMPLATION BY AGENCY OFFICIALS THAT YOU WILL RETURN TO SERVICE OUTSIDE THE UNITED STATES IMMEDIATELY AFTER HOME LEAVE OR UPON COMPLETION OF AN ASSIGNMENT IN THE UNITED STATES.

YOU ARE ADVISED THAT ANY MONIES DUE YOU FROM THE GOVERNMENT MAY BE APPLIED IN LIQUIDATION OF ANY INDEBTEDNESS ARISING FROM VIOLATION OF THIS AGREEMENT. YOU WILL BE AFFORDED ALL NORMAL RECOURSE IN APPEALING DECISIONS MADE PURSUANT TO THIS AGREEMENT.

NAME OF EMPLOYEE: Thomas J. Keenan SO D

II. TOUR OF DUTY ABROAD

1. NAME OF POST OF ASSIGNMENT: []

2. PERIOD OF SERVICE ABROAD AS PRESCRIBED IN A, B, OR C BELOW


A. STANDARD TOUR OF DUTY OF 24 MONTHS <input checked="" type="checkbox"/>	C. NONSTANDARD TOUR OF DUTY OF _____ MONTHS FOR THIS TOUR ONLY FOR THE EMPLOYEE SIGNING THIS AGREEMENT. (See HR 20-13)
	REQUESTED (Memo attached)
	OPERATING OFFICIAL
B. NONSTANDARD TOUR OF DUTY OF _____ MONTHS PREVIOUSLY APPROVED PER HR 20-10.	CONCUR
	CAREER SERVICE DEPUTY DIRECTOR
	APPROVED
	DIRECTOR OF PERSONNEL

III. PERMANENT PLACE OF RESIDENCE

3. YOUR "PERMANENT PLACE OF RESIDENCE" IS A PLACE TO WHICH ALLOWABLE TRAVEL AND TRANSPORTATION EXPENSES MAY BE AUTHORIZED IN CERTAIN CIRCUMSTANCES PURSUANT TO HR 22. ITS DESIGNATION WILL BE KEPT IN YOUR OFFICIAL PERSONNEL FOLDER.

4. IN REQUESTING YOUR PERMANENT PLACE OF RESIDENCE IN ITEM 5 ON THE REVERSE SIDE, YOU WILL (as prescribed in HR 22-3) NORMALLY INDICATE THE PLACE WHERE YOU PHYSICALLY RESIDE IN THE UNITED STATES, ITS POSSESSIONS OR THE COMMONWEALTH OF PUERTO RICO AT THE TIME OF YOUR PCS TRANSFER TO A POST ABROAD. YOU MAY REQUEST IN ITEM 6 THE DESIGNATION OF ANOTHER PLACE AS YOUR PERMANENT PLACE OF RESIDENCE IF YOU CAN ESTABLISH THAT YOUR PHYSICAL DWELLING PLACE IS (a) TEMPORARY AND THAT SUCH OTHER PLACE IS YOUR DOMICILE OR HAS PREVIOUSLY BEEN USED BY YOU AS A PHYSICAL DWELLING. INFORMATION THAT CAN BE PRESENTED IN AN ATTACHED STATEMENT AS EVIDENCE INCLUDES BUT IS NOT LIMITED TO: STATE VOTING REGISTRATION, PROPERTY OWNERSHIP AND PLACE WHERE INCOME OR PERSONAL PROPERTY TAXES HAVE BEEN PAID.

SECRET
(When Filled In)

6. PHYSICAL DWELLING PLACE (Permanent Place of Residence unless address in item 6 is approved in lieu thereof) FULL ADDRESS <div style="border: 1px solid black; height: 40px; width: 100%;"></div>		8. OTHER PLACE REQUESTED (Requested Permanent Place of Residence if different from item 6) FULL ADDRESS <div style="border: 1px solid black; height: 40px; width: 100%;"></div>	
APPROVED		CONCUR	
	DEPUTY DIRECTOR		DATE
	APPROVED		APPROVED
	DATE	DIRECTOR OF PERSONNEL	DATE
6-24-71			
IV. HOME LEAVE POINT			
7. AMONG THE PLACES YOU MAY REQUEST AS A HOME LEAVE POINT ARE: YOUR PERMANENT PLACE OF RESIDENCE SHOWN ABOVE, HEADQUARTERS AREA, AND WHERE YOUR CHILDREN, PARENTS, PARENTS-IN-LAW, BROTHERS, SISTERS, BROTHERS-IN-LAW, OR SISTERS-IN-LAW RESIDE.			
8. YOU MAY REQUEST FOR APPROVAL SOME OTHER POINT SUBJECT TO THE PROVISIONS OF HR 20-308(3)(C). THE REQUEST MUST BE ACCOMPANIED BY A MEMORANDUM EXPLAINING THE CIRCUMSTANCES.			
9. DESIGNATION PER ITEM 7 ABOVE FULL ADDRESS <div style="border: 1px solid black; height: 30px; width: 100%;"></div> <div style="border: 1px solid black; height: 30px; width: 100%;"></div> <p align="center">Wisconsin</p>		10. DESIGNATION PER ITEM 8 ABOVE. FULL ADDRESS <div style="border: 1px solid black; height: 40px; width: 100%;"></div>	
APPROVED		CONCUR	
DEPUTY DIRECTOR		DATE	
APPROVED		APPROVED	
DATE		DIRECTOR OF PERSONNEL	
DATE		DATE	
6-24-71			
EMPLOYEE CERTIFICATION			
I have read and understand my service obligations and travel entitlements as described in this agreement.			
SIGNATURE OF EMPLOYEE			DATE
			6/24/71

SECRET

CONFIDENTIAL
(When Filled In)

RESIDENCE AND DEPENDENCY REPORT

AN ORIGINAL OF THIS FORM WILL BE EXECUTED BY EACH EMPLOYEE AT THE TIME OF HIS APPOINTMENT AND WHEN A CHANGE OCCURS IN THE INFORMATION SHOWN BELOW. ITEMS OF CHANGE MAY BE REPORTED IN THE APPROPRIATE BLOCKS WITHOUT COMPLETING THE REMAINDER OF THE FORM EXCEPT THE EMPLOYEE'S SIGNATURE AND DATE. WHEN EXECUTING ITEM 3 ALSO COMPLY WITH HRM 10-7, PERSONNEL EMERGENCY AND LOCATOR RECORDS. THIS FORM WILL BE COMPLETED ONLY BY HEADQUARTERS PERSONNEL AND NOT SENT TO THE FIELD. FORM WILL BE FILED IN THE EMPLOYEE'S OFFICIAL PERSONNEL FOLDER.

GENERAL

NAME OF EMPLOYEE (Last)	(First)	(Middle)	SERIAL SECURITY NUMBER
Keenan	Thomas		
1. MARITAL STATUS (Check one)			
<input type="checkbox"/> SINGLE	<input checked="" type="checkbox"/> MARRIED	<input type="checkbox"/> SEPARATED	<input type="checkbox"/> DIVORCED
<input type="checkbox"/> WIDOWED		<input type="checkbox"/> ANNULLED	
IF MARRIED, PLACE OF MARRIAGE			DATE OF MARRIAGE
Rhode Island			1956
IF DIVORCED, PLACE OF DIVORCE DECREE			DATE OF DECREE

2. MEMBERS OF FAMILY			
NAME OF SPOUSE	ADDRESS (No., Street, City, State, Zip Code)	TELEPHONE NO.	
NAMES OF CHILDREN	ADDRESS	SEX	DATE OF BIRTH
		F	
		F	
		H	
		F	
NAME OF FATHER (or male guardian)	ADDRESS	TELEPHONE NO.	
	Misc. 54935	414 921-4483	
NAME OF MOTHER, INCLUDING MAIDEN NAME (or female guardian)	ADDRESS	TELEPHONE NO.	
	Same as father		

WHAT MEMBERS OF YOUR FAMILY IF ANY, HAS BEEN TOLD OF YOUR AFFILIATION WITH THE ORGANIZATION IF CONTACT IS REQUIRED IN AN EMERGENCY.
Father and Mother

3. OTHER RELATIVES WHO ARE DEPENDENT UPON ME FOR AT LEAST 51% OF THEIR SUPPORT AND MEET OTHER REQUIREMENTS IN TRAVEL REGULATIONS (HR 22-15). SPECIFY NAMES AND RELATIONSHIPS.




NAME	DATE OF BIRTH	RELATIONSHIP
NA		

4. PERSON RESIDING IN U.S. TO BE NOTIFIED IN CASE OF EMERGENCY		
NAME (Mr., Mrs., Miss)	(Last-First-Middle)	RELATIONSHIP
		Father
HOME ADDRESS (No., Street, City, State, Zip Code) AND NAME OF EMPLOYER, IF APPLICABLE		HOME TELEPHONE NUMBER
Same as above		
BUSINESS ADDRESS (No., Street, City, State, Zip Code) AND NAME OF EMPLOYER, IF APPLICABLE		BUSINESS TELEPHONE & EXTENSION
None		

IS THE INDIVIDUAL NAMED ABOVE OFFICER OF YOUR AGENCY AFFILIATION? (If "No" give name and address of organization he believes you work for.)	YES	X
	NO	
IS THE INDIVIDUAL AUTHORIZED TO MAKE DECISIONS ON YOUR BEHALF IN THE EVENT YOU ARE INCAPABLE? (If "No" give name and address of person, if any, who can make such decisions in case of emergency.)	YES	
My wife,	NO	X
DID THIS INDIVIDUAL KNOW THAT HE WAS ALSO DESIGNATED AS YOUR EMERGENCY ADDRESSEE? (If answer is "No" explain why in item 5.)	YES	X

The persons named in item 2 or 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 5 ON THE REVERSE SIDE OF THIS FORM.

CONFIDENTIAL
(When Filled In)

5. VOLUNTARY ENTRIES		
<p>Experience in the handling of employee emergencies has shown that the absence of certain personal data often delays and complicates 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.</p>		
<p>INDICATE NAME AND ADDRESS OF ANY BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS AND THE NAMES IN WHICH THE ACCOUNTS ARE CARRIED.</p> <p style="margin-left: 40px;"> <input type="text"/> Thomas J. Keenan <input type="text"/> Joint with Margaret J. Keenan </p>		
<p>ARE YOU A MEMBER OF THE NORTHWEST FEDERAL CREDIT UNION? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</p> <p>IF YES, DO YOU HAVE A JOINT ACCOUNT? <input type="checkbox"/> YES <input type="checkbox"/> NO</p>		
<p>HAVE YOU COMPLETED A LAST WILL AND TESTAMENT? <input type="checkbox"/> YES <input type="checkbox"/> NO. (If "Yes" where is document located?)</p>		
<p>HAVE YOU PREPLANNED AN ARRANGED GUARDIANSHIP OF YOUR CHILDREN IN CASE OF COMMON DISASTER TO BOTH PARENTS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. (If "Yes" give name(s) and address)</p>		
<p>HAVE YOU EXECUTED A POWER OF ATTORNEY? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. (If "Yes", who possess the power of attorney?)</p>		
6. ADDITIONAL DATA AND/OR CONTINUATION OF PRECEDING ITEMS		
<p>Notes: <input type="text"/> has been named executor in both the will of my wife and my will. He is in possession of one copy of our latest wills. He is witting of my agency affiliation.</p>		
7. RESIDENCE DATA - TO BE COMPLETED ONLY BY EMPLOYEES ENTERING ON DUTY (No Approval Required)		
RESIDENCE WHEN EMPLOYED (Full Address)	PERMANENT PLACE OF RESIDENCE AS DEFINED IN NR 22-3 (Full Address)	
8. CHANGE IN PERMANENT PLACE OF RESIDENCE (See NR 22-3) (To Be Completed by Employee Desiring Such Change While Assigned to Headquarters)		
FULL ADDRESS	DEPUTY DIRECTOR OR DESIGNEE	DATE
	DIRECTOR OF PERSONNEL (When Applicable per NR 22-3)	DATE
SIGNED BY	DATE	SIGNATURE
		

CONFIDENTIAL

CONFIDENTIAL
(When Filled In)

1070

Complete in original. The data recorded on this form is essential in determining travel expenses allowable in connection with leave at 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. This form will be filed in the employee's official personnel folder.

NAME OF EMPLOYEE (Last) KEENAN		(First) Thomas		(Middle) J		SOCIAL SECURITY NUMBER		
1. RESIDENCE DATA								
PLACE OF RESIDENCE WHEN INITIALLY EMPLOYED BY AGENCY Wisc		LAST PLACE OF RESIDENCE IN CONTINENTAL U.S. (If appointed abroad)						
PLACE IN CONTINENTAL U.S. DESIGNATED AS PERMANENT RESIDENCE Virginia		HOME LEAVE RESIDENCE Wisconsin						
2. MARITAL STATUS (When Filled In)								
<input type="checkbox"/> SINGLE		<input checked="" type="checkbox"/> MARRIED		<input type="checkbox"/> SEPARATED		<input type="checkbox"/> DIVORCED		
<input type="checkbox"/> WIDOWED		<input type="checkbox"/> ANNULLED						
IF MARRIED, PLACE OF MARRIAGE Rhode Island						DATE OF MARRIAGE 1950		
IF DIVORCED, PLACE OF DIVORCE DECREE						DATE OF DECREE		
IF WIDOWED, PLACE SPOUSE DIED						DATE SPOUSE DIED		
IF PREVIOUSLY MARRIED, INDICATE NAME(S) OF SPOUSE, REASON(S) FOR TERMINATION, AND DATE(S)								
3. MEMBERS OF FAMILY								
NAME OF SPOUSE		ADDRESS (No., Street, City, Zone, State) VA				TELEPHONE NO. 532-1738		
NAME OF CHILDREN		ADDRESS		SEX		DATE OF BIRTH		
		SAME		F				
		SAME		M				
		SAME		F				
		SAME		F				
		SAME		F				
NAME OF YOUR FATHER (Or male ancestor)		ADDRESS Wisc				TELEPHONE NO. WA 1-4483		
NAME OF YOUR MOTHER (Or female ancestor)		ADDRESS Wisc				TELEPHONE NO. WA 1-4483		
WHAT MEMBER(S) OF YOUR FAMILY IF ANY, HAS BEEN TOLD OF YOUR AFFILIATION WITH THE ORGANIZATION IF CONTACT IS REQUIRED IN AN EMERGENCY. Wife, Father, Mother								
4. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY								
NAME (Last, First, Middle)				RELATIONSHIP Wife				
HOME ADDRESS (No., Street, City, State, ZIP Code)				HOME TELEPHONE NUMBER VA 532-1738				
BUSINESS ADDRESS (No., Street, City, State, ZIP Code) None				BUSINESS TELEPHONE & EXTENSION				
IS THE INDIVIDUAL NAMED ABOVE WITHIN OF YOUR AGENCY AFFILIATION? (If "No" give name and address of organization as follows you wish for.)							YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
IS THIS INDIVIDUAL AUTHORIZED TO MAKE DECISIONS ON YOUR BEHALF IN THE EVENT YOU ARE INCAPABLE? (If "No" give name and address of person, if any, who can make such decisions in case of emergency.)							YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
DOES THIS INDIVIDUAL KNOW THAT HE HAS BEEN DESIGNATED AS YOUR EMERGENCY ADDRESSEE? (If answer is "No" specify why in item 4.)							YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
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 5 ON THE REVERSE SIDE OF THIS FORM.								
CONTINUED ON REVERSE SIDE								
CURRENT RESIDENCE AND DEPENDENCY REPORT								

CONFIDENTIAL
(When Filled In)

5. VOLUNTARY ENTRIES

Experience in the handling of employee emergencies has shown that the absence of certain personal data often delays and complicates 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.

