

END: 10 FEB 75

NOTIFICATION OF PERSONNEL ACTION							
1. SERIAL NUMBER		2. NAME (LAST FIRST-MIDDLE)					
45-361		PICKS CALVIN W					
3. NATURE OF PERSONNEL ACTION				4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT	
UNDER CIA RETIREMENT AND DISABILITY SYSTEM AND CANCELLATION OF NSCA				12/22/74		REGULAR	
6. FUNDS		7. FAN AND NSCA		8. CSC OR OTHER LEGAL AUTHORITY			
y		V TO V		5222 4116			
		V TO CF		PL 89-648 SECT 231			
		CF TO V					
		CF TO CF					
9. ORGANIZATIONAL DESIGNATIONS				10. LOCATION OF OFFICIAL STATION			
11. POSITION TITLE				12. POSITION NUMBER		13. SERVICE DESIGNATION	
MATCH OFFICER				11025		AAA	
14. CLASSIFICATION SCHEDULE (GS, LS, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE	
GS		132.7		13 3		27542	
18. REMARKS							
SIGNATURE OR OTHER AUTHENTICATION							

SECRET

(If Not Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
				24 January 1975	
1. SERIAL NUMBER		2. NAME (Last-First-Middle)		3. CDB 1700 HOURS	
056361		HICKS, Calvin W.			
4. NATURE OF PERSONNEL ACTION			5. EFFECTIVE DATE REQUESTED		6. CATEGORY OF EMPLOYMENT
Retirement (Disability) Under CIA Retirement & Disability System & Cancellation of NSCA			MONTH DAY YEAR 12 27 74		Regular
7. FUNDS		8. LEGAL AUTHORITY (Completed by Office of Personnel)		9. ORGANIZATIONAL DESIGNATIONS	
X: V TO V O TO V		Public Law 88-643, Section 231		DDO/Operations Staff Intelligence Group Intelligence Watch Branch	
10. LOCATION OF OFFICIAL STATION		11. POSITION TITLE			
Wash., D. C.		Watch Officer (14)			
12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION		14. CLASSIFICATION SCHEDULE (GS, LB, etc.)	
BJ25 0947		DAA		GS	
15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE	
0132.07		13 9		, 26,180 27,632	
18. REMARKS					
<p>LWD: 27 December 1974</p> <p>Orig - CNG/MID 1 - Payroll 1 - OPS/SP</p> <p>Co-ordinated with Paul Seidel/ROB 30 January 1975.</p> <p><i>with leave full</i> <i>Wanda L. Plump</i> <i>WLB/RS 1/28/74</i></p>					
19A. SIGNATURE OF REQUESTING OFFICIAL		DATE SIGNED		19B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER	
<i>S. G. Harding</i>		24/01/75		<i>[Signature]</i>	
S. G. Harding, C/OPS/SP				27/1/75	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODING	
45		10		NUMERIC ALPHABETIC	
22. STATION CODE		23. INTERFER CODE		24. MONTHS	
				1 11 108124	
25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI	
MO DA YR		MO DA YR		MO DA YR	
11 10 8124					
28. RATE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA	
MO DA YR				CODE	
				0, 11E, 00, 0, 0	
31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA		33. SECURITY REQ NO.	
TYPE		MO DA YR			
34. VET PREFERENCE		35. SERV COMP DATE		36. LONG. COMP DATE	
CODE		MO DA YR		MO DA YR	
0-NONE 1-5 PT. 2-10 PT.					
37. CAREER CATEGORY		38. FEGLI/HEALTH INSURANCE		39. SOCIAL SECURITY NO.	
CODE		CODE			
0-WAIVER 1-YES 2-NO		HEALTH INS CODE			
40. PREVIOUS CIVILIAN GOVERNMENT SERVICE		41. LEAVE CAT.		42. FEDERAL TAX DATA	
CODE		CODE		CODE	
0-NONE 1-BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)		FORM EXECUTED 1-YES 2-NO		NO TAX EXEMPTIONS FORM EXECUTED 1-YES 2-NO	
43. POSITION CONTROL CERTIFICATION		44. APPROVAL		45. STATE TAX DATA	
02-27-75 07 FEB 1975		<i>[Signature]</i>		CODE NO. TAX STATE CODE EMP. CODE	
				1/30/75	

FORM 8-72 1152

USE PREVIOUS EDITION

SECRET

CLASSIFIED BY 01-0332

EX-2
APDR

(4)

ADMINISTRATIVE - INTERNAL USE ONLY

MEMORANDUM FOR : Chairman, Board of Medical Examiners

SUBJECT : Request for Medical Evaluation -
Mr. Calvin W. Hicks

1. Subject, a participant in the CIA Retirement and Disability System, has applied for disability retirement under the provisions of Section 231 of Public Law 88-643, Central Intelligence Agency Retirement Act of 1964 for Certain Employees. It is requested that a medical examination be arranged for Subject and that a written report of the Board of Medical Examiners as prescribed in paragraph f. (4) of HR 20-50 be submitted to the Director of Personnel.

2. Attached are copies of the Supervisor's Statement, the Application for Disability Retirement, and a private physician's statement.

3. Subject intends to remain on duty until a decision is made regarding his application for disability retirement.

R. L. Austin, Jr.
Deputy Director of Personnel
for Special Programs

Attachments:

- a. Supervisor's Statement
- b. Application
- c. Physician's Statement

Distribution:

- 0 & 1 - Addressee
- 1 - D/Pers
- 1 - OPF
- 1 - ROB Soft File
- 1 - ROB Reader

OP/RAD/ROB/P Reidel:jat/3257 (4 November 1964)
ADMINISTRATIVE - INTERNAL USE ONLY

Administrative - Internal Use Only

10 December 1973

MEMORANDUM FOR: Chief, Career Management Group

SUBJECT: Promotion of Mr. Calvin W. Hicks

1. I would solicit Career Management Group and the Promotion Panel to consider the overall career of Calvin W. Hicks when deciding on the current cycle of promotions from GS-13 to GS-14.
2. After Mr. Hicks EOD in 1950, he advanced rapidly in three years to GS-11. He was promoted to GS-12 in 1956, six years later to GS-13 in 1962, and since then has been almost 12 years in grade. He has had overseas tours with FE and NE Divisions, has served as a training instructor, on a PM task force, and with Miami Ops and area branches in WH. In these assignments he consistently received Strong ratings. Despite a largely paramilitary background, in 1967 he adjusted to the intelligence production cycle and developed the skills of an operations officer doing operations-oriented reports work in the Intelligence Watch. As of this date he has the longest continuity in the Intelligence Watch and is rated as a mature and thoughtful individual who exercises excellent professional judgment. He was recommended for promotion from GS-13 to GS-14 in April 1968 and in April 1969. In 1970 he was recommended for a QSI by FI Chief, Peer deSilva. He was again recommended for promotion in March 1971, in November 1972, and in November 1973.
3. Admittedly, promotions are competitive and the rankings are relative and must be adjusted to the headroom available. The overall history of his career would seem to argue the equity of granting the often recommended promotion to Mr. Calvin Hicks as he nears the end of a career. Mr. Hicks is 49 years old and has a family of five children. He has a medical hold which will not allow him to serve overseas at this time and he therefore, contemplates retirement at age 50 (in late 1974). He is and will be until then a valuable member of the Intelligence Watch.
4. I recommend that the promotion which has escaped him in the last decade be granted at the time of this year's promotion cycle.

L. A. Campbell
L. A. Campbell
Chief, Operations Staff

Administrative - Internal Use Only

13 November 1973

MEMORANDUM FOR: Career Management Group
Mid-Career Officer Branch


SUBJECT : Recommendation for the Promotion of Calvin W. Hicks (056361)
to GS-14

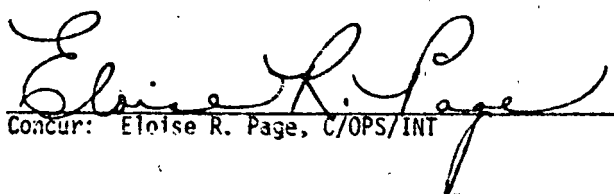
1. I would again like to recommend the promotion of subject officer from GS-13 to GS-14. Mr. Hicks has been with the Intelligence Watch since June 1967 and his performance has been characterized consistently by exceptional proficiency. He serves on a rotating schedule with seven other officers doing identical work, some of whom are currently in GS-14.

2. A medical hold has precluded any further overseas assignments and for this reason his stay in IW has been extended until November 1974, when he will be 50-years-old at which time he plans to retire under the Agency retirement system.

3. Mr. Hicks' resourcefulness and ability to apply the multitude of reporting instructions and techniques have been convincingly demonstrated in crisis situations such as the recent Chilean coup and the Middle-Eastern crisis. He has consistently displayed initiative and good judgment in meeting unforeseen crisis with rapid and effective action and has clearly demonstrated his ability to continuously adjust to rotating shifts and the irregular flow of traffic.

