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STANDARD FOR COMMENT OF COMMENT O

SECRET

Official Personnel Folder

SECRET

315392



S F C F (When Fil	RET led In)
	Name (Last-First-Middle)
CERTIFICATION OF SEPARATEIG EMPLOYEE .	•.
MEMORANIXIM FOR THE PECORD - ATTA	CH TO OFFICIAL PERSONNEL FOLDER
I hereby acknowledge the receipt of the follow separation from CIA as indicated by check mark	
1. Standard Form 8 (Notice to Federal	Employee about Unemployment Compensation).
2. Standard Form 55 (Notice of Convers.	ion Privilege, Federal Employees' Group
3. Standard Form 56 (Agency Certificat: Group Life Insurance Act of 1954).	ion of Imsurance Status, Federal Employers'
4. Standard Form 2802 (Application for	Refund of Retirement Deductions).
5. Form 2595 (Authorization for Disposi	tion of Paychecks).
6. Applicable to returnee (resignee from I have been advised of my right my separation from this Agency check to my health and well-being Appointment arranged with Office Appointment for Office of Medical Appoi	to have a medical examination before and of the importance of such a medical ng. e of Medical Services.
7. I have been informed of "conflict of foresee no problem in this regard co	interests" policy of the Agency and neerning my new employment.
8. Form 71 (Application for Leave).	
9. CSC Pamphlet 51 (Re-employment Right: Forces Duty).	s of Federal Employees Performing Armed
10. Instructions for returning to duty for Service.	rom Extended Leave or Active Military
	February 26, 1970
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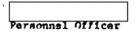
It is the practice of the Organization to follow up with former employees six meetls after their retirement. We hope by such inquiry to obtain information on what our retirees are doing and where they are located, invite suggestions for improving the retirement program and to learn if the Organization might be of some assistance on any post-retirement matters.

We should like very much to hear from you on the above points and on any other topics you think would be useful to us.

For your convenience in replying, we have enclosed a sheet somewhat akin to a form on which we have listed those standard items of information we'd like to have on every retiree. The remainder of the sheet, including the reverse side, is for your comments and suggestions. We shall be most appreciative of your fullest response to this inquiry.

Thank you very much for your cooperation.

Sincerely yours,



Enclosures;

Questionnaire Return Envelope

Distribution:

Original - Addresses

1 - OPF

1 - RAD Subject's Pile

OP/RAD/ (1 Sept. 1970)

12 February 1970

MEMORANDUM FOR:	Chief, CI Support
SUBJECT:	Resume of Employment -
1. Attached the entire servi	d is a proposed resume of my employment covering ice to the U.S. Government.
However, I would therein. In 196 District of Colu- certain question at that time wen would like to be I do not think t does, I would pr	propose to use this should the need arise. I not like to be restricted to the statements is I applied for admission to the Bar in the imbia and prepared a detailed response to is in the application. The information provide it on record and should the occasion arise, I in a position to make the same statements. That such a situation will occur, but if it opose to support the attached resume with the formation attached hereto and which appeared ion.
Attachments:	·

#### RESUME

#### U. S. GOVERNMENT SERVICE

From January 10, 1938 on entering U. S. government service as a Special Agent of the Federal Bureau of Investigation to February 28, 1970 (with exception of a few months in the fall and winter of 1946-47) was employed by various Departments and Agencies of the U. S. Government, including the Federal Bureau of Investigation, U. S. Department of Justice, U. S. Department of State, and Central Intelligence Agency. In this period of more than 32 years steadily advanced in salary with commensurate responsibilities from \$3200 per annum to more than \$30,000 per annum while holding various titles including Special Agent, Legal Attache, Civil Attache, and Foreign Affairs Officer.

More than 12 years of this service was performed while stationed abroad or in travel status in many foreign countries of Latin America, Europe and Africa.

While the entire service involved utilization of legal training and conduct of investigations affecting the national security interests of the United States, that from September

1942 to February 1970 (voluntary retirement) also involved direct supervision of investigative and clerical assistants (on occasions more than 50 employees and expenditure of extensive funds). The service also involved extensive liaison with foreign government and other U. S. government officials. Liaison on occasions, both domestic and foreign, related to matters of the highest sensitivity and importance and accordingly was conducted at highest levels (Cabinet and sub-Cabinet).

#### SUPPLEMENTARY INFORMATION

February 1947 - March 1947. In February 1947 I entered on duty with what was known as the Central Intelligence Group, 2430 E Street, N.W., Washington, D. C., a government body created by Executive Order which was a predecessor to the Central Intelligence Agency. I was a legal liaison officer with this group.

March 1947 - December 1949. During this period I was detailed to the U.S. Department of State, 20th Street and Virginia Avenue, N.W., Washington, D.C., where I was assigned to the U.S. Embassy, Caracas, Venezuela, as Attache. In that capacity I prepared reports and advised and counselled the U.S. Ambassador on matters of a legal and political nature. In this work I employed legal knowledge, background and experience as related to the laws of the United States and the Republic of Venezuela.

January 1950 to December 1951 - Central Intelligence Agency, 2430 E Street, N.W., Washington, D. C. In this period I was assigned to duties involving liaison on legal matters with other departments of the U. S. Government including the Department of Defense, Department of Justice (Immigration and Naturalization Service and Federal Bureau of Investigation) and the Department of State. Criteria for the position included knowledge, application and interpretation of U. S. and foreign laws. The establishment of the position was at the instance of the General Counsel of the Agency and my selection to the position was with his concurrence. The assignment required close working coordination and collaboration with the General Counsel of the Agency and other governmental legal counsel. I discontinued this particular work to enable me to again undertake further assignment with the Department of State as a member of the Foreign Service Staff Corps.

December 1951 - April 1954 - U. S. Department of State, Foreign Service Staff, Washington, D. C. During this period I served as Attache, Political Officer, American Embassy, Guatemala City, Guatemala. In that capacity I gathered information concerning the legal system, laws, and enforcement thereof and counselled and advised the U. S. Ambassador on matters of a legal and political nature. In this work I employed legal knowledge and experience as related to the laws of the United States and the Republic of Guatemala. I resigned from this position in Guatemala to return to the U. S. for personal and family reasons.

14-00000

April 1954 - to Present - Central Intelligence Agency, 2430 E Street, N.W., Washington, D. C. I have been employed with this Agency since April 1954 as a Foreign Affairs Officer. In that capacity I have had regular, almost daily contact and liaison with the Department of Justice and Department of State representatives on matters of a legal and political nature. My duties involve the application of knowledge and experience in the legal field, both foreign and domestic.

2 7 (17 1970

April

MEMORANDUM FO	R s
THROUGH	1 Head of D Career Service
SUBJECT	: Notification of Approval of Request for Voluntary Retirement
retirement under the	ed to inform you that your request for voluntary a CIA Retirement and Disability System has been actor of Central Intelligence.
	sment will become effective 28 February 1970, mmence as of 1 March 1970 and is payable 1 Apr

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

1970. You may be assured that every effort will be made to expedite delivery of your first check following completion of the administrative

> Robert S. Wattles Director of Personnel

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- 1 ROB Reader

OP/RAD/ROB/ /3257 (26 February 1970)

processing required to effect your retirement.

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

You have been privileged to face the challenge of in portant responsibilities during your more than thirty-one years of service to your country. The success with which you have met this challenge should be a source of lusting pride and satisfaction to you.

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

: incoroly,

/s/ Richard Holins

Richard Helme Director

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OP/RAD/ROB/	/3257	(6 Mar	ch 1970)	

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Dear

C.W

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14-00000

Executive Registry

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MEMORANDUM FOR 1 I	O lo rotopak	entral Intelligence
AUBJECT : F	equest for V	oluntary Retirement
1. This memorand approval; this recommend		recommendation for your sized in paragraph 4.
2.	CS-16.	Operations Officer, Counter
Intelligence Staff, Clander retirement under the prov to be effective 28 Februar	isions of Hea	dquarters Regulation 20-50j,
ments for voluntary retire old with over 31 years of 1 over 22 years with the Age service. The Head of the recommended that his appi proved. I endorse this rec	ment under the federal serving of which Clandertine the commendation of the commendation of the commendation of that you ap	ervice Career Service has Stantary retirement be ap-
	<b>.</b>	
BARTON AND COMPANY		
47.73	Rober	t S. Watties
To the same	Directo	of Personnel
The Market State of Section 1		
The recommendation cents	ined in parag	raph 4 is approved:
•		
/s/ Richard Hulms		2 / FTB 1970
Director of Central Intell	igence	Date

SEGREI



1

Mr. C R. Locke Director National Conference of Bas Examiners 155 Andt 60th Street Chicago, Elizate 60617

Cear Mr. Locke:

With reference	to your latter of 26 September 1769
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since the late 1940s. I	in 1747 we were establishing formal Halses
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which required constan	it itals on -At), this office as the legal
aspects.	-
. <b>La</b>	seeignments since that time, I have
had occasion to wark w	the bim from time to time on a variety
of probleme. I have to	and he has had a good grasp of the legal
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Conclusion is that	roomal character is good, be
has sound background !	a the field of law, and is generally fit
les the practice of luw.	

Lawrence R. Houston Coneral Commed

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# Kutional Conference of Bar Examiners

AMERICAN BAR CENTER
1155 EAST 60TH STREET
CHICAGO, ILLINOIS 60637
C. RICHARD LOCKE, DIRECTOR

September 25, 1968

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

2430 E Street N. W. Washington, D. C. Dear Sir:

Our Conference has, as one of its purposes, the work of investigating the moral character and fitness for the practice of law of those attorneys of one state who seek admission to the bar of another. In this connection, we have been asked to report on 55, a member of the bar of Georgia who is applying for admission to the bar of the United States District Court for the District of Columbia.

states he has had the following employment with the Central Intelligence Agency:

February 1947 to Narch 1947 Central Intelligence Group

Legal Liaison

Officer

PAUL E PERMINDO

THE OPPICENS AND

PRED & PRANCIE

RICHARD C COURSELL

ANTHUS RAPIGE TORNUS SET CLAMA

WILLIAM & SGOTD

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MARK #11.4743

BUSED OF MANAGERS

JEFFERSON CITY, MO

PRESTONSBURG RY.

LIVERMORE, CALIF.

NEW YORK, N. T. HONOLULU, HAWAII

DERVER, COLO.

PHOENIX. ARIE.

ST PAUL MINN. BELLEFONTE, PA

\$1 CPE\*\*#/

January 1950 to December 1951

Legal employment with the CIA

April 1954 to date

Foreign Affairs Officer

We wish to verify this information with you and to obtain as well any information concerning his qualifications you may wish to present to the admitting authority.

Can you also verify for us the following government employment as given by

March 1947 to December 1949 Department of State

U. S. Embassy Caracas, Venezuela

December 1951 to April 1954 Department of State

U. S. Embassy Guatemala City, Guatemala

Thank you for your assistance.

Sincerely, C. R. Locke, Director

CRL:00

والمصافوة والمتحدود يبدي

All information solicited and received to ...gracter reports is confidential and restricted to official by the proper admitting authority.

# National Conference of Bar Examiners

AMERICAN BAR CENTER
1155 EAST GOTH STREET
CHICAGO 37, ILLINOIS
C. RICHARD LOCKE, DIRECTOR

October 16, 1968

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

Dear Sir:

As our report must be filed with the admitting authority very soon, we would greatly appreciate a reply to our inquiry

Dated: September 25, 1968
Concerning:

Applicant for admission

to the bar of U. S. Dist. Court for D.C. For your convenience we enclose a copy of our previous letter.

Very truly yours,

C. Richard Locke, Director

C. Richard Locke

Alisty answerl

# National Conference of Bar Examiners

AMEDICAN BAR CENTER 1155 EAST COTH STREET CHICAGO ILLINOIS 60637 C RICHARD LOCKE DIRECTOR

Seriesher 25, 196#

Director of Parsonrel. (cotral fintelligence Agency TARE E Street N. A. Ausbington, ". C.

Dear Gir:

Our Conference has, as cone of its purposes, the work of investigating the moint character and fitness for the practice of law of those attorneys of one state who seek admission to the bar of another. In this conrection, we have been asked to report on 

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February 1947 to **March** 1947

Central Intelligence Group

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January 1950 to December 1951.

Legal employment with the CIA

April 1954 to

Foreign Affairs Officer

We wish to verify this information with you and to obtain is well any information concerning his qualifications you may wish to present to the adultion authority.

Can you also verify for us the following government employment as given by Mr. Oldes::

March 1947 to December 1949

Department of State

U. S. Fabassy Caracas, Venezuela

December 1951 to April 1954

Department of State

U. S. Embassy Guatemala City, Guatemala

Thank you for your assistance.

Sincerely,

C. R. Locke, Director

CRI:en

Mr. C. Richard Locke, Director National Conference of Bar Examiners American Bar Center 1155 East 60th Street Chicago, Illinois 60637 Dear Mr. Locke: This is in reference to your letter requesting information employment and qualificaconcerning tions. has been employed by this Agency since 11 February 1947. On two occasions, March 1947 to December 1949 and December 1951 to April 1954, he was detailed to the Department of State. During the more than 20 years this employee has been with the Central Intelligence Agency, his performance has been consistently high. is one of our senior officials and is highly regarded. If I can be of further service to you, please do not hesitate to get in touch with me. Sincerely, /e/ Tubbet S. W. Tills Robert S. Wattles Director of Personnel Distribution: 0 - Addressee // - Subject File
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(28 Oct 68) - Rewritten

1 - EEAB OP/EEAB/Post:dag

OD/Pers/

# SECRET

11 September 1968

MEMORANDUM FOR: Mr. Lawrence R. Houston

Goneral Counsel

SUBJECT:

Application for Admission to the Bar of

the District of Columbia -

1. You recall I spoke to you about my application for admission to the Bar in the District of Columbia. The application has been filed. You have been listed as one of three persons connected with the U. S. Government in the Washington, D. C., area with whom I am personally acquainted and who are familiar with my work in the Department of Justice and other Branchos of the U. S. Government. The others are Mr. S. J. Papich of the F.B.I. and Mr. Thomas C. Mann, former Foreign Service Officer with whom I worked, Ambassador, and later President of the Automobile Manufacturer's Association.

2. My application is being considered primarily on the basis of education qualifications as provided in the rules prior to admission to the Bar and reciprocity between the states of Georgia and the District of Columbia on matters of admission. They may not contact you but for your information in case they do, attached are copies of Attachments B, D, E and F of the application for admission which I filed in the District recently. You will note that in the last paragraph of Attachment B that services performed since April 1954 is carried in the capacity of a Foreign Affairs Officer.

and primarily at their instance and I did not think it would jeopardize my case if, in fact, I could otherwise qualify under the experience provisions of the District rules. In any event, the information herein may be helpful to you in the event you are called upon to respond to an inquiry.

3. I am sending copies of this and the attachments to the Office of Security and Office of Personnel and I should hope that any response from these various elements of the

Agency at least would be coordinated with the other respective offices to avoid any confusion and difficulties for me in the course of the investigation which will be made to determine my qualifications for admission to the Bar in the District of Columbia.

Distribution:

Original § 1 - Addressee

1 - Director of Security

1 - Director of Personnel

Attachments: As stated.

SECRET

### ALTO CALL B

The following information is provided in response to Item 5, Page 3 of Applicant's sestionnaire and Affidavit:

Bainbridge, deorgia - associated with tather,
I engaged in the general practice of law and served as assistant
to my fither in the general practice of law and served as assistant
to my fither in the preparation of civil close. He was the
Solicitor (Prosecuting Attorney, for the City Court of Limbridge
which had general jurisdiction throughout Select County. I
represented refendate in criminal cases in the life Court of
Bainbridge dariag a period in which my father las ill. My oldest
brother, Maston Emett O'Neall last presently Congressman from
the Second District of Georgia, was Solicitor Practice of that
Court. I represented defendants in criminal cases in the
Superior Court of Decatur Court of Albany Judicial Circuit)
which was and is a Court of unlimited, general, jurisdiction.
Practice was both civil and criminal and included contracts,
torts, real and personal properly law, title mearches, etc. I
left this practice for the paramete of entering on duty with the.
U. S. Department of Justice on Lamary 10, 1933 when I became
a Special Agent of the Federal Science included having a
law degree and admission to that service included having a

January 1938 - 50 May 1935 - U. S. Department of Justice, 10th Street and Pennsylvania accorde, N.W., Washington, D. C. During this period I was engaged in gathering evidence, preparing investigative reports and productive summaries, assisting U. S. Attorneys in preparation of cases for trial, and otherwise serving the U. S. Department of Justice in its many and varied peacetime and warring responsibilities. This involved daily application of legal knowledge and experience for which I had been educated and trained and as required for the government position which I held: I served in field offices at Omaha. Capranka, Memphis, Jennessee, Charlotte, North Caralina, New York, at Assistant Special In Charge, have a line in proceed in higher transfer of the magnificant and designation and served to Edgar Hoover. The addition of the designation and served to Edgar Attache, Viertman which is negocial Colombia, from Scatenber 1942 to June 1918. In that expectly I was the highest ranking

ranking representative of the U.S. Department of dustice at that post. Le daties constitued if gathering internation of interest in and required in the enforcement of laws of the United States and the Readility of Colombia, handling natures requiring liarson between the Covernment of the Repubble of Colombia, and case alted States Department of the Repubble of Colombia, and case alted States Department of the Repubble of Commentation, and calculated States Department of the Repubble of Secretary of States for americal department of the second factor. From June 1943 to December 1951 I served in Mexico in the same capacity and with the same duries under the U.S. Ambashador. Americal limits see, Mexico, D. E. A. That pass I was also the nignest ranking b. S. Department of Justice representative.

June 1916 - February 181 . In this period I briefly engaged in general practice of taw. Primarity I was engaged in writing contracts, bills of sale, deeds, wills and the like. This work was in association with and as a batter of insistance to be father. Muston Lumett O'Coal, Sr. whose offices were in the because County Court House, Barnbridge, Jeorgia. I left this work to reenter U. S. government crvice at Washington, B. C. where my local education and experience in liaison with folioign governments and between arious departments and independent agencies would be employed of the benefit of our government.

February 1947 - March 1947. In February 1947 I carered on nty with what was known as the Central Intelligence Group, 430 E Street, N.W., Washington, D. C., a government bedy reated by Executive Order which was a predecessor to the entral Intelligence Agency. I was a legal ligison officer ith this group.

March 1947 - Pocember 1949. During this period I was stailed to the U.S. Pepariment of State, 20th Street and irginia Avenue, X.W., Washington, D.C., where I was assigned the U.S. Pebassy, Caracas, Venequela, as Attache. In that spacity I prepared reports and advised and counselled the U.S. bassador on matters of a legal and political nature. In its work I employed legal knowledge, background and experience related to the laws of the Guited States and the Republic Venezuela.

## ATTACHER OF P (Continued)

Agency, 2170 E atreet, i.h., kashington, b. C. In this period I can assigned to durie involving liminon on legal matters with other department of the U.S. Covernment in cludiar too Beparement of Defense. Department of Justice (Imaigration and Saturalization Service and Ederal Burcau of Investigation) and the Denartment of State. Criteria for the position included knowledge, application and of the position of U.S. and foreign land. The state of the position was at the instance of the court Course, of the actual and my selection to the nosition are with the congueration, the assignment required close working coordination other governmental legal counsel. I discontinued this ment with the Department of State as a member of the loreign Service 30% Coops.

Foreign Service (saff, Washington, D. C. Darit of this period foreign Service (saff, Washington, D. C. Darit of this period foreign Service (saff, Washington, D. C. Darit of this period forest as Attache, Political Officer, wherean foreign forest of concerning the legal system, laws, and enforcement thereof and connected and advised the U. C. Industration on matters of a legal and political nature. In this work to employed legal incodedge and experience as related to the laws of the British States and the Republic of Conternals. I resigned from this position in Guatemala to return to the U. S. for personal and family reasons.

April 1954 - to Present - Central Intelligence Agency, 3440 f Street, 3.3., Washington, D. C. I have been employed with this Agency since April 1954 as a Foreign Afrairs Officer. In that emparity I have had regular, absent only contact and instance with the bepartment of Justice and a contact and tepres manager of statters of a local and policy in arthur. If duties in olve the application of knowledge and experience in the local field, both foreign and domestic.

#### ATTACHRENT D

The following information is provided in research tem 7, Page 1 of Applicant's Onestionnaire and Alfidavit;

I am and have been since city 1907 cell em loyed on a part time basis as an Investment Cempather with an office at my residence. While Ridge field Road, B salington, B. r. 20016 (Unitgenery Camiy, Marchand). I am one of two trustees of a charitable trust with offices in me residence but it service to date to the trust is without connerse len.

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# **SECRET**

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MEMORANDUM	FOR	:	

SUBJECT

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

- 1. I have your memorandum of 27 October 1966 which refers to my memorandum advising you that in the initial screening of personnel eligible to become participants in the CIA Retirement System you have been determined to be ineligible because of an apparent deficiency in "qualifying duty." It is important that you realize that such a deficiency is only significant in the initial review of Agency personnel who have 15 or more years of Agency service since the law permits such remains to acquire at their option a vested interest in the CIA Retirement System. At the same time, the law requires a minimum of 60 months qualifying duty before one can possibly qualify for retirement benefits under the CIA Retirement System. It serves no purpose, therefore, to place a person permanently in the System if there is a possibility that he may never qualify for benefits therein.
- 2. In paragraph 2 of your memorandum you indicate concern that failure to contest the initial findings in your case may prejudice the possibility of a favorable decision with regard to your eligibility to carticipate in the CIA Retirement System at some future date. It is assumed that you were referring to the possibility that you may have some additional service that could perhaps be considered as qualifying duty under the System. As noted in paragraph 2 of my memorandum of 28 September 1966, our initial determination of ineligibility does not preclude reconsideration of your eligibility at some future date.
- 3. As you know, Regulation 20-50 provides for an appeal to the Director of any adverse determination under that regulation. However, the regulation also provides an opportunity for an employee to present his case to the CIA Retirement Board prior to the making of an adverse determination. Because of the large number of employees covered in the initial screening of on-duty employees to identify those eligible for participation in the System, this procedure was not applied when, as in your case, the employee's Career Service reported that he did not meet the requirements of Regulation 20-50 for nomination as a participant. Accordingly, the procedure of notifying employees of their non-eligibility for participation in the System based upon the initial finding of an employee's Career Service has been followed in all such cases. This is contrary to the implication in paragraph 2 of your memorandum that other employees in circumstances similar to yours were not so informed and I would be pleased to look more deeply into that aspect of your memorandum, if you wish.

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4. In the event that you have performed service which you believe to be qualifying duty under the CIA Retirement System, you are most certainly entitled to present the details of such service to the Ciandestine Services Career Service Board for review and formal submission to the CIA Retirement Board. A copy of this memorandum will be forwarded to the Executive Secretary of that Board.

121 Emmen D Echols

Emmett D. Echels
Director of Personnel

Distribution:

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  - 1 OPF
  - 1 D/Pers
  - 1 Exec. Sec. CIA Retirement Board
  - 1 C/BSD

OP/BSD/ (21 November 1966)

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and the same of the same of

27 October 1966

MEMORANDUM FOR: Mr. Drmett D. Dchels

Director of Personnel

SUDJECT: Notification of Non-eligibility for

Designation as a Participant in the CIA Retirement and Disability System

1. Reference is made to your memorandum directed to me, date: 28 September 1966, entitled as above, in which it is stated that I may request that my case be formally considered by the CIA Retirement Board and that such request must be made within 30 days of the date of the cotification. Other pressing responsibilities have not permitted me to prepare for formal consideration a challenge to the decision of non-eligibility. My request, through the support officer of the Staff to which I am assigned, for a reading on retirement benefits which I might receive should I retire on 31 December 1966 or five years from that date, would not constitute a formal respect of a decision as to my eligibility for retirement under the CIA Retirement System. The figures provided me in that connection were simply to serve as a guideline for my own considerations as to possible future retirement.