INDICATE NAME AND ADDRESS OF ANY BANKING INSTITUTIONS WITH WHICH BANKING ACCOUNTS ARE CARRIED:

BANK,

ARE YOU A MEMBER OF THE NORTHWEST FEDERAL CREDIT UNION? YES NO

IF YES, DO YOU HAVE A JOINT ACCOUNT? YES NO

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

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

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

6. ADDITIONAL DATA AND/OR CONTINUATION OF PRECEDING ITEMS

SIGNED AT: WASH STATE PD

DATE: 14 Dec 67

SIGNATURE: [Signature]

CONFIDENTIAL

SECRET

FIELD REASSIGNMENT QUESTIONNAIRE				
DO NOT COMPLETE FOR HEADQUARTERS USE ONLY				
NAME OF EMPLOYEE (use pseudo only if SA)		DATE (from item 5.2)	NAME OF SUPERVISOR (true)	DATE (from item 5.3)
Thomas J. Keenan		25 Nov. 1968	Dino Pionzio	25 Nov. 1968
DATE RECEIVED AT HEADQUARTERS:		DISPATCH NUMBER:	DATE RECEIVED BY CASUAL SERVICE:	
		HLBT-3912	10.7.68	
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
		Ops Officer, GS-13		LNPURE
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	
28 June 1967				
7. NUMBER AND AGES OF DEPENDENTS WHO WILL TRAVEL WITH YOU:				
Total 7 dependents; Ages-				
8. PERSONAL CIRCUMSTANCES THAT SHOULD BE CONSIDERED IN DETERMINING NEXT ASSIGNMENT:				
9. LIST YOUR MAJOR DUTIES DURING CURRENT TOUR (see special note on transmittal form). (also attach personal cover questionnaire in accordance with CSI-P 240-8)				
10. TRAINING DESIRED: INDICATE WHAT TRAINING YOU BELIEVE YOU SHOULD HAVE DURING THE NEXT SEVERAL YEARS				
Clandestine Services Review, Short report writing review course				

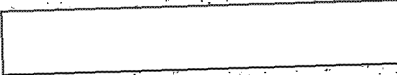
SECRET

11. PREFERENCE FOR NEXT ASSIGNMENT:	
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>I would prefer to continue Operation Officer work but with opportunity of acquiring greater experience in a supervisory capacity.</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, & 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.	
<input checked="" type="checkbox"/>	EXTEND TOUR <u>twelve</u> MONTHS AT CURRENT STATION TO <u>1 July 1969</u> (DATE)
<input checked="" type="checkbox"/>	BE ASSIGNED TO HQ/LS FOR A TOUR OF DUTY; INDICATE YOUR CHOICE OF DIVISION, STAFF, OR OFFICE. 1ST CHOICE <u>WH</u> 2ND CHOICE <u>WH</u> 3RD CHOICE <u>WH</u>
<input checked="" type="checkbox"/>	BE ASSIGNED TO ANOTHER FIELD STATION; INDICATE CHOICE OF GEOGRAPHIC AREA OR SPECIALIZATION. 1ST CHOICE <input type="text"/> 2ND CHOICE <input type="text"/> 3RD CHOICE <input type="text"/>
<input type="checkbox"/>	RETURN TO MY CURRENT STATION
TO BE COMPLETED BY FIELD STATION	
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>Fully concur in subjects request to return to station for a second tour. He is the most valuable officer in the station and is laying the ground work for operations that will require an additional tour to bring to full fruition. His wish to acquire greater supervisory responsibilities is not only entirely reasonable but desirable from the WOFIRM point of view. He has already</p> <p>(contd on attached sheet)</p>	
TO BE COMPLETED BY APPROPRIATE HEADQUARTERS OFFICE	
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>WH recommends Mr. Keenan be approved for home leave in June 1969 by a second tour in <input type="text"/></p> <p><i>forward</i></p>	
DATE <u>10 Sep 68</u>	TITLE <u>C/WH/Personnel</u> SIGNATURE <u>Henry L. Berthold</u>
FOR USE BY CAREER SERVICE	
14. APPROVED ASSIGNMENT	<input type="text"/>
15. EMPLOYEE NOTIFIED BY DISPATCH NO. <u>XXXX-XXXX</u>	DATE: <u>10 Sep 68</u>
CABLE NO. <input type="text"/>	DATE: <input type="text"/>
CAREER SERVICE REPRESENTATIVE: <input type="text"/>	DATE: <input type="text"/>

SECRET

SECRET

Continuation of



(Section 12)

demonstrated considerable planning and leadership ability which the station has tried to develop by placing him in charge of Soviet and Bloc operations and using him as our informal Chief of Ops. His excellent judgement and professionalism has already earned him the respect and confidence of his colleagues as well as that of COS who values subject's advice greatly.

SECRET

SECRET

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

IMPORTANT AGENCY INSTRUCTIONS ON BACK OF ORIGINAL

TO COMPLETE THIS FORM—

1 FOLLOW THESE GENERAL INSTRUCTIONS:

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

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

NAME (last)	(first)	(middle)	DATE OF BIRTH (month, day, year)	SOCIAL SECURITY NUMBER
KEEMAN	Thomas	J		
EMPLOYING DEPARTMENT OR AGENCY			LOCATION (City, State, ZIP Code)	
0220090				

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) <i>Thomas J Keeman</i>	FOR EMPLOYING OFFICE USE ONLY (official receiving date stamp)
DATE February 15, 1968	02 15 1968
	See Table of Effective Dates on back of Original

ORIGINAL COPY—Retain in Official Personnel Folder

SECRET

STANDARD FORM NO. 178-7
MAY 1962 EDITION
GSA GEN. REG. NO. 27
5010-107-01

CONFIDENTIAL
(When Filled In)

IMPORTANT

Central Processing Branch has been charged with responsibility (CPB 20-6-1 dated October 1961) for ensuring that all employees processing PC to the field have reviewed the field version of the Employee Conduct Handbook. You will not be checked out for your proposed travel until you sign the following statement and return it to CPB. Your Personnel Officer can provide you with a copy of the Handbook.

MEMORANDUM OF UNDERSTANDING

I hereby acknowledge that I have read and understand the contents of Field Handbook: 20-4, Employee Conduct, dated 30 July 1962.

Thomas J. Keenan
Signature

14 March 67
Date

THOMAS J. KEENAN

CONFIDENTIAL
(When Filled In)

ADMINISTRATIVE - INTERNAL USE ONLY

27 May 1966

MEMORANDUM FOR: Mr. Thomas J. Keenan
THROUGH : Chief, WH Division
THROUGH : Deputy Director for Plans
SUBJECT : Certificate of Merit

1. The Honor and Merit Awards Board is pleased to notify you that the award named above will be conferred on you in recognition of the excellent service you have rendered this Agency. Security considerations relevant to the award are explained in the attached memorandum from the Office of Security.
2. The award will be presented to you at a ceremony to be held in the near future. Members of your family, Agency associates, and intimate friends who are aware of your Agency affiliation may attend the ceremony, although space may limit the number of guests to be invited.
3. A list of guests whom you would like to have attend the presentation ceremony and an indication of any specific time when you could not be present at such a ceremony should be forwarded through your Deputy Director to the Secretariat, Honor and Merit Awards Board, Office of Personnel.

ROBERT M. GAYNOR
Recorder
Honor and Merit Awards Board

Distribution:

Orig - Addressee
1 - C/WH
1 - D/Pers Reader Chrono/OPF
1 - Sec't, HMAB
1 - Recorder, HMAB

ADMINISTRATIVE - INTERNAL USE ONLY

REPORT OF HONOR AND MERIT AWARDS BOARD

DATE 66 APR 19 1966

The Honor and Merit Awards Board having considered a recommendation that:

NAME: KEENAN, Thomas J. POSITION/TITLE: Operations Officer

PRESENT GRADE: GS-12 OFFICE ASSIGNED TO: DDP/WH

BE AWARDED: Certificate of Merit

FOR HEROIC ACTION, OR

FOR MERITORIOUS ACHIEVEMENT OR SERVICE DURING THE PERIOD

APPROVES THE RECOMMENDATION DISAPPROVES THE RECOMMENDATION

APPROVES, BUT IN LIEU THEREOF, RECOMMENDS THE AWARD OF:

CITATION: UNCLASSIFIED

Mr. Thomas J. Keenan is hereby awarded the Certificate of Merit to recognize his sustained superior performance as assistant to the principal officer in handling matters of great complexity in an over overseas area. In the face of overwhelming pressures, Mr. Keenan demonstrated uncommonly good judgment and decisiveness in channeling resources toward the accomplishment of operational assignments, thereby helping to attain Agency objectives during a period of turmoil.

(Recommendation approved by DD/P on 16 March 1966)

REASONS FOR DISAPPROVAL OF RECOMMENDED AWARD

APPROVED:
707 Richard Helga
DIRECTOR OF CENTRAL INTELLIGENCE
31 MAY 1966
DATE

SIGNATURE: /s/ Robert S. Wattles
TYPED NAME OF CHAIRMAN, HONOR AND MERIT AWARDS BOARD: ROBERT S. WATTLES
SIGNATURE: [Signature]
TYPED NAME OF RECORDER: ROBERT M. GAYNOR

SECRET

(WHEN FILLED IN)

CERTIFICATION OF LANGUAGE PROFICIENCY

1. EMPLOYEE NO. <u>024090</u>		NAME (LAST-FIRST-MIDDLE) <u>Keenan, Thomas J</u>		3. TYPE CHANGE A=ADD C=CHANGE D=DELETE		CODE		4. LANGUAGE DATA PRIOR TO TEST							
5. LANGUAGE DATA AFTER TEST		6. DATE TESTED <u>08/04/65</u>		7. DATE OF BIRTH		8. GRADE <u>12</u>		9. OFFICE OR DIVISION <u>WH</u>							
LAN. CODE	R.	W.	P.	S.	U	I/T	YEAR								
NOTICE TO PERSON TESTED															
10. ON THE DATE SHOWN IN ITEM 6 ABOVE, YOU WERE TESTED IN <u>SPANISH (NEW WORLD) EL18</u> AND YOUR TEST SCORES ARE AS FOLLOWS: (NAME OF LANGUAGE)															
READING		WRITING		PRONUNCIATION		SPEAKING		UNDERSTANDING		TEST RATINGS					
+		+		E		E		I		0 = ZERO I = INTERMEDIATE 3 = SLIGHT H = HIGH 5 = ELEMENTARY N = NATIVE					
11. REMARKS <u>11/26/65</u>										12. SIGNATURE <u>[Signature]</u>					
										13. LD NUMBER <u>10674</u>					

FORM 11-64 1273

OBsolete PREVIOUS EDITIONS

(11-45)

SECRET

GROUP 1 EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

1 - OP/QAB

SECRET

(WHICH FILLED IN)

QUALIFICATIONS SYSTEM RECORD CHANGE

APPLICANT CODING DATA

1. ID ◁ 2	2. APPL. NO. 6-DIGITS	3. NAME MUST CONTAIN 20-DIGITS
4. DATE OF BIRTH MO DA YR	5. DATE CODED MO DA YR	THE DATA ABOVE (ITEMS 2 THRU 5) WILL BE FILLED IN WHEN CODING AN APPLICANT FOR THE FIRST TIME. THIS FORM IS THEN ATTACHED TO FORM 1962, MASTER QUALIFICATIONS CODING RECORD.

LANGUAGE CODING DATA - FORM 444c

1. ID ◁ 3	2. EMPLOYEE NO.	3. NAME 3-LETTERS	4. LANGUAGE DATA CODE BASE CODE R W P S U T YR
5. DATE SUBMITTED MO DA YR	6. DATE OF BIRTH MO DA YR	WHEN FORM 444c DENOTES NO LANGUAGE COMPETENCE, ENTER THE FOLLOWING IN ITEM 4: "NO+LANGUAGE" (12-DIGITS)	

LANGUAGE PROFICIENCY TEST DATA

1. ID ◁ 5	2. EMPLOYEE NO. 026090	3. NAME KEE	4. CODE C-A-D C	5. LANGUAGE DATA BEFORE TEST BASE CODE R W P S U T YR BL18 1 E E E 1 4 62
6. LANGUAGE DATA AFTER TEST BASE CODE R W P S U T YR BL18 1 E E E 1 4 65	7. DATE OF TEST MO DA YR 08 04 65	DATA FOR ITEMS 6 THRU 7 IS EXTRACTED FROM FORM 1273, LANGUAGE PROFICIENCY AND AWARDS DATA.		

QUALIFICATIONS RECORD CHANGE

1. ID ◁ 4	2. EMP/APPL NO.	3. NAME 3-LETTERS	ENTER UNDER "TYPE" - A - ADDITION TO RECORD C - CHANGE TO EXISTING RECORD D - DELETION OF DATA FROM EXISTING RECORD.							
TYPE	CODE # 1				CODE # 2					
	BASE	1	2	3	YR	BASE	1	2	3	YR

SECRET
(When Filled In)

VERIFIED RECORD OF OVERSEAS SERVICE

567507 JUN 7 65

TO:
Office of Personnel, Statistical Reporting Branch, ROOM 5 E 2506 Headquarters

EMPLOYEE SERIAL NO.	NAME OF EMPLOYEE			OFFICE/COMPONENT
	LAST	FIRST	MIDDLE	
1-6 026090	(Print) Keenan	Thomas	J.	25-26 WH 5-1

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TOY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR.

PCS DATES OF SERVICE

TYPE OF DATA	ARRIVAL			DEPARTURE			COUNTRY	OMIT
	CODE	MONTH	DAY	YEAR	MONTH	DAY		
1 - PCS (Basic)	27	20-29	30-31	52-53	24-26	28-31		40-42
3 - CORRECTION								
5 - CANCELLATION								

TOY DATES OF SERVICE

TYPE OF DATA	DEPARTURE			RETURN			AREA(S)	OMIT
	CODE	MONTH	DAY	YEAR	MONTH	DAY		
2 - TOY (Basic)	2	04	30	65	05	28	65	40-42
4 - CORRECTION								
6 - CANCELLATION								

SOURCE OF RECORD DOCUMENT

<input checked="" type="checkbox"/> TRAVEL VOUCHER	<input type="checkbox"/> DISPATCH
<input type="checkbox"/> CABLE	<input type="checkbox"/> DUTY STATUS OR TIME AND ATTENDANCE REPORT
<input type="checkbox"/> OTHER (Specify)	

DOCUMENT IDENTIFICATION NO.	DOCUMENT DATE/PERIOD
-----------------------------	----------------------

REMARKS

PREPARED BY	<input checked="" type="checkbox"/> REPORT ANNOTATED ON SOURCE DOCUMENT	DATE	4 June 65	APPROVE DATA VERIFIED CORRECT. BASED UPON SOURCE
<input checked="" type="checkbox"/> S.S. DIVISION				
<input checked="" type="checkbox"/> C.S.T. DIVISION				

SECRET
(When Filled In)

VERIFIED RECORD OF OVERSEAS SERVICE

TO:
Office of Personnel, Statistical Reporting Branch, ROOM 5 E 2506 Headquarters

EMPLOYEE SERIAL NO.	NAME OF EMPLOYEE			OFFICE/COMPONENT
	LAST	FIRST	MIDDLE	
1-6 <i>26090</i>	<i>(Print)</i> <i>KEEVAR</i>	<i>7-24</i> <i>THOMAS</i>	<i>J</i>	<i>25-26</i> <i>51</i>

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR.