4. For his sustained high level of performance in 1972 Mr. Hicks received a quality step increase in recognition and as proof of the high esteem in which he is held by his superiors. He occupies a GS-14 slot. His promotion is again recommended in recognition of his long years of Agency service.


Joseph A. Procaccino
C/OPS/INT/IW


Concur: Eloise R. Page, C/OPS/INT

E2 IMPDET CLBY 002025

Calvin Hicks

SECRET

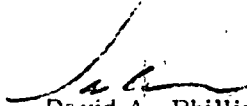
26 September 1973

MEMORANDUM FOR: Chief, Operations Staff

SUBJECT: Appreciation of IW Performance During
Chilean Upheaval

1. The officers of the Intelligence Watch (IW) performed admirably in swiftly processing the heavy flow of intelligence engendered by the recent political upheaval in Chile. In many instances, reports were in the hands of customers in the intelligence community within minutes of being filed in Santiago.

2. Please extend to the IW officers concerned the appreciation of this Division for their fine performance. I suggest that a copy of this memorandum be placed in the personnel folder of each of the officers concerned.



David A. Phillips
Chief, Western Hemisphere Division

E2 IMPDET
CL BY 039964

SECRET

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

CJCS 07/21/73

1. SERIAL NUMBER 056361		2. NAME (LAST-FIRST-MIDDLE) HICKS CALVIN W		4. EFFECTIVE DATE MO: 07 DA: 01 YR: 73		5. CATEGORY OF EMPLOYMENT	
3. NATURE OF PERSONNEL ACTION REASSIGNMENT				7. FAN AND NLA 4222 4116 0001		8. CSC OR OTHER LEGAL AUTHORITY	
6. FUNDS X		V TO V		V TO CF		CF TO V	
9. ORGANIZATIONAL DESIGNATIONS DDO/FI STAFF		10. LOCATION OF OFFICIAL STATION WASH., D.C.		11. POSITION TITLE WATCH OFFICER		12. POSITION NUMBER 0947	
13. CAREER SERVICE DESIGNATION D		14. CLASSIFICATION SCHEDULE (GS, EB, etc.) GS		15. OCCUPATIONAL SERIES 0132.07		16. GRADE AND STEP 13	
17. SALARY OR RATE		18. REMARKS		SIGNATURE OR OTHER AUTHENTICATION		J.F. BLANK	

Use Previous

SECRET

"E 2 IMPDET CL BY 007622"

(4-5)

SECRET

13 APR 1972

MEMORANDUM FOR: Calvin W. Hicks

SUBJECT : Quality Step Increase

1. I was pleased to learn that you have been granted a Quality Step Increase. Such recognition is proof of the high esteem in which you are held by your supervisors in the Clandestine Service.

2. Please accept my personal best wishes. I am confident that your future performance will be of a continuing high quality.

/s/ Carl Meyer, Jr.
For
Thomas H. Karamessines
Deputy Director for Plans

CSPS/SOB/Hileberman;rv(11Apr72)

Distribution:

Orig - Addressee
1 - OP/Files
2 - DDP/Registry
1 - S/SOD
1 - C/SOD/Pers
1 - CSPS/Subject File

SECRET

CONFIDENTIAL

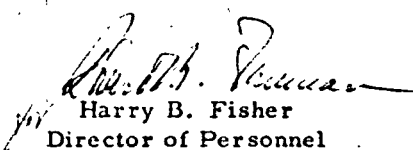
10 APR 1972

MEMORANDUM FOR: Secretary, DDP/QSI - HMA Panel

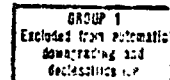
SUBJECT : Notification of Approval of
Quality Step Increase -
Calvin W. Hicks

1. I am pleased to send to you the attached
official notification of the approval of the Quality Step
Increase which you recommended for this employee.

2. As this award is designed to encourage
excellence by recognizing and rewarding the employee,
may I ask that you arrange to have this Quality Step
Increase presented at an appropriate ceremony.


Harry B. Fisher
Director of Personnel

CONFIDENTIAL



SECRET

DEC 1971

MEMORANDUM FOR: Chief, Foreign Intelligence Staff

SUBJECT : Intelligence Watch Assistance to
European Division

1. As I am preparing to leave the European Division, a note of appreciation is in order for the services rendered to us for the four years of my tenure here by the officers of the Intelligence Watch.

2. At a time of increasingly complicated intelligence collection and reporting problems, our Agency has come of age. We have recognized that information often cannot be allowed to wait for attention until sunrise, and that we must be able to respond to national needs and world events around the clock. The Intelligence Watch, more than any other single institution, has made it possible for us to do this. We have benefited from its cooperation particularly under strained reporting conditions -- during Presidential trips abroad, for instance -- but have also found IW's presence and judgment helpful at other times. I know that my staff relied on IW extensively.

3. I am making a point of recognizing this because the Intelligence Watch -- a bit like our Agency as a whole -- is apt to get more attention with an occasional slip than with a record of continuing accomplishment and success in coping with problems. From what I have been able to observe, the job has been well done.

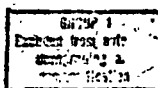
4. I hope you will bring this memorandum to the attention of those concerned.

J. L. Hart
John L. Hart
Chief
European Division

Joseph Procaccino
Walter Kuzmuk
Robert Heron
James Pekich
Frank Levy

Howard Orr
✓ Calvin Hicks
George Papadopolos
Robert Sawicki
Pat Coble

SECRET



SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION						DATE PREPARED	
1. SERIAL NUMBER 056361						2. NAME (Last-First-Middle) Hicks, Calvin W.	
3. NATURE OF PERSONNEL ACTION Reassignment				4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 12 23 71		5. CATEGORY OF EMPLOYMENT Regular	
6. FUNDS X V TO V O TO V				7. FINANCIAL ANALYSIS NO. CHARGEABLE 2222-4116		8. LEGAL AUTHORITY (Completed by Office of Personnel)	
9. ORGANIZATIONAL DESIGNATIONS DDP/FI Staff Intelligence Group Intelligence Watch				10. LOCATION OF OFFICIAL STATION Washington, D. C.			
11. POSITION TITLE Watch Officer (14)				12. POSITION NUMBER 0947		13. CAREER SERVICE DESIGNATION D	
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS		15. OCCUPATIONAL SERIES 0132.07		16. GRADE AND STEP 13 7		17. SALARY OR RATE 21,313	
18. REMARKS Reassigned from Position FI/INT/IW 1032 Distribution: Orig. - CSPA/SOB 1 - FI/Pers HB: SOD							
19A. SIGNATURE OF REQUESTING OFFICIAL S. G. Harding C/FI/SG				DATE SIGNED 22 Dec 71		19B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER H. J. Leberman	
DATE SIGNED 12-23-71							
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
20. ACTION CODE		21. OFFICE CODING NUMERIC ALPHABETIC		22. STATION CODE		23. INTEGREE CODE	
24. MOOTRS CODE		25. DATE OF BIRTH MO. DA. YR.		26. DATE OF GRADE MO. DA. YR.		27. DATE OF LEI MO. DA. YR.	
28. NTE EXPIRES MO. DA. YR.		29. SPECIAL REFERENCE 1-CYC 2-OTSM 3-FICA 4-NONE		30. RETIREMENT DATA CODE		31. SEPARATION DATA CODE	
32. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.		33. SECURITY REQ. NO.		34. SEX		EOD DATA	
35. NET PREFERENCE CODE 0-NONE 1-5 PT. 2-10 PT.		36. SERV COMP DATE MO. DA. YR.		37. LONG COMP. DATE MO. DA. YR.		38. CAREER CATEGORY CAP RESY PROY. TEMP	
39. FEGLI HEALTH INSURANCE CODE CODE 0-NATIVE 1-PTC 2-REG OPT 3-UNELIGIBLE		40. SOCIAL SECURITY NO.		41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NONE 1-BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)		42. LEAVE CAT CODE	
43. FEDERAL TAX DATA CODE NO. TAX EXEMPTIONS		44. STATE TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS		45. POSITION CONTROL CERTIFICATION 12-23-71		46. O.P. APPROVAL H. J. Leberman	
DATE APPROVED 12-23-71							

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

(4)

5 MARCH 1971

Not approved
MEMORANDUM FOR: SECRETARY, CSPS/SECTION ASUBJECT: RECOMMENDATION FOR THE PROMOTION OF CALVIN W. HICKS
(056361) TO GS-14

1. I RECOMMEND THE PROMOTION OF SUBJECT OFFICER FROM GS-13 TO GS-14. MR. HICKS HAS BEEN ASSIGNED TO THE INTELLIGENCE WATCH/FI STAFF SINCE JUNE 1967 AND SERVES ON A ROTATING SCHEDULE WITH SEVEN OTHER OFFICERS DOING IDENTICAL WORK, FOUR OF WHOM ARE CURRENTLY IN GRADE GS-14.