2. This memorandum is directed to you and to those to whom comies are designated to preclude the expiration of this day. 27 October 1966, without protesting the notification that I must provide certain notification within 30 days of 28 September 1966. I am informed that other officers of CIA who have not qualified for retirement have not in fact been given such notifications and my inquiry concerning possible benefits should not require therefore a formal decision that I am not eligible on any specific basis.

Comment of the Mark

Sec. 16

4. I would appreciate a formal reply acknowledging this communication with a statement as to whether in fact the legal question of eligibility is now before the CIA Retirement Board or any other authority of the Agency, or is not. This request is intended not only for the Director of Personnel to whom it is primarily addressed and from whom such notification of non-eligibility was received, but also is intended for others receiving copies of this memorandum.

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CC: CIA Retirement Board (Attn.

CIA Retirement Staff

Mr. DDP/OP

C/CI Staff

C/CI/Personnel-Support

MEMORANDUM FOR:

28 September 1966

THROUGH

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SUBJECT

Notification Stan eligibility for Designation as a Participant to the Retirement and Disability System

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

- 2. In your case, the Head of your Career Service has advised me that you do not meet the requirements of HR 20-50 for designation as a participant and I have accordingly made the formal determination required by the regulation that you are not eligible for designation. From a review of your record it appears that the decision of your Career Service was based upon the fact that you have 15 years or more of Agency service, but have not as yet performed 60 months of qualifying service as required by regulation. My determination that you are not eligible at this time for designation in no way affects your current status under the Civil Service Retirement System, nor does it preclude reconsideration of your eligibility to participate in the CIA System if you should meet the requirements for designation in the future.
- 3. Should you desire further information concerning the requirements for designation as a participant in the CIA Retirement System, I suggest that you read paragraph e of HR 20-30 and paragraph 5 of the Employee Bulletin dated 30 July 1965, entitled "Rublic Law 88-643. The Central Intelligence Agency Retirement Act of 1964 for Certain Employees."
- 4. It is always possible that the records upon which the determination made in your case may have been incomplete or inaccurate regarding your actual employment history with the Agency. If, after studying the materials cited above, you have questions regarding the determination that you are not eligible to participate in the CIA Setirement System, please feel free to contact officials of your Career Service. They are familiar with the details of your case and will gladly discuss them with you. In addition, you may wish to discuss your case with the CIA Retirement Staff located in Room 205, Magazine Building (extension 2847). It such discussions do not resolve any questions you have regarding your elicibility, you may request that your case be formally considered by the CIA Retirement Board. However, this request must be made within 30 days of the date of this memorandum.

Emme D. Echols Directo, of Personnel

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#### United States Department of Instice Federal Bureau of Investigation Machington 23, D. C. Vay 16, 1957

Office of Personnel 2430 E Street, Northwest Washington, D. C.

Attention: Personnel Officer

Gentlemen:

In accordance with your request received in this Bureau on May 10, 1957, there is transmitted herewith the Official Personnel Folder of

Very truly yours,

John Edyar Roover Director

Enclosure

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## APPLICATION FOR MEMBERSHIP in the CAREER STAFF of the CENTRAL INTELLIGENCE AGENCY

To the Director of Central Intelligence Sir:

I submit herewith my application for membership in the Career Staff of the Central Intelligence Agency as defined below:

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

In accordance with this definition, I desire to devote myself to the faithful performance of duty in the Central Intelligence Agency, 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 Central Intelligence Agency. 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 Agency, 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 Central Intelligence Agency.

MEMBERSHIP IN THE CAREER STAFF OF THE CENTRAL INTELLIGENCE AGENCY APPROVED, TO TAKE EFFECT 1 JUL 1954	(Signature)
FOR THE DIRECTOR OF CENTRAL INTELLIGENCE: EXECUTIVE DIRECTOR	180000010)
THE CIA SELECTION ROARD	

SECRET

25 June 52

MEMORALICUM FO	OR: Special Assistant, Intelligence Department of State
SUBJ#CT	Transmission of Affidavit for Loave Purposes
सग्रहण्डा <i>दा</i>	Hemorandum for Mr. W. Park Armstrong. Jr. from this office,
	hereto is original of affidavit for leave purposes 1, which was completed by subject at his post,

LYSIN B. KIRKPATRICE Assistant Director

Attachments: a. Affidavit for Leeve Purposes form  $\theta \mathbf{1}$ 

b. Affidavit for Leave Purposes form "2

Security Information

7 May 1952

MEMORANDUM FOR:	Lisision Control Attention:
SUBJECT: Transmi	scion of Affiduvit forms -
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Attachment: Momorandum for Department of State Orig & 5 copies

Security Information



## DEPARTMENT OF STATE WASHINGTON

File

December 4,1951

Central Intelligence Agency, Washington, D.C.

### Gentlemen:

In accordance with the provisions of Chapter RI-35 of the Federal Personnel Manual, it is requested that the official personnel file and leave record of.

Legal Liaison Officer who e.o.d. Decamber 3,1951 with this agency, dete of birth employed by Your agency from December, 1949 to 1951 at Washington, be forwarded to the following D.C. address at the earliest practicable date:

Department of State.

Department of State, Division of Foreign Service Personnel Records, Room600-A, SA-12, Washington 25. D. C.

Very truly yours,

Howard Wace

Chief, Field Operations Branch Division of Foreign Service Personnel

PER:FP: nn

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1 October 1951

MEMORANDUM FOR: THE SECRETARY OF STATE

ATTENTION

: Mr. W. Park Armstrong. Jr.

SUBJECT

: O'NEAL, Birch Dilworth. Request for Appointment in the Foreign Service

**ENCLOSURE** 

a. Application Forms DSP-34

b. Medical Forms 88 and 89

c. Occupational History Supplement

- ?. It is requested that Mr. Birch Dilworth O'Neal be appointed in the Foreign Service with the title of First Secretary, FSR-3, \$8,330.00, for duty in the American Embassy at Guatemala City, Guatemala. Mr. O'Neal will receive from CIA a basic salary of \$8,800.00 per annum.
- Mr. O'Neal, who is 38 years of age, received his A.B. and LL.B. Degrees from the University of Georgia. He has had approximately thirteen years experience as an attorney, investigator, and intelligence officer in Government service. From September 1942 to August 1943 he was Legal Attache in Bogota, where he was responsible for all FBI activities in Colombia. From August 1943 to December 1944 he was Civil Attache in Mexico City, Mexico, where he was responsible for all FBI activities in Mexico, having under his supervision more than fifty special agents of the FBI. From March 1947 to December 1949 he served as Attache in Caracas, Venezuela, where he was 🗯 station chief, having as his responsibility all CLA activities in Venezuela. Since December 1949 Mr. C'Neal has served in a very responsible position at CIA headquarters in Washington, in which position he has represented the Director of Central Intelligence in liaison with all other Government agencies in connection with all matters relating to aliens of interest to CIA. It is believed that Mr. O'Neal possesses the professional qualifications for the duties planned for him and, in addition, has the cultural qualifications required of an American representative serving abroad.

SECRET

#### Memorandum for: The Secretary of State - 2

- 3. A commissioned title as First Secretary is requested for Mr. O'Neal in order that he may be enabled to carry out his duties in a secure and efficient manner. The use of a commissioned title in this instance, which has been discussed at length with appropriate offices of ARA, is believed necessary in order to make possible the appearance of a complete break between Mr. O'Neal and the previous OSO station chief, and in order to provide him with adequate cover which will integrate him completely into the Embarsy in a country whose present Government is noticeably hostile and vigilant with regard to American intelligence activities. It is proposed that Mr. O'Neal will serve in the l'olitical Section of the Embassy. He will replace Mr. Collins D. Almon, who returned to the United States in March 1951.
- 4. The proposed biography for Mr. O'Neal will be forwarded at a later date.
- 5. It is requested that subject arrive at his destination on or about 15 November 1951.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

/s/ Harry W. Little, R.
CYMAN B. KIRKPATRICK
Acting Assistant Director

WH/WMW/cap

Distribution: Orig & One to Addressee

cc: OS/PDC +

WH Front Office Files
WH Admin Office

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Willis Suith Oscar Leach John H. Anderson, Jr. J. K. Dorsett, Jr. Willis Suith, Jr. SMITH, LEACH & ARDERSON Lawyers Security rank huilding Raleigh, Forth Carolina

September 26, 1951

h703 Grescent Street, N. W. Washington 16, D. C.

Dear Mr. Officals

Several days are I had a call from your agency advising me that an existing vacancy must be filled by Fovember I, and that a definite commitment was necessary by October I. Actually I had intended to be in Washington during the early part of September for a further talk , with you, but two court trials have prevented this.

If convenient to you, I would like to see you in Mashington this coming Monday morning, October 1. If that day happens to be inconvenient, please telegraph or telephone me collect. I will assume this time to be agreeable unless I hear to the contrary.

I certainly appreciate the necessity for a positive commitment on my part, and will be prepared to give a definite answer when I am in dashington. Since our talk last June, quite a few personal complications have arisen, which I have been attempting to resolve.

With kind personal repards,

Sincerely yours,

/s/ J. K. Dorsett, Jr.

JKDjr/h

Mr. Dorsett conferred with the writer and Col. Sheffield Edwards on 1 October. He was still in a position of not bein; able to state that he would enter on duty on 1 November 1951. He mentioned various personal reasons and the necessity of conferring with his father-inclaw Senator Willis Smith. He later called me at my home at 9:00 PM 1 October 1951 and states he could not enter on duty 1 November 1951, but he continued to be interested in the job and would probably be in contact with Col. Edwards in the spring of 1952 to determine if there continued to be a vacancy in which he could be placed.

/s/ Edreb D. O'Neal
Alien Affairs O'M'cer
1850
2 October 1951

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10 September 1951.

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- c. Moreign Corride title repeated: Pirat Secretary
- d. Willows to a replace of the Collins D. William, who held the title of Attache at Gridens Sitty, Coute als.
- e. Availablishing Anic Inc depart re: 15 October 1951

The Guatemann Sity of them has been without a Shiel for off months. The appointment being requested to be that to strengthen the sever of our representative.

Attach anic: Dirts (5)

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### DRAFT

## PROPOSED BLOGRAPHY

O'HEAL, Birch Dilworth.—b. Bainbridge, Ca., June 1, 1913;
U. of Ca., A.B. 1935; U. of Ca., Law Sch., LL.B. 1937; atty. pwt.
prac., 1937-38; atty., Dept. of Justice, 1938-42; to the Dept. of
State, att., Mexico City, D. F. and Boota, Colombia, 1942-45;
atty., self 1946-47; to the Dept. of State, att., Caracas, 1947-49;
Regal officer, Dept. of Defense 1949-51; married.

SECRIT

hid 176'l

6 August 1951

MEMORANDU	n!
ror:	Chief, Administrative Staff
SUBJECT:	Reclassification of Chief of Station Slot

approvedasst Chief Class & warge

4 sept 57

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# Office Memorandum • UNITED STATES GOVERNMENT

9 :	Assistant Director/Special Operations DATE: 13 February 19
ROM 1	Security Officer
BJECT:	
with you as Alice given to office of	Reference to your memorandum concerning return to duty of Subject me prior to 1 December 1951, this office will endeavor to comply our proposals. I might say that has done a superior job in Affairs Officer for the Agency. There has been some thought o transferring the Alien Affairs Branch from I&S to the immediate of Mr. Dulles, and it is impossible to give a positive guarantee of illability, which in that case would be dependent upon Mr. Dulles' m.
line of making	I feel, however, that OSO could at least tentatively plan along the your proposal. The cooperation of the ADSO and Chief, FDT, in available has been sincerely appreciated.
	SHEEF ELD EDWARDS Colonel, GSC

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THE RELIEF

14-00000

19 April 1950

ro ·	ı	Personnel Div, North Building & Employees Div, "L" Building
FROM	ı	Smoloyees Div, "L" Building
SUBJOCT	2	Transmittal of 37-2 and Personnel Folder
		Transmitted herewith is the personnel folder of
in one		Attached if a 37-3 from I&S placing their clots, the T/O of which Employees Division

SECRET RESTRICTED CONFIDENTIAL ENTRANCE ON DUTY RECORD 21 Earch 1950 AUILDING OSO, FDT TUO-DATE FROM PERSONNEL OFFICER 20 March 1950 MANE OF EMPLOYEE GRADE SALARY POSITION TITLE Intell. Officer \$7800.00 PATROLL DUTY STATION Manhington, D. C. DATE DATE DATE OF THE OFFICE ADMINISTERS Vouchered DATE SECURITY CLEARED 20 March 1950 Concurrence 10 Larch 1950 DATE PERMANENT IDENTIFICATION REQUESTED DATE OF PHYSICAL FRAHINATION DATE BRIFFED BY SECURITY DATE 24 MONTH AGREEMENT SIGNED EMPLOYEL'S EMERGENCY ADDRESS EMPLOYEE'S LOCAL ADDRESS Same as above REMARKS: Subject transferred from Unvouchered to Vouchered Funds.

FORM NO. 37-75 DEC 1949

RESTRICTED

SIGNATUSF CONFIDENTIAL

SECRET

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•	PERSONAL STATUS REPORT	Lile
	THE BANK LIVET MITHELE	LAZA

PERSONNEL ACTION REQUES		REGISTER NUMBER	763
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of the government as	gs-13, #7	sov or fun	<b>A</b>
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FCRM NO. JUL 1949

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#### UMCLASSIFI D . KO STEECIL . NO DISTRIBUTION

March 9, 1950

AMENBASSY,

CARACAS.

A-66

The assignment of Attach

CV-1003, to your Eission has been cancelled.

PERIFFILENTE 'eb

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601 JM

6.

MEMORANDUM FOR THE SECRETARY OF STATE

ATT. NTIUN: Mr. b. Park Armstrong, dr.

Subject :

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ROTEST A. SCHOOL Assistant Structor

Attachment: Diplomatic Fassports No. 210 and No. 211

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TA:\ Atr		1.10° TOE NO. TVO-A-778
Alr or Sea	CONSTITUTION	,
1	Classification	
O : Chief, Fore	len Division T	DATE 29 November 1949
ROM : Chief of St.	ation,	
UBJECT: General Ad Specific	inistrative	
With reference to to present traval planton, D.C., are as i	as on permanent cha	you are advised that his nge of station to Washing-
13 December 1949	Denurt Steamship Line	via Alcoa
19 7 7		labama, at 7 a.m.
19 ** "	Depart "obile vi	a air at 10:30 a.m.
19 "	Arrive Tuiss, Ck	lahona
him at in Tulsa and proceed 10 January 1950. He until approximately	lie expect  to his home a dre e can be reached the 17 February, at wh	r or telegram directed to the to obtain an automobile ess via car on or about brough his home address with time he expects to address for duty 20 Feb-
. This proposed schod days' calendar leav	ule of travel is in a plus travel time.	a line with approved sixty

14-00000

CONFIDENTIAL Classification

(See Note D. Par a of Consular Regulations)

## PERSONNEL REPORT ON REPRESENTATIVES OF OTHER DEPARTMENTS ABROAD Name of officer Title .... Post ..... work since he has been here and I wish to reiterate the satisfaction shown respecting him by stating that I am very happy that he is not to be transferred but is to remain another year in He has been exceptionally helpful to the Embassy, and his level head and good sense have been of extreme usefulness. Both he and his wife are extremely well liked by their colleagues in the Embassy and by the \_\_\_\_\_\_American Communities.

(Over)

## CONFIDENTIAL

CCHFIDENTIAL

26 Jun.w.ry 1949

## 1321 ORAHDUM

TO : Doputy Budgot Officer

FROM : Doputy Porsonnol Officer

SUBJECT: Poroign Post Differential

-1. In accordance with Part 325, Sub-Chapter B, Chapter III, Title 5, Code of Federal Regulations,

is oligible to receive foreign post differential pay as prescribed by regulations.

Doputy Personnel Officer

CONFIDENTIAL

CONFIDENTIAL

SPECIAL OF ENATIONS		ROUTINE :
COPS 1	1 man 1 m man 1 m m	OUT 81388
ADSO 2-3, F	BT 4-5, PERS 6	
Wash 3578		
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0119Z 14 MAY 49

## THE SECHETARY OF STATE

## DEPARTMENT OF STATE WASHINGTON



In reply refer to FC - LEN

Eny 17, 1948

## SECRET

To: Donald H. Gallowey, Esquire, Assistant Director, Central Intelligence Agency.

From: Jack D. Meal, Chief; Division of C Foreign Activity Correlation.

Reference is made to your memorandum dated May 7, 1348 regarding The Embassy at Carecas has been notified by telegram May 14. travel from Caracas to Habana end return 1948 that for conference approximately May 19, 1948 is authorized by travel order No. 8-9649, May 4, 1948, chargeable allotment Z-127295.

1 3 7 th 15 14



1948 MAY 7

MEMORANDUM FOR THE SECRETARY OF STATE ATTENTION: Mr. Jack D. Neal Subject : Clearance for Travel for l. This memorandum is to confirm the telephone conversation between office and Mr. Green's office on h May John as which time verbal clearance was obtained for presently serving as of the American Embassy at Caracas, Venezuela, to proceed to Habans, Cuba for conference purposes. will arrive in Habana on or about 19 May 1948 and will return to his post at Caracas upon completion of the conference in Habana.

> ALAN R. MCCHACKEN Acting Assistant Director

0.5.0.

1948 MAY 11 YAM 8361

**be**Edunkel

SECREI

23 January, 1948

#### MUCHANDUM

Chief Personnel Division, 030

via Executive Secretary for Information of Assistant Director, Special Operations

FROM : Acting Chief, FBT

Recognition of Service . SUBJECT:

1. In compliance with S.O. Circular No. 46, Recognition of Service, the following information is submitted for your observation and for inclusion in the personnel file of

2. A State Department dispatch, dated 11 December, 1947, from Walter J. Donnelly, American Ambassador, Curacas, /onezuela to the Secretary of State, roud as follows:

"I have the honor to forward herewith three photostatic conies of a memorandum prepared entitled "The Communist Movement in Venezuela.

"I consider this memorandum an excellent piece of work which is particularly useful in that it brings together in a brief scope the essential facts regarding the development of Communism in this country and gives the names of the principal Communist leaders. Attention is invited especially to page 7 of the menorandum which gives the campaign platform that the Communist Party is using in the election schoduled to be held December 14, 1947."

prepared the memorandum /27/y mentioned in Ambassador Donnelly's dispatch. Acting Chief. FBT

10 March 1947

HOTE TO PILES

	The following efficials are approved for
	the Group II classification for overseas quarters,
	under provisions of Bureau of the Budget Circular
_	A-3, and CIO Administrative Order No. 31.
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WOT

SECRE

5 March 1947

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				ng and shipping	
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SECRET

#### SECRET

3 March 1947

MEMORIATES FOR THE DIRECTOR, CENTRAL INTELLIGENCES

SUBJECT: CIC Administrative Order No. 31

1. CIG Administrative Order No. 31, dated Octo er 31, 1946, makes prevision for Group II classification for civilian employees who are Chiefs of Missions or principal officers directly subordinate to Takkington, D.C. The Order specifies that these officials will fall in grader CAF-13 or P-6 or above, unless otherwise approved by the Firector.

3. I	t is	heli~ved	in each cas	se that the	fulfillment	of the
abligations s	. + + +	a.Station	concornad	inatifia	the Crown II	alacttion.

for the Director's right u. The Director's approval of this proposed letter will permit the Special Funds Section to pay the Group II classification to the individuals concerned.

gion. Therefore, there is at ached a proposed letter of authorisation

4. It is recommended that the payment under the Group II classification be made effective as of the dates the individuals concerned assume the responsibility at the overseas post.

oc: Registry - Admin. Bldg.

Special Funds Central Registry -2 DONALD H. GALLOWAY Assistant Director Special Operations

SECRET

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"



23 February 1947



Çi);		
	Pursuant to multiprity vosted in mo, station from audington, D. J. is hereby ordered and approved.	the transfer of vour extinial

- 2. This change of efficial station is to be effected as soon as practicable and is to be effective upon arrival at your new post. The transfer is not for your conventance or benefit, or at your request, but in the best interests of the Government. The reimbursement of travel expenses is authorized. For diem in lieu of subsistence is authorized, and shall be in accordance with the provisions of Administrative Order No. 42. Living and quarture allowances at the rates authorized by Budget Circular A-S shall be paid, effective upon arrival.
- 3. In accordance with the provisions of EO 9805, and subject to the availability of funds, the shipment at Government expense of your household goods and personal effects, including packing, crating, unpacking, unpracting, drayage, and temporary storage not to exceed 60 days, within the prescribed weight allowance, is authorized.
- 4. Subject to the availability of funds, the movement of your immediace family at Government expense is authorized in accordance with regal triens prescribed in EO 9905.

Signed (Arthoring Officer)

SECRE

## 20 February 1947

BIN OUNIDON FOR	DIRECTOR, OFFICE OF CONTROLS DEPARTMENT OF SWATE	
Subjecti		
Enclosure:	Personal History Statement of	
in the l'edoral service in Lati is believed the tions for the d	received his A.B. and LL.B. Degrees sity of Georgia. He was a Special Agent Dureau of Investigation for nine years, with a America, and he practiced law one year. It is to possesses the professional chalifications planned for him ard, in addition, has it is qualifications expected of an American g abroad.	•
of \$5,905.00 per	will receive from CIS a basic salary	
issued to the	requested that a diplomatic passport be in view of the fact that he will be	
sketch on infermation on .	is transmitted herowith a biographical which note forth in detail portinent blin and on his special qualifications for a intended that he perform at	

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

DONALD R. GALLOWAY Assistant Director

Passport real, at FC, State on 14 March 1347.

Notified FC-

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Adved coresis

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## SECRET

28 1 23 1947

MICHARRAM

10 : Chief, Special Funds Section

FROM : Director, CIO

THPV : ADSO

SUBJECT : Group II Classification under Bureau of Budget Circular A-8

1. The following officials of the Office of Special Operations are approved for the Group II classification for overseas quarters, under provisions of Eureau of the Budget Circular &-8, and CIO Administrative Order No. 31.

- 2. This authorization will remain valid only so long as the above named individuals remain in their respective posts and directly subordinate to Washington, D. C.
- 3. This authorization will be effective as of the date that the individual concerned assumes his duties at the overseas post.

C: Registry - Admin. Bldg.

Special Funds
Central Registry - 2

NOTT S. VARPHHING Lieutenant General, USA Director, CIG

Ligned by Zen. V. 28 Feb. 1947 SECRET

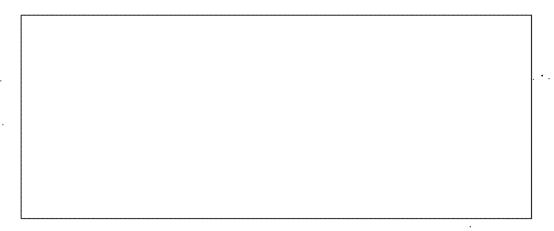
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## SECRET

M. Roberton 1947

·	ं द व्यवस्था	
	To: Control, Special Operations	
	FROM: Acting Chilor, FOT	•
	VIA: Chief, Special Operations of	
	SUPPECT: Request for Designation of	
	1. Will you kindly request the State Department to	
•		
Info fu. 7. \$ 5-90		Janda J. J

### SECRET



ATM: Personal Finter; Statement cc: LDC htt/cr

SEGNET

1511

TO: Employees Division FACM: Chief, Foreign Division T SUBJECT: be transferred It is requested that from Unvouchered Funds to Vouchered Funds, to occupy Slot No. 19, Chief, on the Full Washington T/O. 69-13 \$7800.00 030 Wash DC (field)
Please to aus leave
to V. Fudo. 5-1 Please translead from UV Funds.

MEMORANDUL!