PCS DATES OF SERVICE

TYPE OF DATA	ARRIVAL				DEPARTURE				COUNTRY	OMIT
	CODE	MONTH	DAY	YEAR	MONTH	DAY	YEAR			
1 - PCS (Basic) 3 - CORRECTION 5 - CANCELLATION	<i>1</i>	<i>02</i>	<i>03</i>	<i>60</i>	<i>10</i>	<i>05</i>	<i>64</i>	<i>MEXICO</i>	<i>450</i>	

TDY DATES OF SERVICE

TYPE OF DATA	DEPARTURE				RETURN				AREA(S)	OMIT
	CODE	MONTH	DAY	YEAR	MONTH	DAY	YEAR			
2 - TDY (Basic) 4 - CORRECTION 5 - CANCELLATION	<i>27</i>	<i>28-29</i>	<i>30-31</i>	<i>32-33</i>	<i>34-35</i>	<i>36-37</i>	<i>38-39</i>		<i>40-42</i>	

SOURCE OF RECORD DOCUMENT

<input type="checkbox"/> TRAVEL VOUCHER	<input type="checkbox"/> DISPATCH
<input type="checkbox"/> CABLE	<input type="checkbox"/> DUTY STATUS OR TIME AND ATTENDANCE REPORT
<input checked="" type="checkbox"/> OTHER (Specify) <i>Returnee Payroll Information</i>	

DOCUMENT IDENTIFICATION NO. <i>1400C</i>	DOCUMENT DATE/PERIOD <i>30 Nov 1964</i>
---	--

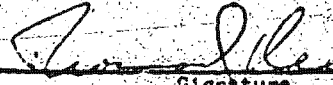
REMARKS

PREPARED BY	REPORT ANNOTATED ON SOURCE DOCUMENT	ABOVE DATA VERIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED
C & T DIVISION	DATE	SIGNATURE

CONFIDENTIAL
(When Filled In)

MEMORANDUM OF UNDERSTANDING

I hereby acknowledge that I have read and understand the contents of Handbook 20-4, Employee Conduct, dated 7 October 1963, and the information brochure for PCS returnees, dated May 1964.



Signature
THOMAS J. KERNER



Date

CONFIDENTIAL
(When Filled In)

SECRET
(When Filled In)

VERIFIED RECORD OF OVERSEAS SERVICE

TO: Office of Personnel, Statistical Reporting Branch, ROOM 192 Curie Hall

EMPLOYEE SERIAL NO. I-O	NAME OF EMPLOYEE			OFFICE/COMPONENT
	LAST (Print)	FIRST	MIDDLE	
26090	KEENAN	THOMAS	J	51

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR.

PCS DATES OF SERVICE

TYPE OF DATA	CODE	ARRIVAL			DEPARTURE			COUNTRY	OMIT
		MONTH	DAY	YEAR	MONTH	DAY	YEAR		
1 - PCS (Basic)	27	28-29	30-31	32-33	34-35	36-37	38-39		40-42
3 - CORRECTION									
5 - CANCELLATION	1	28-29 30-31 32-33			07	31	62		450

TDY DATES OF SERVICE

TYPE OF DATA	CODE	DEPARTURE			RETURN			AREA(S)	OMIT
		MONTH	DAY	YEAR	MONTH	DAY	YEAR		
2 - TDY (Basic)	27	28-29	30-31	32-33	34-35	36-37	38-39		40-...
4 - CORRECTION									
6 - CANCELLATION									

SOURCE OF RECORD DOCUMENT

TRAVEL VOUCHER	<input checked="" type="checkbox"/>	DISPATCH
CABLE	<input type="checkbox"/>	DUTY STATUS OR TIME AND ATTENDANCE REPORT
OTHER (Specify)	<input type="checkbox"/>	

DOCUMENT IDENTIFICATION NO. HM-T-3009	DOCUMENT DATE/PERIOD 8/24/62
--	---------------------------------

REMARKS

PREPARED BY	REPORT ASSOCIATED ON SOURCE DOCUMENT	ADVICE DATA VERIFIED CORRECT. DATED UPON SOURCE DOCUMENT CITED
FISCAL DIVISION	DATE 07/1/62	SIGNATURE
FINANCE DIVISION		

SECRET
(When Filled In)

LANGUAGE PROFICIENCY AND AWARDS DATA						2. ID NO.
1. PERSONNEL SERIAL NO. (1-6) 2000						0128
3. NAME (7-24) LAST KORNER, THOMAS J.		FIRST	MIDDLE	4. OFFICE OR DIVISION VII	5. LANGUAGE Spanish	6. LANG. CODE (25-27) 120
7. DATE OF TEST (40-51) JUN 13, 1962		8. ANNIVERSARY DATE --		9. GRADE 10	10. DATE OF AWARD	
11. REASON FOR TAKING TEST		12. TEST SCORES				
APPLY FOR AWARD:		READING (34) I	WRITING (35) 7	PROFICIENCY (36) 7	SPEAKING (37) 1	UNDERSTANDING (38) II
ESTABLISH SKILL LEVEL						
13. ELIGIBILITY (39)		14. TYPE OF AWARD				
A	ACHIEVEMENT (A)	ELEMENTARY (E)	READING (R) SPEAKING (S)		BASED ON TRAINING THAT WAS DIRECTED (D) OR VOLUNTARY (V)	
M	MAINTENANCE (M)	INTERMEDIATE (I)	COMPREHENSIVE (C)			
NA		HIGH (H)				
15. REMARKS (REASON)				16. I CERTIFY THIS EMPLOYEE FOR A PROFICIENCY AWARD OF \$ 37.50 (40-43)		
				SIGNATURE	DATE	
REMARKS				17. I CERTIFY THAT FUNDS ARE AVAILABLE		
				OBLIGATION REF. NO.		CHARGE ALLOTMENT NO.
				SIGNATURE		

FORM 1273
5-60

OBSCLETE PREVIOUS EDITIONS

SECRET

(10-43)

MRD COPY

JISPATCH

SECRET/RYBAT

DISPATCH SYMBOL AND FILE NO
ISDC-2330 - RYBAT 01746

Chief, WH Division

HEADQUARTERS FILE NO

Chief of Station

DATE

13 October 1961

Annual Fitness Report - [redacted]

REMARKS - CHECK OFF

MARKED FOR INDEXING

NO INDEXING REQUIRED

ACTION REQUIRED

See paragraph 2 below

John J. [redacted]

INDEXING CAN BE JUDGED BY QUALIFIED HQ DESK ONLY

REFERENCES

1. Forwarded herewith is Subject's Annual Fitness Report.
2. It is strongly recommended that this outstanding young officer be promoted immediately as suggested in Section E of the attached report.

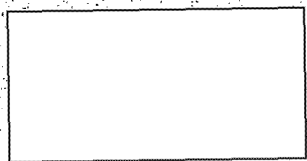
12 October 1961

Attachments:

As stated

Distribution:

- 3 - WED, w/att
- 2 - Files



145

OFFICE OF PERSONNEL

OCT 25 2 32 PM '61

MAIL ROOM

SECRET/RYBAT

SECRET
(When Filled In)

VERIFIED RECORD OF OVERSEAS SERVICE

TO: Office of Personnel, Statistical Reporting Branch, ROOM 192 Curie Hall

EMPLOYEE SERIAL NO. 1-8	NAME OF EMPLOYEE			OFFICE/COMPONENT 23-26
	LAST (Print)	FIRST	MIDDLE	
26070	KEENAN,	THOMAS	J.	46

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR.

PCS DATES OF SERVICE

TYPE OF DATA	ARRIVAL				DEPARTURE				COUNTRY	OMIT 40-42
	CODE	MONTH	DAY	YEAR	MONTH	DAY	YEAR			
1 - PCS (Basic)	27	28-29	30-31	32-33	34-35	36-37	38-39		450	
2 - CORRECTION										
3 - CANCELLATION	1	02	03	60						

TDY DATES OF SERVICE

TYPE OF DATA	DEPARTURE				RETURN				AREA(S)	OMIT 40-42
	CODE	MONTH	DAY	YEAR	MONTH	DAY	YEAR			
1 - TDY (Basic)	27	28-29	30-31	32-33	34-35	36-37	38-39			
2 - CORRECTION										
3 - CANCELLATION										

SOURCE OF RECORD DOCUMENT

<input type="checkbox"/> TRAVEL VOUCHER	<input checked="" type="checkbox"/> DISPATCH
<input type="checkbox"/> CABLE	<input type="checkbox"/> DUTY STATUS OR TIME AND ATTENDANCE REPORT
<input type="checkbox"/> OTHER (Specify)	

DOCUMENT IDENTIFICATION NO.	DOCUMENT DATE/PERIOD
-----------------------------	----------------------

REMARKS:

PREPARED BY	REPORT ANNOTATED ON SOURCE DOCUMENT	REPORT DATA VERIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED
Special Personnel	DATE: 9-28-60	STATUS: [Redacted]

SECRET

HEALTH BENEFITS REGISTRATION FORM
AN EMPLOYER'S HEALTH BENEFITS ACT OF 1959
 (Read instructions on back of last page. (For only employee or annuitant use.)

400
077723

PART A
ALL WHO REGISTER MUST FILL IN THIS PART.

1. NAME (LAST, FIRST, MIDDLE INITIAL) **KRSHAN, Thomas J.**

2. DATE OF BIRTH (Month, Day, Year) **1/21/23**

3. Are you now married? YES NO

4. YOUR MARITAL ADDRESS (NUMBER AND STREET) CITY AND ZIP NUMBER STATE

5. SEX MALE FEMALE

6. Are you covered by, or is any family member listed below covered by or enrolled in, a plan under the Federal Employees Health Benefits Act of 1959 (through the enrollment of another United States or District of Columbia Government employee or annuitant)? YES NO

7. Place an "X" in proper box to show your annual basic salary range.
 UNDER \$4,000 \$4,000 TO \$9,999 \$10,000 TO \$19,999 \$20,000 OR OVER

PART B
FILL IN THIS PART IF YOU WISH TO ENROLL IN A HEALTH BENEFITS PLAN.

1. I elect to enroll in a health benefits plan as shown below. I authorize deductions to be made from my salary, compensation, or annuity to cover my share of the cost of the enrollment. (Copy the information requested below from records cover all features of the plan you select.)

NAME OF PLAN: **Association Benefit Plan** PLAN TYPE OR CLASS: **High** PLAN NUMBER: **4 2 2**

2. In space below list all eligible family members without exception. List your wife or husband first, then your unmarried children under age 19, including legally adopted children and stepchildren and illegitimate children who live with you in a regular parent-child relationship. Include also any unmarried child over 19 who became disabled before age 19 and who, because of the disability, is incapable of self-support. (Attach a doctor's certificate for a disabled child age 19 or over.)

NAMES OF FAMILY MEMBERS	DATE OF BIRTH (Month, Day, Year)	NAMES OF FAMILY MEMBERS	DATE OF BIRTH (Month, Day, Year)
Wife or Husband			

3. If you are a female (employee or annuitant)—does the family listed above include a husband who is incapable of self-support by reason of mental or physical disability which can be expected to continue for more than one year? (If answer is "Yes," attach a doctor's certificate.) YES NO

PART C
FILL IN THIS PART IF YOU ARE NOT TO ENROLL OR IF YOU WISH TO CANCEL YOUR ENROLLMENT.

PLACE AN "X" IN ITEM 1 OR ITEM 2, WHICHEVER APPLIES AND ANSWER ITEM 3.

1. I elect not to enroll in any plan under the Health Benefits Act.

2. I elect to cancel my present enrollment under the Health Benefits Act.

3. The reason for my election is (Place an "X" in proper box):
 (a) I am covered by a plan under the Health Benefits Act through the enrollment of my husband, wife, or parent. 1
 (b) I am covered by a health insurance plan which is not under the Health Benefits Act. 2
 (c) Any other reason. 3

PART D
FILL IN THIS PART IF YOU WISH TO CHANGE YOUR ENROLLMENT.

1. I elect to change my enrollment as shown by the enrollment number and date of enrollment in Part B.

1. Enrollment case number of present plan. 2. Number of event which permits change. (See table on back of this form for proper number.) 3. Date of event which permits change.

PART E
ALL WHO REGISTER MUST FILL IN THIS PART.

13 May 1960

PART F
TO BE COMPLETED BY EMPLOYEE.