2. MR. HICKS HAS BEEN IN THE INTELLIGENCE WATCH (IW) FOR ALMOST FOUR YEARS AND HIS WORK, BOTH QUANTITATIVELY AND QUALITATIVELY, HAS BEEN CONSISTENTLY OF A VERY HIGH CALIBER.

3. HIS KEENLY DEVELOPED SENSE OF OPERATIONAL SECURITY RESULTING FROM HIS EXTENSIVE PARAMILITARY EXPERIENCE, COUPLED WITH HIS CLEAR UNDERSTANDING OF THE RELATIONSHIP BETWEEN OPERATIONS AND INTELLIGENCE, HAS MADE HIM A VERY FINE OFFICER AND A VALUABLE ASSET TO IW. HE HAS BEEN UNDER MY SUPERVISION FOR 18 MONTHS AND I HAVE HAD AMPLE OPPORTUNITY TO OBSERVE HIS PERFORMANCE UNDER CONDITIONS OF STRESS. HE VERY ABLY APPLIES A MULTITUDE OF DETAIL AND GENERAL REPORTING INSTRUCTIONS TO THE DIFFERENT SITUATIONS MANIFEST IN EACH INCOMING REPORT AND DISPLAYS INITIATIVE IN MEETING UNFORESEEN CRISES WITH RAPID AND EFFECTIVE ACTION. SINCE THE INTELLIGENCE INFORMATION IS THE FACE THAT THE CLANDESTINE SERVICE PUTS OUT TO THE INTELLIGENCE COMMUNITY, THE PERFORMANCE OF WATCH OFFICERS IS OF GREAT IMPORTANCE. THIS FACTOR BECOMES APPARENT WHEN IT IS NOTED THAT OVER 75 PERCENT OF ALL CABLED INTELLIGENCE REPORTS ARE DISSEMINATED BY IW.

4. MR. HICKS HAS AN EXTENSIVE BACKGROUND IN PARAMILITARY OPERATIONS BOTH IN THE FIELD AND AT HEADQUARTERS. ALL OF HIS FITNESS REPORTS FOR THE SIX YEARS PRECEDING HIS ASSIGNMENT TO IW HAVE BORNE THE OVERALL RATING OF "STRONG." HE HAS BEEN DESCRIBED AS "HIGHLY MOTIVATED, SINCERE, AND CAPABLE." ALSO, "HE WORKS WELL WITH OTHERS AND HIS KNOWLEDGE AND ABILITY ARE RESPECTED." OTHER SUPERVISORS DURING THE YEARS PRIOR TO THIS ASSIGNMENT HAVE DESCRIBED HIM AS "SERIOUS, HARD-WORKING AND DEPENDABLE." HIS PERFORMANCE IN HIS PRESENT ASSIGNMENT HAS DEMONSTRATED THESE SAME QUALITIES.

5. MR. HICKS IS A DISTINCT ASSET TO IW AND I HIGHLY RECOMMEND HIS FOR PROMOTION TO GS-14.

Joseph A. Procaccino
JOSEPH A. PROCACCINO
CHIEF, FI/INT/IW

SECRET

14-00000

SECRET

2 FEB 1970

Not approved

MEMORANDUM FOR: Chairman, DDP QSI and Honor and Merit Awards Panel

SUBJECT : Request for Quality Step Increase
Mr. Calvin W. HICKS, GS-13 (056361)

1. I recommend that a Quality Step Increase be awarded to Mr. Calvin W. Hicks.

2. Mr. Hicks is one of three officers in the Intelligence Watch, FI Staff, on whom identical recommendations are being submitted. These officers, all in grade GS-13, have for several years done responsible and demanding work, identical to that done in the same office by five other officers, GS-14 and 15, and all three have been rated "Strong."

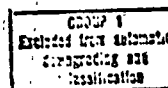
3. The Intelligence Watch is the primary intelligence dissemination office of the Clandestine Service. Its output of over 2,000 reports a month is the chief end-product of CS collection operations. Watch Officers serve on a rotating schedule. When an officer draws the night shift he serves alone. He must make quick, independent dissemination decisions. Mr. Hicks has done well at this work. He is alert and conscientious and has a sharp operational sense which is extremely useful in the handling of CS intelligence information. He has been recommended several times for promotion to GS-14.

4. The high quality of Mr. Hicks's performance has continued for more than two years. There is no reason to expect any decline in it. His enthusiasm continues, and his tour has recently been extended for another two years.

5. Consideration has been given to recommending him for an Honor and Merit Award, but on balance I believe that a Quality Step Increase would be more appropriate.

Peer de Silva
Peer de Silva
Chief
Foreign Intelligence

SECRET



SECRET

SUBJECT: Request for Quality Step Increase
Mr. Calvin W. HICKS, GS-13 (056361)

APPROVAL RECOMMENDED:

Chairman, CS QSI Panel

Date

Director of Personnel

Date

SECRET

SECRET

6 MARCH 1969

MEMORANDUM FOR: Chief, FI Staff

SUBJECT : Performance of the Intelligence Watch
During the President's Trip to Europe

1. Now that the President's trip to Europe has been concluded, I feel that a special commendation for the Intelligence Watch (IW) is in order.

2. The contribution that is being made by the officers in the Intelligence Watch is often taken for granted. Thus it was natural for us, when we formed our task force for the President's trip, to build our arrangements for positive intelligence disseminations around the IW's twenty-four-hour-a-day availability. We were not disappointed. The system worked smoothly and efficiently.

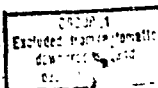
3. In addition to that, it became clear that the Intelligence Watch officers were willing and able to go beyond the simple call of duty. We came to admire their competence, courtesy, and cooperation, without which effective intelligence coverage would have been immeasurably more difficult. Since the IW's were working under an unusual strain, caused by the simultaneous outbreak of crises in different parts of the world, their performance is that much more to be commended.

4. Please convey our appreciation to all officers who had a part in this fine effort.

John L. Hart
Chief,
European Division

CALVIN M. HICKS

SECRET



14-00000

SECRET

7 March 1969

MEMORANDUM FOR: Mr. Edward J. Carroll
Chief, Intelligence Watch

SUBJECT: Performance of the Intelligence
Watch during President Nixon's
recent Visit to Europe

1. I wish to commend you and each member of your staff who participated in the support which the Agency was called on to render to the Presidential party during its recent travel abroad. From several quarters I have had verbal expressions of praise and commendation and to these I wish to add my own in writing. I am enclosing a copy of a memorandum from the Chief, European Division, which reflects both my thoughts and the reactions I have heard from others.

2. I hope you will take appropriate action so that the personnel files of each of your participating officers will reflect this appreciation. You may wish to make copies of my memorandum and Mr. Hart's memorandum to serve this purpose.

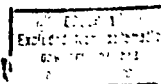
Peer de Silva

Peer de Silva
Chief
Foreign Intelligence

Enclosure

CALVIN M. HICKS

SECRET



SECRET

Not Approved by
CS, General Service
Panel A Sect. 1

24 JUN 1969

9 April 1969

MEMORANDUM FOR: Secretary, CSFS/Section A

SUBJECT: Recommendation for the promotion of
Calvin W. Hicks (056361) to GS-14

1. I recommend the promotion of subject officer from GS-13 to GS-14. Mr. Hicks has been assigned to the Intelligence Watch/FI Staff since June 1967, and serves on a rotating schedule with seven other officers doing identical work, five of whom are currently in Grade GS-14.

2. Mr. Hicks has been with IW for almost two years and his work, both quantitatively and qualitatively has been consistently of a very high caliber. Normally six months are required before an officer newly assigned to the Intelligence Watch is able to handle a shift by himself. At least a year is required before a Watch Officer can perform at a high level of proficiency. However, in the case of this officer, in a little more than a year he had earned the rating of "Strong" and has maintained it ever since. Although most of his agency experience had been in paramilitary operations, he adapted quickly to the demands of his new assignment. His keenly developed sense of operational security, coupled with his clear understanding of the relationship between operations and intelligence, has made him a very fine officer and a valuable asset to IW. He has been under my supervision for 16 months and I have had ample opportunity to observe his performance under conditions of stress. He is even tempered and level headed. His mistakes are few and infrequent and these are usually of the clerical variety, not in matters of judgment. I continue to be impressed with his thoroughness in handling information; with the evidence of his coordination when the interests of more than one division are involved. Since operations have to be submerged and the intelligence is the portion of the iceberg which shows to the intelligence community, the performance of the Watch Officers is of great importance. This factor becomes apparent when it is noted that about 80% of all cabled intelligence reports are disseminated by the Intelligence Watch. Recently the Watch Officers were commended by the Chief, FI Staff and the Chief, Europe Division for their performance during the President's trip to Western Europe. The simultaneous outbreak of crises in different parts of the world further added to the burdens of the Watch Office at that time. Mr. Hicks made a real contribution during that period and deserves the commendation personally in a high degree.