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# CONFIDENTIAL 11 Primary, 1947

FCE TURESTA
entered on duty 11 February, 1047, with 050, FET. Bis foreign resignment will be at crude 04F-12 at a salary of 65905.20, and he will be carried on the Special Funds payroll.
The oath of office was completed on 11 February, 1947, and photoprephs, fincerprints, and other orderints required were requested this date. Request for physical examination and inoculations also made this date.
Agreement to remain at his station for the preparited length of time (2% months) was also completed by this date. In this connection, posed a cuestion with regard to releases (marked to foreign service reasonal when they wish to transfer to other government organizations while in the field. Captain Hillsman called Mr. There in General Gounsel to obtain an opinion from him in this matter. Captain Hillsman was given the following information:
If a Chi employee wishes to transfer to suother government agency while on duty at a foreign station, and refer to the end of his first year abroad, the employee, if released by CIG, will not be required to reimburse CIG for the cost of his own transportation, that of his Samily, nor the transportation of his personal effects to his original duty most. Return transportation to the States or to a new post with another government evency will be the responsibility of the individual, not CIG.
Assessment approval was given 10 Webruary, 1947; security cleared 20 January, 1947.
Temporary local residence: Flaza Hotel, Washington, D. G.
CONFIDENTIA

Handle W 1 t. h

JC	CKEI			
NOTIFICATION OF ESTA! IMENT OR CANCE OF OFFICIA: COVER BACKSTOP	ELLATION		24 February 1970	and the same same recommendation of
CHIEF, RECORDS AND CONTROL		1 -	236	
TO: CHIEF, CONTRACT PERSONNEL DIVIS	ION	TIVE [	P	
x CHIEF, OPERATING COMPONENT (For	action) CI	15 (1	IPO NUMBER	
ATTN: Chief Support Staff	OFFI	CIAL	BACKSTOP ESTABLISHED	
REF: Retirement Debriefing	cov	1	X Discontinued	
SUBJECT	UNIT		****	
	Dep	artmen	t of State	
MKEEPRONITOPROFILES	MINE	en	ARRINETEESO	j
ESTABLISHMENT OF OFFICIAL COVER BLOCK RECORDS	X CANCELI	ATION OF	OFFICIAL COVER UNBLOCK	RECORDS
A. TEMPORARILY FORDAYS EFFECTIVE DATE COB	DATIXXXXXX			**************************************
B. CONTINUING AS OF COB	Fr	om EO	0	
SUBMIT FORM 642 TO CHANGE LIMITATION CATEGORY (HHB 20-7)	SUBMIT (HIR 2)		TO CHANGE LIMITATION CA	TEGORY.
ASCERTAIN THAT CIA W-2 BEING ISSUED.	RETURN NA	ALL OFF	CIAL DOCUMENTATION TO CC	ş.
SUBMIT FORM 1322 FOR ANY CHANGE AFFECTING THIS COVER. (HR-240-10)	DO NOT WRITE	IN THIS	BLOCK . FOR CCS INTERNAL USI	ONLY
SUBMIT FORM 1323 FOR TRANSFERRING COVER RESPONSIBILITY. (NR-240-24)				
SUBMIT FORM 2688 FOR HOSPITALIZATION CARE				
1947 - MAR 47  MAR 47 - DEC 49  DEC 49 - DEC 51  DEC 51 - APR 54  APR 54 - PRESENT			*	The first of constraints of the first of the
·		•		7
ISTRIBUTION: COPY 1 - BCD OFY 2 - OPLEATING COMPONINT OFY 1 - D/OS OFY 4 - OL/TELSYC OFY 5 - CCS - CHRONO OFY 6 - CCS - FILE  CD/S1				155
SECR	ET	1	= · (1)	20-431

		4 December 1956
	** Wheel	(Fate)
HIROTALDUK FOR:	Chief, Tecords & Services D	ivision
THROUGH ;	Security Support Division Office of Security	
SUBJECT :		
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records be proper	re this date it is ly known; (re-opened) to Agency employment by an ext	(strong) (acknowledge)
CC: SSD/0S	Chier, cofficial	Cover Maison, COS
Change III	SECRET 4/3	2-11-34

#### SICRET

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THECUCH	s Security Office of	Suprort Division Security	•
SUBJECT	8		
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records to p	LUDGETA XXXXX	ate it is  (re-opened) to relopment by an crt-	requested that your (mar) (acknowledge) crnal inquirer.
		Chief Cificial C	Cover & Liaisen, COB
CC: SSD/eG	.*.		
		ECRET	Jra 11.54

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#### SECRLT

12 October 1050 (Date)

MEHORAND'IN FOR:	Chief, Records & Services Division, Office of Personnel
THROUGH	Security Support Division, Office of Security
SUBJECT:	
.who will be visi  2. Effecti be prorerly (blo	rrangements have been completed for the above named subject ting a foreign country for a
	Chief, Afficial Cover & Lisinon, CCB

CC: 3CD/OS

SECRET

ON TOP OF FILE

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(HOURS)	ANNUAL	SK#	T	(DAYS)		····	T	
	240	1076	. I	Date arrival abroad for ML purposes			300 9-1	\$ 9 <b>-</b> 38
8 Current leave y or accrual through 2–21. 19 70. 7 Poted	24 264	12 1088	۱.,	12 month accrual rate  Dates leave used, prior 24 months			* : k	firman ti to
s Reduction in credits, if any (current year) Total leave taken   Balance	0 264	0 1083	19	Monthly accrual date			C 16.8	مة نلا
	11			MILITARY LEAVE				
1. Total hours paid in lump sum240_HOURS Salary rate(s) _30_054_600_					<del>//</del>			
wife jeans dates				ABSENCE WITHOUT P				
830 3-2-70 to L-10-70	= /25/ 151-25	100	24	During leave year in which separated During step increase waring period which began on 12 = 28 = (2) During 12 month Ht. accrual period (dates)	WOF W	Suspension		

RECORD OF LEAVE DATA TRANSFERRED

FPM SUPPLEMENTS 296-31 AND 990-2

SECRET

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ORGANIZATIONAL E			TO LOCATION OF OFFICIAL S	
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JE (I ST	AFF -			•
			WAS , J.C.	
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PARECTIVE DATE OF PAY ADJUSTMENTS 19 OCTOBER 1965

ULU NFH SERIAL URGO, FULLIS GREATER SALARY SELARY MAME 31 251 V. GS 15 5 \$192310

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31 250 ٧ PSI 151 ADJ. Grade Step Last Eff Date Qrade GS 15 6 819,310 10/27/63 08 15 7 8205 850 10/24/65 / NO FXCESS LVOP
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AUDITED BY I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE. DATE II Com 1 12 SIGNATURES PAY CHANGE NOTIFICATION 9 61 560 (4-51)

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ADJUSTMENT OF SALARY RATE IN ACCORDANCE WITH THE SCHEDULES OF THE GOVERNMENT EMPLOYEES SALARY REFORM ACT OF 1964 PURSUANT TO THE AUTHORITY OF THE DIRECTOR OF CENTRAL INTELLIGENCE AS PROVIDED IN THE CENTRAL INTELLIGENCE AGENCY ACT OF 1949, AS AMENDED, AND POLICY DIRECTIVE ISSUED BY THE ACTING DIRECTOR OF CENTRAL INTELLIGENCE DATED 8 OCTOBER 1962.

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

# GENERAL SCHEDULE RATES Federal Employees Salary Act of 1964

~ A PATR	<b>I</b>	<del>Folloottitti Colloolooloo</del>	Per A	nnum	Rate	s and	Steps	***************************************	· · · · · · · · · · · · · · · · · · ·	
GRADE -	1	2	3	4	5	6	7	8	9	10
<b>GS-1</b>	\$3,385	\$3,500	\$3,615	\$3,730	\$3,845	\$3,960	\$4,075	\$4,190	\$4,305	\$4,420
<b>GS-2</b>	3,680	3,805	3,930	4,055	4,180	4,305	4,430	4,555	4,680	4,805
GS- 3	4,005	4,140	4,275	4,410	4,545	4,680	4,815	4,950	5,085	5,220
GS- 4	4.480	4,630	4,780	4,930	5,080	5,230	5,380	5,530	5,680	5,830
GS- 5	5,000	5,165	5,330	5,495	5,660	5,825	5,990	6,155	6,320	6,485
GS- 6	5,505	5,690	5,875	6,060	6,245	6,430	6,615	6,800	6,985	7,170
GS- 7	6,050	6,250	6,450	6,650	6,850	7,050	7,250	7,450	7,650	7,850
GS- 8	6,630	6,850	7,070	7,290	7,510	7,730	7,950	8,170	8,390	8,610
GS- 9	7,220	7.465	7.710	7.955	8,200	8,445	8,690	8,935	9.180	9,425
GS-10	7,900	8,170	8,440	8,710	8,980	9,250	9,520		10,060	
GS-11	8,650	8,945	9,240						11,010	
GS-12	10,250	10,605	10.960	11.315	11,670	12,025	12,380	12,735	13,090	13,445
GS-13	12,075	12,495	12,915	13,335	13,755	14,175	14,595	15,015	15,435	15,855
GS-14	14,170	14,660	15,150	15,640	16,130	16,620	17,110	17,600	18,090	18,580
GS-15	16,460	17,030	17.600	18,170	18,740	19,310	19,880	20,450	21,020	21,590
GS-16										
GS-17										
GS-18	24.500	1	- 1						]	

IN ACCCEDANCE WITH THE FROVISTONS OF PUBLIC LAW 87-793 AND OCT WENCHANDOW LATED 1 AUGUST 1956, SALARY IS ADJUSTED AS FULLOWS. EFFECTIVE & CANUARY 1964.

NEM OFON FUNDS GR-ST NAFE GS 15 6 \$16,965 \$18,240

> Cost Center Number 32 250 ٧ OLD SALARY RATE NEW BALARY RATE / NO EXCESS LWOP / IN PAY STATUS AT END OF WAITING PERIOD / LHOP STATUS AT END OF WAITING PERIOD CLEHKS INITIALS AUDITED BY I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE. PAY CHANGE NOTIFICATION Form 560

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW AND TOTAL THE PROVISIONS OF PUBLIC LAW AND AND THE THE PROVISIONS OF PUBLIC LAW AND AND THE THE PROVISIONS OF PUBLIC LAW AND THE PUBLIC L

SERIAL DRON NAME 15 5 \$15030 3250

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IN ACCORDANCE WITH THE PROVISIONS OF P. L. 86-568 4ND FOL NEMO DATED

1 AUGUST 1956. SALARY IS ADJUSTED AS FOLLOWS EFFECTIVE 10 JULY 1960.

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SERIAL GRADE-STEP OLD SALARY NEW SELARY

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SERIAL GRADE-STEP OLD SALARY NEW SELARY

JORDON M. SIEWART

JORDON M. SIEWART

JORDON M. SIEWART

1 -1 SECRET WHEN FILLED IN 4 FUNCS : 5 ALLOTHEMS ASSIGNED CRUAN EMP. SERIAL NO. V-20 DDP/CI-/ NEW SALARY RATE EFFECTIVE CATE OLD SALARY RATE LAST EFFECTIVE DATE SALARY GRACE 40 SALARY 57 SCARS 05 \$11,880 05 15 06 \$11.610 15 REMARSS

CERTIFICATION

I CERTIFY THAT THE SERVICE AND CONDUCT OF THE ABOVE NAMED EMPLOYEE ARE SATISFACTORY.

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#### CENTRAL INTELLIGENCE AGENCY

#### NOTIFICATION OF PERSONNEL ACTION data

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Parasta But But Michael and Andrea and Comment of Comme		Te cercem	E DATE	7. CIVIL SERVICE OR OTH	IN FECAL WITHOUITA
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	10. ORGAN DESIGN	IZATIONAL ATIONS	DDP/ Off1	CI Staff	
	II. HEADQI	JARTEAS	Vash	ington, D.C.	
PIELD DEPARTMENTAL	12. FIELD C	OR DEPT'L		FIELD	SEPARTMENTAL
13. VETERAN'S PREFERENCE				ICATION ACTION	
1041 WWI OTHER 5-PT. 15-POINT PERSON OTHER		M&W VICE 9.	A, AFAL.		SD/DI
15. 16. 17. APPROPRIATION FROM: 6=2705=27 10. 30000		IS SUBJECT RETIREMENT OF STREET	TO C. S INT ACT ROI	SO DATE OF APPOINT- MENT AFFIDAVITS LANCESSIONS ONLY!	20. LEGAL RESIDENCE CLAIMED PROVED STATE:
at REMARKS. This action is subject to all subject to investigation and approvement the action may be corrected or cand	al by t	cable lav he Unite	d Star	tes Civil Servic	e Commission.
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rector of Personnel		, <del>, , , ,</del>	U U U U U U U U U U 22951	9 04 80 6 8 9 6 8 9 Marie Marie Mather Armie Newski Green Mather	ITICATION

4. PERSONNEL FOLDER COPY

gr u. s. Gozenument Palmtine Office: 1838-81873(

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STANDARD FIVE SC IS PARTY
PER APPRIL 1981
POR ANTE BY
U.S. CIVIL WISKING ANTERIOR
CHAPTER BY FEDERAL PERSONNEL MARUAL

## MOTIFICATION OF PERSONNEL ACTION

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					17 lby 1955			
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	II. HEADQ	UARTERS						
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16. 17. APPROPRIATION	<u></u>	18 SUBJECT	TO C. S.	19 DATE OF APPOINT.	20 LEGAL RESIDENCE			
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REMARKS: This action 13 Subject to a	ll appli	ca <b>115</b> la	s. ru	les, and regulat	ions and may be			
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STANDARD FORM 50 18 PAN, new appril 1881 PROBULCATION BY U.S. CHIS SERVIC COMMISSION CHAPTER BY, PROTEST PERSONNEL MARVAL \* . Cullilla...idi

ENTRAL INTELLIGENCE AGENCY

### NOTIFICATION OF PERSONNEL ACTION

t NAME (un -ujsqunq -che gisla haup (hittatis) pau Supusu		2 DATE O	F B:#1%	3 JOS 44 DEATH TO	9318
				,	6 May 1955
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		IIZATIONAL NATIONS	orri	co of the Chief	
	11. HEADQ	uarter <b>s</b>			
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13. VETERAN'S PREFERENCE		<del></del>	M CLASSIF	ICATION ACTION	13
ORT WHIL OTHER S.PT TO POINT DISAS, OTHER		NEW VICE	.A. BLAL.	£0 <b>-</b> 01	
15. 18 17. APPROPRIATION FROM 5-3560-55-058		18. SUDJICT RETIHEM (VES-	IFNT ACT	19. DATE OF EXPOSES SECTION OF THE SECTION OF THE SECTION OF SECTI	20. LEGAL RESIDENCE
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CORF	IDENTI	AL		3)/	:
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STANDADD FORM 52 ...
PROMP BETTS BY THE
BY 4 COTE BROWN TOWNSHIPS
BUSINESS TOWN PERSONS
SECRET UNVOUCHERED REQUEST FOR PERSONNEL ACTION REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 68 and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse. L. RAME (Mr. - Miss - Mrs - One diren name, initial(s), and surname) A DATE OF BIRTH A REQUEST NO. A DATE OF REQUEST 16 Feb.51 A. C. S. OR OTHER LEGAL AUTHOR & MATURE OF ACTION REQUESTED

A PERSONNEL (Specify whether appointment, promotion, separation, etc.) & EFFECTIVE DATE 28 Feb. 54 Reassignment & POMITION (Specify whether establish, change grade or title, etc.) B. APPROVED: FEB 18 1054 & POSITION TITLE AND OPS OF \_CHIEF, BA-131 APEA OPS OF -(STA CH) BAF-102-14 & SERVICE, GRADE, AND \$8961.00 p.a.) #8961.00 p.a.) GS-132-14, \$10,000.00 p.a. IS OPGANIZATIONS TL MEADQUARTERS מאוי א X nao DEPARTMENTAL DEPARTMENTAL 12 FIELD OR DEPARTMENTAL A. BEMARKE (Use reverse if necessary) BAF-102 D. REQUEST APPROVED BY C/WH nd telephone estension) x-1:4:57 14 POSITION CLASSIFICATION ACTION 13. VETERAN PREFERENCE NEW VICE I. A. REAL BORE | WHEE GTHER B.PT. 10 POINT CD: FI DISAB. OTHER 19. DATE OF APPOINT-MENT AFFIDAVITS (ACCESSIONS ONLY) 17. APPROPRIATION IS. SUBJECT TO C. S RETIREMENT ACT (YES-NO) 20. LEGAL RESIDENCE FROM. 4-3560-55-058 CLAIMED PROVED TO. same 21. STANDARD FORM 80 REMARKS 22. CLEARANCES INITIAL OR SIGNATURE B. CEIL, OR POS. CONTROL C. CLASSIFICATION D. PLACEMENT OR EMPL. F. APPROVED BY

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Form prescribed by Comp. Gen., U.S. Nov. 8, 1950, General Regulations No. 102 PAY ROLL CHANGE SLIP-PERSONNEL COPY

BOLLAN SPACE OF STATES

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STANDARD FORM 52 FROM GATTO BE THE	7.		
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	CONFIDENTIAL FUNDS PERSO	NNEL ACTION
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	FROM	8 Pecomber 1981 to
TIFLE	Intelligence Officer	
GRADE AND SALARY	GS-14, \$9699-00 \$9600,00	\$8 461.00
OFFICE	oso	080
DIVISION	POR	pot
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oet du 2	tis duo a lump sum payment for annu	ial leave to be paid
up to 2 Doce	mbor 1951.	-
	•	CONFIDENTIAL FUEDS BRANC.
	•	GARI IAPA

FORM NO. 37-1

SECRET

	CONFIDENTIAL FUNDS PERSONNI	EL ACTION .
NATUR THE RECTION		OATE 6 Au upt 1951 EFFECTIVE CATE
Appointment		30 September 1951
Complete the complete and a second a second and a second	FROM	(Intelliguese Offesee)
TITLE		Chief of Station, GS-14#
GRADE AND SALARY		05-14, 38,800.00 per annum
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UALIFICATIONS	FOR ADIDIANT DIRECTOR	EXECUTIVE
OST DIFFERS (TIAL ANTHORIZED IN ACCOR ATH OF OFFICE AND NO STRIKE AFFIDAVIT CURITY CLEARED ON	EXECUTED ON 2 October 195	1consurrence
NTERED ON DUTY	30 September 1	no Ci
* Request for r	er leave from vouchered to unvouch eclassification of grade from GS-1 n Section, FDC on 6 August 1951.	3 to GS-14 submitted to
for Actini	006 - 09/17/50 CSEOD - 09/17/+7 LCD 09/18/47	TO DCI DIRECTIVE  TIVE 24 OCT. 1951  ALARY ADJUSTED TO \$ 9600
M NO 37-1	SECRET	ero 1062X4-1 (2)

#### CENTRAL INTELLIGENCE AGENCY

				3 YOURNAL OR ACH!	10/26/51
has in notify you of the following action aftering you nature of ACTION 1986 STANDARD TO ANISOLOGY.	ur employment	9/29/5		t .	A-6.116(b)
FROM					<u> </u>
Intelligence Officer CS-14	8. POSITIO	A TITLE			
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nspection & Becurity Staff	10 ORGAN DI 11GH	IZATIONAL IATIONS			<del>.</del>
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15. APPROPRIATION FROM 2123900 10: 7101		16. SUDJECT	ENTACT	19 DATE OF APPOINT NENT AFFIDAVIT	B La CLAUNIC ET BROY
REMARKS: THIS ACTION IS SUBJECT TO ALL APPLICABLE LITHL UNITED STATES CIVIL SERVICE COMMISSION. THE AC	LAWS RULLS AT	ORIGUIATIO	NS AND MAY CANCELLED	THE SUBJECT TO INVESTED IN ACCORDAN	STIGATION AND APPROVAL E ICE WITH ALL REGUINLULNI:
To accept other employment.  (D: 9/28/51  (L: 449 hours, 10/1/51 thry 1 hours, 12/20/51 and 2 holidays 11/12 11/22/51.	751,				

14. PERSONNEL FOLDER COPY

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CHAPTER IN FEDERAL PROSESSES

#### CENTRAL INTELLIGENCE AGENCY

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This is to notify you of the following action affecting yo	ue employi	nent:		<u></u>	
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FROM	on the state of th		***************************************	1 70	
Intelligence officer CS-13	8. 208111	ON TITLE	Inta	Ligence office	r 06-1
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N 100 161-101		YAA			TARE GOOTHA
21. REMARKS: This action is subject to all subject to investigation and appro The action may be corrected or cand	val by	the Unit	od Sta	tos Civil Servi	ce Commission.
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4. PERSONNEL FOLDER COPY

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STANDARD FORM 30 (8 PARTS)

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## CENTRAL INTELLIGENCE AGENCY

#### NOTIFICATION OF PERSONNEL ACTION ...

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#### CENTRAL INTELLIGENCE AGENCY

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	CONFIDENTIAL FUNDS PERSON	NEL ACTION
NAME .		23 February 1950
NATURE OF ACTION	ap .	20 February 1950
	FROM	
TITLE	Chief of Station Intelligence Officer GS-13	Intelligence Officer GS-13
GRADE AND SALARY	GS-13, \$7800.00	QS-13, \$7800,00
OFF ICE *	oso	060
DIVISION	FD?	701
BRANCH		
OFFICIAL STATION		Washington, D. C. (Field)
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FORM NO. 37-1 PREVIOUS EDITIONS ARE NOT TO BE USED. SECRET

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2 July 1947

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Personnel Action Data

The following pursonnol actions have been approved:

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The proposed promotion of \_\_\_\_\_\_\_from operations Officer, CAF-9, Shilly-60 to 'porations Officer, CAF-11, Ch702-50 was returned with the recommendation that it be resummitted about 15 August 17h). This action has not been cancelled and is being held in the employees official personn 1 folder and will be returned to the Fersonnal review Condittee on or about the augmented date.

a Pormanent Change of Contion.

PERSONAL ASTROPESMENT AND

This form is to be indicated in Cripilitate by the appropriate branch or Critical Chicken in receive by a concentant. Attacker, the appropriate procedure. Upon approval, the original action expy will be retained by the Dichursins orrigo and one copy retained to the originating office.

NATURE OF ACTION Promotion	HOWER OF DEPENDENTS 11 11 11
EFFECTIVE DATE 29 June 1947	LOCATION OF DEPENDENTS
MARITAL STATES Marriod	CITEMENSHIP, US
FROM	TC
POSITION Chief of Station	POSTICE Colof of Station
CONTROL NO.	
CLASSIFICATION CAF-12	CLASSIFICATION CLASS
ANNUAL GROSS SALARY \$5905-20	AMEUAL GROSS SALARY \$7102.20
OPPICIAL STATION .	OFFICIAL STATION
ALLOWANCES: QUARTERS	ALLOWANCES: QUARTERS
COST OF 11VING	COST OF LIVING
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JOB DESCRIPTION:

SPECIAL QUALIFICATIONS

REAGONS FOR ACTION

DATE OF LAST PROMOTION

Slot #1, Employee #29 with organization 11 Feb. 1947 and has been at present station since 17 March 1947.

APPROVED\_ OFFICE APPROVED - U.S. OFFICE (Pield) (Chief of Mission) (Security Officer) (Special Funds Officer) (Special Funds Officer)

1.17.

## A ENGAGEMENT SHERT

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- 1. To be filled out in duplicate by the Unit Administrative Officer for (2) all prespective employees to be paid from Special Funds.
- 2. To be accompanied by detailed job description, complete biographical sketch, and a formal notice of security clearance, and Personnel Action Request if engagement is overseas.
- 3. To be approved or accepted by the officers in the order listed below.
- 4. Original to be retained by S.F.; copy to be returned to initiating Administrative Officer.