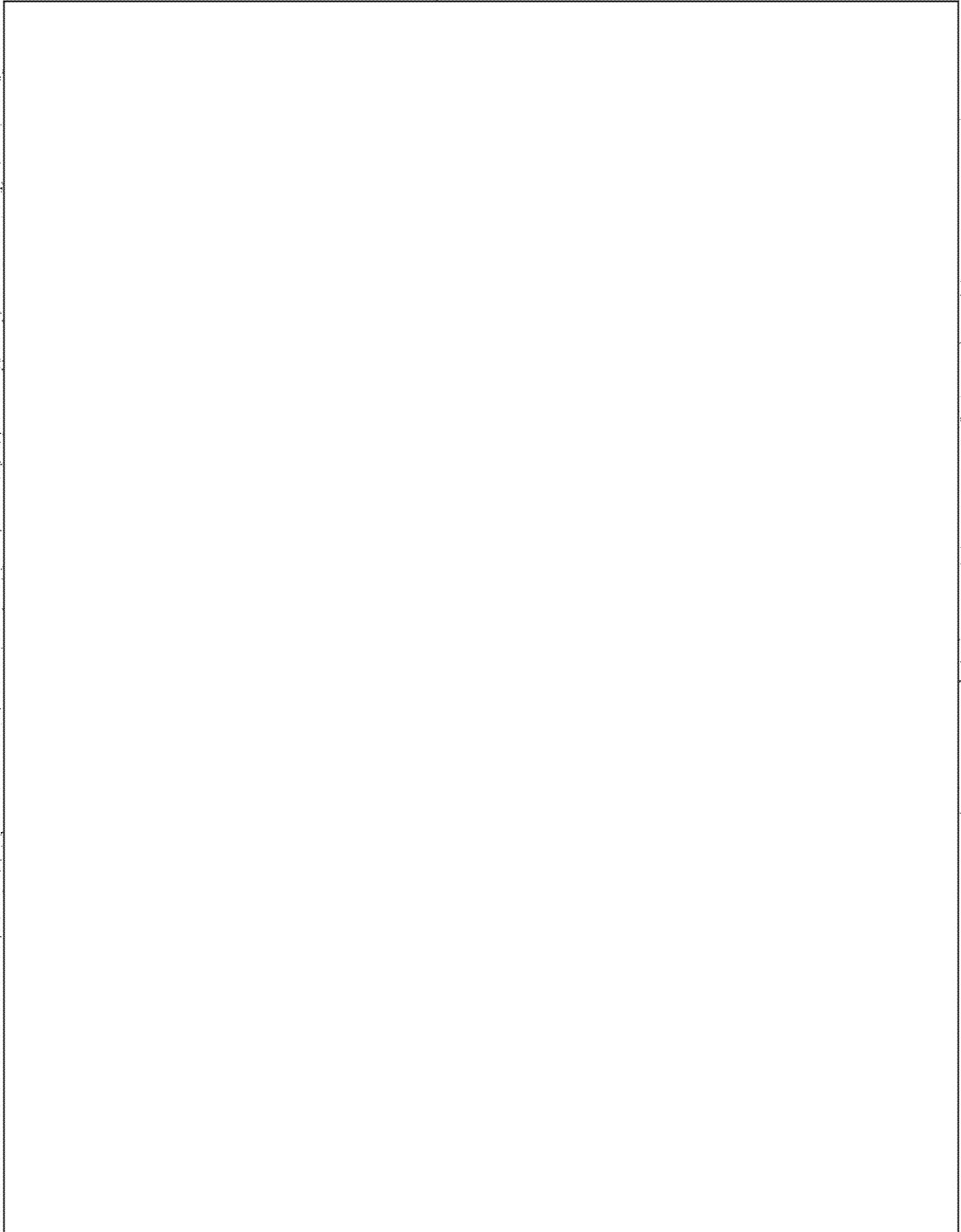
1. NAME AND ADDRESS OF EMPLOYEE'S OFFICE

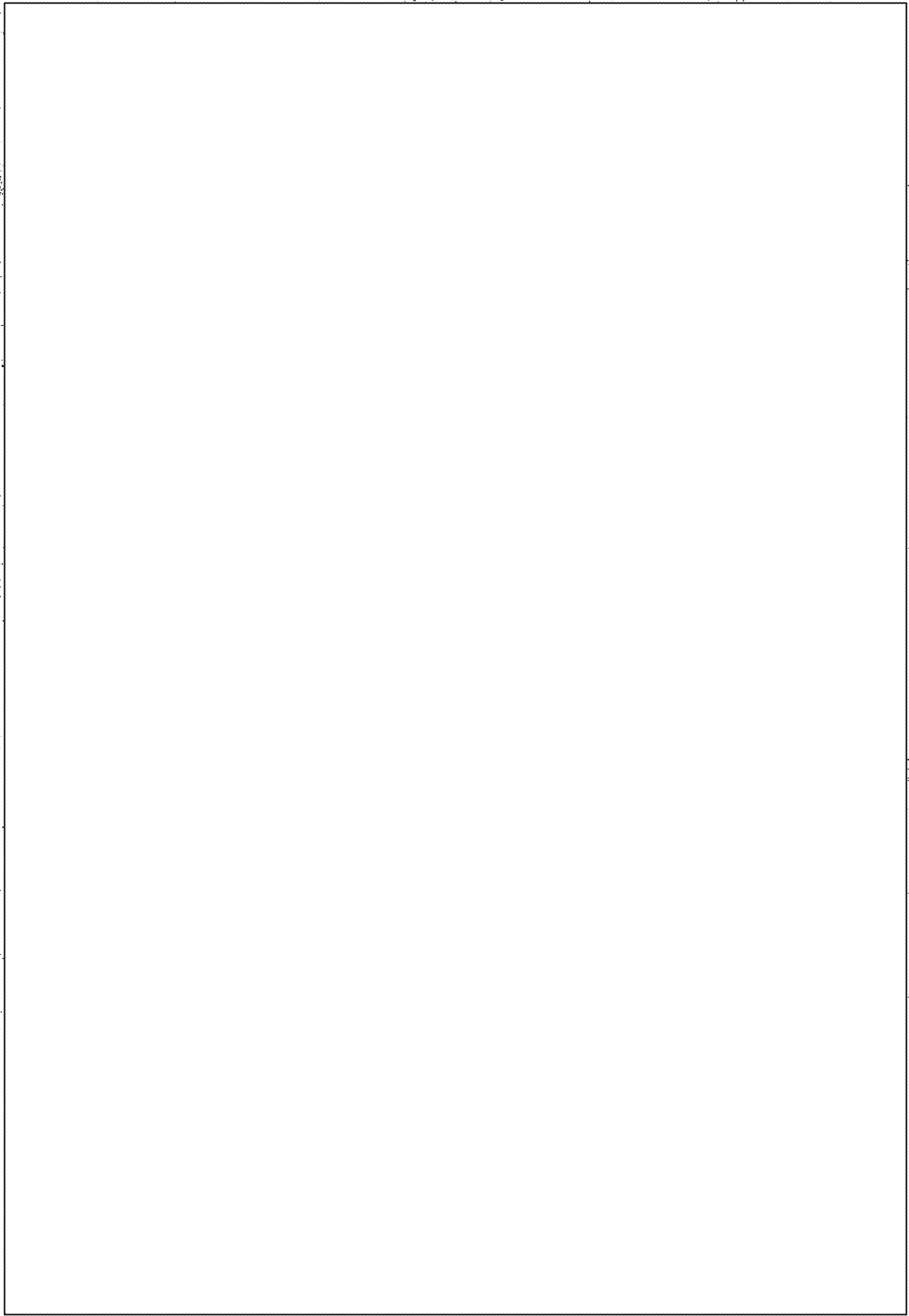
2. DATE RECEIVED BY EMPLOYEE'S OFFICE

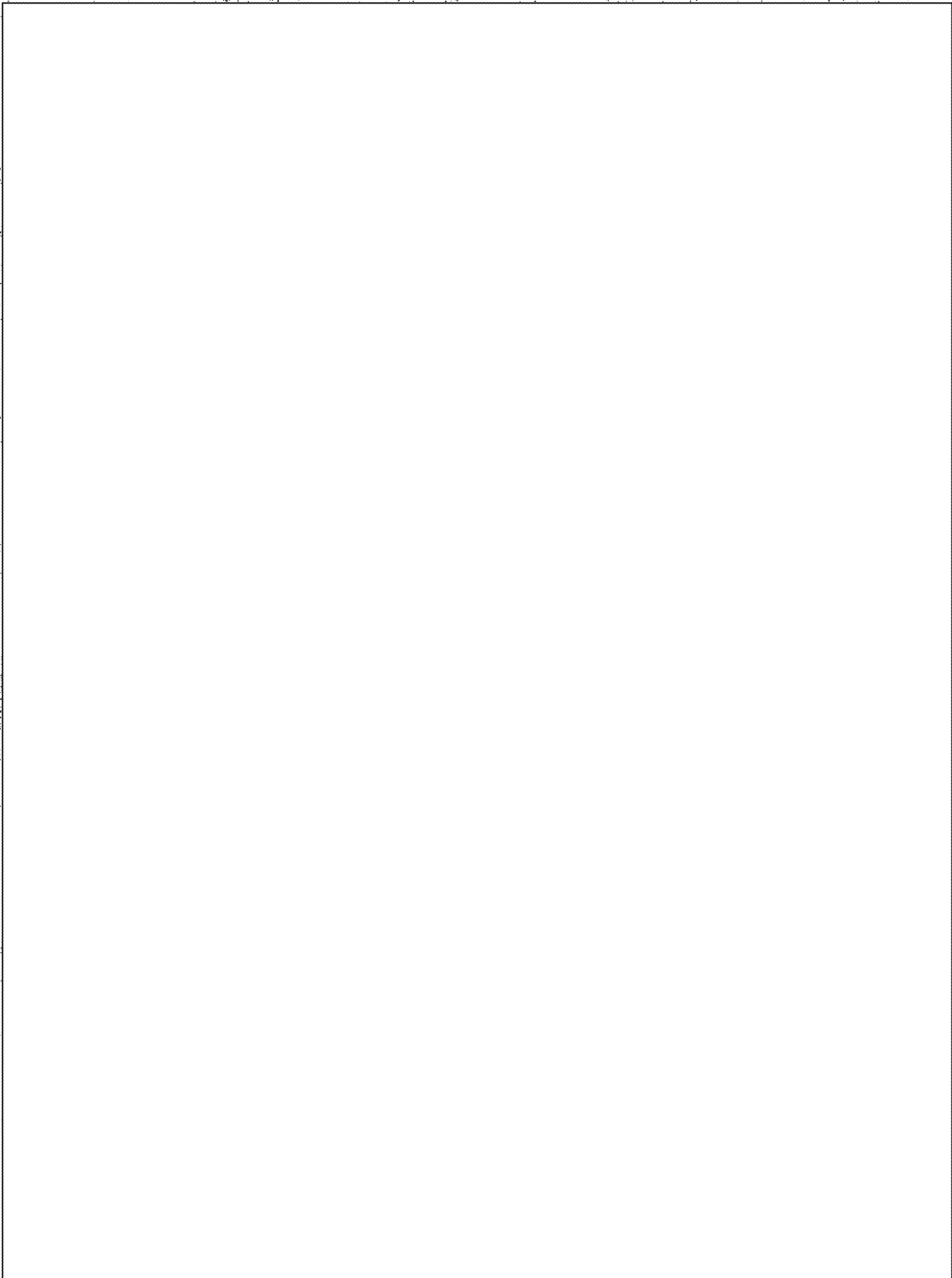
3. EXPIRES DATE OF ENROLLMENT

REMARKS
FOR THE USE OF EMPLOYERS AND BUREAU

SECRET







SECRET

(When Filled In)

126090		LANGUAGE DATA RECORD		
PART I-GENERAL				
1. NAME (Last-First-Middle) (17-24)			2. DATE OF BIRTH (25-30)	
KEENAN, Thomas J.				
3. LANGUAGE (31-33)		4. TODAY'S DATE (34-39)		5.
000		MONTH	DAY	YEAR
		March	27	1958
<input checked="" type="checkbox"/> I HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE.				
PART II-LANGUAGE ELEMENTS				
SECTION A. Reading (40)				
1. I CAN READ TEXTS OF ANY DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY ONLY RARELY.				
2. I CAN READ TEXTS OF MOST GRADES OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALLY.				
3. I CAN READ TEXTS OF AVERAGE DIFFICULTY (newspapers, reference materials, etc.), USING THE DICTIONARY FREQUENTLY.				
4. I CAN READ SIMPLE TEXTS, SUCH AS STREET SIGNS, NEWSPAPER HEADLINES, ETC., USING THE DICTIONARY FREQUENTLY.				
5. I HAVE NO READING ABILITY IN THE LANGUAGE.				
SECTION B. Writing (41)				
1. I CAN WRITE PERSONAL LETTERS AND SIMILAR MATERIAL WITH COMPLETE SUCCESS WITHOUT USING THE DICTIONARY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH VERY FEW GRAMMATICAL ERRORS, IN NATIVE STYLE, USING THE DICTIONARY ONLY RARELY.				
2. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL WITH COMPLETE SUCCESS, USING THE DICTIONARY ONLY RARELY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH FEW GRAMMATICAL ERRORS, BUT IN A STYLE WHICH MAY NOT BE NATIVE, USING THE DICTIONARY OCCASIONALLY.				
3. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH OCCASIONAL MINOR GRAMMATICAL ERRORS AND IN OBVIOUSLY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY OCCASIONALLY.				
4. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY FREQUENTLY.				
5. I CANNOT WRITE IN THE LANGUAGE.				
SECTION C. Pronunciation (42)				
1. MY PRONUNCIATION IS NATIVE.				
2. WHILE NATIVES CAN DETECT AN ACCENT IN MY PRONUNCIATION THEY HAVE NO DIFFICULTY UNDERSTANDING ME.				
3. MY PRONUNCIATION IS OBVIOUSLY FOREIGN, BUT ONLY RARELY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND.				
4. MY PRONUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND.				
5. I HAVE NO SKILL IN PRONUNCIATION.				
21				
CONTINUE ON REVERSE SIDE				

CONTINUATION OF PART II-LANGUAGE ELEMENTS

SECTION D.

Speaking (43)

1. I SPEAK FLUENTLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS; I CONVERSE FREELY AND IDIOMATICALLY IN ALL FIELDS WITH WHICH I AM FAMILIAR.
2. I SPEAK FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE IN MOST FIELDS WITH WHICH I AM FAMILIAR AND I EMPLOY SOME POPULAR SAYINGS, LITERARY QUOTATIONS, AND COMMON PROVERBS.
3. I GET ALONG QUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUSINESS IN PARTICULAR FIELDS.
4. I MANAGE TO GET ALONG IN THE MOST COMMON SITUATIONS OF DAILY LIFE AND TRAVEL.
5. I HAVE NO ABILITY TO USE THE LANGUAGE IN ANY OF THE ABOVE RESPECTS.

SECTION E.

Understanding (44)

1. I UNDERSTAND NON-TECHNICAL CONVERSATION ON ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND NEARLY EVERYTHING I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
2. I UNDERSTAND NON-TECHNICAL CONVERSATION ON NEARLY ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MOST OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES, INCLUDING MOST JOKES AND PUNS.
3. I UNDERSTAND NEARLY ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRAVEL, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.
4. I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
5. I AM NOT ABLE TO UNDERSTAND THE SPOKEN LANGUAGE.

BEFORE CONTINUING - CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.

PART III-EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)

1. I HAVE HAD EXPERIENCE AS A TRANSLATOR.
2. I HAVE HAD EXPERIENCE AS AN INTERPRETER.
3. BOTH OF THE ABOVE STATEMENTS APPLY.
4. NONE OF THE ABOVE STATEMENTS APPLY.

PART IV-CERTIFICATION

I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS CERTIFICATION CONSTITUTES MY APPLICATION FOR A MAINTENANCE AWARD PROVIDED I AM ELIGIBLE UNDER THE TERMS OF REGULATION NO. 23, 215, PART 10(4). I UNDERSTAND THAT I MUST PASS AN OBJECTIVE LANGUAGE PROFICIENCY TEST BEFORE I BECOME ELIGIBLE FOR AN AWARD, AND THAT IRRESPECTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE AWARDS WILL BE CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.

DATE SIGNED

27 March 1953

SIGNATURE

William J. [Signature]

S-E-C-R-E-T

TRAINING EVALUATION

Operations Course No. 6

I. IDENTIFYING INFORMATION:

Name:	Sex:	Dates of Course:	No. of Students:
KREMAN, Thomas John	M.	3 Mar. - 27 June 50	27
Date of Birth:	ECD Date:	Grade or Rank:	Office:
	20 May 1957	GS-7	OTR/JOTP
Subjected or Present Position (from Request for Training dated 16/10/57)			
Junior Officer Trainee			

II. DESCRIPTION OF COURSE:

III. PERFORMANCE RECORD:

The student's evaluation in the Operations Course is based on his understanding of clandestine operations as well as on his ability to perform field case officer tasks as observed by the staff over a period of sixteen weeks.