SECRET

SECRET

3. Prior to his assignment to the Intelligence Watch, Mr. Hicks served with WH Division and with the Cuban Operation. He has an extensive background in paramilitary operations both in the field and at headquarters. All of his Fitness Reports for the six years preceding his assignment to the Intelligence Watch have borne the overall rating of "strong." He has been described as "highly motivated" "sincere and capable." He has been further complimented as "working well with others and his knowledge and ability are respected." Other supervisors have described him as "serious, hard-working and dependable." His performance in his present assignment has demonstrated these same qualities. He has managed the transition from active operations to the life of a desk bound intelligence officer with ease. I recommend him with enthusiasm for promotion to GS-14.

Edward J. Carroll
Edward J. Carroll
Chief, FI/INT/IW

- 2 -

SECRET

Not Approved by
CS Clandestine Services
John L. Leland

10 1968

24 OCTOBER 1968

MEMORANDUM FOR: SECRETARY, CSPS/SECTION A

SUBJECT: RECOMMENDATION FOR THE PROMOTION OF
CALVIN W. HICKS (056361) TO GS-14

1. I RECOMMEND THE PROMOTION OF SUBJECT OFFICER FROM GS-13 TO GS-14. MR. HICKS HAS BEEN ASSIGNED TO THE INTELLIGENCE WATCH/FI STAFF SINCE JUNE 1967, WHERE HE SERVES ON A ROTATING SCHEDULE WITH SEVEN OTHER OFFICERS DOING IDENTICAL WORK; FIVE OF WHOM ARE CURRENTLY IN GRADE GS-14.

2. MR. HICKS HAS BEEN WITH IW FOR ABOUT 16 MONTHS AND HIS WORK, BOTH QUANTITATIVELY AND QUALITATIVELY, HAS BEEN CONSISTENTLY OF VERY HIGH CALIBER. NORMALLY SIX MONTHS ARE REQUIRED BEFORE AN OFFICER NEWLY ASSIGNED TO THE INTELLIGENCE WATCH IS ABLE TO HANDLE A SHIFT BY HIMSELF. AT LEAST A YEAR IS USUALLY REQUIRED BEFORE A MAN CAN ADVANCE FROM "ADEQUATE" TO "PROFICIENT." AT PRESENT, MR. HICKS HAS ALREADY PROGRESSED TO THE RATING OF "STRONG." HE IS ALERT AND CONSCIENTIOUS AND HAS AN OPERATIONAL SENSE WHICH IS INVALUABLE IN THE HANDLING OF INTELLIGENCE. WITH HIS EXTENSIVE OPERATIONAL AND PARAMILITARY BACKGROUND, MR. HICKS HAS A FINE SENSE FOR THE RELATIONSHIP BETWEEN OPERATIONS AND ITS PRIMARY PRODUCT, THE CLANDESTINE SERVICES INTELLIGENCE REPORT. THIS OFFICER HAS BEEN UNDER MY SUPERVISION FOR 11 MONTHS AND DURING THAT PERIOD I HAVE HAD AMPLE OPPORTUNITY TO OBSERVE HIS CONDUCT UNDER CONDITIONS OF STRESS. HE IS EVEN TEMPERED AND LEVEL HEADED. HIS MISTAKES ARE FEW AND INFREQUENT. I AM PARTICULARLY IMPRESSED WITH HIS THOROUGHNESS IN HANDLING INFORMATION; WITH THE EVIDENCE OF THE COORDINATION WHICH HE SO OFTEN ATTEMPTS WITH SEVERAL AREA DIVISIONS WHEN NECESSARY BEFORE DISSEMINATING A REPORT TO THE INTELLIGENCE COMMUNITY. SINCE THE INTELLIGENCE INFORMATION REPORT IS THE FACE THAT THE CLANDESTINE SERVICES SHOWS TO THE INTELLIGENCE ANALYST AND THE POLICY OFFICERS OF THE GOVERNMENT, THE PERFORMANCE OF THE WATCH OFFICERS IS OF GREAT IMPORTANCE. THIS FACTOR BECOMES APPARENT WHEN ONE NOTES THAT ABOUT 80 PERCENT OF ALL CABLED INTELLIGENCE REPORTS ARE DISSEMINATED BY THE INTELLIGENCE WATCH.

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SECRET

PROMOTION RECOMMENDATION - CALVIN W. HICKS (CONTINUED) PAGE 2

THE FIELD AND AT HEADQUARTERS. ALL OF HIS FITNESS REPORTS FOR THE SIX YEARS PRECEDING HIS ASSIGNMENT TO THE INTELLIGENCE WATCH HAVE BORNE THE OVERALL RATING OF "STRONG." HE HAS BEEN DESCRIBED AS "HIGHLY MOTIVATED, SINCERE AND CAPABLE." ALSO, "HE WORKS WELL WITH OTHERS AND HIS KNOWLEDGE AND ABILITY ARE RESPECTED." OTHER SUPERVISORS DURING THE YEARS IMMEDIATELY PRIOR TO THIS ASSIGNMENT HAVE DESCRIBED HIM AS "SERIOUS, HARD-WORKING AND DEPENDABLE." HIS PERFORMANCE IN HIS PRESENT ASSIGNMENT HAS DEMONSTRATED THESE SAME QUALITIES. ALTHOUGH IT MIGHT SEEM SURPRISING THAT A MAN OF HIS OUT-GOING PERSONALITY WITH AN EXTENSIVE BACKGROUND IN PARAMILITARY OPERATIONS COULD ADJUST TO THE LIFE OF A DESK-BOUND PRODUCER OF INTELLIGENCE REPORTS, MR. HICKS HAS MANAGED THIS TRANSITION WITH THE GREATEST OF EASE. HE IS A DISTINCT ASSET TO THIS OFFICE AND THE UNDERSIGNED WILL FEEL GRATEFUL IF HE SHOULD DECIDE TO EXTEND HIS TOUR IN THE INTELLIGENCE WATCH BEYOND THE NORMAL TWO YEARS. I RECOMMEND HIM WITH ENTHUSIASM FOR PROMOTION TO GS-14.

Edward J. Carroll
EDWARD J. CARROLL
CHIEF, FI/INT/IW

ATTACHMENT

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SECRET

5 APRIL 1968

MEMORANDUM FOR: SECRETARY, CSPS/Section A

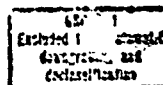
SUBJECT: RECOMMENDATION FOR THE PROMOTION OF
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PROMOTION RECOMMENDATION - CALVIN W. HICKS (CONTINUED) PAGE 2

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Edward J. Carroll
EDWARD J. CARROLL
CHIEF, FI/INT/IW

ATTACHMENT

I heartily endorse this recommendation that Mr. Hicks be promoted to GS-14. As his supervisor points out, Mr. Hicks, when he came to the Intelligence Watch, was essentially a guerrilla warfare field operational officer. Positive intelligence information reporting and the handling of reports were new to him, and called for professional skills and other qualities radically different from those which most of his previous experience had brought into play. Yet in a relatively short time, Mr. Hicks has developed the skills required of a Watch Officer, and thanks to this and to other strengths has become one of the most valuable officers in the unit.