9 January 1917

1.	HAME:
2.	LEGAL RESIDENCE:
3.	
L4.	ENTHANCE ON DUTY DATE: 12 Livrage 19 4 7 18
5.	ANEUAL SALARY: \$5905. 20 CLASSIFICATION: CAI-12
6.	PEHMANENT STATION:
. 7.	POSITION: Giles of Station FAT CONTROL NO. FBT
8.	IP SUBJECT HAS BEEN TRANSFERRED, STATE BUREAU, BRANCH, OR DEPARTMENT OF THE U.S. GOVERNMENT FROM WHICH TRANSFERRED:
9.	GENERAL REMARKS: Sountly investigation requested 9 January 1947.
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	11.
Persont	nel Folder Removied 1857
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	Initian accordance with existing personnel engagement procedures)
Α.	ADMINISTRATIVE OFF
В.	BRANCH CHIEF
	1/11/17
•	CHAIRMAN, PERSONNEL
D.	(For the) ASSISTANT DATE.
E.	CHIEF, SPECIAL FUNDS DATE
EAD!	WO.
FORM SEP	1946 33-1 SECRET

2 7 NOV 1968

MEMORANDUM IN LIEU OF FITNESS REPORT
SUBJECT: (1 April 1967 - 22 November 1968
has had years of experience in the field
of special investigations, Domestic and foreign. This
includes prior service with the FBI. Special complex
and sensitive counterintelligence cases requiring detailed
research and analysis are handled by He seeks
economy where applicable and he is a competent supervisor.
( Acting Chief Counter Intelligence Staff
EMPLOYEE SIGNATURE:
- 29 November 1968
REVIEWING OFFICIAL:
//James Angleton Date Chief, Counter Intelligence Staff
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	FITNESS REPORT				CMPLOTEE SERIAL	
SECTION A	CE)	NERAL			<u> </u>	
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		<u> </u>		M	GS-16 D	
6. OFFICIAL POS	ITION TITLE	7. OF	F DIVIBROF A		. CURRENT STATION	
Ops	Officer Ch	DDI	'/CI	1	Washington.	p. c.
<u></u>	PE OF APPOINTMENT	-	ECK (X) TYPE			
X CAREER	RESERVE TEMPORARY		INITIAL	***************************************	REARSIGNMENT	\$ P E RV 150R
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SPECIAL (S	pecify):		SPECIAL (SINC	Ify):		· · · · · · · · · · · · · · · · · · ·
11. DATE REPORT	OUE IN O.P.	12. RE	PORTING PERI	100 (From- 1	0-)	
Apr	il 1968	1 A	pril 196	7 - 31	March 1968	
SECTION B	PERFORMANC				4.2.2.	
W - <u>Weak</u>	Performance ranges from wholly inadequate to s positive remedial action. The nature of the acti probation, to reassignment or to separation. Do	ion coul	d range from c	ounseling, (	o further training, to	
A - Adequate	Performance meets all requirements. It is entire excellence.	ely sati	sfactory and i	s characteri	zed neither by deficie	ncy nor
P - Proficient	Performance is more than satisfactory. Desired	results	are being pro	duced in a p	proficient manner.	
S - Strong	Performance is characterized by exceptional pro	oficienc	y-			
O - <u>Outstanding</u>	Performance is so exceptional in relation to requires doing similar work as to warrant special			and in com	parison to the perform	rance of
	SPECIFI	C DUI	'IES			
	mployee performs EACH specific duty. Consider exponsibilities MUST be rated on their ability to p. 1					RATING LETTER
SPECIFIC DUTY NO	). Z			nganipungunan nganipungungnya	ngagagagagagagagagagagagagagagagagagaga	RATING
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PECIFIC DUTY NO.	. <b>©</b> <sub>1</sub>			ATTENDED AND ASSESSMENT		RATING LETTER
	OVERALL PERFORMANCE	ווו כי	IRRENT PO	KITION	······································	
Take into account ormance of speci- articular limitation	everything about the employee which influences if fic duties, productivity, conduct on job, cooper ns or telents. Based on your knowledge of emp the rating box corresponding to the statement whi	his eile ativene loyee's	ctiveness in h ss, pertinent overall perfo	is current p personal tro rmance duri	its or habits, and ng the rating period,	RATING
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SPECIAL (S	pacify):				SPECIAL (			-	
11. DATE HEPORT	DUE IN O.P.				EPORTING F				_
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P - Proficient	Performance is ma		· · · · · · · · · · · · · · · · · ·		-	produced la	n a proficie	nt mannet.	
S - Strong	Performance is ch		•	•	•				. 1
O · Outstanding	Performance is so others doing simil		s to warrant speci	al recogn	ition.	rork and in	compari son	to the perfor	munce of
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31 NOV 1967

MEMORANDUM IN LIEU OF FITNESS REPORT
SUBJECT:
(1 April 1966 - 31 March 1967)
has been Chief of the
since its inception. As a
former FBI employee he brought a wealth of investi-
gative knowledge to the Staff. He continues to
handle detailed research and analysis of special comple.
and sensitive counterintelligence cases in a highly
effective manner. He is a competent supervisor and
realizes the value of economy.
•
Deputy Chier Counter Intelligence Staff
EMPLOYEE SIGNATURE:
EMPLOTEE STONATORE:
2/Xev./967
Date
REVIEWING OFFICIAL:
James Ancleton Date
James Angleton Date Chief, Counter Intelligence Staff

FITNESS REPORT  SECTION A  1. AAMS  (Care) (Frest) (Minite) 1. CATE OF DISTM N. CS-16 D  3. OFFICIAL POSITION TITLE  OPS OFFICER CII  9. CHICA INTUTE OF APPOINTMENT  CARE SERVEN  10. CHECK INTUTE OF APPOINTMENT  CARE SERVEN  10. CHECK INTUTE OF APPOINTMENT  CARE SERVEN  11. DATE REPORT OUE IN O.F.  30 APPLI 1966  11. DATE REPORT OUE IN O.F.  31. DATE REPORT OUE IN O.F.  30 APPLI 1965  PERFORMANCE EVALUATION  W. Wash  Parternance ranges from shelly incleavate to slightly less than seatisfactory. A cesting in this cotegory results are proposed in Section C. A. Adequate  P. Proficiant  P. Proficiant  S. Strong  O. Quistanding  Performance is a mora than satisfactory. Desired results are being produced in a prolicient manner.  P. Proficiant  S. Strong  P. Performance is a characteristed by acceptional proliciency.  O. Quistanding  Performance is a characteristed by acceptional proliciency.  SPECIFIC DUTY NO. 8  PECIFIC DUTY NO. 8  OVERALL PERFORMANCE IN CURRENT POSITION  EATING  DEATH  DEATH  DEATH  ACTIVITY  ACTIV			Particular secundaries.		Filled	(r)		EUFLOYFE SERIAL	MINDER
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Care   Care	SECTION A	······································		G	FNERA				
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FORM 45 OBSOLETE PREVIOUS EDITIONS.

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MEMORANDUM IN LIEU OF FITNESS REPORT						
SUBJECT: (1 April 1965 - 31 March 1966)						
continues to be engaged in special complex and sensitive counterintelligence cases which						
require detailed analysis. His performance is always						
at a high level. He supervises his personnel com-						
petently and he follows good government economy						
practices.						
Deputy Chief Counter Intelligence Staff						
MPLOYEE SIGNATURE:						
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James Angleton hief, Counter Intelligence Staff						

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A - Adequote	Performance meets all requirements. It is en excellence.	ntirely satis	factory and	e characteri	red ne	ither by defici	ency nor
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MEMORANDUM IN LIEU OF FITNESS REPORT
SUBJECT: (1 April 1964 - 31 March 1965)
There has been no change in assignment during the
reporting period has been engaged for the
major part of the time in conducting and performing
complex research in connection with several sensitive
counterintelligence cases. His performance has continued
at a high level without interruption. He is a competent
supervisor and follows economical practices.
Deputy Chief
Counter Intelligence Staff
EMPLOYEE SIGNATURE:
REVIEWING OFFICIAL:
James Angleton
Chief, Counter Intelligence Staff

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MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: (1 April 1963 - 31 March 1964)

There has been no change in duties during the reporting period and the caliber of the performance of this career officer has continued at a high level without interruption. He is thorough and analytical and makes a material contribution to the accomplishment of the Counter-Intelligence mission of the Agency. He is alert to the necessity for economy and performs capably as a supervisor.

Deputy Chief
Counter Intelligence Staff

EMPLOYEE SIGNATURE

REVIEWING OFFICIAL:

James Angleton
Cnief, Counter Intelligence Staff

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Groc 1 Excluded from aptimatic downgrating and deciasationships

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15 April 1963

MEMORANDUM IN LIEU OF FITNESS REPORT
SUBJECT: (1 April 1962 - 31 March 1963)
has continued in the position of Chief,  Counter Intelligence Staff during this reporting period. He capably performs and directs the work of this group, and during the past year has performed commendably in the handling of certain sensitive matters. He is thorough and reliable.  continuity in this job increases the value of his services to the Agency.
Deputy Chief, Counter Intelligence Starf
Employee Signature
Reviewing Official:
James Angleton Chief, Counter Intelligence Staff

2 5 APR 1963

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Les of

23 August 1962

MEMORANDUM IN LIEU OF FITNESS REPORT
SUBJECT:
1 April 1960 - 31 August 1962
1. There has been no change during the reporting period
in the highly efficient performance ofin his position
as C/CI/
2. We recommend his continuation in this assignment where
continuity is a requirement.
·
Acting Chief, Counter Intelligence Staff

Memorandum has been seen by employee.

STORT

3 April 1961

LOGISTANT NO SECOND 1254 MIRASSESS

FUE-JECT : Fitzens Persors

L. Fitzers report the submitted in resortable form

3. There has been no change in configurant and the evaluation receives the same for the reporting partial ending 31 North 1961.

December (China)

Permy Calef Counter Intelligence ttaff

MAIL ROOM

MER !! 11 02 AH "61

OFFICE DE PERSONNEL



## MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT:
1. is in the same position, doing the same job, in the same efficient manner as was reflected in his last fitness report.  2. At some point in the future
would like to go overseas again. The CI Staff is perfectly happy to have him remain here indefinitely.
S. H. Horton
Acting Chief
Counter Intelligence Staff

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•	BY SUPERVISOR	
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36	advised of contents.	I., GIVE REASON.
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DIRECTIONS  a, State in the spaces below up to six of the s	mere imp	ortant SPECIFIC duties per		
I'lnce the most important farst. In not inc	liple win	ne ne unimportant duties.		_
b. Mate performance on each specific duty cons c. For supervisors, ability to supervise will a	siinssiig Alwava h	e sated as a specific duty (	(IV A. de Jear of a Ery. Abb ver	perathea
and appearant a section and you			Ψ,	
d. Compare in your mind, when possible, the similar level of responsibility.	Individ	lual being rated with Othe	ate basicisming the same	auty et i
e. Two individuals with the same job title	may be	performing different duties	. Itspell tabouther on	different
duties.  f. Be specific. Examples of the kind of duties	that m	ight he rated are:	O.O.M	
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SUPERVISING	PREJARE	S COFFESTONDENCE	EVALUATES SIGNIFICANCE	
g. For some jobs, duties may be broken down eve and phone operation, in the case of a radio			it advisable, e.g., com	ninea key
S . INCOMPETENT IN THE PERFORMANCE			IS DUTY IN AN OUTSTANDIN	
R . BANELY ADEGUATE IN THE PERFORM DESCRIPTIVE DUTY	MANLE OF	THIS FOUND IN VII	RY FEW INDIVIDUALS MOLD:	ME BIMI.
RATING S . PERFORMS THIS DUTY ACCEPTABLY		7 - EXCELS ANYO	ME I KNOW IN THE PERFOR	MANCE OF
NUMBER 4 - PERFORMS THIS DUTY IN A COMPET 5 - PERFORMS THIS DUTY IN SUCH A				
9 · PENFORMS THIS DUTY IN SUCH A THAT HE IS A DISTINCT ASSET ON		2971.6		
BPECIFIC DUTY NO. 8	BATING	SPECIPIC DUTY NO. 4	<u> </u>	RATINO
The control of the co	NUMBER	6	-4-66	MUMBER
Directs special investigations	7	Supervises small	BCAIL	5
Coordination of most sensitive matter	PATING	specific outy mo. B	-	MIMENTA
	i	70		
between GI Staff and Office of Security		Prepares final repe	orts and memos	6
seacters butt no. 3	NATING NUMBER	SPECIFIC OUTY NO. 6		RATING
i				
. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMA	NCE	and the second s		4
DIRECTIONS: Stress strengths and weaknesses, part	icularia	those which affect de elo	pment on present job.	
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SECTION D. SUITABILITY FOR	CURREN	T JOB IN ORGANIZATION		
INLCTIONS: Take into account here everything yo	u know	shout the individualpro	ductivity, conduct in t	he job.
ertinent personal characteristics or habits, speci are him with others doing similar work of about th			in lite in with your tem	m. Com-
I - DÉFINITELY UNSULTABLE - HE SHOULD BE	SIPANA	FED		1
# - OF DOUBTFUL SUITABILITY WOULD NOT				
A BARELY ACCEPTABLE EMPLOYEE,BFLOR	AVERAGE	E BUT WITH NO WEAKNESSES SU	PPICIENTLY OUTSTANDING	10 444.
4 - OF THE SAME SUITABILITY AS MOST PEOP				1
RATING 5 - A FINE EMPLOYEE - HAS SOME OUTSTAND!			ATION	I
NUMBER 7 - EXCELLED BY ONLY A FEW IN SUITABILIT			,	1
S THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OF	THER POS	ITION IN THE ORGANIZATION?		F YES.
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A. WHITE PRINCES	m-parity with which which	
		FITNESS REPORT (Part H) POTENTIAL
	<del>,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,</del>	INSTRUCTIONS
FOR THE	AMINISTVA	FIVE OFFICER: Consult current instructions for completing this report.
FOR THE	SUPPRAISOR	This report is a privileged communication to your supervisor, and to appropriate career mana I officials concerning the putential of the employee being rated. It is 17/1 to be shown to
rated em	ployee. I	t is recommended that you read the entire report before completing any question. This report
to be co	mpleted on	ly after the employee has been under your sopervision PCP AT LPAST 90 DAYS. If Jess than 90 da
		after the 90 days has clapsed. If this is the fulfIAL RIFORT on the employee, bosever, it MUST arded to the Ot no later than 30 days after the due date indicated in item 8 of Section "E" bel
SECTION		GENERAL
1. NAME	(1.00	(Fiend) (Widdle) 2. Date OF BIRTH B. SER A. SERVICE DESIGNATION M. SD:DI
5. OFFICE		GRANCH OF ASSIGNMENT 6. OFFICIAL POSITION TIFLE
7. GRADE	DDP/	CI/ IO/CI/CH   IO/CI/CH   PENIOD COVIETO DE THIS PEPURT (Inclusive deles)
<u> </u>	<u> L</u>	11 February 195711 February 1958
	OF REPORT	INITIAL BEASSIANDIO SPECIAL (Specify)
	-	X annual grantscorrections
SECTION 1. FOR TH		CERTIFICATION  I CERTIFY THAT THIS REPORT REPRESENTS WE BEST JUDGMENT OF THE INDIVIDUAL BEING PATED
A. THIS D	· · · · · · · · · · · · · · · · · · ·	0, TYPED OR PRINTED MAN STORAT TO TO SUPPRINTED C. SUPPRINTEDE C. SUPPRINTEDE CONTENED TITLE
5 Aug	ust 1958	
7 FOR TH	F PEYILDING	OFFICIAL I HAVE HEVISWED THIS REPORT AND NOTED ANY DIPPERENCE OF SPINION IN ATTACHED MEMO.
A. THIS D	1955	G. TYPEO OR PRINTED NAME AND SIGNATURE OF REVIEWING C. OFFICIAL TITLE OF REVIEWING OFFICE OF C/CI
SECTION	G.	ESTIMATE OF POTENTIAL
I. POTENT	IAL TO ASSI	ME GREATER RESPONSIBILITIES
	ilities. 7 1 . Albya 7 2 . Mas B	ring others of his grade and type of assignment, rate the employee's potential to assume great Dink in terms of the kind of responsibility encountered at the various levels in his kind o DV ABOVE THE LEVEL AT WHICH SATISPACTORY PERFORMANCE CAN BE EXPECTED IEERCHTO THE HIGHEST LEVEL AT WHICH SATISPACTORY PERFORMANCE CAN BE EXPECTED IG PROGRESS, BUT NEEDS MORE TIME BERYOR WE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES
FATING NUMBER	4 · AFAOV 5 · WILL 6 · ALHIA 7 · AN EX	FOR TRAINING IN ASSIMING GREATER RESPONSISILIFIES PROBABLY ADJUST QUICKLY TO MORE RESPONSISIES UTTIES WITHOUT FURTHER TRAINING DY ASSUMING MORE RESPONSIBILITIES THAN EFFECTED AT HIS PRESENT LEFEL EFFTIONAL PERSON WHO IS ONE OF THE PER #40 SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHE RESPONSIBILITIES
. SUPERV	SUNT POTEN	TIAL
HRECTIONS ON SWEET IN SUITABLE 1	S: Answer YES, indica TRAINING, ling your o	this question: ilse this person the shiftity to be a supervisor? A Yes No If you te below your opinion of guess of the level of supervisory shiftity this person will reach AFTE Indicate your opinion by placing the number of the descriptive rating below which comes closes pinion in the appropriate column. If your rating is based on observing him supervise, note you I' column. If based on opinion of his potential, note the rating in the "potential" column.
DESCRIPT RATING NUMBER	9 2 9	AVE NO OPINION ON HIS SUPERVISORY POTERTIAL IN THIS SITUATION Flieve individual would be. A weak superfishe in this kind <sub>a</sub> ce situation Clieve individual would be an average superfisher in this kind of situation Clieve individual would be a strong superfishe in this situation
AC YUAL	POTENTIAL	CESCHIPTIVE SITUATION
3	^ 1	A GROUP holing the masic job (fruch drivers, etenographers, technicians or professional spe cialists of various kinds) unessrcostect sith lambolate suscecimates is recover (First lin- supervisor)
	0	A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors)
3		A GROUP, WHO MAY OR MAY NOT BE SUPERIISCES, SMICH IS RESPONSIBLE FOR MAJOR PLANS, INGAWIZATION AND POLICY (Executive level)
	0	SMEN CONTACT WITH IMMEDIATE SUBDADIANTES IS NOT FREQUENT
/3	1	SHEN INMEDIATE BUBDOONATES' ACTIVITIES APE DIVENSE AND NEED CAREFUL COORDINATION
2/3		PHEW IMMEDIATE SUBORDINATES (WCLUDE WEWDIRS OF THE OPPOSITE SEX
		OTHER (Specify)
		REPLACES PREVIOUS EDITIONS

9. 150	ICATE THE APPROXIMATE NUMBER O	24 mos.	THE MATEC EMPLICITED HAS BEEN U	ADEA 1504	2-14EAAFite	DI PERSONNEL
4 500	MENTS CONCERNING POTENTIAL					
	He is and has been a s	senior e	employee for some tin	ne.	Åug /3	8 57 AH *58
					МДП	ROOM
SECTIO	## H .		FUTURE PLANS	Mildle Caller and Milantid	Petition recentations	
	NING OR OTHER DEVELOPMENTAL EN	PERIENCE				
						•
1	None - is already a sen	ior and	experienced officer.			
Н	other factors, including person, e is an intense person, f a large station nor su	who de	oes not relax enough.	He sho	ould not	be chief
	ork and having numero					
SECTION	######################################	DFS	CRIPTION OF INDIVIDUAL	······································	***************************************	
IRECTION TO THE POPULATION OF	NS: This section is provided ds literally. On the page be of each statement is a box in number which best tells how n	fas an ai cloware a under the	d to describing the individue series of statements that heading "category." Read e-	apply in a ach statem	some degree ment and i	to most people. To nsert in the box the
CATEGO	INDIVIDUAL  1 - APPLIES TO THE  2 - APPLIES TO INDI  3 - APPLIES TO INDI  4 - APPLIES TO INDI	INDIVIDUA VIDUAL TO VIDUAL TO VIDUAL TO			E DESCRIPT	ION APPLIES TO THE
ATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY		STATEMENT
5	E, ABLE TO SEE ANOTHER'S POINT OF VIEW	5	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	4		PECTIVE IN DISCUS- WITH ASSOCIATES
5	2. CAN WAKE DECISIONS ON MIS OWN WHEN MEED ARISES	4	12. SHOWS ORIGINALITY	5	1	IENTS DECISIONS RE- ESS OF COM FEELINGS
4	3. HAS INITIATIVE	5	13. ACCEPTS RESPONSIBILI- TIES	5_	23. 13 TH	UGNTFUL OF STHERS
5	4. IS ANALYTIC IN HIS THINK- ING	4	14. ADMITS HIS ERRORS	4	24. WORKS	WELL UNDER PRESSURE
х	S. STRIVES CONSTANTLY FOR MES ENGSLEDS AND IDEAS	55	15. RESPONDS WELL TO SUPER- VISION	5	25. DISPLA	TREMISOUL BY
5	S. RNDWS WHEN TO SEER ASSISTANCE	4	16 DOES HIS JOB BITHOUT STRONG SUPPORT	5	26. 13 320	URITY CONSCIOUS
4	7. CAN SET ALONG WITH PEOPLE	4	IT. COMES UP WITH SOLUTIONS TO PROBLEMS	4	27. 13 VER	\$ATILE
4	8. HAS MEMORY FOR FACTS	5	18. IS OSSERVANT	4	28. HIS CR	ITICISM IS CON-
4	9. GETS THINGS DONE	4	IB. THINKS CLEARLY	4	7134 0	TATES SMOOTH OPERA- F HIS OFFICE
1	10. CAN COPE BITH EMERGENCIES	4	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	4		OT REQUIRE STRONG WITHUOUS SUPERVI-

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FIT	NESS REPORT (P	art I) PERFO	RMANCE						
	INSTR	UCTIONS							
FOR THE ADMINISTRATIVE OFFICER		The second color of the second colors and th	this report.	a film de tre egypp reminenten e elektrist film ikken metet					
FOR THE SUFERVISOR. This report is designed to help you express your evaluation of your subordinate and to to this evaluation to your supervisor and senior officials. Organization policy requires that you inform the sunate where he stands with you. Completion of the report can help you prepare for a discussion with him attempts and weaknesses. It is also organization policy that you show Part Lof this report to the employee									
under conditions specified in Pegulation 20-370. It is recommended that you read the entire form before con- any question. If this is the initial report on the employee, it must be completed and forwarded to the O Fersonnel no later than 30 days after the date indicated in item 8, of Section "A" below.									
SECTION A. GENERAL									
1. RAME (Last) (P.	(Middle)	2, DATE OF BIRTH	3. SEX -	4. SERVICE DESIGNATION					
3. OFFICE/DIVISION/BRANCH OF ASSI	CAME NT	18. OFFICIAL POSITI	ON TITLE	BD/DI					
DDP/CI/SIU		IO-CI-CH							
7. GEADE 8. DATE REPORT DUE IN	OP 9. PERIOD C	OVERED BY THIS REPO	at evisuioni) TR	100)					
GS-15 11 February 1957		uary 1956 - 11							
(Check one)		wisters and forest	*****	(Specify)					
SECTION B.		ICATION							
T. FOR THE RATER! THIS REPORT			IDUAL RATED. IF	NOT SHOWN, EXPLAIN WHY					
NOT: Rating is as	high me no	hand in sa	ming & Time						
A. CHECK (X) APPROPRIATE STATEMEN	TS.		7						
X VIOUAL.	SPINISMS OF THIS INDI-		IS RATED "1" IN C	TOR D. A WARNING LET- FACHED TO THIS REPORT.					
THIS REPORT REFLECTS THE COMBI AND PREVIOUS SUPERVISORS,	1485 GP181548 OF MYSELF			D INDIVIDUAL RHORS NOR SECAUSE (Specify):					
I HAVE DISCUSSED BITH THIS AND BEAGINESSES SO THAT HE RINGS	85 8- E8E ME STANDS.			and the second s					
1	PRINTED NAME AND SIGNA								
10 May 1957	S. H. Hor			Chief, CI Staff					
2. FOR THE REVIEWING OFFICIAL: PE FORMATION, WHICH WILL LEAD TO A	SORS ANY SUBSTANTIAL DIF BETTER UNDERSTANDING OF	THIS REPORT.	. ,	ISON, ON ANY DINER IN-					
	f.,								
A STATE OF THE STATE OF THE STATE OF	-	BY)	DATE						
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	F. atc. P	cond_ Du	// /						
	ì	1/10 /m	(1/1)	-					
				UED ON ATTACHED SHEET					
I certify that any substantial dif		William State of the Control of the							
A. THIS DATE 8. TYPED G. OFFICIAL	PRINTED NAVE AND SIGNA	7		CI Staff					
SECTION C.	James Angle  JOB PERFORMAN		Ciner,	Of DIVII					
1. RATING ON GENERAL PERFORMANCE U									
DIFECTIONS: Consider ONLY the prints duties during the rating periodicity. Factors other than produced	oductivity and effective	hathers doing simi	lar work at a sin	ng rated has performed mailer level of respon-					
2 - BARELY ADEQUATE IN S CARRY OUT RESPONSIAL 9 - PERFORMS MOST OF HIS	5 DUTIES ACCEPTABLY: OCCA 6 COMPETENT, EFFECTIVE MA	HAS HAD SPECIFIC G ASIONALLY REVEALS SO INNER,	DME AREA OF WEAKN	£ 55 .					
B 3 . A FINE PERFORMANCE:	CARPIES OUT MANY OF HIS IN SUCH AN OUTSTANDING N								
COLAMENTS:				-					
FORM NO. 45 (Part 1) OF FORMS 45		ET	Perfor	mance (4)					