The standards set by the Staff for Satisfactory performance are high. Moreover, each Operations Course class is a carefully selected group of mature, intelligent, and able persons. Thus, it should be recognized that a grade of Satisfactory indicates that in the training situation the student understood or applied that subject of instruction in a competent manner.

The preponderance of grades fall within the Satisfactory range.

The performance of this student in each category of grading is indicated on the following page by the stamped X's.

S-E-C-R-E-T

S-E-C-R-E-T

	FAIL	POOR	LOW SAT	MID SAT	HIGH SAT	EXC	SUP
1. Agent Acquisition and Management	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Interviewing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Cover	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Clandestine Communications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Reporting	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Project Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Clandestine Service Operations: FI/CI/PP	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Mr. Keenan's performance in the course was highly satisfactory. His performance in Clandestine Communications, Project Management and Clandestine Services Operations were just short of excellent. In face-to-face practical exercises he was effective, and was one of the best students of the class in a ZOMBIE agent-recruitment exercise. In simpler, controlled interviewing and debriefing sessions he was more effective than in exercises requiring more subtle directing and control of the agent. He developed a good understanding of field procedures, more particularly of project management, where he ranked in the upper one-third of the class. His operational reporting was better than his information reporting which was acceptable, but he made little improvement in it during the course. Mr. Keenan acquired a highly satisfactory understanding of the various kinds of Agency operations, revealing a particularly thorough knowledge of CI concepts and methods. He tied with one other student for the top grade on the CI examinations.

FOR THE DIRECTOR ON TRAINING

[Redacted Signature]

Chief Instructor

[Redacted Signature]

S-E-C-R-E-T

S-E-C-R-E-T

TRAINING REPORT

CI FAMILIARIZATION COURSE No. 1

NAME KEEYAN, Thomas J.	DATES OF COURSE 18 - 22 November 1957
STAFF OR DIVISION OCS JOTF	PRESENT POSITION JOTF

- I. Course Objectives: increase awareness of the CI mission in relation to the Clandestine Services and the national security; provide an introduction to foreign intelligence services and to CI operations; give theory and practice in CI methods.
- II. Course Characteristics: The course is intended for junior personnel in the CI field, supervisory personnel who direct the work of CE officers, and all other personnel who need orientation in CI. The material is presented by means of lectures, seminars, directed reading, and practical exercises. Emphasis is on method. Course content is as follows:
 - A. Introduction: definition of terms, history and legal authority; CI responsibilities and relationships of DD/P to the intelligence community, the CI Staff
 - B. Foreign intelligence services: includes brief treatment of liaison
 - C. Methods: the means of investigating and verifying; includes sources, reporting, records and records exploitation, analysis and assessment, etc.
 - D. CI operations: types, basic principles, examples
 - E. Panel discussion (questions and answers)

III. Certification of Course Completion

Mr. Keegan was present throughout the course and submitted all papers required for the practical exercises. These showed commendable effort and a good beginning for one with little or no actual experience. He was an attentive listener and seemed to gain a good deal from the course.

FOR THE DIRECTOR OF TRAINING:

[Redacted Signature Box]

S-E-C-R-E-T

SECRET

TSS/PB/TRAINING DIVISION EVALUATION

DARKROOM

BASIC PHOTOGRAPHY No. 1

JAMES W. PEARSON, THOMAS J. [] DIV. JSTP BR. [] DATES TRAINED: from 9/12/57 to 9/26/57

This course is primarily designed to develop the following skills: Use of 35 mm cameras with accessories, document copy, processing and printing.

	None	Unsat.	Fair	Good	Excellent	Superior
I. Manipulation of camera.						
a. Leica					A	
b. Retina II C	X					
c. Recordak			X			
II. Processing and printing.						
a. Film loading				X		
b. Film processing				X		
c. Enlarging					A	
d. Reflex and contact printing			X			
III. Use of accessory equipment.						
a. Exposure meter				X		
b. Filters	X					
c. Telephoto and wide angle lenses				X		
IV. Document copy and small objects.						
a. Available light					F	
b. Accessory illumination					X	
c. BOOWU, portra lens, focus slide					F	
V. Ground photography.						
a. Coverage					X	
b. Report					X	
VI. Casing.						
a. Coverage					F	

S-E-C-R-E-T

TSS EVALUATION

NAME Thomas J. FITZB DIVISION OTR/OTR
SUBJECT [Redacted] (Basic)
DATES TRAINED 3-31 September 1957

EVALUATION:

- | | |
|--|---------|
| 1. Comprehension of Principles | Good |
| 2. Alertness and Interest | Good |
| 3. Operational Appreciation of Subject | Good |
| 4. Manual Dexterity | Good |
| 5. Care in Work | Good |
| 6. Aptitude | Good |
| 7. Technician Potential | Average |

NOTE: "Technician Potential" is an estimate of the technical ability the student might acquire after advanced instruction and practice--it is not an estimate of his current level of technique.

Ratings: Poor, Average, Good, Excellent

[Redacted]
Instructor

Please return five copies of this form to TSS/TRD for overt distribution.
Please return three copies of this form to TSS/TRD for covert distribution.

OVERT DISTRIBUTION

- 1 - Senior Staff Training Officer
- 1 - Division Training Liaison Officer
- 1 - OTR Registrar
- 1 - Officer of Personnel
- 1 - TSS/TRD

COVERT DISTRIBUTION

- 1 - Senior Staff Training Officer
- 1 - Division Training Liaison Officer
- 1 - TSS/TRD

S-E-C-R-E-T

SECRET

TSS EVALUATION

NAME Thomas J. Keenan DIVISION JOT
SUBJECT [REDACTED]
DATES TRAINED 26 - 30 August 1957

In this course an effort was made to acquaint the student with all aspects of the subject, stressing the managerial point of view, and, at the same time, to have the student acquire an operational degree of proficiency in the three

[REDACTED]

The broad coverage given in this course allowed little time for systematic and comprehensive evaluation of the performance of each student. For this reason evaluations have been made only in terms of [REDACTED]

The performance of Mr. Keenan was SATISFACTORY.

INITIALS

[REDACTED]

Please return ~~four~~ copies of this form to TSS/TD for award distribution.
Please return ~~two~~ copies of this form to TSS/TD for award distribution.

COVER DISTRIBUTION:

- 1 - Senior Staff Training Officer
- 1 - Division Training Liaison Officer
- 1 - CPV/Registrar
- 1 - Office of Personnel

1 - TSS/D file

COVER DISTRIBUTION:

- 1 - Operational Officer
- 1 - ~~TS/TD~~
- 1 - Senior Staff

SECRET

SECRET

6

SECTION I: IDENTIFYING INFORMATION

NAME	SEX	DATE OF BIRTH	SSN
Koehn, Thomas J.	M	1 - 26 July 1927	13
REPORT DATE	ISSUE DATE	CLASSIFICATION	OTC/JOIP
24 June 1950	May 1957	CS-7	

Junior Officer Trainee

SECTION II: OBJECTIVES OF THE COURSE

To introduce students to the skills and techniques involved in the processing of intelligence materials;

To provide practice in the oral/written presentation of intelligence.

SECTION III: COURSE CHARACTERISTICS AND COURSE PLAN

Intelligence Fundamentals is a four-week (thirty-hour) course designed for a number of trainees not available to participate in the course or will be required in the presentation of intelligence. The course is an "introductory" course. The course is divided into a series of integrated critical exercises which require processing of actual intelligence documents. The course is also divided into the oral presentation of intelligence through a series of briefings before the class. A report is assigned to a student selected problem identified approximately halfway through the course. The results are presented to the class. Students and instructors of so-called briefings at the end of the course. The student also prepares an intelligence bibliography and writes a paper on the presentation of intelligence.

The course is presented adaptively on the basis of how well the student has met the requirements of selectivity, organization, and brevity. The student's ability and quality of work are examples of the student's ability. The student's ability will be evaluated by the student's ability to meet the requirements of the course. The student's ability to meet the requirements of the course will be evaluated by the student's ability to meet the requirements of the course. The student's ability to meet the requirements of the course will be evaluated by the student's ability to meet the requirements of the course.

The student's ability to meet the requirements of the course will be evaluated by the student's ability to meet the requirements of the course. The student's ability to meet the requirements of the course will be evaluated by the student's ability to meet the requirements of the course. The student's ability to meet the requirements of the course will be evaluated by the student's ability to meet the requirements of the course.

... the student has demonstrated that he can perform in an extremely effective manner in this area.

CRITERIA: The student met this objective in a competent and adequate manner. He demonstrated a good understanding and grasp of the information presented, or, if skills are involved, he demonstrated sufficient competence to operate effectively in this area.

NOTE: Although the student may have met some of the standards set for minimum achievement of this course goal or objective, he demonstrated serious gaps in knowledge or sufficient lack of skill to be of doubtful competence.

SECTION VI: REPORT ON STUDENT ASSIGNMENT

... The material handles grade level concepts.

	GOOD	OK	POOR	VERY POOR
and ...	0	0	13	0
critical ...	0	2	11	0
... elements	0	1	8	4

SECTION VII: INTERVIEW WITH ALL PARTICIPANTS

... indicate low level performance and ...

... Satisfactory ...

1	1	3	02	1	1	2	2
---	---	---	----	---	---	---	---

6

2	7	13	12	19	6	17	12
---	---	----	----	----	---	----	----

JAC

Mr. Keenan was a bit slow in adjusting to the requirements of the course, but during the last two weeks he showed definite progress in his grasp of the production problems. His oral presentations improved steadily, and his final briefing was excellent, both in substance and in presentation. Mr. Keenan is a very pleasant young man, interested and cooperative, and gives promise of being a sound intelligence officer.

SECRET

TRAINING EVALUATION -- INTELLIGENCE ORIENTATION				COURSE NO.
				10
SECTION I IDENTIFYING INFORMATION				
NAME OF STUDENT Keenan, Thomas J.		SEX M	START DATE OF COURSE 27 May - 21 June 1957	NO. OF SEMESTERS 30 C.P.
DATE OF BIRTH	DOB DATE May '57	GRADE OR RANK OS-7	OFFICE OIR/JOPP	
PROJECTED ASSIGNMENT OR PRESENT POSITION Junior Officer Trainee				
SECTION II CHARACTERISTICS OF THE COURSE				
This course is presented primarily by lecture and reading; it also includes seminars and discussion periods. Each phase of the course is rated by a single multiple choice test.				
SECTION III OBJECTIVES				
The objectives of the Introduction to Intelligence phase are:				
<ol style="list-style-type: none"> 1. To develop understanding of the mission and organization of CIA and its role in the intelligence community and the national security effort. 2. To develop understanding of the functions of CIA components with responsibilities for intelligence, support and other activities. 				
The objective of the Introduction to Communism phase is to provide a basic understanding of the Communist ideology and of the background, organization, activities and capabilities of the International Communist Movement and the U.S.P.				
SECTION IV STUDENT ACHIEVEMENT RATINGS				
The numbers placed in the columns below show how many students received each rating. An asterisk(*) shows the rating this student received.				
SUBJECT	HOURS	RATING		
		UNSATISFACTORY	SATISFACTORY	EXCELLENT
INTRODUCTION TO INTELLIGENCE	80	0	37	26*
INTRODUCTION TO COMMUNISM	80	1	23	34*
SECTION V COMMENTS				
INDICATE ANY STRENGTH AND WEAK POINTS OF THE STUDENT, OR ANYTHING THAT MAY HAVE INFLUENCED HIS PERFORMANCE IN THE COURSE.				
ADD OTHER COMMENTS ON REVERSE SIDE <input type="checkbox"/>				
FOR THE DIRECTOR OF TRAINING				

PERSONNEL QUALIFICATION QUESTIONNAIRE

MA

1. Serial No. (no entry)	2. NAME: (last) (first) (middle) <u>KEENE</u> <u>THOMAS</u> <u>JR</u>	3. Office
4. Date of Birth	5. Sex: <input checked="" type="checkbox"/> male (1) <input type="checkbox"/> female (2)	Marital Status <u>M</u> Nr. Dependents <u>1</u>
6. Employment Date: <u>30.11.1952</u>	7. Citizenship: <input checked="" type="checkbox"/> U.S. <input type="checkbox"/> Other	
8. Acquired By: (1) <input checked="" type="checkbox"/> Birth (2) <input type="checkbox"/> Marriage (3) <input type="checkbox"/> Naturalization (4) <input type="checkbox"/> Other (specify) Year U.S. citizenship acquired, if not by birth _____		

SEC. I. EDUCATION

1. Extent: (circle one)

- | | | |
|--|--|-------------------|
| 1. Less than high school | 4. Two years college, or less | 8. Masters degree |
| 2. High school graduate | 5. Over two years, no degree | 9. Doctors degree |
| 3. Trade, Business or Commercial school graduate | 6. Bachelor degree | |
| | 7. Post-graduate study (minimum 8 sem. hrs.) | |

2. College or University Study:

Name and location of College or University	Major	Minor	Dates att'd		Yrs Compl		Degree Recd		Sem Hrs
			From	To	Day	Night	Title	Date	
UNIV OF WISC. CRT. AT MADISON, WISC	HIST	GERM	1950	50	2		TRANSFERRED		63
192 QUEEN UNIV	HIST		1950	53	3		BS	June 1953	79
								1954	140

3. Trade, Commercial, and Specialized Training:

School	Attendance Dates			Study or Specialization
	From	To	Tot. mo's	

4. Military, Intelligence or Investigative training (full time duty as a student in specialized schools such as intelligence, communications, ordnance disposal, etc.)

School	Attendance Dates			Study or Specialization
	From	To	Tot. mo's	
ARMY OFFICE CWDYALD	JULY 1953	NOV 1953	4	GENERAL DIXON OFFICE TRAINING

CODED
FOR
QUALIFICATIONS
DATE 22 APR 1954

SEC. II. WORK EXPERIENCE

1. State the nature of duties performed with this organization, starting with your present position. Approximate dates (month and year) are sufficient. Use a continuation sheet, if necessary, to adequately describe your duties.

From _____ To _____ Tot. mos. _____	Description of Duties: _____
Grade _____ Salary _____	
Office _____	
Position _____	
Title: _____	
Duty _____	
Title: _____	Duty Station, if overseas: _____
From _____ To _____ Tot. mos. _____	Description of Duties: _____
Grade _____ Salary _____	
Office _____	
Position _____	
Title: _____	
Duty _____	
Title: _____	Duty Station, if overseas: _____
From _____ To _____ Tot. mos. _____	Description of Duties: _____
Grade _____ Salary _____	
Office _____	
Position _____	
Title: _____	
Duty _____	
Title: _____	Duty Station, if overseas: _____
From _____ To _____ Tot. mos. _____	Description of Duties: _____
Grade _____ Salary _____	
Office _____	
Position _____	
Title: _____	
Duty _____	
Title: _____	Duty Station, if overseas: _____

SEC. II. WORK EXPERIENCE (CONT'D.)

2. Previous Employment: Describe your previous work experience in sufficient detail to permit full recognition of your qualifications. Include military work experience. List last position first.