Wallace R. Deuel
Wallace R. Deuel
Chief FI/INT

SECRET

24 OCTOBER 1968

MEMORANDUM FOR: SECRETARY, CSPA/SECTION A

SUBJECT: RECOMMENDATION FOR THE PROMOTION OF
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PROMOTION RECOMMENDATION - CALVEN W. HICKS (CONTINUED) - PAGE 2

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EDWARD J. CARROLL
CHIEF, FI/INT/IW

ATTACHMENT

SECRET

SECRET

5 APRIL 1968

MEMORANDUM FOR: SECRETARY, CSPS/SECTION A

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PROMOTION RECOMMENDATION - CALVIN W. HICKS (CONTINUED) PAGE 2

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EDWARD J. CARROLL
CHIEF, FI/INT/IW

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Wallace R. Deuel
Wallace R. Deuel
Chief FI/INT

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(If Applicable)

H-8

REQUEST FOR PERSONNEL ACTION										DATE PREPARED 29 May 1967	
1. SERIAL NUMBER 056361		2. NAME (Last-First-Middle) HICKS, CALVIN W.									
3. NATURE OF PERSONNEL ACTION DESIGNATION AS A PARTICIPANT IN THE CIA RETIREMENT AND DISABILITY SYSTEM						4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 06 04 67		5. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS X V TO V CF TO V		7. COST CENTER/NO. CHARGE ABLE 23 0607 7235-0620		8. LEGAL AUTHORITY (Completed by Office of Personnel) PL 88-643 Sect. 203							
9. ORGANIZATIONAL DESIGNATIONS DDP/FI DDP/WH						10. LOCATION OF OFFICIAL STATION WASHINGTON, D.C.					
11. POSITION TITLE				12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION D					
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)			15. OCCUPATIONAL SERIES		16. GRADE AND STEP 13		17. SALARY OR RATE S				
18. REMARKS											
18A. SIGNATURE OF REQUESTING OFFICIAL				DATE SIGNED		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER			DATE SIGNED		
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING NUMERIC ALPHABETIC		22. STATION CODE	23. INTEGRAL CODE	24. MOOTHS CODE	25. DATE OF BIRTH MO. DA. YR.		26. DATE OF GRADE MO. DA. YR.	27. DATE OF LEI MO. DA. YR.	
28. HIE EXPIRES MO. DA. YR.		29. SPECIAL REFERENCE	30. RETIREMENT DATA 1-ESC 3-FICA 5-NONE		31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.		33. SECURITY REQ NO.		34. SEX	
35. VET. PREFERENCE CODE 0-NONE 1-1 PT 2-10 PT		36. SERV. COMP. DATE MO. DA. YR.		37. LONG COMP. DATE MO. DA. YR.		38. CAREER CATEGORY 142-RSV PREV. TEMP		39. FEGLI/HEALTH INSURANCE CODE CODE 0-WAIVER 1-YES		40. SOCIAL SECURITY NO.	
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0-NONE 1-NONE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)				42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS		44. STATE TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS		45. POSITION CONTROL CERTIFICATION		
46. O.P. APPROVAL See memo signed by D/Pers dated 1 JUN 1967				DATE APPROVED							

FORM 1152
6-63USE PREVIOUS EDITION
OP-1
1-66

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

14

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED 2 May 1967	
1. SERIAL NUMBER 056361		2. NAME (Last-First-Middle) HICKS, Calvin W.			
3. NATURE OF PERSONNEL ACTION Reassignment			4. EFFECTIVE DATE REQUESTED 14 May 1967		5. CATEGORY OF EMPLOYMENT Regular
6. FUNDS XX	V TO V CF TO V	V TO CF CF TO CF	7. FINANCIAL ANALYSIS NO CHARGEABLE 7223-0007		8. LEGAL AUTHORITY (Completed by Office of Personnel)
9. ORGANIZATIONAL DESIGNATIONS DDP/FI STAFF Intelligence Group Intelligence Watch			10. LOCATION OF OFFICIAL STATION Wash., D.C.		
11. POSITION TITLE Watch Officer		12. POSITION NUMBER 1032	13. CAREER SERVICE DESIGNATION D		
14. CLASSIFICATION SCHEDULE (G.S. 1B, 1C) GS		15. OCCUPATIONAL SERIES 0132.07	16. GRADE AND STEP 13 5	17. SALARY OR RATE \$4,217 14665	
18. REMARKS Reassigned from: DDP/WH/Branch 3/Colombia Section, Position No. 1359, Cost Center No. 7235-0620. Concur: Robert Cashman (by phone) WH/Pers Distribution: Orig. - CSPPS/B 1 - FI/Pers 1 - Security 1 - Payroll Security Approval Granted by Pers. 5/14/67 QC 5/23/67					
18A. SIGNATURE OF REQUESTING OFFICIAL C. M. Ue		DATE SIGNED 5/22/67	18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER Calvin W. Hicks		DATE SIGNED 22 May 67
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19. ACTION CODE 37	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC 32500 ALPHABETIC F-2	22. STATION CODE 75713	23. INTEGRATE CODE	24. DUTIES CODE 1
25. DATE OF BIRTH MO. DA. YR. 11 10 24		26. DATE OF GRADE MO. DA. YR.		27. DATE OF LEAVE MO. DA. YR.	
28. RATE EXPIRES MO. DA. YR.		29. SPECIAL REFERENCE 1-CSE 2-FICA 3-NONE		30. RETIREMENT DATA CODE	
31. SEPARATION DATA CODE TYPE		32. CORRECTION/CANCELLATION DATA MO. DA. YR.		33. SECURITY REQ NO	
34. SEX		EOD DATA			
35. VET PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT		36. SERV COMP DATE MO. DA. YR.		37. LONG COMP DATE MO. DA. YR.	
38. CAREER CATEGORY CODE EAB RES PROV. TEMP		39. FEGLI HEALTH INSURANCE CODE D-WAIVER 1-YES		40. SOCIAL SECURITY NO	
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NONE 1-BRIEF IN SERVICE 2-BRIEF IN SERVICE (LESS THAN 3 YEARS) 3-BRIEF IN SERVICE (MORE THAN 3 YEARS)		42. LEAVE CAT CODE		43. FEDERAL TAX DATA FORM EXECUTED 1-YES 2-NONE	
44. STATE TAX DATA CODE NO TAX EXEMPT. STATE CODE		45. POSITION CONTROL CERTIFICATION From WH 5-23-67 WH			
46. OP APPROVAL E. Mayo		DATE APPROVED 5/23/67			

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED	
1. SERIAL NUMBER 056361										2. NAME (Last-First-Middle) HICKS, CALVIN W.	
3. NATURE OF PERSONNEL ACTION REASSIGNMENT					4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 04 23 67			5. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS XX V TO V CF TO V					7. FINANCIAL ANALYSIS NO CHARGEABLE 7235-0620			8. LEGAL AUTHORITY (Completed by Office of Personnel)			
9. ORGANIZATIONAL DESIGNATIONS DDP/WH BRANCH 3 COLOMBIA SECTION					10. LOCATION OF OFFICIAL STATION WASHINGTON, D.C.						
11. POSITION TITLE OPS OFFICER					12. POSITION NUMBER 1358		13. CAREER SERVICE DESIGNATION D				
14. CLASSIFICATION SCHEDULE (GS, LR, etc.) GS			15. OCCUPATIONAL SERIES 01SS.01		16. GRADE AND STEP 13 4		17. SALARY OR RATE \$14217				
18. REMARKS FROM: 1359											
19. SIGNATURE OF REQUESTING OFFICIAL Robert D. Cashman C/WH/Pers										20. DATE SIGNED 24 April 67	
198. SIGNATURE OF CAREER SERVICE APPROVING OFFICER J. A. [Signature]										20. DATE SIGNED 26 April 67	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
21. ACTION CODE 37 10		22. EMPLOY CODE 5142		23. OFFICE COODING A. ALPHABETIC B. NUMERIC 16H		24. STATION CODE 75013		25. INTEGRITY CODE		26. HOOURS CODE 1	
27. DATE OF BIRTH MO. DA. YR. 11 08 24		28. DATE OF GRADE MO. DA. YR. 11 08 24		29. DATE OF LEL MO. DA. YR.		30. DATE OF LEL MO. DA. YR.		31. DATE OF LEL MO. DA. YR.		32. DATE OF LEL MO. DA. YR.	
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39. VET PREFERENCE CODE 0-NONE 1-5 PT. 2-10 PT.		40. SPN COMP DATE MO. DA. YR.		41. LONG COMP DATE MO. DA. YR.		42. CAREER CATEGORY CODE 1-YES 2-NO		43. FEDERAL HEALTH INSURANCE CODE 0-WAIVER 1-YES		44. SOCIAL SECURITY NO.	
45. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)				46. LEAVE CAT. CODE CODE 1-YES 2-NO		47. FEDERAL TAX DATA CODE NO. TAX EXEMPTIONS CODE 1-YES 2-NO		48. STATE TAX DATA CODE NO. TAX EXEMPTIONS CODE 1-YES 2-NO		49. STATE CODE CODE NO. TAX EXEMPTIONS CODE 1-YES 2-NO	
50. POSITION CONTROL CERTIFICATION 4-27-67					51. OP APPROVAL A. A. [Signature]			52. DATE APPROVED 4-27-67			

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

(4)

SECRET

7 April 1967

MEMORANDUM FOR: Calvin W. Hicks
VIA : WH/RMO
SUBJECT : Records Officer Appointment

1. In accordance with a request received from your component, you are hereby appointed a Records Officer in the Clandestine Services. Your functions are described, in summary, in CSI 43-1, Para. 4.b.(3). You have also participated in a training course in which these functions were reviewed in some detail.

2. The essence of your appointment is that you now occupy a position of trust in which you are expected to draw on your knowledge and experience to exercise responsible and sound judgment in building and maintaining a professionally useful records system in the Clandestine Services. You are, at the same time, expected to train and guide others within your component in these respects.