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2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES			The state of the s	<u> </u>
DIRECTIONS  a. State in the spaces below up to six of the configuration	interning idering i sluaya b individ	or or unimportant distins. DNLY effectiveness in perfice rated as a specific duty; lual being rated with other	formed dyring this ratin presence of this specific rdo not rate as screening res performing the same	g periodi duty. prathosi dutyzit
duties.  f. Be specific. Examples of the kind of duties ORAL BRIEFING GIVING LECTURES CONNECTING SEMINARS REFTING TECHNICAL REPORTS CONDUCTING EXTERNAL LIAISON TYPING TAKING DICTATION SUPERVISING g. For some jobs, duties may be broken down eve- and phone operation, in the case of a radio	MAS AVI DEVELOI AVALYZI MANAGES OPERATI COORDIN WRITES PREPARZ In further	DUSES AREA KNOWLEDGE T'S NEW PROGRAVS T'S INDUSTRIAL REPORTS OF FILES OF FILES OF ALES THE OTHER OPPICES REGULATIONS OF CORRESPONDENCE OF LE SUPERVISOR CONSIDERS	CONDUCTS INTERNIGATION PREPARES SUMMARIES TRANSLATES GERMAN DEPRIEFING SOURCES REFES BOOKS DRIVES TRUCK WAINTAINS AIR CONDITIC EVALUATES SIGNIFICANCI	VS DWING B OF DATA
I - INCOMPETENT IN THE PERFORMANCE 2 - BARELY ADEQUATE IN THE PERFORM DUTY RATING 3 - PERFORMS THIS DUTY ACCEPTABLY NUMBER 4 - PERFORMS THIS DUTY IN A COMPET 5 - PERFORMS THIS DUTY IN SUCH A THAT HE IS A DISTINCT ASSET ON	WANCE OF ENT MANN I FINE M	THIS FOUND IN VEI LAR JOBS 7 - EXCELS ANYO ER THIS DUTY ANNER	IS DUTY IN AN OUTSTANDIN RY FEW INDIVIOUALS MOLDI INC I KNOW IN THE PERFOR	NG SIMI.
SPECIFIC DUTY NO. 1	RATING	59 EC+ FIC DUTY 80. 4		RATING
Directs special investigations	7	Supervises small	staff	5
specific buty no. &	RATING	specific buty no. \$	3-4-0-0-0-0-0-0-0-0-0-0-0-0-0-0-0-0-0-0-	RATING
Coordination of most sensitive matter between CI Staff and Office of Securit	s	Prepares final rep	orts and memos	6
SPECIFIC DUTY NO. 3		SPECIFIC DUTY MO. 8		RATING
3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMA	L		······································	1
DIRECTIONS: Stress strengths and weaknesses, part	icuiari	those which sirect develo	ment on present jour	
SECTION D. SUITABILITY FOR	CHECK	T JOB IN ORGANIZATION		
DIRICTIONS: Take into account here everything yopertinent personal characteristics or habits, specpere him with others doing similar work of about to the second of the se	IN defense in the same of the	CES OF FAIRMSSM. how I level. TED CEPTED HIM IF I HAD SNOWN TO BUT WITH NO WEAKNESSES SUON IN THE ORGANIZATION NGTHS REQUIREMENTS OF THE OPGANIZATION IN THE ORGANIZATION	he fits in with your tem mat I know now ifficiently outstanding	m. Com-

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ì		FITNESS REPORT (Part II) POTE	ENTIAL								
		· INSTRUCTIONS									
FOR THE	AIMINISTRA	TIVE OFFICE Consult current instructions for completing	this report.								
ment pro	d personne ployee, l' mpleted on I complete d	This report is a privileged communication to your supervil officials concerning the potential of the employee bean tis recommended that you read the entire report before roly after the employee has been under your supervision FOF after the Applays has elansed. If this is the INITIAL REPORTED to the Applays has elansed.	ig rated. It is NOT to be shown to the impliciting any question. This report is AT LEAST 90 DAYS. If less than 90 days off on the employee, however, it MUST be								
SECTION	f.	GENERAL									
1. NAME	(Las		1. SEX 4. SERVICE DESIGNATIVA  8D/DI								
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT 4. OFFICIAL POSITION TITLE											
DDP/C	DDP/CI/STU  7. GRADE 8. DATE REPORT DUE IN OF 9. PERIOD COVIRED BY THIS REPORT (Inclusive dates)										
GS-15	11 Feb		- 11 February 1957								
	OF REPORT	######################################	sector (Specify)								
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SECTION		CERTIFICATION									
	The state of the s	CERTIFY THAT THIS AFFORT REPRESENTS MY BEST JUDGEMENT OF									
A. THIS O	ATE	A. URE OF SUPERVISOR	C. SUPERVISOR'S OFFICIAL TITLE								
10 Ma	y 1957	S. H. Horton	Deputy Chief, Cl Staff								
2. fon til	I MINITELM	OFFICIAL I HAVE PEVIEWED THIS REPORT AND NOTED ANY DIF	PENENCE OF OPINION IN ATTACHED MEMO.								
A. THIS D		8. TOPED OF PRINTED NAME AND SUMATURE OF REVIEWING	C. OFFICIAL TITLE OF REVIEWING OFFICIAL								
1	7	James Angleton	Chief, CI Staff .								
SECTION	G.	ESTIMATE OF POTENTIAL									
1. POTENT	IAL TO ASSE	ME GREATER RESPONSIBILITIES									
		ring others of his grade and type of assignment, rate the Disak in terms of the kind of responsibility encountere									
5 RATING NUMBER	2 · HAS R 3 · MAKIN 4 · READY 5 · WILL 6 · ALREA 7 · AN EX	IDY AGOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN IEACHED THE HIGHIST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN IEACHED THE HIGH SATISFACTORY PERFORMANCE OF PROBRES, BUT MIFUS MORE TIME BEFORE HE CAN IE TRAINED. FOR TRAINGING IM ACCOMING GREATER RESPONSIBILITIES PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT ASSUME OF PROBRES PROBABLE DUTIES WITHOUT ASSUME FROM WHO IS ONE OF THE FEW WHO SHOULD BE CONSTRUCTED.	E CAM BE EXPECTED TO ASSUME GREATER RESPONSIBILITIES T FURTHER TRAINING EGINT LEVEL								
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SUITABLE 1	YES, Indica FRAINING, Fing your o	this question; Ass this person the shility to be a super below your opinion or guess of the level of supervisory indicate your opinson by placing the number of the descrippinion in the appropriate column. If your rating is based if column, if hased on opinion of his potential, note the	y whility this person will reach AFTEV prive rating below which comes closest on observing him supervise, note your								
DESCRIPT HATIN NUMBE	G 2 - BI	NVE NO OPIGION ON MIS SUPERVISORY POTENTIAL IN THIS SITUAT LLIFVE (MODIFICUAL MOULD BE A MEAR SUPERVISOR IN THIS RIS TLIFVE INDIFFOURL MOULD BE AN AVERAGE SUPERVISOR IN THIS R LLIEVE INDIFFOURL MOULD BE A STRONG SUPERVISOR IN THIS SIT	DF SITUATION IND OF SITUATION .								
AC TUAL	POTENTIAL	DESCRIPTIVE SITUATION									
3		A circum street int easie job (truck drawers, atenograph ciefiese of verjous kinds) setes contact bith immediate: superpressorj									
	Q	A 6964P 67 SUPERVISORS WHO DIRECT THE BASIC 108 (Second	line supervisors)								
3	and the second s	A GROUP, BUT HAY OR WAY NOT BE SUPERVISORS, SHICH IS RESP. AND POLICY (Executive layel)	ONSIDE C FOR MAJOR PLANS, CREARISATION								
	00	BMED COMPACE BUTH IMMEDIATE SUBCADINATES 15 NOT FREQUENT	i								
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		OTHER (Specify)									

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chief		rson, v supervi	vho does not relax end se a large number of	ough. I	
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SECTIO	<del></del>		CRIPTICA OF INDIVIDUAL		
the wor	ds laterally. On the page be	rlowate a under the	i serven of statements that heading "category," Read e	apply in o ach states	see him on the job. Interpret nome degree to most people. To nent and insert in the box the l by this report.
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5	\$. CON MARE DECISHONS ON HIS 20% WHEN MEED ARTSES	4	12. 15263 08161761177	5	22, implements becisions ser baspless of own realines
4	3. was intributed	5	18. scciers responsibility regs	5	\$3. IS THEOGRAPPUL OF GINERS
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<u>x</u>	\$ 5741 VES CORSTRUTE POR 164 440 BLEDGE 442 LDGAS	5	18. Sisponos sell to super- susion	5	28. DISPLAYS JUDGEMENT
5	8. 23743 THEN TO SEES 45313748CE	4	16. 2215 HIS JOB BITHOUT 5*9749 SUPPORT	5	28. IS SECUBITY CONSCIOUS
4	7. CAN BET ALONG BITS PEOPLE	4	TY. 2265A UP BITH BOLUTIONS TO PROBLEMS	4	27. 18 yE88876LE
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strengths and	l weakness		t is also organ	ization oul	cy that you	show Part 10	if this sens	et to the emili	completen
nov mestann	iona apeci	is t	n degulation 20 he instint reco	· 170. It s it on the i	i gecommende imilovee, it	n that you fr must be com-	ing the entr	grantifed to the	Office of
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SECRET

FORM NO. 37-189 PREVIOUS EDITIONS OF THIS

I HAVE REVIEWED THIS REPURT (Comments

11 March 1955

14-00000

SECRET

(4

13 next higher in line of authority)

SECTION'IV

1.64.78.4.

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

On the left hand side of the page below are a series of statements that apply in some degree to most receipt high the right hand side of the page are four major categories of descriptions. The scale within each category light vided into three small blocks; this is to allow you to make finer distinctions if you so desire. Light at the state of most on the left a fron check the category on the right shirth best tells how such the statement applicable, but has person you are resting. Placing an "X" in the "Not Observed" column means you have no opinion on which the springer applies to an individual. Placing an "X" in the "Does Not Apply" column means that you have the definite Appairs that the description is not at all suited to the individual.

STATEMENTS		1			CATEGO	RIES					
	NOT OB- SERVED	DOES NOT APPLY	APPLIE LIM DEG	TED	APPLIES REASON DEGR	ABLE	APPLIES ABOVE AV DEGR	VERAGE	out	LIES 1 TSTAND DEGREE	DING
A. ABLE TO SEE ANOTHER'S INTERPOLATION OF VIEW.			X								
8. PRACTICAL.							$\square$				
1. A GOOD REPORTER OF EVENTS.										X	
2. CAN MADE DECISIONS ON HIS OWN BHEN NEED ARISES.										X	
S. CAUTIOUS IN ACTION.				<u></u> .		1			$\leq$		
4. HAS INITIATIVE.						I_				$\times$	
S. UNEMOTIONAL.										$\times$	
6. ANALYTIC IN HIS THINKING.				I				$\mathbf{L}$		$\times$	
7. CONSTANTLY STRIVING FOR NEW KNOWLEGGE AND IDEAS.	·					1					
8. GETS ALONG WITH PEOPLE AT ALL SOCIAL LEVELS.	-				<u> </u>	<u> </u>		E	$\simeq$		
9. HAS SENSE OF HUMOR.								1			
IO. KNOWS WHEN TO SEEK ASSISTANCE.				1		<u></u>	$\_\succeq$				
II. CALM.						<u></u>			]	$\leq$	
12. CAN GET ALONG WITH PEOPLE.				<u> </u>						$\succeq$	
3. MEMORY FOR FACTS.				1		<u></u>				}	$\leq$
4. GETS THINGS DONE.							$-\boxtimes$				
S. KEEPS ORIENTED TOWARD LONG TERM GOALS.						<u> </u>		L		$\leq$	
6. CAN COPE WITH EMERGENCIES.				L		L .			$\times$		
7. HAS HIGH STANDARDS OF ACCOMPLISHMENT.				L							$\leq$
8. HAS STAMINA, CAN KEEP GOING A LONG TIME,						l				X	
9. HAS WIDE RANGE OF INFORMATION.							$\square$ $\bowtie$				
). SHOWS CRIGINALITY.							$\perp$				
. ACCEPTS RESPONSIBILITIES.										X	
. ADMITS HIS ERRORS.								> <			
. RESPONDS WELL TO SUPERVISION.								>	V		
. SVEN DISPOSITION.										<	
. ABLE TO DO HIS JOB BITHOUT										$\prec$	

SECRET

•	43577,6 <b>3</b>			CRET		<b>E</b> STATE			
	—[3]—		( , , , , ,	's lied is	<del></del>	- 6	<u> </u>		سميداه والسيد الأرانس
26. CAN THINK ON HIS FEET					:				
7). COMES UP BITH SOLUTIONS TO					- 1 - 1	-			
PROBLEMS.  28. STIMULATING TO ASSOCIATES: 4	<u></u>			+====	-     -				
" SPARK PLUG".									<u> </u>
29. TOUGH MINDED.			-						
10. OBSERVANT.	-	:					<del> </del>		
31. CAPABLE.			-:		-				
32. CLEAR THINKING.		+							
33. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS.									
34. EVALUATES SELF REALISTICALLY.		<u> </u>	1_1						<u> </u>
36. WELL INFORMED ABOUT CURRENT		<u> </u>	1_1				$\sim$		
36. DELIBERATE.			1					$\square$	
37. EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES.						·			
36. IMPLEMENTS DECISIONS REGARD- LESS OF OWN FEELINGS							$\square$		
39. THOUGHTFUL OF OTHERS.									
OO. WORKS WELL UNDER PRESSURE.			]						
AT DISPLAYS JUDGEMENT.									<
12. GIVES CREDIT WHERE CREDIT IS									
3. HAS DRIVE.								$\square$	
4. IS SECURITY CONSCIOUS.				<u> </u>					$\supset X$
S. VERSATILE.						T	M	-  L	
e. HIS CRITICISM IS CONSTRUCTIVE.									
7. ABLE TO INFLUENCE OTHERS.							$\square$		
g. FALILITATES SMOOTH OPERATION OF HIS OFFICE.						1			
9. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION.	<b></b>			_1					
O. A GOOD SUPERVISOR.									
- The state of the		•	SECTIO	V K				······································	y-un-tellaguight const
The ability to analyse implement the plan wit	a com	plex pr mitting	coblem	, arri detail	ve at a	plan on to t	of action the case.	, and th	er.
. WHAT ARE HIS OUTSTANDING WEAKNES	SEST		**************************************						and the second
None observed.									ν,
								V.2,	•
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S	ECRET Co	or of the same
C. INDICATE IF YOU THING THAT ANY SINGLE STRENGTH OR HE	APMETS OUTBEIGHS ALL OTHER CONSIDERATIO	NS. OF D. OF P.
Ability to concentrate and follow thro	ugh on an assignment. Mag	18 39 11 . 11 .
D. DO YOU FEEL THAT HE REQUIRES CLOSE SUPERVISIONS [X	X) +9 TIVES. IF YES. #HY?	94 9194 111 20
·	. 44/	WATEROOM
E. SHAT TRAINING DO YOU RECOUMEND FOR THIS INDIVIDUALT		
llone		
F. OTHER COMMENTS (Indicate here general traits, specific report but which have a bearing on effective utilisal		ill carefully
study, plan and analyze a problem before the impression of slowness, but because	re taking action. This may in	itially create
	ION VI	
Boad all descriptions before rating. Place "X"	and the contract of the contra	
A. DIRECTIONS: Consider only the shill with which the person has performed the duties of his job and rate him accordingly.	G. DIRECTIONS: Based upon what he had and any other indications, give yo person's attitude toward the agent	ur opinion of this
1. DOES NOT PERFORM DUTIES ADEQUATELY, HE IS INCOMPLIENT. 2. BARELY ADEQUATE IN PERFORMANCY, ALTHOUGH HE	1. HAS AN ANTAGONISTIC ATTITUD WILL DEFINITELY LEAVE THE OPPORTUNITY.	AGENCY AT THE PINST
HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES COMPETENTLY.	2. HAS STRONG NEGATIVE ATTITUD IRRED BY RESTRICTIONSREG TEMPORARY STOP UNTIL HE CAN	AROS AGENCY AS A
2. PERFORMS MOST OF HIS DUTIES ACCIPTABLY: OCCA- SIONALLY REVEALS SOME APEA OF BEAKNESS.  4. PERFORMS DUTIES IN A TYPICALLY COMPETENT, EFFECTIVE MANNER.	BFTTER.  3. TENDS TO HAVE AN UNFAVORABL THE AGENCY. BOTHERED BY MIN WELL QUIT IF THESE CONTINUE	OR FRUSTRATIONS
5. A FINE PIRFORMANCE, CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY BELL.  5. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING	4. HIS ATTITUDE TOWARD THE AGE HAS "WAIT AND SEE" ATTI SOMEONE OFFERED HIM SOMETHI	NCY IS INDIFFERENT Tude., would leave if NG Better.
MANNER THAT HE IS EQUALLED BY FEW OTHER PER- SONS KNOWN TO THE RATER, IS THIS INDIVIDUAL BETTER QUALIFIED FOR WORK IN SOME OTHER AREA!	5. TENDS TO HAVE FAVORABLE ATTMAKES ALLOWANCES FOR REST WORKING FOR AGENCY., THINKS REB IN THE AGENCY.	RICTIONS IMPOSED BY IN TERMS OF A CA-
was on TDY with this office.	6. DEFINITELY HAS FAVORABLE AT AGENCY BARRING AN UNEXPECT TUNITY, WILL PROBABLY ENDEA!	ED OUTSIDE OFFOR.
He is fully qualified for continued work in this office.	CAREER IN THE ACENCY. 7. HAS AN ENTHUSIASTIC ATTITUDE 7. WILL PROBABLY NEVER CONSIL PLACE BUT IN THE ACENCY.	E TOWARD THE AGINCY DER WORKING ANY
B. Starcesone		
B. DIEECTIONS: Considering others of this person's grade and type of assignment, how would you rate him on putentiality for assumption of greater responsibili- ties normally indicated by promotion.	D. DIRECTIONS: Conesider everything you person immeking your ratingskil conduct on the job, personal charac habits, and special defects or talk	in job duties, teristics or
1. MAS REACHED THE HIGHEST GRAGE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED. 2. IS MAKING PROGRESS, BUT NEEDS MORE TIME IN	1. OTFINITELY UNSUITABLE . HE !	
PRESENT GRADE BEFORE PROMETIGM TO A MIGHER GRADE CAN BE RECOMMENDED,  3. IS READY TO TAKE ON RESPONSIBILITIES OF THE	CEPTED HIM IF I HAD KNOWN WH  3. A BARELY ACCEPTABLE EMPLOYER AVERAGE BUT WITH NO WEAKNESS	AT I KNOW NOW. DEFINETELY BELOW LS SUFFICIENTLY
HEAT HIGHER GRADE, BUT MAY NEED TRAINING IN SOME AREAS.  A WILL PROBABLY ADJUST QUICKLY TO THE MORE RESPONSIBLE DUTIES OF THE WEXT HIGHER GRADE.	OUTSTANDING TO WARRANT HIS S  4. A TYPICAL EMPLOYEEHE DISPL BILITY AS MOST OF THE PEOPLE AGENCY.	AYS THE SAME SUITA.
g. IS ALREADY PERFORMING AT THE LEVEL OF THE NEXT HIGHER GRADE.  6. AN EXCEPTIONAL PERSON AND 15 CHE OF THE FEW	8. A FINE EMPLOYEE - HAS SOME O STRENGTHS.  XX 6. AN UNUSUALLY STRONG PERSON I	1
WHO SHOUI, D BE CONSIDERED FOR RAPID ADVANCE- MENT.	REQUIREMENTS OF THE AGENCY.  7. EXCELLED BY ONLY A FEW IN SUIN THE AGENCY.	1
		Perconstantation
,	•	•

SECRET

	PULL ALIVE IN THE TRANSPORT
	GS-12 6400400 1 May 1950
Case officer and staff work. Re	sponsibility, under the Operations Officer,
for action against	
	The same of the sa
OBES AND OUT COMPLETED None None	to or this known that that, to allow or school discharge
1 PROBLETING IN READING SELANING INDERSTANDS TORROS IAND TWO GOOD IN	AND AN OPPOSED THE STATE OF A STA
French X X	. Base Chief
German	
5. HAVE THERE FEEN AN CHANGES IN PERSONAL STATES SINCE O	distore or More in Order of Marketa Acti
MARITAL STATES TEST SEMBER OF DEPENDENTS	FEST EMERGENCY ADDRESSET TEST TEGAL ADDRESS TES
IF THE ANNUER TO ANY OF THE ABOVE IS ALS, ALBERTSES A WARRANGE THE RELINES WITH POLITICE NAMES ARBRITSES A	NO
BROTHERS IN LAW AND SISTERS IN LAW	
28 January 1952	
ا در وی این در از از این این این این این این این این این این	SHAMILER OF THEOVER
7 IN DRIVE CONTROL MY TARE DEPART   CH.CASION TOR REPORT	OMPLETED BY IMMEDIATE SUPERVISOR
June *51 25 Jan 52	TOP PROPOSED REASSONNESS COVERING INITIAL OF EMPLOYMENT TO EMPLOYMENT
R IS THIS EMPLOYER QUALIFIED TO TO THE TRUE TO THE PERCENT ALL INTESEST IN THES? THE TOTAL TO THE POPULATION OF THE POPU	DE QUALIFIED X YES II SO WEST DUTY OF DUTIES  Base Chief or Ops chief
directing other case officers.	Company of the Compan
DO AOU CONCOUR IN PARTOURLS DESCRIPTION OF DOTH'S PROBABLE WINDOWS STREET AND AUGUSTOS PROBABLE STREET AND AUGUST PROBABLES OF THE PROBABLES O	IMPROVER   X ALS   IT SO TO WHAT GRADE AND FOR WHAT
9. FOR EACH FACTOR OPSIENTED CHICK THE APPROPRIATE BOX TO SAME CLASSICATION WROSE PROTESSONAL ABILITIES AND KNOW	INDICATE HOW THE EMPLOYEE COMPARIS WITH ALL OTHERS OF THE
OTHERS NOW UNDER YORK SUPERVISION DO NOT HE JUATE TO	NOT   UNSAT-   VIDY   PECH   OUTSTAN.
RATING FACTORS	OBSER- ISLAC FAIR GOOD GOOD CENT DING
A. ABILITY TO WORK AND OLD ALONG WITH PLOPIL' R. INTEREST AND ENTHESIASM IN WORK	and the same of th
C. SICIRITY CONSCIOUSM'S	
D. APRILLY TO GRASP INSTRUCTIONS AND PLANS  1. ATTENTION TO DETY	
1. JUDANINI AND COMMON SUST	and appropriate absolute a fine transfer appropriate and appro
G ABILITY TO OBTAIN RESULTS AND OFF THINGS HONE II, DISCRETION	
J. ABILITY TO HANDLE AND DIRECT PROPER.	
A. PERFORMANCE OF PRESENT DUTIES (HEM 2)	Continues to the Continues of the Contin
t ABILITY TO EVALUATE INTELLIGENCE INFORMATION  M. FACT	- And the second
N. SAGACHY (NON-GULFIBRETY)	AND THE CONTROL OF TH
O. HADERSHIP	
P. PHYSICAL STAMINA  Q. MUNTAL STAMINA	<b>X</b>
	X
NOT MANY BIM', 199 HAVE HIM'S [ ] TO HAVE HIM'S [	BU PERSON PARTICULARIA IN DESIRE HIM?
D. ENTER HERE ANY DESIRED REMARKS PERTAINING TO PARTICLEA PERTAINING TO THE EVALUATION OF THIS EMPLOYEE, ORISTAND	R QUARTERATIONS OR TACK THEREOF WHICH ARE CONSIDERED INC. ASSETS AND OR SERIOUS TIMELATIONS SHOULD BE STATED.
_ Also RUSONS FOR AND RUCOMMINIMUMS AS TO REASSIGNME	nt which divers he appropriate to this report.  my supervision he has shown an outsta
	nder the pressure of an unusually heav on additional duties and his in-
ork load. Subj's willingness to take	on additional duties and his in-
tanding. Subjea Operational and liai	esponsibilities are also considered ou son experience show plainly in his dai
andling of ops problems Subj's abil	ity to regardize material and budget hi
in every sense a senior intelligence	
OF ADDITIONAL SCALE IS NEEDED AFACH INTRA SHEEL)	
29 January 1952	apelgee
OF STATION DOES NOT	
(II RIVIEWING OFFICER OR CHIEF OF STATION DOES NOT CONCER WITH THIS REPORT LEATIFIEDS WILL BE STATED IN SPACE PROVINCE ON THE REVERSE SIDE HERIOT)	SIGNATURE OF REVIEWANG STITLER
UNDER NO CIRCUMSTANCES IS THIS REPORT TO	The second secon
CONFID	