<p>From <u>1 '54</u> To <u>11 '56</u> Tot. mo's <u>7</u> Classification Grade (if in Federal Service) <u>ATTC</u> Salary <u>3845</u> Number and Class of Employees Supervised: <u>20-6000000, Services, 2 civilian</u> Employer <u>U.S. Army</u> Kind of Business or organization (i.e., paper products mfr, public utility)</p>	<p>Exact Title of your position <u>Chief Engineer</u> <u>U.S. Army Radio Station, Fort Monmouth, NJ</u> Description of Duties: <u>Complete Control of all C.D. UNCOMMINT</u> <u>Company, H. J. of ADMINISTRATIVE AND OPERATIONAL PROCEDURES OF WAR-ARMED</u> Duty Station if overseas:</p>
<p>From <u>1 '56</u> To <u>11 '56</u> Tot. mo's <u>3</u> Classification Grade (if in Federal Service) <u>ATTC</u> Salary <u>3845</u> Number and Class of Employees Supervised: <u>20-6000000, 2 OFFICERS</u> Employer <u>U.S. Army</u> Kind of Business or organization (i.e., paper products mfr, public utility)</p>	<p>Exact Title of your position <u>Asst. Officer in Charge of Communication Section</u> <u>Office of Communication with Officers</u> Description of Duties: <u>Responsible to OIC for all communication equipment & expenses</u> Duty Station if overseas:</p>
<p>From <u>1 '56</u> To <u>11 '56</u> Tot. mo's <u>15</u> Classification Grade (if in Federal Service) <u>ATTC</u> Salary <u>3183</u> Number and Class of Employees Supervised: <u>12-6000000</u> Employer <u>U.S. Army</u> Kind of Business or organization (i.e., paper products mfr, public utility)</p>	<p>Exact Title of your position <u>Communication Officer of Communication with Officers</u> <u>Office of Communication with Officers</u> Description of Duties: <u>Responsible for operation of radio equipment & materials</u> Duty Station if overseas:</p>
<p>From <u>1 '56</u> To <u>11 '56</u> Tot. mo's <u>10</u> Classification Grade (if in Federal Service) <u>ATTC</u> Salary <u>3650</u> Number and Class of Employees Supervised: <u>12-6000000</u> Employer <u>U.S. Army</u> Kind of Business or organization (i.e., paper products mfr, public utility)</p>	<p>Exact Title of your position <u>Communication Officer (Technical)</u> <u>Office of Communication with Officers</u> Description of Duties: <u>Responsible for operation of radio equipment & materials</u> <u>Office of Communication with Officers</u> <u>Fort Monmouth, NJ, NY, NY</u> <u>Responsible for operation of radio equipment & materials</u> Duty Station if overseas:</p>
<p>From <u>1 '56</u> To <u>11 '56</u> Tot. mo's <u>10</u> Classification Grade (if in Federal Service) <u>ATTC</u> Salary <u>3650</u> Number and Class of Employees Supervised: <u>None</u> Employer <u>U.S. Army</u> Kind of Business or organization (i.e., paper products mfr, public utility)</p>	<p>Exact Title of your position <u>Communication Officer</u> <u>Office of Communication with Officers</u> Description of Duties: <u>Responsible for operation of radio equipment & materials</u> Duty Station if overseas:</p>

SEC. II. WORK EXPERIENCE (CONT'D)

3. Special Work Experience: Check any of the following organizations by which you may have been employed.

- | | |
|--|--|
| 01 <input type="checkbox"/> U. S. Secret Service | 24 <input type="checkbox"/> Air Force A-2 |
| 02 <input type="checkbox"/> Civil Police | 25 <input type="checkbox"/> Foreign Economic Admin. |
| 03 <input type="checkbox"/> Military Police | 26 <input type="checkbox"/> Counter Intelligence Corps |
| 04 <input type="checkbox"/> U. S. Border Patrol | 27 <input type="checkbox"/> Immigration & Naturalization |
| 05 <input type="checkbox"/> U. S. Narcotics Squad | 28 <input type="checkbox"/> Strategic Services Unit |
| 06 <input type="checkbox"/> FBI | 29 <input type="checkbox"/> Foreign Service, State Dept. |
| 07 <input type="checkbox"/> Criminal Investigation Div. | 30 <input type="checkbox"/> Central Intelligence Group |
| 21 <input type="checkbox"/> Office of Naval Intelligence | 31 <input type="checkbox"/> Armed Forces Security Agency |
| 22 <input type="checkbox"/> Office of War Information | 32 <input type="checkbox"/> Coordinator of Information |
| 23 <input type="checkbox"/> Army G-2 | 33 <input type="checkbox"/> Office of Facts & Figures |
| 20 <input type="checkbox"/> Office of Strategic Services | 34 <input type="checkbox"/> Board of Economic Warfare |
| | 35 <input type="checkbox"/> Federal Communications Comm. |

SEC. III. FOREIGN LANGUAGES

List below the foreign languages in which you have some competence. Be sure to include uncommon modern languages. Check (X) your competence and how acquired.

LANGUAGE	COMPETENCE					HOW ACQUIRED				
	Equivalent to Native Fluency *	Fluent: but obviously Foreign *	Adequate for Research **	Adequate for Travel	Limited Knowledge	Native of Country	Prolonged Residence	Contact (Parents, etc.)	Academic Study	
RUSSIAN					X					
SPANISH					X					

* If you have checked 'Fluent' for a language that has significant difference in spoken and written form (e.g., Arabic), explain your competence herein _____

** Specialized Language Competence: Describe ability to do specialized language work involving vocabularies and terminology in the scientific, engineering, telecommunications, and military fields. List the language with the type of speciality. _____

SEC. IV. AREA KNOWLEDGE

1. List below any foreign countries or regions of which you have knowledge gained as a result of residence, travel or study. Study can mean either academic study, or study of a foreign country resulting from an intelligence, military, commercial or professional work assignment.

Country or Region	Dates of Residence, Study Etc.	Manner in Which Knowledge Was Aquired (check (X) one)		
		Residence	Travel	Study

2. Specialized Knowledge of Area

List specialized knowledge of foreign country such as knowledge of terrain, coasts and harbors, utilities, railroads, industries, political parties, etc., gained as a result of study or work assignment. Include name of employer or organization.

Country	Type of Knowledge	How and When Gained

SEC. V. TYPING AND STENOGRAPHIC SKILLS (PRESENT UTILIZATION)

Skill	Per Cent of Time Used		WPM (Approximate Proficiency)	Prefer Assignment Using Skill Oftener	
	1.	2.		1. Yes	2. No
Typing	1. 5	2.	20-30	1. Yes	2. No
Shorthand	1.	2.		1. Yes	2. No

Shorthand System: 1. Manual 2. Machine 3. Speedwriting.

SEC. VI. LICENSES, HOBBIES, SPECIAL QUALIFICATIONS

1. Licenses: List any licenses or certification such as teachers, pilot, marine, etc. _____	2. Hobbies: List any hobbies such as sailing, skiing, writing, or other special qualifications. _____

SEC. VII. PROFESSIONAL AND ACADEMIC HONORS

List any professional or academic associations or honorary societies in which you hold membership. _____

SEC. VIII. PUBLICATIONS

List below the type of writing (non-fiction: professional or scientific articles, general interest subjects, current events, etc; fiction: novels, short stories, etc.) of any published materials of which you were author or co-author.

SEC. IX. INVENTIONS

Describe any devices you have invented as to type of work for which intended and whether patented.

Device	Patented	
	(1) Yes	(2) No
	(1) Yes	(2) No
	(1) Yes	(2) No

SEC. X. TESTS (Within present organization)

Describe below the type of tests which you have taken,

Type of Test	Date Taken

SEC. XI. PHYSICAL HANDICAPS

List any physical handicaps you may have.

<i>NONE</i>

SEC. XII. OVERSEAS ASSIGNMENT

Are you willing to accept periodic tour of duty overseas?

(1) 2 year Tour <input checked="" type="checkbox"/> (2) 4 year Tour <input type="checkbox"/> (3) Not interested <input type="checkbox"/>
--

SEC. XIII. WORK ASSIGNMENT

In view of your total experience and education, for what assignment do you think you are best qualified?

SEC. XIV. MILITARY STATUS

1. **Present Draft Status**
 Have you registered under the Selective Service Act of 1948? Yes No.
 If yes, indicate your present draft classification 4-F

2. **Present Reserve or National Guard Status**
 Do you now have Reserve or National Guard Status Yes No.
 If yes, complete the following.

1. National Guard
2. Air National Guard
3. Active Reserve Status (member of organized unit)
4. Inactive Reserve Status

Service U.S. Naval Reserve Grade LTC Serial Number 57483B

Reserve Unit with which currently affiliated ADMIN ONLY - CON VISE

Service Mobilization Assignment, if any _____

Location of Service Records, if known U.S. NAVAL RESERVE OFFICE CENTER, DANIA, FLA.
2) H.Q. COMMAND 97th AIR DISTRICT, FT. MEADE, MD.

SEC. XV. TRAINING

List the training courses or subjects you have taken in this organization.

Course or Subject	(from) Dates	(to)	Hours

SEC. XVI. REMARKS

Use this space to indicate any other qualifications you may have which you do not describe above.

DATE 24 May 1952

SIGNATURE [Signature]

APPOINTMENT AFFIDAVITS

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

CENTRAL INTELLIGENCE AGENCY Washington, D.C.
(Department or agency) (Bureau or division) (Place of employment)

I, THOMAS J. KEENAN 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 knowingly a member of any organization that advocates the overthrow of the constitutional form of the Government of the United States, or which seeks by force or violence to deny other persons their rights under the Constitution of the United States. I do further swear (or affirm) that I will not so advocate, nor will I knowingly become a member of such organization during the period that I am an employee of the Federal Government or any agency thereof.

C. AFFIDAVIT AS TO STRIKING AGAINST THE FEDERAL GOVERNMENT

I am not participating in any strike against the Government of the United States or any agency thereof, and I will not so participate while an employee of the Government of the United States or any agency thereof. I do not and will not assert the right to strike against the Government of the United States or any agency thereof while an employee of the Government of the United States or any agency thereof. I do further swear (or affirm) that I am not knowingly a member of an organization of Government employees that asserts the right to strike against the Government of the United States or any agency thereof and I will not, while an employee of the Government of the United States or any agency thereof, knowingly become a member of such an organization.

D. AFFIDAVIT AS TO PURCHASE AND SALE OF OFFICE

I have not, nor has anyone acting in my behalf, given, transferred, promised or paid any consideration for or in expectation or hope of receiving assistance in securing such 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 May 1957
(Date of entrance on duty)

Thomas J. Keenan
(Signature of appointee)

Subscribed and sworn before me this 20th day of May A. D. 1957.

at Washington, D.C.
(City)

[SEAL]

.....
(Title)

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

DECLARATION OF APPOINTEE

This form is to be completed before entrance on duty. Answer all questions. Admitted unfavorable information about such matters as arrests or discharges will be considered together with the favorable information in your record in determining your present fitness for Federal employment. However, a false statement or dishonest answer to any question may be grounds for dismissal after appointment and is punishable by law.

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

2. PLACE OF BIRTH (city and State or city and foreign country)

3. IN CASE OF EMERGENCY, PLEASE NOTIFY
 (A) NAME: KEVIN (B) RELATIONSHIP: WIFE (C) STREET AND NUMBER, CITY AND STATE: _____ (D) TELEPHONE NO.: 74 5-0223

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 IN THE PAST 12 MONTHS? YES NO

If so, for each such relative fill in the blank below. If additional space is necessary, complete under Item 13.

NAME	POST OFFICE ADDRESS (Give street number, if any)	(1) POSITION (2) TEMPORARY OR NOT (3) DEPARTMENT OR AGENCY IN WHICH EMPLOYED	RELATIONSHIP	REF. NO. (Check one)

INDICATE ANSWER BY PLACING "X" IN PROPER COLUMN	YES	NO	INDICATE ANSWER BY PLACING "X" IN PROPER COLUMN	YES	NO
5. (A) ARE YOU A CITIZEN OF THE UNITED STATES OF AMERICA, OR (B) AS A NATIVE OF AMERICAN SAMOA DO YOU OWE ALLEGIANCE TO THE UNITED STATES OF AMERICA?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	10. (A) HAVE YOU EVER FILED A WAIVER OF LIFE INSURANCE COVERAGE UNDER THE FEDERAL EMPLOYEES' GROUP LIFE INSURANCE ACT?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY? <i>If your answer is "Yes," give details in Item 13.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	(B) IF YOU HAVE FILED SUCH A WAIVER, HAS IT BEEN CANCELED OR REVOKED?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
7. DO YOU RECEIVE OR HAVE YOU APPLIED FOR AN ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER A RETIREMENT ACT OR ANY PENSION OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE? <i>If your answer is "Yes," give details in Item 13.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	11. SINCE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT, A. HAVE YOU BEEN DISCHARGED FROM EMPLOYMENT BECAUSE: (1) YOUR CONDUCT WAS NOT SATISFACTORY? (2) YOUR WORK WAS NOT SATISFACTORY?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
8. SINCE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT, HAVE YOU BEEN ARRESTED, CHARGED, OR HELD BY FEDERAL, STATE, OR OTHER LAW ENFORCEMENT AUTHORITIES FOR ANY VIOLATION OF ANY FEDERAL LAW, STATE LAW, COUNTY OR MUNICIPAL LAW, REGULATION OR ORDINANCE? DO NOT INCLUDE TRAFFIC VIOLATIONS FOR WHICH A FINE OF \$25 OR LESS WAS IMPOSED. ALL OTHER CHARGES MUST BE INCLUDED EVEN IF THEY WERE DISMISSED. <i>If your answer is "Yes," give in Item 13 for each case: (1) approximate date, (2) charge, (3) place, (4) action taken.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	B. HAVE YOU BEEN DISCHARGED FROM THE ARMED SERVICES UNDER OTHER THAN HONORABLE CONDITIONS? <i>If your answer to A, B, or C is "Yes," give details in Item 13 as clearly as you can remember, including the name and address of employer, approximate date, and reasons in each case.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9. SINCE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT, HAVE YOU BEEN BARRED BY THE U.S. CIVIL SERVICE COMMISSION FROM TAKING EXAMINATIONS OR ACCEPTING CIVIL SERVICE APPOINTMENTS? <i>If your answer is "Yes," give date of and reasons for such bar in Item 13.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	C. HAVE YOU BEEN DISCHARGED FROM THE ARMED SERVICES UNDER OTHER THAN HONORABLE CONDITIONS? <i>If your answer to A, B, or C is "Yes," give details in Item 13 as clearly as you can remember, including the name and address of employer, approximate date, and reasons in each case.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

13. SPACE FOR DETAILED ANSWERS TO OTHER QUESTIONS (Indicate item numbers to which answers apply.)

ITEM NO.	ITEM NO.

INSTRUCTIONS TO APPOINTING OFFICER.—You must determine that this appointment would be in conformance with the Civil Service Act, applicable Civil Service Rules and Regulations, and acts of Congress pertaining to appointments. This form should be checked for holding of office, pension, any record of recent discharge or arrest, age, citizenship, and members of family. Also, to establish the identity of the appointee, you should particularly check (1) his signature and handwriting against the application and for other pertinent papers and (2) his physical appearance against the medical certificate.