3. A copy of this memorandum will be placed in your official personnel folder.

Peter D. Dyke

PETER D. DYKE
DDP Records Management Officer

cc: Personnel File of Addressee

GROUP I
Excluded from automatic
downgrading and
declassification

SECRET

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED	
1 SERIAL NUMBER 056361										15 SEPT 1966	
2 NAME (Last-First-Middle) HICKS, CALVIN W.											
3 NATURE OF PERSONNEL ACTION REASSIGNMENT						4 EFFECTIVE DATE REQUESTED MONTH DAY YEAR 09 15 66			5 CATEGORY OF EMPLOYMENT REGULAR		
6 FUNDS XX V TO V CF TO V						7 FINANCIAL ANALYSIS NO CHARGEABLE 7235 0620			8 LEGAL AUTHORITY (Completed by Office of Personnel)		
9 ORGANIZATIONAL DESIGNATIONS DDP/WH BRANCH 3 COLOMBIA SECTION						10 LOCATION OF OFFICIAL STATION WASHINGTON, D.C.					
11 POSITION TITLE OPS OFFICER (28) (1/2)						12 POSITION NUMBER 1359			13 CAREER SERVICE DESIGNATION D		
14 CLASSIFICATION SCHEDULE (G.S. I.B. etc.) GS						15 OCCUPATIONAL SERIES 0136.01			16 GRADE AND STEP 13 4		
17 SALARY OR RATE \$ 14,217											
18 REMARKS FROM: DDP/WH/BRANCH 3/LIMA SECTION/1392 PRA IN ACCORDANCE WITH HR 20-17 c (d)											
19 Finance											
19A. SIGNATURE OF REQUESTING OFFICIAL Robert D. Cashman C/WH/Pers						DATE SIGNED 16 Sept 66			19B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER [Signature]		
DATE SIGNED 16 Sept 66											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19 ACTION CODE 37		20 EMPLOY CODE 10		21 OFFICE CODING NUMERIC ALPHABETIC 51400 wh		22 STATION CODE 75013		23 INTEGRITY CODE 1		24 MOOTHS CODE 11/09/24	
25 DATE OF BIRTH MO. DA. YR. 09 14 68		26 DATE OF GRADE MO. DA. YR. 09 14 68		27 DATE OF LEI MO. DA. YR. 09 14 68		28 DATE OF BIRTH MO. DA. YR. 09 14 68		29 DATE OF GRADE MO. DA. YR. 09 14 68		30 DATE OF LEI MO. DA. YR. 09 14 68	
31 INT. EXPIRES MO. DA. YR. 09 14 68		32 SPECIAL REFERENCE 1-CSC 2-FICA 3-NONE 84		33 RETIREMENT DATA CODE 1-CSC 2-FICA 3-NONE		34 SEPARATION DATA CODE FPE		35 CORRECTION/CANCELLATION DATA MO. DA. YR.		36 SECURITY REQ. NO.	
37 VET PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT		38 SERV. COMP. DATE MO. DA. YR.		39 LONG COMP. DATE MO. DA. YR.		40 CAREER CATEGORY CODE 1-YES 2-NO		41 REG. HEALTH INSURANCE CODE 0-WAITER 1-YES		42 SOCIAL SECURITY NO.	
43 PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)				44 LEAVE CAT. CODE		45 FEDERAL TAX DATA FORM EXECUTED 1-YES 2-NO				46 STATE TAX DATA FORM EXECUTED 1-YES 2-NO	
47 POSITION CONTROL CERTIFICATION 09-22-66N						48 G.P. APPROVAL [Signature]			49 DATE APPROVED [Signature]		

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

(4)

SECRET

(U.S. Edition 1-66)

REQUEST FOR PERSONNEL ACTION						DATE PREPARED	
1. SERIAL NUMBER 056361		2. NAME (Last-First-Middle) HICKS, CALVIN W.					
3. NATURE OF PERSONNEL ACTION REASSIGNMENT				4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 07 31 66		5. CATEGORY OF EMPLOYMENT REGULAR	
6. FUNDS X V TO V CF TO V		7. FINANCIAL ANALYSIS NO CHARGEABLE 7235 0620		8. LEGAL AUTHORITY (Complied to: (1) % of Personnel)			
9. ORGANIZATIONAL DESIGNATIONS DDP/WH BRANCH 3 LIMA SECTION				10. LOCATION OF OFFICIAL STATION WASHINGTON, D.C.			
11. POSITION TITLE OPS OFFICER (13)				12. POSITION NUMBER 1392		13. CAREER SERVICE DESIGNATION D	
14. CLASSIFICATION SCHEDULE (G.S., I.B., etc.) GS		15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 13 4		17. SALARY OR RATE \$ 14,217	
18. REMARKS FROM: DDP/WH/CS & DEV COMP/9997 MR. HICKS IS REPLACING MR. POSNER WHO IS BEING REASSIGNED. 1 - FINANCE 1 - SECURITY Security Approval Granted by Pers. SO/OS 7/27/66 46 8/18/66							
18A. SIGNATURE OF REQUESTING OFFICIAL Edward F. Chualy ROBERT D. CASIMAN C/WH/PERS				DATE SIGNED 2 Aug, 66		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER [Signature] [Signature]	
18C. SIGNATURE OF PERSONNEL OFFICER [Signature]							
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
19. ACTION CODE 37	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC ALPHABETIC 51409 wh	22. STATION CODE 75C13	23. INTEGRATE CODE	24. MO/RS CODE 1	25. DATE OF BIRTH MO DA YR 11 08 24	26. DATE OF GRADE MO DA YR
27. DATE OF LEI MO DA YR	28. NTE EXPIRES MO DA YR	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1-CSC 2-FIR 3-NONE	31. SEPARATION DATA CODE	32. CORRECTION CANCELLATION DATA TYPE MO DA YR	33. SECURITY REQ NO	34. SEN
35. VET PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT	36. SERV COMP DATE MO DA YR	37. LONG COMP DATE MO DA YR	38. CAREER CATEGORY CODE CAR PERS PROV TEMP	39. FEGLI-HEALTH INSURANCE CODE 0-WAIVER 1-YES	40. SOCIAL SECURITY NO	41. EOD DATA	
42. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)		43. LEAVE CAT CODE	44. FEDERAL TAX DATA FORM EXECUTED CODE 1-YES 2-NO		45. STATE TAX DATA FORM EXECUTED CODE 1-YES 2-NO		
46. POSITION CONTROL CERTIFICATION 08-08-66				47. O.P. APPROVAL H. Milton		48. DATE APPROVED 08-08-66	

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

(4)

SECRET

REQUEST FOR PERSONNEL ACTION										DATE PREPARED 10 September 1965	
1. SERIAL NUMBER 056361		2. NAME (Last-First-Middle) HICKS, Calvin W.									
3. NATURE OF PERSONNEL ACTION REASSIGNMENT						4. EFFECTIVE DATE REQUESTED MONTH: 09 DAY: 16 YEAR: 65		5. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS I V TO V CF TO V		7. COST CENTER NO. CHARGEABLE 6235-0623		8. LEGAL AUTHORITY (Completed by Office of Personnel)							
9. ORGANIZATIONAL DESIGNATIONS DDP/MH CS/CS Development Complement						10. LOCATION OF OFFICIAL STATION Washington, D.C.					
11. POSITION TITLE OPS OFFICER						12. POSITION NUMBER X88X 9947		13. CAREER SERVICE DESIGNATION D			
14. CLASSIFICATION SCHEDULE (GS, F, R, etc.) GS			15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 13 (4)		17. SALARY OR RATE \$ 13,335				
18. REMARKS Promoted DDP/MH/FC, MOS, PM Sec., #1140, D.C. Subject is enrolled in extensive language training from September 1965 to January, 1966.											
<div style="text-align: right;">Recorded by CS/D BFB</div>											
19. SIGNATURE OF REQUESTING OFFICIAL ROBERT D. CASHMAN, C/MH/Pers.				DATE SIGNED 10 Sept 65		19. SIGNATURE OF CAREER SERVICE APPROVING OFFICER				DATE SIGNED 9/14/65	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE 37 13		20. EMPLOY CODE 51947		21. OFFICE CODING NUMERIC ALPHABETIC 75013		22. STATION CODE		23. INTELEEE CODE		24. HQ/RS CODE 1 11 08 65	
25. DATE OF BIRTH MO. DA. YR. 11 08 65		26. DATE OF GRADE MO. DA. YR.		27. DATE OF LFT MO. DA. YR.		28. DATE OF RET MO. DA. YR.		29. DATE OF RES MO. DA. YR.		30. DATE OF SER MO. DA. YR.	
31. RET EXPIRES MO. DA. YR.		32. SPECIAL REFERENCE 1-ISC 2-PLA 3-NONE		33. RETIREMENT DATA CODE		34. SEPARATION DATA CODE		35. CORRECTION CANCELLATION DATA TYPE MO. DA. YR.		36. SECURITY REQ NO	
37. VET PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT		38. SERV COMP DATE MO. DA. YR.		39. LONG COMP. DATE MO. DA. YR.		40. CAREER CATEGORY CAR RESY PROV. TEMP		41. REGAL HEALTH INSURANCE CODE 0-WAIVER 1-17A		42. SOCIAL SECURITY NO	
43. PREVIOUS GOVERNMENT SERVICE DATA CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)				44. LEAVE CAT CODE		45. FEDERAL TAX DATA FORM EXECUTED CODE NO TAX EXEMPTIONS		46. STATE TAX DATA FORM EXECUTED CODE NO TAX EXEMPTIONS		47. STATE CODE	
48. POSITION CONTROL CERTIFICATION 9/15-65 WJ						49. OP APPROVAL		DATE APPROVED 9/14/65		14.	