F	, 151-111 1 1 1 1		
Hudat	Hurran No	10	ROILL

# REPORT OF

EFFICIENCY	RATING	ENE (X) SPECIAL ( ) PROBATIONAL ( )
As of .20 Sept 1950 based on performance of	buring period from 20 Mar	1950 to 20 Sept 1950
Intol	ligence Officer GS	
	(Title of position, service,	, and grade)
(Organization-Indicate bureau,	division, sertion, unit, field station)	15:::::::::::::::::::::::::::::::::::::
ON LINES BELOW 1. Study the instructions in the R.	ntime () Maintin Cuide C V (	Nome I was a series of the ser
MARK PARIOTER No. 3823A.		
2. Underline the elements which are 3. Rate only on elements pertinent t	o the position.	eutratulaamt an
if weak a. 10 not rate on elements in in intrative, supervisory, or	talies except for employees in planning positions.	ndmin- planning
if outstanding b. Rate administrative, super		ons on All others
		age disprogramming age and the control of the contr
(1) Maintonance of equipment, tools, instruments.		ı planning broad programs.
(2) Mechanical skill.	(22) Escotivones in	n adapting the work program to lated programs.
(2) Ekill in the application of techniques and pro-	t. (23) Effectiveness is	• • •
(4) Presentability of work (appropriateness of ar-	(24) Effectivenenn in	laying out work and establish-
rangement and appearance of work).	ng standara nates.	s of performance for submidi-
2. (6) Attention to pertinent detail.		directing, reviewing, and check- of subordinates,
(7) Accuracy of operations.	(26) Effectiveness	in instructing, training, and
2. (8) Accuracy of final results. 2. (9) Accuracy of judgments or decisions.	• •	bordinates in the work.
(10) Effectiveness in presenting ideas or facts.		promoting high working morals. • aletermining space, personnel,
(11) Industry.	and equipmen	t needs.
(12) Rate of progress on or completion of assign-		e setting and obtaining adher- mits and deadlines.
(13) Amount of accountable work produced. (In mark	t. (30) Ability to make	
based on production records?	(31) Effectiveness i	n delegating clearly defined
T.(14) Ability to organize his work.	•	
f. (15) Effectiveness in meeting and dealing with gilberg.	STATE ANY OTHER	KLEMENTH CONSIDERED
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CONFIDENTIAL

- A. THE REPORTING OFFICER IS GLE, NOT NOT THE EMPLOYEE'S IMMEDIATE SUPECK SCA. IN OTHER WORDS THE PERSON RHO IS PRESCRIBED REFERENCE FOR A CIRCUM-STANCES, THE CHIEF OF STATION WAS NOT BOTH TO ENTRUST THE IMMEDIATE SUPERVISOR BITH THES RESPONSIBILITY. IN ANY CASE, THE CHIEF OF STALLOW RELL CHANGE OR MODIFY THE RETYRE OF THE REPORTING OFFICER WHEN SUCH CHANGES OR MODIFY THE RETYRE OF THE APPORTABLE FOR THE ACCURACY OF PACTS AND STATIONAS ARE CALLED FOR. THE CHIEF OF STATION IS VUTTIMATELY RESPONSIBLE. FOR THE ACCURACY OF PACTS AND STATIONARY CASES, REPORTS OF THE ACCURACY OF PACTS AND STATIONARY CASES, REPORTS HISSELF.
- 8. IN ADDITION TO THE ANNUAL REPORT, THE PULLOHING SPECIAL REPORTS, UTILIZING THE SAME FORM, WILL BE RENDER-

- A. UPON COMPLETION OF FIRST NINETY 1921 DAYS OF SERVICE AT A STATION,
- B. UPON RELIEF OR REASSIGNMENT OF PENCETING SERIOR.
- C. UPON DETERMINATION OR RECOMMEMBRISON THAT AN EMPLOYEE IN A FIELD STATION SMOULD BE REASSIGNED TO AMOTHER STATION OR RETURNED TO U.S. THE REASSIGNMENT OR OTHER DISPOSITION. SUCH REPORT BILL BE FORBANDED
  SO AS TO REACH THE WASHINGTON MEADOWARDED AT THE ERMISE DOSSIBLE DATE AFTER BUCH REASSIGNMENT DETERMINATION IS MADE. IF POSSIBLE, THE RECORD SHOULD BE SENT IN AT LEAST THREE MONTHS PRIOR TO PROPOSED REASSIGNMENT IN ORDER THAT ALL TIME POSSIBLE MAY BE DEVOTED TO APPRAISAL AND EVALUATION. IF CONSIDERATION
  OF REASSIGNMENT IS BEING GIVEN BITTHOST EMPLOYEE'S MODIFIED OF. ITEMS 1 TO 6 WILL BE FILLED IN AS FAR AS
  POSSIBLE BY THE RATING OFFICER WITHOUT REFERRAL TO EMPLOYEE.
- 3. IN PAIRNESS TO THE INDIVIDUAL BEING PATED AND IN THE INTEREST OF THE GOVERNMENT, THE IMPORTANCE OF CAREFUL-Ly prepared and accurate efficiency reports cannot be overstressed. The following basic principles of rating should always be rept in mino:
  - A. ALWAYS BASE YOUR JUDGMENT ON:
    - (1) BHAT YOU HAVE OBSERVED THE INSIMILUAL DO OR FAIL TO DO.
    - ......

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#### TIC UNDER COMBIDERATION.

- B. BIASED OPINIONS BASED ON PERSONAL LIKES AND DISLIKES MUST BE SCRUPULOUSLY AVOIDED. IT SHOULD BE BORNE IN MIND THAT THE PREPARATION OF EFFICIENCY REPORTS IS AN IMPORTANT FUNCTION OF ALL SUPERVISORS OF EMPLOYEES, AND THE ACCURATE AND TRUE EVALUATIONS EXPRESSED THEREIN ARE A DIRECT REFLECTION LPCH HIS OWN ABILITY AND QUALIFICATION FOR THE POSITION HE HOLDS.
- C. NO REPORTS WILL BE RENDERED COVERING DERIODS OF LESS THAN 60 DAYS OBSERVED SERVICE.
- 4. REPORTS WILL NORMALLY BE CLASSIFIED CONFIDENTIAL: HOWEVER, THE CLASSIFICATION MAY BE RAISED IF DEEMED AD-VISABLE BY RATING OFFICER.
  - s. REPORTS WILL NEVER BE SHOWN TO THE EMPLOYEE REPORTED ON.

## DISPOSITION OF REPORTS

- 1. REPORTS WILL BE FORWARDED TO THE APPROPRIATE BRANCH CHIEF IN WASHINGTON HEADQUARTERS WITHIN TEN (10) DAYS AFTER THE CLOSE OF THE REPORTING PERIOD.
- 2. IF THE REPORTING OFFICER IS THE CHIEF OF STATION, REPORTS WILL BE FORWARDED BY HIM TO THE APPROPRIATE BRANCH CHIEF IN WASHINGTON HEADQUARTERS,
- 3. IF THE REPORTING OFFICER IS NOT THE CHIEF OF STATION, THE REPORT HILL BE REFERRED TO THE NEXT IN COM-MAND FOR REVIEW AND FINALLY TO THE CHIEF OF STATION FOR FORWARDING TO WASHINGTON HEADQUARTERS.
- 4. UPON RECEIPT OF REPORT IN WASHINGTON HENCHARTERS, THEY WILL BE REVIEWED BY THE BRANCH CHIEFS PROMPT-Ly and then referred to the assistant executive for personnel for retension in the personnel file of the employee .
- A. IF A CHANGE OF PERSONAL STATUS IS PERSONAL STATUS IS PERSONAL SECTION 8, ONE COPY OF SUCH REPORT WILL BE DE-TACHED AND BENT TO THE SECURITY OFFICE. ANY DESIRED REMARKS OF REVIEWING OFFICER AND/OR CHIEF OF STATION relations, however, he has scored great success and was the subject of a special commendatory letter written by the new Ambassador, Honorable Walter Donnelly, to the Department of State. His report writing is precise and clear but tends to be inclusive of too much detail. In this respect it is felt that he is following the practice of his previous employment with the FBI and that his training in the methods of our own organization was insufficient inasmuch as he departed for his post before full completion of the training course, A temporary assignment in Eashington would be profitable to him in order to get the spirit and methods of revised intelligence operations and reporting. He is a Chief of Station which this Branch particularly desires; and if he wishes to remain at his present post on termination of his contract, it is recommended that he be so reassigned inasmuch as he has isveloped a keen personal interest and correspondin ? knowledge of this very important area.

Statement re Change 1 ...umber of Dependents:

I hereby certify that on 16 July, 1947, there was born to me and my wife a non, the name of whom has been proviously furnished to Washington.

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## 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-

## 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.

10	FILL IN THE IDEN	ITIFYING I	FORMATION BELOW	(please print or type):	,
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Delenter 2, 1968	LEWS ON VET VELLING  See Table of Effective Dates on back of Original

ORIGINAL COPY—Retain in Official Personnel Folder

STANDARD FORM No. 176 APRIL 1968 FPM Supplement 570-1

# 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-

## FOLLOW THESE GENERAL INSTRUCTIONS:

· Read the back of the "Duplicate" carefully before you fill in the form.

L	<ul> <li>Fill in BOTH COPIES of the form. Type or use in</li> <li>Do not detach any part.</li> </ul>	nk,
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Daliba Hadib	WANT NEITHER Insurance Program. Lunder regular nor surance until at least 1 year optional Lapply for insurance I am c	and I waive coverage under the Federal Employees Group Life istand that I cannot cancel this waiver and obtain regular intracter the effective date of this waiver and unless at the time under age 50 and present satisfactory medical evidence of inc. so that I cannot now or later have the \$10,000 additional
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 FOR EMPLOTING OPPICE USE ONLY

ORIGINAL COPY—Retain in Official Personnel Folder

STANDARD FORM No. 176-T JANUARY 1959 (For use oply until April 14, 1968) 176-101

See Table of Effective Dates on back of Original

2 1 OCT 1965

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MEMORANDUM FO		Secretary, Clandestine Services Career Service Board
SUBJECT	: 1	Promotion to GS-16 -
counterintell of the intell 2. officer whose PBI during wh for three years	experient to the control of the cont	is our only candidate for promotion ervises and performs important and complex duties which relate to the interests community.  is a superior counterintelligence erience dates back to his service with the time he was stationed in South America Since entering on duty with CIG in las been COS in Mr. Mr. Mr. Mr. Special Investigation Group since
		James Angleton
		Chief, Counter Intelligence Staff

SECRET EVES (T)



# CENTRAL INTELLIGENCE AGENCY WASHINGTON 25. D. C.

## OFFICE OF THE DIRECTOR

5 JAN 1956
:
Notification of Membership in the Career Staff
e Director of Central Intelligence, it gives you that your application for membership been accepted by the CIA Selection Board. our membership is 1 July 1954.
e that you have received this notification by ovided below and return it to the Head of your lill forward it to the Executive Director of the
nembership in the Career Staff is classified sarry that this notification be conveyed to you oplication for membership which you signed chalf of the Director of Central Intelligence by of the CIA Selection Board and placed in your sonnel Folder.
of Central Intelligence
Chairman, CIA Selection Board

SECRET

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## Agreement

• ·
AGREEMENT made this 29th day of Bovember , 19 61 , effective the day of December , 19 61 , by and
effective the day of December , 19 51 , by and
between the United States of America (hereinafter referred to as
the represented by the Central Intelligence Agency,
and (hereinafter referred to as the
Employeers
·
RECITALS
A. The Government desires the services of the Employee for
CIA under circumstances requiring the Employee to receive a For-
eign Service Staff Corps designation from the
and proposes to send the Employee overseas to
for operations in the general area
· · · · · · · · · · · · · · · · · · ·
B. The Employee desires as an employee of the Government to
serve CIA abroad under the supervision and control of the Assist-
ant Director for Special Operations, CIA, (ADSO) and is willing to
accept a designation in the Foreign Service Staff Corps with the
obligations thereof.
In consideration of the premises, the mutual covenants and
promises herein contained, and for other good and valuable con-
siderations, the parties hereto agree as follows:
ARTICLE I. Relationship of Employee to the Department of
State. The Employee, in so far as possible, shall abide by all
the rules, regulations, and customs of the Foreign Service of the
United States which affect personnel of the Foreign Service Staff
Corps in order to appear as a normal member of the Foreign Service establishment.
co Amai Taimeii A.
1. The Employee shall rigidly comply with the provisions.
of Title X, Part A of the Foreign Service Act of 1946, prohibiting
officers and employees of the Foreign Service from:

(a) Wearing uniforms;
(b) Accepting presents from foreign governments;
(c) Engaging in business abroad;
(d) Correspondence on affairs of foreign governments;
(e) Political, racial, religious, or color discrim-

ination.

- 2. The Chief of the Foreign Service establishment and certain other key members of his staff will know about the Employee's status and relationship under the terms of the TOP SECRET agreement between the Department of State and CIA. Other personnel may discover that there are certain irregularities in travel orders, position numbers, pay accounts, and other internal administrative procedures of the Foreign Service. Nevertheless, the Employee shall not divulge his relationship to CIA except with the expressed approval of the ADSO. While serving abroad, he shall for normal administration be under the control of the Chief of the Foreign Service establishment to which he is attached, but for operations, including travel as specified below, he shall be under the control of CIA.
- 3. The travel of the Employee shall be governed as follows:
- (a) For temporary duty outside the continental limits of the United States within or beyond the Employee's stipulated area, he shall perform CIA operational travel as directed by the ADSO or his designee with the consent of the Chiefs of the Foreign Service establishment involved. TD travel customary and necessary in the performance of routine Foreign Service Staff functions may be performed without clearance from the ADSO.
- (b) For any travel to the United States, either temporary duty or permanent change of station, the Employee shall travel only at the direction of the ADSO after clearance has been arranged through the State Department in Washington.
- (c) All travel will be directed and performed in accordance with Foreign Service rules and regulations.
- 4. Although the Employee's Foreign Service Staff Corps title, location, appointment, Foreign Service class, and other pertinent information may be published in the Foreign Service list and other publications of the Department of State, such listings shall not affect his employment and the obligations and duties stipulated in this contract.
- 5. All payments to be made under this contract, including reimbursement for travel expenses, shall be made to the Employee by the Department of State except payments referred to in ARTICLE II, Section 4.

ARTICLE II. Relationship of Employee to CIA. Although for all intents and purposes it will appear as though the Employee is employed by the Department of State as indicated in ARTICLE I above, he shall in fact be employed by and under the operational control of CIA. In so far as possible, he will be expected to abide by the rules, regulations, customary practices, and courtesies of the Foreign Service, but his ultimate responsibility will be to CIA. In the event bfany conflict of authority in the field between the Department of State and CIA, the matter shall be referred to the ADSO for resolution.

- 1. The line of authority for the Employee shall be as follows:
- (a) Senior Representative of OSO at Foreign Service establishment.
  - (b) OSO Foreign Branch Chief in Washington.
  - (c) Chief of Operations, OSO.
  - (d) ADSO
  - (e) Director of CIA.
- 2. All travel shall be directed by the ADSO in accordance with ARTICLE I, Section 3. The Employee shall request appropriate Foreign Service clearance for travel through the Senior OSO Representative at the Foreign Service establishment, who shall be responsible for arranging such clearance.
- 3. It is understood and agreed that the Employee's overseas assignment is to be for a minimum period of two years from
  the date of his arrival at his overseas post of duty, unless terminated by the Government for its convenience. If the assignment
  is terminated in less than twenty-four months at the Employee's
  request, the following shall prevail:
- (a) If the Employee resigns in less than twelve months from the date of his arrival at his overseas post of duty, he shall reimburse CIA for all travel expenses involved in the transportation of himself, his immediate family, household goods, and personal effects to the foreign station, and pay all such expenses for return to the United States. Such expenses for return to the United States and amounts expended by the Government on account of such travel and transportation shall be considered a debt due by the Employee to the United States.
- (b) If the Employee desires to terminate between the twelfth and twenty-fourth month from the date of his arrival at his overseas post of duty, he shall pay all expenses for the travel and transportation of himself, his immediate family, house-hold goods, and personal effects to the United States.

4. If deemed necessary by CIA, the Employee may be reimbursed or advanced funds for operational expenses. Such amounts
must be advanced or reimbursement made in accordance with CIA regulations, which require a full accounting of the amounts expended
by the Employee. Therefore, the Employee will be required to account fully for any such funds advanced or reimbursed in accordance with CIA regulations.

ARTICLE III. Overseas Allowances and Transportation Expenses. When specifically authorized by the ADSO, the expenses of travel and transportation of the Employee, his immediate family, household goods and effects, including personally owned automobile and other allowances, will be paid the Employee in accordance with the Foreign Service Act of 1946 and regulations issued thereunder by the Department of State. When authorized by the ADSO, the Employee shall be paid a quarters allowance, cost of living allowance, or special foreign living allowance in accordance with the Foreign Service Act of 1946 and regulations issued thereunder. The amount of quarters and cost of living allowances and the special foreign living allowance is set forth in Bureau of the Budget Circular A-8, which is amended periodically to reflect adjustments in price indexes. Therefore, such allowances will be subject to change, and the amounts paid will vary according to Budget Circular A-8.

ARTICLE IV. Annual and Sick Leave. The Employee shall be permitted annual leave, sick leave, and leave of absence in accordance with Title IX, Part D of the Foreign Service Act of 1946. Under such Act, the Employee may be granted not to exceed sixty calendar days annual leave of absence with pay in each year. Annual leave which the Employee may receive and which is not used in any one year shall be accumulated for succeeding years until it totals 180 days. Sick leave with pay may be granted to the Employee at the rate of fifteen calendar days each calendar year and may be accumulated for succeeding years until it totals 120 days.

1. If the Employee is transferred from another Government Agency to this position, any annual or sick leave standing to his credit in such Agency, may be transferred, if appropriate, in accordance with E. O. 9837, 27 March 1947, issued pursuant to Section 935 of the Foreign Service Act of 1946.

ARTICLE V. Return to the United States. The Employee shall be ordered to the United States on leave of absence or permanent change of station upon completion of two years continuous service abroad or as soon as possible thereafter.

ARTICLE VI. Retirement. The Employee occupies a position within the purview of the Civil Service Retirement Act. Accordingly deductions shall be made at the rate provided by law (presently 5%) from the Employee's basic salary and placed in the Civil Service Retirement Fund. The Employee may not avail himself of the provisions of the Foreign Service Retirement and Disability System, provided for in Title VIII of the Foreign Service Act of 1946.

ARTICLE VII. Medical Care and Hospitalization. In the event of illness or injury to the Employee requiring hospitalization not the result of vicious habits, intemperance, or misconduct on his part, and incurred in the line of duty while assigned abroad, the expenses of treatment of such illness or injury at a suitable hospital or clinic, of transportation expenses to such hospital or clinic may be paid by the Government in accordance with Title IX, Part E of the Foreign Service Act of 1946. Under appropriate regulations, a physical examination of the Employee will be made, together with necessary inoculations, or vaccinations, or the expense thereof will be paid to the Employee.

1. In the event of the death or disability of the Employee, the Employee or his dependents shall be afforded the benefits of the United States Employees' Compensation Act of 7 September 1916, as amended.

ARTICLE VIII. Equipment. The Employee may be furnished technical equipment and supplies to assist in the rendition of services hereunder, including an automobile where necessary. The Employee shall be responsible for such equipment and supplies issued to him by CIA in accordance with CIA Property Regulations. All such material shall remain the property of the Government regardless of any apparently conflicting ownership or the manner of registration.

ARTICLE IX. Salary. The Employee shall receive a basic salary of \$8481.00 (FCS-2) per year in accordance with Section 415 of the Foreign Service Act of 1946. In-class promotions shall be granted to the Employee in accordance with regulations established in the Department of State pursuant to Title VI, Part E, Section 642 of the Foreign Service Act of 1946. Other changes in status will be made only as specifically authorized by the ADSO.

ARTICLE X. Continuance of Pay and Allowances. If the Employee is determined by CIA to be absent in a status of "Missing", "Missing in Action", "Interned in a Neutral Country", "Captured by an Enemy", "Beleaguered", or "Beseiged", he shall for the period he is determined to be in any such status be entitled to receive or to have credited to his account the same pay and allowances to which he was entitled at the beginning of such period of absence. Continuance of pay and allowances as specified above shall be as prescribed in the Missing Persons Act of 1942 (50 U.S.C.A. App 1001-1015, 7 March 1942).

ARTICLE XI. General. The Employee shall comply with the following provisions, and violation thereof by the Employee shall be deemed a breach of this contract.

- 1. In participating in the programs and activities of any private organization, the Employee shall make it clear that the Department of State has no official connection with such organization and that it does not sponsor or sanction the viewpoints which he may express. In general, his relations with private organizations shall be governed by applicable Foreign Service Regulations.
- 2. Neither the Employee nor the members of his family shall act as correspondents for American or foreign newspapers, press syndicates, or associations unless special authorization has been obtained in advance from the ADSO. He shall not write for publication any article or other manuscript on political or controversial subjects. Articles or manuscripts on nonpolitical or noncontroversial subjects shall be submitted to the ADSO for review and approval prior to their submission to a publisher.
- 3. Neither the Employee nor members of his family shall correspond privately on personnel or other official matters with members of Congress, or officers in the Department of State, CIA, or other Governmental agencies.
- 4. Members of the Employee's family shall not be employed in the same Foreign Service office except during grave emergencies or when special authorization has been obtained in advance of employment from both the Department of State and CIA.
- 5. Before contracting marriage with a person of foreign nationality, the Employee shall request and obtain permission from the appropriate officials in both the Department of State and CIA. Any such marriage with an alien without obtaining advance permission shall be deemed a breach of this contract and shall result in termination of service with the Government.

6. In the event the Employee desires to resign from the service overseas, he shall submit a written resignation addressed to the ADSO, who will take appropriate steps to clear the matter with the Department of State.