STATEMENT OF PRIOR FEDERAL, MILITARY AND MILITARY SERVICE
 AND DETERMINATION OF COMPETITIVE STATUS

IMPORTANT: The information on this form will be used (1) in determining creditable service for leave purposes and retention credits for reduction in force, and (2) in recording agency determination of competitive status. The employee should complete Part I and the Personnel Office should complete Parts II through V.

PART I—EMPLOYEE'S STATEMENT

PART II—THIS COLUMN IS FOR PERSONNEL OFFICE USE

1. NAME (Last, first, middle initial) **KEENE, THOMAS J.** 2. DATE OF BIRTH [] 3. RETENTION GROUP []

10. A. CSC STATUS: YES NO
 B. TYPE OF PRESENT APPOINTMENT []

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

NAME AND LOCATION OF AGENCY	FROM—			TO—			TYPE OF APPOINTMENT IF KNOWN
	YEAR	MONTH	DAY	YEAR	MONTH	DAY	
SCD Jan. 19, 1954 [Signature]							

11. SERVICE

YEAR	MONTH	DAY
56	10	32
53	7	12
3	3	2011 21

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

BRANCH	FROM—			TO—			DISCHARGE (Hon. or dishon.?)
	YEAR	MONTH	DAY	YEAR	MONTH	DAY	
U.S. ARMY	1953	July	12	1956	NOV	11	HON.

DD-214 Active Imp
 3 04 01

8. 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:

12. TOTAL SERVICE
 3 3 21

TYPE IF KNOWN (LWOP, Furl, Suspend, AWOL, Max Mar)	FROM—			TO—			TOTAL		
	YEAR	MONTH	DAY	YEAR	MONTH	DAY	YEARS	MONTHS	DAYS

13. NONCREDITABLE SERVICE (Leave purposes only)
 14. NONCREDITABLE SERVICE (RIF purposes only)

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?)

15. REEMPLOYMENT RIGHTS YES NO

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

16. RETENTION RIGHTS YES NO
 17. EXPIRATION DATE OF RETENTION RIGHTS []

9. 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 May 1957 (DATE) [Signature] (SIGNATURE)
 Subscribed and sworn to before me on this 20th day of May 1957 at Washington, D.C.

S E A L []

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

INSTRUCTIONS: File this form on the personnel side of the employee's official personnel folder immediately before or after the personnel action involved.

Part III. — DETERMINATION OF COMPETITIVE STATUS. (Complete for noncompetitive hires based on competitive status, as required by instructions in FPM Chapter S2.) Employee has competitive status. This determination is based upon the following evidence:

NAME OF AGENCY	SIGNATURE AND OFFICIAL TITLE	DATE

PART IV. — DETERMINATION OF CREDITABLE SERVICE AND SERVICE COMPUTATION DATE FOR LEAVE PURPOSES

 	TOTAL SERVICE (Item 12)	NONCREDITABLE SERVICE (Item 13)	CREDITABLE SERVICE (Leave Purposes)	ENTRANCE ON DUTY DATE (Present Agency)	LESS CREDITABLE SERVICE (Leave Purposes)	SERVICE COMPUTATION DATE (Leave Purposes)
Years				50 04 56	3	27 1 55
Months				20 04 56	3	
Days				20 04 56	3	

PART V. — DETERMINATION OF CREDITABLE SERVICE AND SERVICE COMPUTATION DATE FOR REDUCTION IN FORCE PURPOSES. (Complete only in those cases when the amount of creditable service for reduction in force purposes differs from the amount creditable for leave purposes.)

 	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)
Years						
Months						
Days						

* Enter as the "Service Computation Date" on the employee's "Service Record Card," SF 7

REMARKS:

SECRET

MEMORANDUM FOR: THOMAS J. KEENAN

SUBJECT: Credit Reference

1. You are advised that the position for which you have been hired is of a sensitive nature and that YOU ARE NOT TO IDENTIFY YOURSELF WITH THIS AGENCY for credit reference or for any other purpose.

2. You are to disregard that portion of the Monday morning Personnel EOD Orientation and the Thursday afternoon Security Introduction which authorizes certain personnel to identify themselves with this Agency, when necessary, for credit, rental agreement, and like purposes.

3. You will be advised by your Placement Officer as to the cover information necessary for proper job identification. If at any time cover difficulties are encountered you may arrange an appointment through your Placement Officer to use the Security Officer responsible for your activity.

G. M. Stewart

G. M. STEWART
Director of Personnel

I have read the above and understand that I am not to associate myself with the Central Intelligence Agency for credit reference or for any other purpose.

20 May 1957
Date

Thomas J. Keenan
Signature of Addressee


SECRET

C-O-N-F-I-D-E-N-T-I-A-L

Testing Secrecy Agreement

I shall be participating in a testing program administered by the National Security Agency (NSA). I understand that other government agencies, including the Central Intelligence Agency (CIA), are associated with the NSA testing program and that this information is not for public use. Therefore, I agree to the following conditions with regard to this testing:

1. I will not divulge or reveal under any circumstances whatsoever any information with respect to testing procedures of CIA. Such information will include, but will not be limited to, the types and contents of tests and questionnaires, and information disclosed by examiners.
2. I will not reveal the fact that CIA is associated with the NSA testing program. I will not mention the name of the Central Intelligence Agency or any part of its program to the examiner or to any other person, including those participating in the testing. (The examiner is not a CIA official.)
3. If I am asked by a CIA official whether I have been tested, I will indicate only the date and purpose of the testing.
4. If inquiry is made by anyone other than a CIA official, I will give no information whatsoever about testing procedures. I will not even mention the fact that I signed this agreement.
5. If I am asked what government agencies I am being tested for, I will reveal only that I took the NSA tests.
6. This agreement is perpetually binding whether or not I am employed by CIA.


Signature of Agreement

26 June 1957
Date

C-O-N-F-I-D-E-N-T-I-A-L



SECURITY AGREEMENT

13 Jan 1956
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.

Thomas J. Keenan
Signature

[Redacted Box]

Witness

SECRET

(When Filled In)

REQUEST FOR MEDICAL EVALUATION

1. DATE OF REQUEST

21 June 1976

2. NAME (Last, First, Middle)

Keenan, Thomas J.

3. POSITION TITLE

Ops Officer

4. GRADE

GS-15

5. OFFICE, DIVISION, BRANCH

DDO/LA

6. EMPLOYEE'S EXT.

7375

7. PURPOSE OF EVALUATION

PRE-EMPLOYMENT

ENTRANCE ON DUTY

TDY STANDBY

SPECIAL TRAINING

ANNUAL

RETURN TO DUTY

FITNESS FOR DUTY

MEDICAL RETIREMENT

HQS/TDY

OVERSEAS ASSIGNMENT

ETD

STATION

TDY OR PCS

TYPE OF COVER

NO. OF DEPENDENTS TO ACCOMPANY

NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY ATTACHED

RETURN FROM OVERSEAS

ETA

STATION

NO. OF DEP. S

8. OVERSEAS PLANNING EVALUATION (One block must be checked)

YES

NO

9. REQUESTING OFFICER

SIGNATURE

V/Trng

ROOM NO. & BUILDING

303113 Hqs

EXT.

5270

10. COMMENTS

11. REPORT OF EVALUATION

Qualified for TDY Standby until 1 July 1978.

DATE

6 August 1976

SIGNATURE FOR CHIEF OF MEDICAL STAFF

MS/Registrar

SECRET

1. NAME (Last, First, Middle) Acehan, Thomas J.		2. DATE OF BIRTH [REDACTED]	3. GRADE GS 14	
4. OFFICE, DIVISION, BRANCH (or overseas station and assignment) BL/ [REDACTED]		5. PRESENT POSITION	6. EMPLOYEE EXTENSION 681C	
7. PROPOSED STATION BL/ [REDACTED]		8. PROPOSED POSITION (Title, Number, Grade) COS 060 GS 14		
9. TYPE OF COVER AS DESIRED		10. ESTIMATED DATE OF DEPARTURE 1 Sept 1973	11. NO. OF DEPENDENTS TO ACCOMPANY Seven	
12. COMMENTS				
13. DATE OF REQUEST 28 July 1973		14. [REDACTED]	15. OFFICIAL 3D5317	16. ROOM NUMBER AND BUILDING 0415
17. OFFICE OF MEDICAL SERVICES DISPOSITION Qualified overseas PCS. 23 October 1973 [REDACTED] OMS/pro				
18. OFFICE OF SECURITY DISPOSITION				
19. OVERSEAS CANDIDATE REVIEW PANEL DISPOSITION				
REQUEST FOR PCS OVERSEAS EVALUATION				

SECRET

1. NAME (Last, First, Middle) Keenan, Thomas J.		2. DATE OF BIRTH		3. GRADE GS-14	
4. OFFICE, DIVISION, BRANCH (of overseas station and existing) DDP/WH			5. PRESENT POSITION Ops Officer		6. EMPLOYEE EXTENSION 7431
7. PROPOSED STATION			8. PROPOSED POSITION (Title, Number, Grade) Ops Off DCOS/0138/GS-14		
9. TYPE OF COVER AT NEW STATION			10. ESTIMATED DATE OF DEPARTURE Oct 71	11. NO. OF DEPENDENTS TO ACCOMPANY seven (7)	
12. COMMENTS <p>Vice: [Redacted]</p> <p>Physical will be taken in the field and results forwarded to Hqs.</p> <p>Mr. Keenan's tested Spanish language proficiency of Intermediate Reading and Elementary Speaking meets the general language requirement of the Station.</p>					
13. DATE OF REQUEST 19 Mar 71		14. SIGNATURE OF REQUESTING OFFICIAL [Redacted]		15. ROOM NUMBER AND BUILDING 3D 5309 Hqs	
16. EXTENSION 7431		17. OFFICE OF SPECIAL SERVICES (or DISTRICT OFFICE) Qualified Overseas PCS			
18 May 1971		[Redacted]		CMS/pro	
18. OFFICE OF SECURITY DISPOSITION					
19. OVERSEAS CANDIDATE REVIEW PANEL DISPOSITION					
REQUEST FOR PCS OVERSEAS EVALUATION					

SECRET
(When Filled In)

REQUEST FOR MEDICAL EVALUATION		1. DATE OF REQUEST
2. NAME (Last, First, Middle) KEENAN, Thomas J.		3. POSITION/TITLE Ops Officer
4. GRADE GS-13		5. EMPLOYER'S EXT. 6816
6. OFFICE, DIVISION, BRANCH DDP/WIL		
7. PURPOSE OF EVALUATION		
<input type="checkbox"/> PRE-EMPLOYMENT		
<input type="checkbox"/> ENTRANCE ON DUTY		
<input type="checkbox"/> TDY STANDBY		
<input type="checkbox"/> SPECIAL TRAINING		
<input type="checkbox"/> ANNUAL		
<input type="checkbox"/> RETURN TO DUTY		
<input type="checkbox"/> FITNESS FOR DUTY		
<input type="checkbox"/> MEDICAL RETIREMENT		
<input type="checkbox"/> TDY		
<input checked="" type="checkbox"/> OVERSEAS ASSIGNMENT		
MEDICALLY QUALIFIED FOR PROPOSED OS PCS. * DONALD FARR		
9 June 1969		
8. OVERSEAS PLANNING EVALUATION (One block must be checked)		
<input checked="" type="checkbox"/> YES		
<input type="checkbox"/> NO		
9. REQUESTING OFFICER		
SIGNATURE		
ROOM NO. & BUILDING 306302 Hqs.		
EXT. 6816		
10. COMMENTS		
Mr. Keenan will be in Washington TDY during the week of 9 June. He is then scheduled for home leave and return [redacted] for another two year tour. It is requested that arrangements be made for a physical examination at Hqs. during the week of 9 June 1969. His family will have their physicals [redacted]		
11. REPORT OF EVALUATION		
DATE		
SIGNATURE FOR CHIEF OF MEDICAL STAFF		

SECRET

1. NAME (Last, First, Middle) Keenan, Thomas J		2. DATE OF BIRTH [Redacted]	3. GRADE GS-12
4. OFFICE, DIVISION, BRANCH (Of overseas station and existing cover if lateral assignment) DDP/WII		5. PRESENT POSITION Ops Officer	6. EMPLOYEE EXTENSION 6615
7. PROPOSED STATION [Redacted]		8. PROPOSED POSITION (Title, Number, Grade) Ops Officer/0327/GS-13	
9. TYPE OF COVER AT NEW STATION [Redacted]		10. ESTIMATED DATE OF DEPARTURE May 1967	11. NO. OF DEPENDENTS TO ACCOMPANY Seven (7)
COMMENTS Form 89 is attached.			
12. DATE OF REQUEST 13 February 67	14. SIGNATURE OF REQUESTING OFFICER [Redacted]	15. ROOM NUMBER AND BUILDING 3 D 5309	16. EXTENSION 6615
17. OFFICE OF MEDICAL SERVICES DISPOSITION <p style="text-align: center;">RECEIVED PROPOSED</p>			
18. OFFICE OF SECURITY DISPOSITION 1215 67			
19. OVERSEAS CANDIDATE REVIEW PANEL DISPOSITION			
REQUEST FOR PCS OVERSEAS EVALUATION			

SECRET
(When Filled In)

REQUEST FOR MEDICAL EVALUATION		DATE OF REQUEST
1. NAME (Last, First, Middle) KEENAN, Thomas		2. POSITION TITLE Ops Officer
3. OFFICE, DIVISION, BRANCH DDP/WH		4. GRADE GS-12
5. EMPLOYEE'S BATT.		
7. PURPOSE OF EVALUATION		
<input type="checkbox"/> PRE-EMPLOYMENT	<input type="checkbox"/> HDOS/TDY	<input type="checkbox"/> OVERSEAS ASSIGNMENT
<input type="checkbox"/> ENTRANCE ON DUTY	<input type="checkbox"/> RTD	STATION
<input checked="" type="checkbox"/> TDY STANDBY Latin America	<input type="checkbox"/> TDY OR PCS	TDY
<input type="checkbox"/> SPECIAL TRAINING	<input type="checkbox"/> NO. OF DEPENDENTS TO ACCOMPANY	
<input type="checkbox"/> ANNUAL	<input type="checkbox"/> NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SP 89) ATTACHED	
<input type="checkbox"/> RETURN TO DUTY	<input type="checkbox"/> RETURN FROM OVERSEAS	LTA
<input type="checkbox"/> FITNESS FOR DUTY		STATION
<input type="checkbox"/> MEDICAL RETIREMENT		NO. OF DEP.'S
8. OVERSEAS PLANNING EVALUATION (One block must be checked)		9. REQUESTING OFFICER
<input type="checkbox"/> YES	<input type="checkbox"/> NO	
		305313 6815
10. COMMENTS		
11. REPORT OF EVALUATION		
DATE		
QUALIFIED FOR TDY STANDBY UNTIL Nov. 67 BY REX HARR CHIEF OF MEDICAL STAFF		

SECRET
(When Filled In)