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION					DATE PREPARED 3 May 1962	
1. SERIAL NUMBER 056361		2. NAME (Last-First-Middle) HICKS, Calvin W.				
3. NATURE OF PERSONNEL ACTION PROMOTION				4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 05 13 62		
5. CATEGORY OF EMPLOYMENT REGULAR				6. LEGAL AUTHORITY (Completed by Office of Personnel)		
7. FUNDS X V TO V CF TO V		7. COST CENTER NO. CHARGE-ABLE 2235-1400-1000		8. LEGAL AUTHORITY (Completed by Office of Personnel)		
9. ORGANIZATIONAL DESIGNATIONS DDP Task Force W Paramilitary Branch				10. LOCATION OF OFFICIAL STATION Washington, D.C.		
11. POSITION TITLE OPS OFFICER			12. POSITION NUMBER 0715		13. CAREER SERVICE DESIGNATION D	
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS		15. OCCUPATIONAL SERIES 0136.01		17. SALARY OR RATE \$10,635		
16. REMARKS Recommendation and Fitness Report previously submitted.						
18. SIGNATURE OF REQUESTING OFFICIAL Louis W. Armstrong, C/TFW/Fops.			DATE SIGNED 3 May 62		19. SIGNATURE OF CAREER SERVICE APPROVING OFFICER [Signature]	
DATE SIGNED 5/10/62						
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL						
21. ACTION CODE 22	20. EMPLOY. CODE 10	21. OFFICE CODING NUMERIC ALPHABETIC 61450 TFW	22. STATION CODE	23. INTEROFF. CODE	24. MODINS CODE	
25. DATE OF BIRTH 11 08 124	26. DATE OF GRADE	27. DATE OF LEI	28. SECURITY REQ. NO.			
29. SPECIAL REFERENCE 1 - CSC 3 - FICA 4 - NONE			30. RETIREMENT DATA	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA	
33. VET. PREFERENCE 0 - NONE 1 - 5 PT. 2 - 10 PT.			34. SER. COMP. DATE	35. LONG. COMP. DATE	36. MIL. SER. CREDITED	
37. PREVIOUS GOVERNMENT SERVICE DATA 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 12 MOS) 3 - BREAK IN SERVICE (MORE THAN 12 MOS)			38. LEAST CAT. CODE	39. FEDERAL TAX DATA FORM EXECUTED 1 - YES 2 - NO	40. STATE TAX DATA FORM EXECUTED 1 - YES 2 - NO	
41. POSITION CONTROL CERTIFICATION [Signature]			42. O.P. APPROVAL [Signature]			
43. DATE APPROVED 5/10/62			44. DATE APPROVED 5/10/62			

EYES ONLY
SECRET

28 August 1961

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

SUBJECT : Recommendation for Promotion to Grade GS-13
- Mr. Calvin W. Hicks

1. It is recommended that Calvin W. Hicks be promoted from Grade GS-12 to Grade GS-13 in recognition of his outstanding performance as a member of JMATE Project.

2. Mr. Hicks was assigned to JMATE Project in October 1960 as an operations officer in the Paramilitary Section. His years of Agency experience and varied operational assignments enabled him to immediately take hold and perform the many functions required in the Paramilitary Operations Section in a most outstanding manner. This included recruitment, training, briefing, debriefing and in-exfiltration of agents; supervision of the infiltration of supplies and bodies by air for the Paramilitary Operations Section; case officer for certain high level agents and their W/T operators inside the target area. Mr. Hicks' maturity, common sense and varied experience enabled him to operate with the minimum of supervision. He trained certain agents in trade-craft, air and maritime reception, mapping, and guerrilla warfare with the result that these agents received the only completely successful air drops. In addition, some of these agents handled and trained by Mr. Hicks became our most trusted and important agents, and a large measure of their willingness to go on after continued frustrations was due to their respect for, and trust and confidence in, Mr. Hicks.

3. Mr. Hicks has continuously demonstrated the ability to perform duties in a higher grade. He has the leadership, maturity, common sense, stability, and ability to make decisions and to operate with minimum supervision so necessary to senior officers in the Agency. He is aggressive and capable of fighting for his views; at the same time he will listen to advice and once a decision has been handed down, will give it his full support even though he might have opposed it before the decision was made.

EYES ONLY
SECRET

EYES ONLY

SECRET

-2-

4. Mr. Hicks has been an Agency staff employee since August 1950 and was last promoted in November 1956. He is in every way fully qualified to perform the duties of a higher grade and has been doing so in an outstanding manner on JMATE Project. Therefore, it is strongly recommended that Mr. Hicks be promoted to Grade GS-13 at the earliest date.

J. C. KING

Chief

Western Hemisphere Division

EYES ONLY

SECRET

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
1. SERIAL NUMBER 056361 ✓		2. NAME (Last-First-Middle) HIGAS, Calvin W.			
3. NATURE OF PERSONNEL ACTION REASSIGNMENT And Transfer to Vouchered Funds			4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 11 20 61		5. CATEGORY OF EMPLOYMENT REGULAR
6. FUNDS X V TO V CF TO V		7. COST CENTER NO. CHARGEABLE 2635-5000-8021		8. LEGAL AUTHORITY (Completed by Office of Personnel)	
9. ORGANIZATIONAL DESIGNATIONS DDP/MH, Divn. Branch 4 Paramilitary Sec.			10. LOCATION OF OFFICIAL STATION Wash., D. C.		
11. POSITION TITLE OPS OFFICER (D)			12. POSITION NUMBER 0716		13. CAREER SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (GS, LP, etc.) GS (12)		15. OCCUPATIONAL SERIES 0136101		17. SALARY OR RATE 9,735 ✓	
16. REMARKS From: DDP/MH, Br. 4, Unass.					
18A. SIGNATURE OF REQUESTING OFFICIAL Herbert V. Juhl, C. M. Pers.			18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER Orville C. Dawson		
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19. ACTION CODE 16	20. EMPLOY CODE 16	21. OFFICE CODE NUMERIC 64150 ALPHABETIC 10A	22. STATION CODE 75C13	23. MILES CODE 1	24. MONTH CODE 11
25. DATE OF BIRTH MM DD YY 11 08 24		26. DATE OF DEATH MM DD YY		27. DATE OF LEI MM DD YY	
28. DATE OF EXPIRATION MM DD YY		29. SPECIAL REFERENCE 1 - USC 3 - FICA 5 - NONA		30. SECURITY RLO NO.	
31. VET. PREFERENCE CODE 1 - NO 2 - YES		32. SER. COMP. DATE MM DD YY		33. LONG COMP. DATE MM DD YY	
34. PREVIOUS GOVERNMENT SERVICE DATA CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 12 MONTHS) 3 - BREAK IN SERVICE (MORE THAN 12 MONTHS)		35. MIL. SER. CREDIT/DEBIT CODE 1 - YES 2 - NO		36. FEDERAL TAX DATA CODE 1 - YES 2 - NO	
37. SOCIAL SECURITY NO.		38. HEALTH INSURANCE CODE 0 - UNENR 1 - ENR		39. STATE TAX DATA CODE 1 - YES 2 - NO	
40. POSITION CONTROL CERTIFICATION W. Kearney 08/5/61			41. O.P. APPROVAL Orville C. Dawson		