ARTICLE XII. Security. This contract contains information affecting the national defense of the United States within the meaning of the Espionage Act (50 U.S.C. 31 and 32, as amended). Its transmission or the revelation of its contents in any manner to an unauthorized person is prohibited by law. Violation of this ARTICLE or any security agreement signed by the Employee with the Government shall result in immediate disciplinary action, which may include suspension, separation from Government zervice, and may subject the Employee to criminal prosecution under the Espionage Act.

- 1. The termination of this contract will not release the Employee from the provisions of any security oaths which he may be required to take by CIA.  $\checkmark$
- 2. The Employee shall not publish, transmit, or divulge in any manner, information received by him as the result of his employment by the Government under this contract without specific written authority from the Director, CIA.

ARTICLE XIII. Orders and Directives. Orders and Directives received by the Employee from competent authority, including instructions received in briefing and training, shall be complied with by the Employee. No promises or commitments to the Employee of any nature whatsoever, beyond and in addition to the terms hereof, shall be binding on the Government unless and until such promise or commitment is reduced to writing and approved by an authorized official of CIA, and such writing placed with this contract thereby becoming an amendment hereto.

ARTICLE XIV. Amendments. The Government may at any time amend this contract and may terminate, this contract upon thirty day prior notice to the Employee. If the Government proposes to amend this contract by reducing the salary provided for in ARTICLE IX (including class promotions, or other authorized increases, if any) and such reduction is unacceptable to the Employee, resignation by the Employee for such reason shall be considered as a termination of this contract for the convenience of the Government. Where the Employee is directed to proceed to a new post on a permanent change of station by the ADSO, this contract will be deemed to have been amended to the extent of such change.

ARTICLE XV. Special Provisions. The following special provisions shall apply to the Employee under this contract:

Part (a) of Section 3 of ARTICLE II shall not apply to employees who have served in a departmental position with CIA or who have served an overseas tour of duty with CIA, and in such case, part (b) of Section 3 of ARTICLE II shall be deemed emended to read as follows: "(b) If the On degree desires to terminate or return to the United States prior to the expiration of twenty-four months from the date of his arrival at his everseas post of duty, he shall pay all expenses for the travel and transportation of himself, his immediate family, househeld goods and personal effects to the United States."

ARTICUTIX does not apply. The employee shall receive an annual salary of \$9600.00 (GS-14), and, during the period of official duty overseas shall receive allowances based on such annual salary (including instrumentations shall receive allowances based on such annual salary (including instrumentations) subsequent increases) computed in a cordance with applicable Foreign Foreign Foreign Service Regulations. Initially, the sum of \$3481.00 per annual FIRMARK (FSS-3) (plus in-class or class promotions) directly by the Department of State. The difference between the authorized CTA salary and the salary paid by the Department of State, ; lus the difference, if any, between allowances based on the authorized CTA salary and the allowances based on salary payments by the Department of State and paid by them, shall be paid to the employee in accordance with his written instructions.

A lump sum payment for annual leave is to be said up to 2 December 1951. Sick leave is to be hold in escrew until such time as subject reverts back to GS-status, at which time, account sick leave will be credited.

In the event any of the provisions in this Article are inconsistent with the provisions of any other Article in this contract, the provisions of this Article XV, shall govern and be determinative of the rights and obligations under this contract.

## UNITED STATES OF AMERICA

WITNESS	BY: CC C	(n
ORGERTHANDERSEAS SPOTTON APPROVED:		
Chief of Operations	<del></del>	
Assistant Director for	- North-Marithman	

CENTRAL INTELLIGENCE AGENCY Weshington 25, D. C.

ER 2-296la

Office of the Director

19 October 1951

MEMORANDUM FOR: ASSISTANT DIRECTOR FOR OPERATIONS
ASSISTANT DEPUTY, INSPECTION & SECURITY

SUBJECT:

Appreciation for Work of CIA Personnel

1. It is a pleasure to forward the attached memorandum from Eajor General Halph J. Canine, Director, Armed Forces Security Agency.

2. Please express my personal appreciation to each of the individuals mentioned therein for their excellent cooperation in connection with this operation.

**/8/** 

WALTER B. SMITH Director

Enclosure -Memo dtd 12 Oct 51

COPY

DEPARTMENT OF DEFENSE Armed Forces Security Agency Washington 25, D. C.

> In reply refer to Serial: 1691 12 October 1951

MEMORANDUM FOR THE DIRECTOR OF CENTRAL INTELLIGENCE

SUBJECT: Appreciation of Work of CIA Personnel

The second control of the second control of

1. Between 1 August and 15 August 1951, in support of a special Armed Forces Security Agency operation,

executed their additional assigned duties in an efficient and admirable manner. They consistently demonstrated initiative, interest, and a spirit or cooperation which assured the success of this operation.

2. I am gratified by this further demonstration of support of the Armed Forces Security Agency by the Central Intelligence. Agency and I should be grateful if you would express to these gentlemen my appreciation of a job well done.

/8/

RALPH J. CANINE
Major General, JS Army
Director, Armed Forces Security Agency

COPY.

STANDARD FORM 61 (PRIVIDED AUGUST 1981)
PROMULGATED BY CIVIL ATRICCE COMMISSION
FEDERAL PERSONNEL MANGAL

APPO	INTMENT AFFIDA	IITS	
IMPORTANT.—Before swearing to these attach	se appointment affidavits sed information for appo		.0
CIA (Department or agency)	(Bureau or division)	(Place of employment)	
I,	, do	solemnly swear (or affirm) that-	
A. OATH OF OFFICE			
I will support and defend the Condomestic; that I will bear true faith without any mental reservation or purduties of the office on which I am about	and allegiance to the sa pose of evasion; that I	me; that I take this obligation freely will well and faithfully discharge the	7
B. AFFIDAVIT AS TO SUBVERSIVE ACTIV	ITY AND AFFILIATION		-
I am not a Communist or Fascist. that advocates the overthrow of the Gunconstitutional means or seeking by f Constitution of the United States. If become a member of such organization Government.	overnment of the United orce or violence to deny do further swear (or afi	other persons their rights under the irm) I will not so advocate, nor will	r 2 1
C. AFFIDAVIT AS TO STRIKING AGAINST	THE FEDERAL GOVERNM	AENT ·	
I am not engaged in any strike aga so engage while an employee of the Go an organization of Government employ of the United States, and that I will no an organization.	vernment of the United yees that asserts the rigi	nt to strike against the Government	•
D. AFFIDAVIT AS TO PURCHASE AND SAI I have not paid, or offered or promi firm or corporation for the use of influen	sed to pay, any money o	r other thing of value to any person, nument.	
AFFIDAVIT AS TO DECLARATION OF A	PPOINTEE		
The answers given in the Declara orrect.	tion of Appointee on th	ne reverse of this form are true and	
2. October 1951 (Date of entrance on duty)		•a - 1 h a - 1 h h h h h	
ubscribed and sworn before me this		etober, A. D. 195],	
(City)	HING; CH. D. C.		
[SEAL]			
! '		(Title)	

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

- VEESVin

14-00000

## DECLARATION OF APPOINTEE

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ARE YOU AN OFFICIAL OR EMPLOYIE OF ANY STATE, TERRITORY, COUNTY, OR NUMERICALITY.  If your answer is "Yes", give details in Item 10.			X				**********			••••••	······	
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lf your answer is "Yes", give in Item 10 the name and address of employer, date and reason in each case.			^		****			********		***		
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STANDARD FORM 61 (REVISED MICEST IN FROMEGATED BY COME CRANGE COMMISSION FEDERAL PRINCIPAL MANUAL

## APPOINTMENT AFFIDAVITS

### INFORMATION FOR APPOINTEE

NOTE .- Defore he can be appointed, an applicant for a Federal position must meet certain requirements over and above the requirement that he be able to do the work he is empleyed to do. On the attached form you are to swear (or affirm) that you meet those requirements. In addition, there are certain restrictions upon your conduct as a Federal employee. They are set forth on this sheet. You should familiarize yourself with these restrictions and be guided by them. Detach this portion of the fo m and retain it for your information and guidance.

#### I. INFORMATION ABOUT APPOINTMENTS

Persons selected from competitive registers will receive either a temporary or a probational appointment.

For persons receiving a probational appointment, the first year of service la a probationary record unless a shorter period is fixed for the position by the Civil Service Commission. Satisfactory completion of probation is required for absolute appoint-

The completion of probation is required when a person who a recompletion of pronation is required when a person who is reinstated or transferred has not previously completed a probationary period.

Persons receiving probational appointments are included under the Civil Service Retirement Act.

Appointments specifically limited to I year or less are usually

considered temporary appointments.

For excepted appointments, a trial period may be required at the discretion of the employing agency.

#### II. MEMBERS OF FAMILY RESTRICTION

Except for persons entitled to veteran preference, no person may be probationally appointed to a position in the competitive service if there are two or more members of his family already serving in the competitive service under probational or permanent appointments. A family is defined by the Attorney General as persons who live under the same roof with the head of the family and form part of his fixende. When they branch out and become heads of new establishments, they cease to be next of the old family. part of the old family. Moors to not establish another family merely by living at an address different from that of their parents. An appointment is illegal if the appointed is disqualified by the members of family restriction.

## III. APPOINTMENTS ARE SUBJECT TO INVESTIGA-

All probational appointments, reappointments, reinstatements, conversions to competitive appointments, inter-agency ments, conversions to competitive appointments, inter-agency transfers, and certain temporary appointments are "subject to investigation" for an 18 month period. During this period, the Civil Service Commission has authority to instruct an agency to separate an employee for any of the reasons given below except that the Commission's authority is not limited by the 18-month period in cases described under Items 4, 5, and 8 below. The condition "subject to investigation" expires automatically at the end of 18 months of service unless an appeal on loyalty matters is pending. However, an employing agency may remove an employee for any of the reasons given below at any time.

Any of the following reasons constitutes sufficient cause for the removal of an employee from the service:

Conduct or capacity of such a nature that removal will promote the efficiency of the service
 Physical or mental unitness for the position he holds.

3. Criminal, Infamous, dishenest, immoral, or notoriously discraceful conduct,

4. Establishment of the fact that the employee has made intentional false statements or engaged in deception or fraud in

examination or appointment.

5. Refusal to furnish testimony to the Civil Service Commission or its authorized representatives in regard to matters inquired of arising under the Civil Service Act, Rules, and

6. Habitual use of intoxicating beverages to excess.
7. Reasonable grounds exist for belief that the person involved is disloyal to the Government of the United States (see

8. Any legal or other disqualification which makes the appli-cant unfit for Federal employment.

#### IV. SUBVERSIVE ACTIVITY AND AFFILIATION

Section 9A of Public Law 252, 76th Congress, approved August 2, 1989, otherwise known as the "Hatch Act," provides: "(1) It shall be unlawful for any person employed in any capacity by any agency of the Federal Government, whose compensation, or any part thereof, is paid from funds authorized or appropriated by any act of Congress, to have memberable in any political party or organization which advocates the overthrow of our constitutional form of government in the United States.

overthrow of our constitutional form of government in the United States.

"(2) Any person violating the provisions of this section shall be immediately removed from the position or office held by him, and thereafter no part of the funds appropriated by any act of Congress for such position or office shall be used to pay the compensation of such person;"

Executive Order 9835 of Man h 21, 1947, provides:
"I. The standard for the refusal of employment or the removal from employment in an executive department or agency on grounds relating to loyalty shall be that, on all the evidence, reasonable grounds exist for belief that the person involved is disloyal to the Government of the United States.
"2. Activities and associations of an applicant or employee

disloyal to the Government of the United States.

'2. Activities and associations of an applicant or employee which may be considered in connection with the determination of disloyalty may include one or more of the following:

'a. Sabotage, espioning, or attempts or preparations therefor, or knowingly associating with spies or saboteurs;

'b. Treason or sedition or advocacy thereof;

'e. Advocacy of revolution or force or violence to alter the constitutional form of government of the United States;

'd. Intentional, unauthorized disclosure to any person, under circumstances which may indicate disloyalty to the United States, of documents or information of a confidential or nonpublic character obtained by the person making the disclosure as a result of his employment by the Government of the United States;

'e. Performing or attempting to perform his duties, or otherwise acting, so as to serve the interests of another

otherwise acting, so as to serve the interests of another government in preference to the interests of the United States:

'A. Membership in, affiliation with or sympathetic asso-

'A Membership in, affiliation with or sympathetic association with any foreign or domestic organization, association, movement, group or combination of persons, designated by the Attorney General as totalitatian, Fascist, Communist, or subversive, or as having adopted a policy of advocating or approving the commission of acts of force or violence to deny other persons their rights under the Constitution of the United States, or as seeking to after the form of government of the United States by unconstitutional means."

The appointing officer will make available to you the list of organizations prescribed by the Attorney General upon your request.

request.

Various appropriation acts contain a provision prohibiting Various apprepriation acts contain a provision prohibiting the use of apprepriated funds to pay the salary er wages of any person who advectes, or who is a member of an organization that advecates, the overthrow of the Government of the United States by force or volence. These acts provide that is a findavit shall be considered prima facie evidence that the person making the affidavit does not advocate, and is not a member of an organization that advecates, the overthrow of the Government of the United States by force or violence. These acts provide further that any verson who advocates, or who is a member of an organization that advocates, the overthrow of the Government of the United States by force or violence and accepts. employment the salary or wages for which are paid from any, such appropriation shall be guity of a felony, and, upon conviction, shall be fined not more than \$1,000 or impressed for not more than 1 year, or both, and that this penalty shall be in addition to, and not in substitution for, any other provisions of

The affidavit referred to above is one of those to which you are required to swear (or affirm) on the attached page.

#### V. STEIKING AGAINST THE PEDERAL GOVERNMENT

Various appropriation acts provide that no part of the funds Various appropriation acts provide that no part of the funds appropriated therein shall be used to pay the salary or wages of any person who engages in a strike against the Government of the United litates or who is a member of an organization of Government employees that asserts the right to strike against the Government. Such acts provide further that any person who engages in a strike against the Government, or who is a member of an organization of Government employees that asserts the right to strike against the Government, and accepts appropriate the adapty or wages for which are suit from any assetts the right to strike against the Oovernment, and accepts employment the salary or wages for which are paid from any such appropriation, shall be guilty of a felony and, upon conviction, shall be fined not more than \$1,000 or imprisoned for not more than 1 year, or both, and that this penelty shall be in addition to, and not in substitution for, any other provisions of

One of the affidavits on the attached page to which you are required to swear (or affirm) pertains to this provision against striking against the Government.

#### VI. HOLDING STATE OR LOCAL OFFICE

Federal employees are prohibited from accepting or holding an office or position under State, territorial, county, or municipal governments. There are certain specific exceptions. They are published in Civil Service Commission Form 1236. Before any person appointed to the Federal service accepts or continues to hold any office or position under a State or local government, the matter should be presented to the appropriate authorities of the agency in which he is employed for a decision as to whether the property may accept or continue to hold such office or position. he properly may accept or continue to hold such office or position.

#### VII. POLITICAL ACTIVITY

14-00000

The terms of the net of August 2, 1939 ("Hatch Act"), as amended, prohibit officers and employees in the executive branch of the Federal Government from using official authority or influence for the purpose of interfering with an election or affecting the result thereof. Further, such officers and employees are prohibited from taking any active part in political management or in political campaigns. These prohibitions apply not only to permanent employees, but also to temporary employees, employees on leave of absence with or without compensation, and substitute employees during the period of active employment. Political activity identified with any political party in any election is prohibited.

Some of the forms of forbidden political activity are:

1. Serving on or for any political committee, party, or other

Serving on or for any political committee, party, or other aimilar organization.

nular organization.

2. Soliciting or handling political contributions.

3. Serving as officer of a political club, as member or officer any of its committees, addressing such a club, or being active in organizing it.

4. Serving in connection with preparation for, organizing, or

conducting a political meeting or rally, addressing such a meeting, or taking any other active part therein except as a

5. Engaging in political conferences while on duty, or can-vasing a district or soliciting political support for a party, faction, or candidate.

Manifesting offensive activity at the polls, at primary or regular elections, soliciting votes, assisting voters to mark ballots, or helping to get out the voters on registration or elec-

7. Acting at recorder, checker, watcher, or challenger of any

party or faction.

8. Serving in any position of election officer, in which partisanship or partisan political management may be shown.

9. Publishing or being connected editorially or managerially with any newspaper generally known as partisan from a political standpoint, or writing for publication or publishing any letter or article, signed or unsigned, in favor of or against any political party or candidate. (Ownership entirely disassociated from editorial control and managerial activities limited entirely to business management would not be regarded as being within this provision.)

10. Becoming a candidate for nomination or election to office, Federal, State, or local, which is to be filled in an election in which party candidates are involved.

11. Distributing composin literature or material.

12. Initiating or circulating political petitions, including nomination petitions.

nomin ton petitions.

13. Assuming political leadership or becoming prominently identified with any political movement, party, or faction, or with the success or failure of any candidate for election to public

General statements as to certain activities which are con-sidered as permissible on the part of Federal officers and em-

1 Voting.—The direct language of the law specifically provides that all such persons retain the right to vote as they may choose.

Expression of opinions .- The right to express political opinions is reserved to all such persons.

NOTE: This reservation is subject to the prohibition that such persons may not take any active part in political management or in political campaigns.

3. Contributions.-It is lawful for any officer or employee to make a voluntary contribution to a regularly constituted political organization, provided such contributions are not made in a Federal building or to some other officer or employee within

in a Federal huilding or to some other officer or employee within the scope of the act referred to above.

4. Political platures. It is lawful for any officer or employee to display a political picture in his home if he so desires.

5. Badges, buttons, and stickers.—While it is not unlawful for an officer or employee to wear a political badge or button or to display a political stuker on his private automobile (except where forbidden by local ordinance), it is felt that it is lanappropriate for any public servant to make a partisan display of any kind while on duty, conducting the public business.

6. Panaltics.—Tersons appointed to positions in the Executive branch of the Federal Government are warned that the penalty for an established violation of the above mentioned political activity prohibitions is immediate removal from the service.

#### VIII. OFFENSES WIIICH ARE PUNISHABLE BY FINE OR IMPRISONMENT

OR IMPRISONMENT

Certain other statutes prohibit Federal officers and employees from engaging in various activities under penalty of fine or imprisonment, or both. The activities prohibited by such statutes relate to such matters as political assessments, political correion and discrimination, and purchase and sale of office. The text of these statutes is set forth in Civil Service Commission Form 1236.

Some of the activities prohibited under penalty of fine or lamping part of the path are an follows:

Some of the activities prohibited under penalty of fine or imprisonment, or both, are as follows:

1. Solicitation or receipt of political contributions by one officer or employee from another.

2. The giving or handing over of a political contribution by one employee to another.

3. Solicitation or receipt of political contributions in a Federal building by any person, whether or not an employee of the flowersees. Government

Government.

4. Solicitation or receipt by any person of political contributions from any person receiving any benefit under any act of Congress appropriating funds for relief.

5. Solicitation or receipt of anything of value, either for personal reward or as a political contribution, in return for the use of, or the promise to use, influence to secure an appointive office under the United States.

6. Payment or the office of payment, for the use of influence.

6. Payment, or the offer of payment, for the use of influence in securing an appointive office under the United States.
7. Promising employment, compensation, or other benefit made possible by act of Congress as consideration or reward for political activity.
8. Discrimination by an officer or employee in favor of, or

agrinst, another officer or employee on account of political contributions.

eontributions.

9. Depriving any person on account of race, creed, or color, or political activity, of compensation or other benefit made possible by any act of Congress appropriating funds for relief.

10. Disclosure for political purposes of any list or names of persons receiving benefits under an act of Congress appropriating

funds for relief and the receipt of such a list for political purposes.

### IX. PROHIBITION AGAINST DISCRIMINATION

Appointing officers are required by the Civil Service Rules to act on all personnel matters "solely on the basis of ment and fitness and without regard to political or religious affiliations, marital status, or race."

### X. INSTRUCTION OF APPLICANTS

Officers and employees of the Government are prohibited from instructing or teaching with a view to the special preparation of any person for civil-service examinations.

## APPOINTMENT AFFIDAVITS

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

atta	ached information	for appointed		
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(Department or agency)	(Bureau or diri	elon)	(Mare of emphyment)	
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A. OATH OF OFFICE	•			
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(City)		fine fines to the	at order to \$1.3	

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

#### DECLARATION OF APPOINTEE

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of supervisors listed in answer NAME :	to questions no. 28 or 39). ADDRESS	OCCUPATION
	Bainbridge, Ca. Dept. of State	U.S. District Judge
	Vias in:ton, D.C. Bainbridge, Ca.	Physician-Surgeon
ITEMS AS ANY BOOKS OF ARTICLES YO SOCIETY MEMBERSHIPS, AND ANY OTHER WELFARE, OF ORGANIZATIONAL ACTIV	U HAVE WRITTEN. SPECIAL VESEARCH WORK, INFORMATION YOU CONSTILE PERTIMENT. YOU	ELSEWIFICE IN THIS APPLICATION, INCLUDE SUCH TECHNICAL SKILLS, MONORARY OR PROFESSIONAL MAY INCLUDE ANY PERTINENT RELIGIOUS, CIVIC, IN OR WITHOUT COMPENSATION, SHOWING THE NUM- JACED IN SUCH ACTIVITY.
Phi Kappa Phi (Nonorary Blue Key National Honor	Scholastic Fraternity)	
Phi Delta Phi (Legal Fro	ternity)	
Decatur County Bar Association		
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BT. USE THIS SPACE FOR COMPLETING QUESTIONS. USE EXTRA SHEETS OF R		ONL. NUMBERING ANGHER TO CORRESPOND WITH
#23. Application No. 68 approximately Febru		the War Manpower Act, made in
Presently under pro	visions of Civil Service Reti	rement Act.
Draft Status: None R <sub>e</sub> serve Status: Non	•	
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PHYSICAL QUAL	IFICATION RECORD
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RECOMMENDATIONS:	Overseas Duty
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3 April 1980	
JA O	SIGNATURE OF PHYSICAL REQUIREMENTS OFFICER

FORM NO. 36-57

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Paris 2111

# UNITE STATES CIVIL SERVICE COMM ION

( in 10)

## CERTIFICATE OF MEDICAL EXAMINATION

Diale france (tyle of light) J MED ICAL.	 1********
(Department and binear in which you are to be employed)	ļ
1. Have you may physical defect or disease or disability whatmover?	] 
2 16 answer to "you" pive details Hotheries, attletion, day trailers,	
123/4. Inches. (Weish, in chabing) PRINCIAN SHOULD FILL IN THE POUNDS. (More with and without clothing; for clothed, but without wrap or hat.	
*To be taken for males only upon special written request of the official ordering examination.  Remo checked (4) were examined and found normal. Devations from normal are noted. (See instructions on reverse numbered to correspond with items below.)	ie aide,
1. Byes: Distant vision: Without glasses: Right: 20 Left: 20 With glasses if worn: Right: 20 Left:	<u>20</u>
What is the longest and the shortest distance at which the following specimens of Jacger No. 1 and Jacger No. 2 and by the applicant? If No. 1 is read with each, No. 2 need not be given. Test each eye separately.	can be
With the view of promoting health and efficiency and of minimizing a needs for surroug Faderal ampletones the facets of the service amounts for sare formers in the many surrough amounts of the service	
and emillages in the Poleral classified service as may be requested by the Civil Service Commission or its authorized septembers with glasses, if energy representative with glasses, it is not a proper to the energy representative with glasses, if energy representative with glasses, it is not a proper to the energy representative with glasses, in the energy representative with glasses, in the energy representative with glasses, in the energy representative with glasses, in the energy representative with glasses, in the energy representative with glasses, in the energy representative with the energ	
and June 18, 1921 (Kacada's exter, September 4, 10:1). (Januar No. 2)	m., is.
Evidence of disease or injury: Right	· · · · · · · · · · · · · · · · · · ·
If not, can applicant pass lantern, yarn or other comparable test?	
2. Bars: (Comider denominators indicated here as normal. Record as numerators the greatest distance heard.) Ord conversation: Right car-20 Left car-20 Evidence of disease or injury: Right cor. Left car-2	linary
5. Nose, sinua dipease, etc. 20 ft.	
4. Mouth and throat	******
8. Gastro-intestinal	
6. Thyroid (especially in women)	
7. Heart and blood vessels	
Blood pressure: Mm, Hg, systelie 11.0 Mm, Hg, diastolio	
Is organic heart disease present: If organic heart disease is present, is it fully compensated?	
& Lungs: Right Loft Loft	
History of tuberculosis?	
If there is a history of tuberculosis, is any type of collapse therapy being received at present? (If so, give full details a	mder
tematka).	
9. Herriis - CANO (If present, name variety: Inguinal, ventral, femousl, etc.; read definition on towerse before answering)	
If present, is it supported by a well-fitting (russ)	
0. Varicope voins	
Variocelo (see note 10 on reverse side) Alma (Il promit, stato beniton and degree)	
1. Foot: Is flat foot present?	
(None, all this true lerate, property)	
Deformities, atrophics, and other abnormalities, diseases, or defects not included above	L.C.
A Scars of serious injury or disease aff felly dellines Me My Me	
A Scars of serious injury or disease affills delling (MC 1844)	
Is there any history of a "nervous breakdown":	
If hospitalized, give name of hospital and location	
t. Obtain from applicant statement of disabilities, past and present, give diagnosis and your comments under "Remar	kя."
7. Does Veterans Administration recognize service-connected disability in this care VIII It "yes," cover in your country	n <b>ta.</b>
Has examined ever received disability retirement from U. S. Civil Service Commission?	