REQUEST FOR MEDICAL EVALUATION		1. DATE OF REQUEST
2. NAME (Last, First, Middle) KEEVAN, Thomas J.		3. POSITION TITLE Ops Officer
3. OFFICE, DIVISION, BRANCH DDP/J4		4. GRADE OE-12
		5. EMPLOYER'S EXT. 7811
7. PURPOSE OF EVALUATION		
<input type="checkbox"/> PRE-EMPLOYMENT	<input checked="" type="checkbox"/> HOOB/TOY	<input type="checkbox"/> OVERSEAS ASSIGNMENT
<input type="checkbox"/> ENTRANCE ON DUTY	ETA STATION TDY OR PCS TDY TYPE OF COVER NO. OF DEPENDENTS TO ACCOMPANY NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SF 89) ATTACHED	
<input checked="" type="checkbox"/> TDY STANDBY Latin America	<input type="checkbox"/> RETURN FROM OVERSEAS	
<input type="checkbox"/> SPECIAL TRAINING	ETA STATION NO. OF DEP.'S	
<input type="checkbox"/> ANNUAL		
<input type="checkbox"/> RETURN TO DUTY		
<input type="checkbox"/> FITNESS FOR DUTY		
<input type="checkbox"/> MEDICAL RETIREMENT		
8. OVERSEAS PLANNING EVALUATION (One block must be checked)		9. REQUESTING OFFICER
<input checked="" type="checkbox"/> YES	SIGNATURE	
<input type="checkbox"/> NO	ROOM NO. & BUILDING 4-56	
		EXT. 6815
10. COMMENTS		
11. REPORT OF EVALUATION		
QUALIFIED FOR TDY STANDBY		
UNTIL		
DATE		
SIGNATURE FOR CHIEF OF MEDICAL CENTER		

SECRET
(When Filled In)

REQUEST FOR MEDICAL EVALUATION		1. DATE OF REQUEST
2. NAME (Last, First, Middle) <i>KEENAN, THOMAS J.</i>		30 NOVEMBER 1964
3. OFFICE, DIVISION, BRANCH DDP/MIV/3		4. GRADE GS-12
5. POSITION TITLE OPS OFFICER		6. EMPLOYEE'S EXT.
7. PURPOSE OF EVALUATION		
<input type="checkbox"/> PRE-EMPLOYMENT	<input type="checkbox"/> TDY	<input type="checkbox"/> OVERSEAS ASSIGNMENT
<input type="checkbox"/> ENTRANCE ON DUTY	ETO	
<input type="checkbox"/> TDY STANDBY	STATION	
<input type="checkbox"/> SPECIAL TRAINING	TDY OR PCS	
<input type="checkbox"/> ANNUAL	TYPE OF COVER	
<input type="checkbox"/> RETURN TO DUTY	NO. OF DEPENDENTS TO ACCOMPANY	
<input type="checkbox"/> FITNESS FOR DUTY	NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SF 89) ATTACHED	
<input type="checkbox"/> MEDICAL RETIREMENT	<input checked="" type="checkbox"/> RETURN FROM OVERSEAS	
8. OVERSEAS PLANNING EVALUATION (Use block must be checked)		9. REQUESTING OFFICER
<input type="checkbox"/> YES	SIGNATURE	
<input type="checkbox"/> NO	ROOM NO. & BUILDING	
10. COMMENTS		EXT.
18 AND 21 DEC. 0900 1245		COMPLETED FOR CURRENT
11. REPORT OF EVALUATION		
DATE 12 22 64		SIGNATURE POS. CHIEF OF MEDICAL STAFF

SECRET
(When Filled In)

REQUEST FOR MEDICAL EVALUATION		1. DATE OF REQUEST
2. NAME (Last, First, Middle) KEEMAN, Thomas J		8 April 65
3. OFFICE, DIVISION, BRANCH DDP/MTU		4. GRADE GS-10
5. OFFICE, DIVISION, BRANCH DDP/MTU		6. EMPLOYEE'S EXT. 6576
7. PURPOSE OF EVALUATION		
<input type="checkbox"/> PRE-EMPLOYMENT	<input checked="" type="checkbox"/> TDY STANDBY	<input checked="" type="checkbox"/> TDY/TOY
<input type="checkbox"/> ENTRANCE ON DUTY	<input type="checkbox"/> SPECIAL TRAINING	<input type="checkbox"/> OVERSEAS ASSIGNMENT
<input type="checkbox"/> ANNUAL	<input type="checkbox"/> RETURN TO DUTY	<input type="checkbox"/> RETURN FROM OVERSEAS
<input type="checkbox"/> FITNESS FOR DUTY	<input type="checkbox"/> MEDICAL RETIREMENT	
8. OVERSEAS PLANNING EVALUATION (One block must be checked)		9. REQUESTING OFFICER
<input checked="" type="checkbox"/> YES		SIGNATURE
<input type="checkbox"/> NO		ROOM NO. & BUILDING
10. COMMENTS		EXT. 6576
11. REPORT OF EVALUATION		
DATE 4 13 65		SIGNATURE FOR CHIEF OF MEDICAL STAFF

SECRET
(WHEN FILLED IN)

REQUEST FOR MEDICAL EVALUATION

1. NAME (LAST)		2. DATE OF REQUEST
KEEHAN		15 September 1959
3. POSITION TITLE	4. OFFICE DIVISION AND BRANCH	5. GRADE
Ops Officer	DDP/WH/III	OS-9
6. REQUESTING OFFICER	7. BUILDING AND ROOM NO.	8. EXTENSION
[Redacted] MH/Pers	Lt Col Barton	8242
TYPE OF EVALUATION AND REPORT		
9. TYPE OF EVALUATION		10. OVERSEAS PLANNING EVALUATION DESIRED IN ACCORDANCE WITH R 15-200
<input type="checkbox"/> PRE-EMPLOYMENT		<input type="checkbox"/> YES <input type="checkbox"/> NO
<input type="checkbox"/> ENTRANCE ON DUTY		
<input checked="" type="checkbox"/> OVERSEAS		Subject will be [Redacted]
ETD e/a 15 February 1959		
STATION [Redacted]		
PCS		
<input type="checkbox"/> OVERSEAS RETURN		
<input type="checkbox"/> TOY STANDBY		
<input type="checkbox"/> SPECIAL TRAINING		
<input type="checkbox"/> ANNUAL		
<input type="checkbox"/> RETURN TO DUTY		
<input type="checkbox"/> FITNESS FOR DUTY		
<input type="checkbox"/> MEDICAL RETIREMENT		
9A. REPORT OF MEDICAL EVALUATION		10A. REPORT OF OVERSEAS PLANNING EVALUATION
<input checked="" type="checkbox"/> QUALIFIED		<input type="checkbox"/> QUALIFIED
<input type="checkbox"/> DISQUALIFIED		<input type="checkbox"/> DISQUALIFIED
11. COMMENTS		
Dependents to accompany Subject's and dependent ID's attached.		
Wife - [Redacted] Daughter - [Redacted] Daughter - [Redacted]		
DATE OF EVALUATION		SINP, MEDICAL STAFF
[Redacted]		[Redacted]

MEDICAL ACTION REQUEST AND REPORT		
I REQUEST FOR PHYSICAL EXAMINATION BY		
1. NAME (Last)	2. NAME (First)	3. DATE
KEFNAN	THOMAS	21 Jan 1958
4. TO POSITION	5. OFFICE, DIVISION, BRANCH	6. GRADE
JOT	JOTP/TR	OS-7
7. TYPE OF POSITION	8. EVALUATE FOR	
<input type="checkbox"/> Departmental <input type="checkbox"/> U.S. Field <input type="checkbox"/> Overseas	<input type="checkbox"/> EOD <input type="checkbox"/> Overseas <input type="checkbox"/> Returnee <input type="checkbox"/> Re-evaluation	
<input type="checkbox"/> Pre-employment <input type="checkbox"/> Annual <input type="checkbox"/> Special (Specify) Training at ISOLATION beginning 3 March 1958		
II REPORT OF MEDICAL EVALUATION		
<input type="checkbox"/> Qualified for Full Duty (General) <input type="checkbox"/> Qualified for Departmental Duty Only <input type="checkbox"/> Qualified for Full Duty (Special) <input type="checkbox"/> Disqualified		
Remarks:		
Send reports to JOTP/TR, 2518 O. Eye Make appointments with JOTP/TR, Extension 3514 QUALIFIED FOR PROPOSED TRAINING		
1 JAN 23 1958 <div style="border: 1px solid black; width: 200px; height: 40px; margin-left: auto;"></div>		

SECRET

MEDICAL ACTION REQUEST AND REPORT		
I REQUEST FOR PHYSICAL EXAMINATION BY		
1. NAME (Last)	2. NAME (First)	3. DATE
KEFNAN	THOMAS	9 October 1957
4. TO POSITION	5. OFFICE, DIVISION, BRANCH	6. GRADE
Junior Officer Trainee	JOTP/JOTR	OS-7
7. TYPE OF POSITION	8. EVALUATE FOR	
<input checked="" type="checkbox"/> Departmental <input type="checkbox"/> U.S. Field <input type="checkbox"/> Overseas	<input type="checkbox"/> EOD <input type="checkbox"/> Overseas <input type="checkbox"/> Returnee	
<input type="checkbox"/> Pre-employment <input type="checkbox"/> Annual <input type="checkbox"/> Special (Specify) Training - Ops Para Course #11 beginning 4 November 1957		
II REPORT OF MEDICAL EVALUATION		
<input type="checkbox"/> Qualified for Full Duty (General) <input type="checkbox"/> Qualified for Departmental Duty Only <input type="checkbox"/> Qualified for Full Duty (Special) <input type="checkbox"/> Disqualified		
Remarks:		
Send reports to JOTP/TR, 2513 Quarters Eye Make appointments with JOTP/TR, Extension 3514 QUALIFIED FOR PROPOSED TRAINING		
OCT 11 1957 <div style="border: 1px solid black; width: 200px; height: 40px; margin-left: auto;"></div>		

SECRET

SECRET
(When Filled In)

MEDICAL ACTION REQUEST AND REPORT			
I. REQUEST FOR PHYSICAL EXAMINATION BY			
1. NAME (LAST)	(First)	(Middle)	2. DATE
KERMAN	Thomas		
3. TO POSITION	4. OFFICE, DIVISION, BRANCH		5. ORG
JOP	OTR/JOP		OSR-7
6. TYPE OF POSITION	7. EVALUATE FOR		
<input checked="" type="checkbox"/> Departmental <input type="checkbox"/> U.S. Field <input type="checkbox"/> Overseas	<input type="checkbox"/> COO <input type="checkbox"/> Overseas <input type="checkbox"/> Returnee <input type="checkbox"/> Pre-Employment <input type="checkbox"/> Annual <input checked="" type="checkbox"/> Special (Specify)		
Re-evaluated for ISO Trng - 9/30/57 - OC			
II. REPORT OF MEDICAL EVALUATION			
<input type="checkbox"/> Qualified for Full Duty (General)		<input type="checkbox"/> Qualified for Full Duty (Special)	
<input type="checkbox"/> Qualified for Departmental Duty Only		<input type="checkbox"/> Disqualified	
Remarks:			
Send reports to JOP/TR, 2413 Alcott.			
Make appointments with JOP/TR, X3514.			
QUALIFIED FOR PROPOSED TRAINING			
SEP 1			

SECRET

CONFIDENTIAL

Office Memorandum • UNITED STATES GOVERNMENT

TO : C/Records & Services Division/OP

DATE: 2 APR 1957

ATTN : [REDACTED]

FROM : Director of Training

SUBJECT: KEENAN, Thomas J. [REDACTED] - Confirmation of Request for Action at GS-7

The Medical Office has granted Thomas J. Keenan Full Duty/
General status. Please confirm the request dated 8 February 1957
to initiate action on Mr. Keenan.

M Baird
MATTHEW BAIRD

CONFIDENTIAL

SECRET
(When Filled In)

MEDICAL ACTION REQUEST AND REPORT		
I. REQUEST FOR PHYSICAL EXAMINATION BY		
1. NAME (LAST)	(FIRST) (MIDDLE)	2. DATE
KESNAN	THOMAS J [redacted]	17 March 1957
3. TO POSITION	4. OFFICE, DIVISION, BRANCH	5. GRADE
JOT	CTR/JOTP	
6. TYPE OF POSITION	7. EVALUATE FOR	
<input type="checkbox"/> Departmental	<input type="checkbox"/> EOD	<input type="checkbox"/> Pre-Employment
<input type="checkbox"/> U.S. Field	<input type="checkbox"/> Overseas	<input type="checkbox"/> Annual
<input type="checkbox"/> Overseas	<input type="checkbox"/> Returnee	<input type="checkbox"/> Special (Specify)
II. REPORT OF MEDICAL EVALUATION		
<input type="checkbox"/> Qualified for Full Duty (General)	SECRET	<input type="checkbox"/> Qualified for Full Duty (Special)
<input type="checkbox"/> Qualified for Departmental Duty Only		<input type="checkbox"/> Disqualified
Remarks:		
FULL DUTY/GENERAL 26 MAR 1957		
Please send copy to JOTP, 2413 [redacted] [redacted]		
SECRET MEDICAL OFFICE		

SECRET
(When Filled In)

MEDICAL ACTION REQUEST AND REPORT		
I. REQUEST FOR PHYSICAL EXAMINATION BY		
1. NAME (LAST)	(FIRST) (MIDDLE)	2. DATE
KESNAN	THOMAS J [redacted]	17 March 1957
3. TO POSITION	4. OFFICE, DIVISION, BRANCH	5. GRADE
JOT	CTR/JOTP	
6. TYPE OF POSITION	7. EVALUATE FOR	
<input type="checkbox"/> Departmental	<input type="checkbox"/> EOD	<input type="checkbox"/> Pre-Employment
<input type="checkbox"/> U.S. Field	<input type="checkbox"/> Overseas	<input type="checkbox"/> Annual
<input type="checkbox"/> Overseas	<input type="checkbox"/> Returnee	<input type="checkbox"/> Special (Specify)
II. REPORT OF MEDICAL EVALUATION		
<input type="checkbox"/> Qualified for Full Duty (General)	SECRET	<input type="checkbox"/> Qualified for Full Duty (Special)
<input type="checkbox"/> Qualified for Departmental Duty Only		<input type="checkbox"/> Disqualified
Remarks:		
FULL DUTY/GENERAL 26 MAR 1957 <i>WLP</i>		
Please send copy to JOTP, 2413 [redacted] [redacted]		
SECRET MEDICAL OFFICE		

CONFIDENTIAL
SECURITY INFORMATION
SECURITY APPROVAL

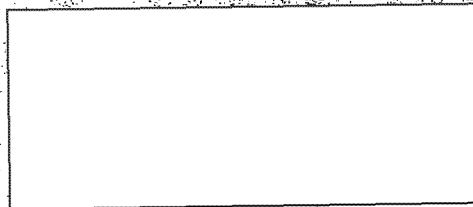
Date: 19 April 1957

TO: Chief, Records & Services Division
Personnel Office
FROM: Chief, Security Division
Personnel
SUBJECT: KEENAN, Thomas J [redacted]

Your Reference: C-7673 OTR

Case Number: 131718

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.



*forward
as
ap*

CONFIDENTIAL