This certificate is to be returned to the official requesting the examination

[oven]

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The aim of the Executive order — eptember 4, 1921, under which this examinat. — made, is to obtain information as to the physical condition of appointing to the classified civil service with a view to promoting efficiency and minimizing accidents and claims under United States employees' compensation laws.

#### Notes for Examining Physician

Weight.—Males, without clothing, and also in ordinary clothing without evereout or hat (weigh twice); females, clothed, but without wrap or hat. If overweight, state whether the to bone and nuscle or to lat.

History—Without boots or sines, observe that no apphances are used to increase.

The examination should include the following observations:

- 1. Eyen.—Plasis; discharge; corneal scar; pterygium. In recording distant vision consider 20 feet as normal and report all vision as a fraction with 20 feet as numerator and the smallest type read at 20 feet as demonitator. It glasses are used, record for each eye the finding with and without glasses. Near vision must be reported. In testing vision without glasses are used, the applicant or appointer should be instructed to remove the glasses at least one-half hour before testing uncorrected to the state of the control of the
- 2. Ears.-Evidence of middle car or mastold disease; couldtion of drums; discharge. In recording hearing, record 20 feet as normal distance for conversational voice and record deviation from normal as fraction with 20 as denominator and actual distance as numerator.
- 3. Nose.-Ability to blow through each nostril. If free, a speculum examination would not be indicated.
- 4. Mouth and throat.-Missing teeth, pyorrhes; tousils, hypertrophy or disease.
  - 5. Onstro-intestinal.-Ulcers, inflammations, etc.
- 6. Thyrold.-Presence of tumor in neck and tremor, exophthalmos; nervous high-strung disposition, especially in
- 7. Heart.—Murmurs. State who ther functional or organic. If valvular disease exists, state whether or not it is fully compensated. Arterosclerosis.

- 8. Lunga.—It is necessary that the susculfatory cough be used. It tuberculosis is present, state whether active or arrested; if airested, state your opinion as to how king it has been quiescent. Sputum to be examined for tubercle bacilli in all suspected cases.

  9. Hermia.—Goe details as to sire, beation, etc., and whether well-fitting truss is worn. Inguinal berma exists when ring is enlarged and on coughing viseeral impulse is felt which follows the tuger on withdrawal.

  10. Varicoccie.—If varicoccle is present, state approximate size—o g., sire of walnut, lemon, etc.

  11. Flat fost of such a nature as to incapacitate or become agravated by we fix or be alleged later to have been existed by accident or excupation. By "flat foot," as used in this form, is meant a seek fost with impaired function, the term being conivalent to "failen or misplaced arch," an abnormal condition. Impairment of function is the point to be noted. An anatomically stat foot, but strong, is not disqualifying.

  12 and 13. Sears, deformities, atrophies, and parabyses should be noted, but it is not important that small insignificant sears or blemishes which might be referred to as marks of identification be recorded.

- identification be recorded.

  14. This entry should include symptoms and full history of any mental or nervous abnormality.

  15. Urnalysis to be made in case of persons over 40, and in all cases where arteriosclerosis, nephritis, or diabetes is suspected, and when obesity is found on examination.

Record of urinalysis, if madé: Sp. gr	Immediately after exercise Two minutes after
I have found this applicant atmormal under the following head	
In my opinion, applicant is capable of performing duties invo	lving like a Called from physical exertion.
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(Gignature of applicant)	, band
The examining physics an must be a duly literary of medicine of medicine (M. D.)	(Nignature of examining physician)  (Nignature of examining physician)  (If in Pateral medical service, give title and branch)  Full time? Part time? Pre peak:
The personnel officer should fill in the blanks below before	
Fo be appointed in(Department)  Fitle of position	(Hurson)
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MEDICAL CLEARANCE

11 February ...... 194 7\_

CERTIFICATE NO. 1

This is to certify that

was gives a physical examination on this date and found

fit - 20022 for service outside the United States.

JOHN R TIETJEN, 1st. Lt. MC

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CERTIFICATE No. 2

This is to certify that

was given a physical inspection on this date and found

free of any communicable diseases.

JOH R. TIETJEN. 1st. Lt. M

Explanatory Note: Certificate No. 1 is issued after a complete physical examination has been made to determine the individual's physical fitness for foreign service. Certificate No. 2 is issued after a physical isspection. It should be done within 48 hours prior to departure.

FORM NO. 37-30

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If your crosses is "Yes," give complete details in Item 38.	]			In this word, "becoming the for this word, a in your this biseque or any include property of your discharge or any includes." What worked particulated on our come	to at you thou types	
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28. Since your 18th britishing have you were been convicted or limed, or improcessed or placed on production, or have you were been costered to descent hold, for the violation of any low, police regulation or confusion for builty amon traffic violations for which a fine of \$20 or fees was improposable.				Exita of mitry for entrine trito army.   20 800.	/w v/ sesperation or separative. 	
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30. Do you receive an annuity from the U.S. or D.C. Government under any retreatment act or any penalem or other compensation for military or mand service?			1 41111 1	HE APPLICATION.		וניזו טע
If your answer is "Yes" give in them 10 reason for retirement, that is age cepts and charactify or by reason of voluntary or in- volutions exercises state if years' survive amount of retirement pay and under west tel reducid and, wild rating if retired from pathory or accelerate.				Yes on Not answer by planting X to p  If you served in the U.S. Military on Non- ing percentine ONLY, del you perfec- poign or expedition and revene a voice service Military.	od Carries dur- pate in a cam-	
31. Are you an Ardul or omedayee of any State, Territory, county or managed an			Ī	Are you a discibled veteran?		
ff pour censure is "You," give chiefeth in from chi	]		(4)	Are you the wife of a veterar, who, a nected distibility.	∠a service-con- l	
12. Does the U.S. clever remains mighty to a civilian capacity any solution of years (by closed or marriago) with whom you live or have lived with the point to mention.			IF YOU WITH TO VETEXA	DUR ANDWER TO QUEDTION OF 60, 50, DICTAIN VETERAN ERREFERING FATS FIFE LEFELICE CLAIM (C., 200, 1587)	(a) OR (d) I'I YE'I'' AHO Y TACH TO THIS APPLICATI TO COMMISSION YORM	27 14)
If your consesses "Yes," show in them. If for EACH such rela- tive (I) full morne, (2) present cultimes. (3) relationship, (4) de- joirtment or agreeme by whom employed, and (5) kind of appears.				THIS SPACE FOR USE OF APPOINT		
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13. Have you seek had a nervous break-down?		•••	ted by a	omparison with the discharge cerebrate		·   °
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If your answer to "Yes," give complete details in Item 38.			Agency	7.14		
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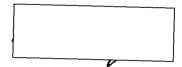
TO : Security Officer, CGO Date: 20 February 1950

FROM : CCR200

SUBJECT: Communication: Debricfing of

The above named individual has been debriefed by this effice and a copy of the debriefing statement is attached for inclusion in the individual files.

FOR THE CHIEF, COMMUNICATIONS DIVISION:



so with Attachment;

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COMPRICATIONS DIVISION

SIGNAL SUCURITY AND CONTROL SPOTT #

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manhantions obtained and facilities used.	
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## PERSONAL HISTORY STATEMENT

#### Instructions:

- 1. Answer all questions completely. If question does not apply write "not applicable." Write "unknown" only if you do not know the answer and cannot obtain the answer from personal records. Use a separate sheet for extra details on any question or questions for which you do not have sufficient room.
- 2. Attach 2 recent passport size pictures to this form, date taken written on the back
- 3. Type, print or write carefully; illegible or incomplete forms will not receive consideration.

	HAVE YOU RI	EAD AND UNDERS	STOOD THE I	NSTRUCTIONS	3? .Yes Yes or No	
SEC. 1. F	ERSONAL BACK	GROUND				
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	PRESENT ADDRE	688			U.S. A	La
	LEGAL RESIDEN	CE		<del>\$ \$11 \$0</del>	U.S.A	
B	NICKNAME	Коде	ANY C	THER NAMES TH	AT YOU HAVE U	SED None
	***************************************	un	DER WHAT CIRC	CUMSTANCES HA	VE YOU EVER	USED THESE
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D.	PRESENT CITIZEN			TH? YES	or munutade	
•	BY NATURALIZAT	ION CERTIFICATE #	Not applicable n	Not appl	icable No	t plicable court
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	HAVE YOU HAD A	PREVIOUS NATIONALI	TY?	WHAT?	applicabl	<b>.6</b> 
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	GIVE PARTICULARS: Fot applicable	٠.
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·	HAVE YOU TAKEN ETEPS TO CHANGE PRESENT CITIZENSHIP? 30. GIVE PARTICULARS  Not applicable	
	E. LAST U.S. PASSPORT: NUMBER, DATE AND PLACE OF ISSUE ISSUED, Machington D. C. 1942 actual date of issuance and number unknown.	
	HOW MANY OTHER U.S. PASSPORTS HAVE YOU HAD? ONE GIVE APPROXIMATE DATES:	
	Was issued latter part of Junuary or first part of February 1942 at Washington L. C.	
	Passports of other nations? None	
,	F. IF BORN OUTSIDE U.S. WHEN DID YOU FIRST ARRIVE IN THIS COUNTRY? Tot applicable	<b>)</b>
•	PORT OF ENTRY? ON PASSPORT OF WHAT COUNTRY?	
•	I.AST U.S. VISA	
SEC. 2	AGE 33  SEX Male  HEIGHT 6 feet 1 in. WEIGHT 185  CULT SCAR  EYES Brown  HAIR Brown  COMPLEXION  Sedium  BCARS left chee appendect  BUILD Slender  OTHER DISTINGUISHING FEATURES JONE	k om
SEC. 3.	FATHER (Give the same information for Step-father and/or guardian on a separate sheet)	
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	, <b>4</b> .	MOTHER (Give	le sal	tion for Step	-mother on a se	sheet)	
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C.	5. 1	BROTHERS AND S	SISTERS (Inclu	iding half-, ste	p-, and adopted	i brothers and sis	ters)
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SEC.	6.	MΛ	RITA	L ST	ATUS	(Cont'd)
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	EMPLOYER'S OR OWN BUSINESS ADDRESS Dept. of State, Washington D.  BLANO. City State	
	MILITARY SERVICE FROM None TO Date BRANCH OF SERVICE .	
	COUNTRY DETAILS OF OTHER GOVT. SERVICE, U.S. OR FOREIGN	
•	Only government or foreign service has been as a clerk in the Foreign Service assigned to U.SEmbussy . Mexico City, 1941-1	9 J. S. 1945.
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9. CHI	LDREN OR DEPENDENTS (Include partial dependents)	
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N	AGE RELATIONSHIP AGE	······
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SEC. 10.	RELATIVES BY BLOCK AGE OR ADOPTION, WHO ABROAD, ARE UNDER THE JURISDICTION OF A FOREIGN POWER ARE NOT CITIZENS OF THE UNITED STATES, OF ARE MARRIED TO NON-CITIZENS:
	NONE RELATIONSHIP AGE
	NATIONALITY ADDRESS St & No. City State Country
	REASON FOR LISTING UNDER THIS QUESTION
	NAME AGE
	NATIONALITY ADDRESS  8t. & No. City State Country
	REASON FOR LISTING UNDER THIS QUESTION
-	NAME AGE
	NATIONALITY ADDRESS St. & No. City State Country
	REASON FOR LISTING UNDER THIS QUESTION
SEC. 11.	KELATIVES BY BLOOD OR MARRIAGE, IN MILITARY, NAVAL OR OTHER GOV'T SERVICE—U.S. OR FOREIGN:
	NAME None RELATIONSHIP AGR
	NATIONALITY ADDRESS St. & No. Ci.j State Country
	TYPE AND LOCATION OF SERVICE (IF KNOWN)
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SEC. 12.	GIVE FIVE CHARACTER REFERENCES—IN THE U.S.—(Give business addresses where possible)
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SEC. 1		5 PERSONS WHO KNOW YOU SOCIALLY IN THE UNITED STATES. EMPLOYERS—(Give business addresses where possible)	NOT REFER
	1. NAME		nte
	2. NAME		
	3. NAME		ate
	4. NAME		hte 
	5. NAME		te
SEC. 14.	GIVE THREE	NEIGHBORS AT YOUR LAST NORMAL RESIDENCE IN THE U.S.	elissendige in egin vivo ay esimplegateleja egiz egiz elemen Hakka "Quimeg egiz egiz egiz egiz egiz egiz egiz eg
	NAME:		***************************************
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SEC. 15.	EDUCATION	•	***************************************
	SCHOOL: B	ainbridge Grammar ADDRESSBainbridge Georgia	·· U ASAA.···
		ATTENDED: 1919 -1927 DEGREE Diploma	•
		alebridge High ADDRESS Bainbridge Georgia	
		ATTENDED: 1927-1931 DEGREE Diploma	
	COLLEGE: <sup>17</sup>	niversity of Georgia ADDRESS Athens Georgia	0. Same
		ATTENDED: 1931 - 1935 DEGREE A. B	
	COLLEGE: 0	alversity of Georgia Address Athens Geografia	· U. Saura
	ž.or	ATTENDED: 1935-1937 DEGREE LL.B.	
EC. 16.	MILITARY, NA	VAL OR OTHER GOV'T SERVICE — U.S. OR FOREIGN	<del></del>
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RY? Yes IF NOT, STATE SOURCES OF OTHER
H YOU HAVE ACCOUNTS
GIVE PARTICULARS

## SEC. 20. FINANCIAL BACKGROUND (Cont'd)

	GIVE three CREDIT REFERENCES - IN THE U.S.	-
•	NAME:	er.ja
	NAME:	Stat
	NAME:	
		State
SEC. 21.	CHRONOLOGICAL HISTORY OF EMPLOYMENT FOR PAST 10 YEARS. INCLUDE EMPLOYMENT, INCLUDE ALSO PERIODS OF UNEMPLOYMENT, GIVE ADDRESS AND WHAT YOU DID DURING PERIODS OF UNEMPLOYMENT, INCLUDE LAST 5 POSITIO COVER AT LEAST 10 YEARS.	O STAT
	EMPLOYER National Youth Administration. TITLE OF JOB Assistant Libra (in remaining performed at ADDRESS Unity of Georges, Athens, Washington D.C. BLANCE STATE OF JOB Assistant Libra Of Proceedings of Company of Company (in.)	
	YOUR DUTIES AND SPECIALTY Attending and maintaining Law Library  Funds disbursed by U.S.  Dean Alto KIND OF BUSINESS: Government to aid deserving NAME OF SUPERVISOR Hoach  students.	n
	FROM: Sept. 1935 TO: June 1937 SALARY \$ 20.00 PER Month	l
	REASONS FOR LEAVING This was merely temporary work which naturally terminated upon my graduation from Law School.	********
	EMPLOYER Self TITLE OF JOB Attorney at Law	· · · · · · · · · · · · · · · · · · · ·
	ADDRESS 402 Pine Street Bainbridge Georgia	A
	YOUR DUTIES AND SPECIALTY Actively engaged in the general practice of	
	KIND OF BUSINESS: Law NAME OF SUPERVISORNOT. Appli	cable
•	FROM: July 17, 1937. To: January 10, 1938. SALARY \$ applicable PER applica	e.Ld
	REASONS FOR LEAVING To accept appointment as Special Agent of F. B. I	<b></b>
	U. S. Department of Justice	
	EMPLOYER Federal Bureau of Investigation TITLE OF JOB Special Agent.	
	ADDRESS Washington D. C	Sa Aa lougitry
	YOUR DUTIES AND SPECIALTY Investigating violations of the laws of the D.	Sa
	KIND OF BUSINESS: Law Enforcement	or
•	\$3200 to \$3200 to FROM: Jan. 10, 1938. TO: May 31, 1946. SALARY 8.45600. PER annum.	
3)	REASONS 12 LE 22 Catendated practices to the Straid or returning	ಕೆ .

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	ADDRESS AND CARM ALL, CONTROL OF A GREAT AND CHY	
	YOUR DUTIES AND SPECIALTY General Law 103	
	KIND OF BUSINESS:	NAME OF SUPERVISOR MARKETS
	FROM: Jung, 1866 To: Direct	
	REASONS FOR LEAVING	······
	EMPLOYER Not applicable	. TITLE OF JOB
	ADDRESS	Staba (Fuent
	YOUR DUTIES AND SPECIALTY	
	KIND OF BUSINESS:	NAME OF SUPERVISOR
	FROM: TO:	
		•
	REASONS FOR LEAVING	•
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C. 23. R	ESIDENCE OR TRAVEL OUTSIDE THE UNITED STAT	l
	ESIDENCE OR TRAVEL OUTSIDE THE UNITED STAT	l
Q <del>u</del>	ESIDENCE OR TRAVEL OUTSIDE THE UNITED STATE  REPORT OF Section Country Purpose	

SEC. 2:	RESIDENCE OR TRAV	EL (Cont'd)				
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	City or Section	Country	Purpose	DATES .	, Month & Year	TO Month & Year
BEC. 24	. Clubs, societies an	D OTHER ORGA	NIZATIONS		•	
	LIST NAMES AND AD TIES, EMPLOYER ORG OF ANY ORGANIZATION YOU HAVE BELONGEL	DUPS, ORGANIZATI ON HAVING HEAD	IONS OF ANY	KIND (INCL	UDE MEMBERS	HIP IN OR SUPPORT
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	Hame		St. & No.	City		Country
	Name		St. & No.	City	State	Country
	Name		St. & No.		State	Country
	Name		St. & No.	City C	State	Country
SEC. 25.	RELIGIOUS AFFILIATIO	ON			<u> </u>	
	CHURCH OF ATTENDAR	nce First, Presh	zterion Chu	reb	**********	
	ADDRESS Established	, Geor <sub>t</sub> ie	. NAME OF MI	NISTER OR	PRIEST PON.	Tilliam (towart
SEC. 26.	GENERAL QUALIFICAT	IONS				epinantaeteningsyn-recurgisynniaetenintaetenintaetenintaetenintaetenintaetenintaetenintaetenintaetenintaetenin das allituuriaetenintaetenintaetenintaetenintaetenintaetenintaetenintaetenintaetenintaetenintaetenintaeteninta
	A. FOREIGN LANGUAGES (	STATE DEGREE O	R PROFICIENC	iolis" ba Y	IT" "FAIR" OR	"FLUENT")
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SEC. 26	GENERAL QUAITFICATION 4 (Cont'd)
	B. HAVE YOU ANY SPECIAL KNOWLEDGE OR TRAINING WITH RESPECT TO:
	MOTOR VEHICLES? IN IVAL OUL. AIRPLANES? For a line RADIO? Formation of the RADIO?
	GIVE PARTICULARS
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	C. LIST all SPORTS AND HOBBIES WHICH INTEREST YOU; INDICATE DEGREE OF PROFICIENCY IN EACH.
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	Fishing - 1/celient
	trianing - excellent
	Golf - Pair
	Tennis,
	D. HAVE YOU ANY QUALIFICATIONS, AS A RESULT OF TRAINING OR EXPERIENCE, WHICH MIGHT FIT
•	YOU FOR A PARTICULAR POSITION?
	Yes. I have ked considerable supremusory and administrative experience to the
	intelligence field, Laving been in charge of all F.B.I. personnel in Colombia
	and Mexico while in those countries. In sheitlon, I supervised from Established.
	the counter-intelligence work of the 1001. in mont fatin American countries
	during, 1945, And. At. 1946, edulateterna, the Jone, of the Albert, New York, Division
•	of the F.P.I. as An intent & solal Age, t.in. Shanes. I fool qualitied to undertake
•	administrative work in foreign countries.
SEC. 27. I	ERSON TO BE NOTIFIED IN CASE OF EMERGENCY:
	NAME ARS. DIROR D. O'Wenl RELATIONSHIP WIFE
(663)	ADDRESS 497 Pine Oti est Britonio, Georgia Georgia Country

SEC. 28.	YOU ARE INFORMED THAT THE CORRECTNESS OF ALL STAȚEMENTS MADE HEREIN WILL BE INVESTIGATED, AND YOU ARE INVITED TO MAKE ANY CHANGES (OR ADDITIONS) IN YOUR STATEMENTS THAT YOU MAY THINK ADVISABLE.					
	A. ARE THERE ANY UNFAVORABLE INCIDENTS IN YOUR LIFE NOT MENTIONED ABOVE DISCOVERED IN SUBSEQUENT INVESTIGATION, WHETHER YOU WERE DIRECTLY INV WHICH MIGHT REQUIRE EXPLANATION? IF SO, DESCRIBE. IF NOT, ANSWER, "NO."					
		••••••				
•	· · · · · · · · · · · · · · · · · · ·					
	B. I CERTIFY THAT THE FOREGOING ANSWERS ARE TRUE AND CORRECT TO THE BEST OF EDGE AND BELIEF, AND I AGREE THAT ANY MISSTATEMENT OR OMISSION AS TO A MULL CONSTITUTE GROUNDS FOR IMMEDIATE DISMISSAL.					
	s	47				
	- Applicant will not write below					
	COMMENTS OF INTERVIEWER:	•				
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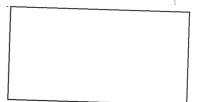
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TO : Ch	def, Communications	DATE: 11 7/5
FROM : Ch	ief, Personnel Security Branch	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
SUBJECT:		

In reply to your memorandum this is to advise that Subject meets the current requirements for cryptographic clearance and is approved for such duties as of this date.



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SECURITY APPROVAL

CONFIDENTIAL

To :	Acting Chief, Personnel Division, AUCHOCOUGEXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
From :	Chief of Inspection and Security Staff Number:
Subject:	
1.	Note "X" below:
	Security approval is granted subject for access to classified information contingent upon the receipt of derogatory information at some future date.
	Provisional clearance for full duty with CIA is granted under the provisions of paragraph 4, Administrative Instruction 10-2, which provides for a temporary appointment pending the com- pletion of full security investigation.
ل فساحال، وباسا	Unless the applicant enters upon duty within 60 days from above date this approval becomes invalid.
2.	Subject is currently on duty in I&SS. This is to record security reapproval of him.
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	Chief, Personnel Security Branch
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Data: 80 January 1947

Number:

- 1. Inventigation directed by: RIO
- a. Sources of information
- 3. Recommendation:

Security approval recommended, though subject to the receipt of derogatory information at some future date. Interview watered.

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Contract Contract

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RECORD OF

PREVIOUS GOVERNMENT

SERVICE RETURNED TO

FEDERAL RECORDS CENTER IN

ST. LOUIS, MO.

DATE July 1971