SECRET

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
				17 October 1960	
1. SERIAL NUMBER 556361		2. NAME (Last-First-Middle) HICKS, Calvin W.			
3. NATURE OF PERSONNEL ACTION REASSIGNMENT (TEMPORARY)*			4. EFFECTIVE DATE REQUESTED MONTH 10 DAY 30 YEAR 60		5. CATEGORY OF EMPLOYMENT REGULAR
6. FUNDS 		V TO V X	V TO CF	7. COST CENTER NO. CHARGE 1535-5000-0021	
		CF TO V	CF TO CF	8. LEGAL AUTHORITY (Completed by Office of Personnel)	
9. ORGANIZATIONAL DESIGNATIONS DDP/MH Division Branch 4			10. LOCATION OF OFFICIAL STATION WASHINGTON, D.C.		
11. POSITION TITLE GUERRILLA WARFARE OFFICER			12. POSITION NUMBER XXXXXX	12A. PCR CONTROL NO.	13. CAREER SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (GS, LP, etc.) GS		15. OCCUPATIONAL SERIES 0136.14	16. GRADE AND STEP 12 (3)		17. SALARY OR RATE \$ 9475
18. REMARKS CS/DC DDP/RS/5 #812 *UPON TERMINATION OF THIS TEMPORARY ASSIGNMENT YOU WILL BE REASSIGNED AS THE HEAD OF YOUR CAREER SERVICE DIRECTS. DEC: 11-18-56 Concur. J. K. Hall Jr. RS: 05-14-61 C/No/pe so deta					
19A. SIGNATURE OF REQUESTING OFFICIAL Herbert V. Juhl, C/WH/Pers.			19B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER O'Neill C. Dawson		
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
20. ACTION 57	21. OFFICE CODE 64450 WH	22. STATE CODE	23. OFFICE CODE	24. MONTH CODE 1	25. DATE OF BIRTH 11 03 24
26. DATE EXPIRES NO. DA. YR.	27. SPECIAL REFERENCE 1 = YES 2 = NO	28. ASSIGNMENT DATA 1 = YES 2 = NO	29. SEPARATION DATA 1 = YES 2 = NO	30. CORRECTIVE/CANCELLATION DATA 1 = YES 2 = NO	31. EOD DATA
32. VET. PREFERENCE 1 = YES 2 = NO	33. SER. COMP. DATE NO. DA. YR.	34. LONG. COMP. DATE NO. DA. YR.	35. W. SER. CREDIT 1 = YES 2 = NO	36. HEALTH INSURANCE 1 = YES 2 = NO	37. SOCIAL SECURITY NO.
38. PREVIOUS EMPLOYMENT SERVICE DATA 1 = NO PREVIOUS SERVICE 2 = NO BARR. IN SERVICE 3 = BARR. IN SERVICE (LESS THAN 12 MO) 4 = BARR. IN SERVICE (MORE THAN 12 MO)		39. STATE TAX DATA 1 = YES 2 = NO	40. STATE TAX DATA 1 = YES 2 = NO		
41. POSITION CONTROL CERTIFICATION W. Kearney 11/160			42. O.P. APPROVAL O'Neill C. Dawson		

19. OBSOLETE PREVIOUS EDITIONS
AND FORM 1152A.

SECRET

(4)

REQUE FOR PERSONNEL ACTION													
1. Serial No.		2. Name (Last-First-Middle)			3. Date Of Birth			4. Vet. Pref.		5. Sex		6. CS-EOD	
556361		HICKS, CALVIN W.			11 08 24			None-0 5 Pt-1 10 Pt-2		M 1		07 18 50	
7. SCD		8. CSC Reim.		9. CSC Or Other Legal Authority		10. Apmt. Affidav.		11. FEGLI 112		12. LCD		13. Bld. Serv. Credit Lco	
Mo. No. Yr.		Yes-1 Code No-2		50 USCA 403		Mo. Da. Yr.		Yes-1 Code No-2		Mo. Da. Yr.		Yes-1 Code No-2	
05 20 48		1								00 05 50		1	

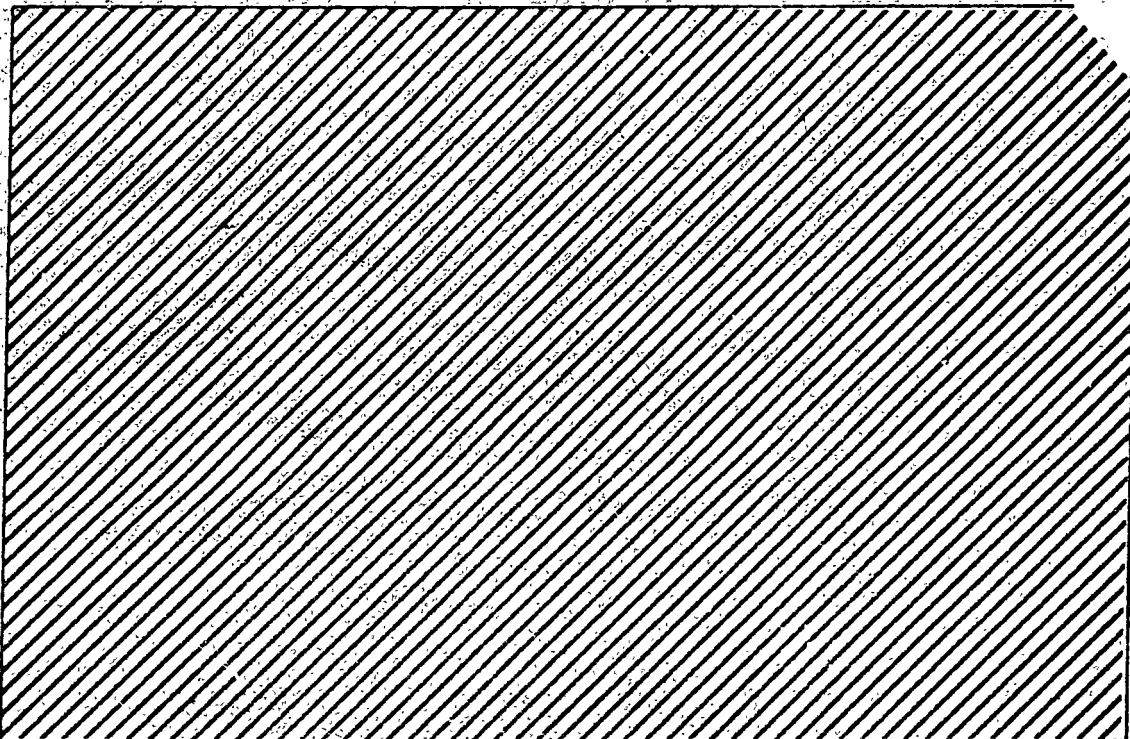
PREVIOUS ASSIGNMENT											
14. Organizational Designations				Code		15. Location Of Official Station				Station Code	
DDP NEA SOUTH ASIA BRANCH				5045						55544	
16. Dept. - Field		17. Position Title		18. Position No.		19. Serv.		20. Occup. Series			
Dept. USfld Frgn		6 GUERRILLA WAR OFF		0812		GS		0136.14			
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade		25. PSI Due		26. Appropriation Number	
12 3		\$ 8570 9475		DM		11 18 56		H 15 59		9 3373 02 174	

ACTION 05 14 61											
27. Nature Of Action				Code		28. Eff. Date		29. Type Of Employee		Code 30. Separation Data	
REASSIGNMENT AMEXTRANKING				67		10 02 60		REGULAR		25	

PRESENT ASSIGNMENT											
31. Organizational Designations				Code		32. Location Of Official Station				Station Code	
DDP/NE NEA CS/CS DEVELOPMENT COMPLEMENT				4088		WASHINGTON, D.C.				7503	
33. Dept. - Field		34. Position Title		35. Position No.		36. Serv.		37. Occup. Series			
Dept. USfld Frgn		1 GUERRILLA WAR OFF		108260		GS		0136.14			
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade		42. PSI Due		43. Appropriation Number	
12 3		\$ 9475		D		11 20 1998				1120 1998	

SOURCE OF REQUEST											
A. Requested By (Name & Title)						C. Request Approved By (Signature And Title)					
FRANK J. DEWALD, JR. CNE/PERSONNEL											
B. For Additional Information Call (Name & Telephone Ext.)											
Donna Robin x3671											
CLEARANCES											
Clearance		Signature		Date		Clearance		Signature		Date	
A. Career Board		GCF Miller		7/26/06		D. Placement					
B. Pos. Control		LWK		12/21/06		E.					
C. Classification						F. Approved By		W. F. ...		12/21/06	
Remarks											
2 cc - Security 1 cc - Finance											
PES RETURNED Subject awaiting reassignment											

SECRET
(When Filled In)



NAME OF EMPLOYEE (Last-First-Middle)	NAME AND RELATIONSHIP OF DEPENDENT	CLAIM NUMBER
HICKS, Calvin W.	dau. Lisa malaria	60-391D
	dau. Mary tonsillectomy	60-392D
	son. Michael tonsillectomy	60-393D

There is on file in the Casualty Affairs Branch, Benefits and Casualty Division, Office of Personnel, an Official Disability Claim File on the above named employee (or his dependent*) for an illness, injury, or death incurred on April 1960.

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

DATE OF NOTICE

10 Aug 60

SIGNATURE OF BCD REPRESENTATIVE

R. DeFolice

NOTICE OF OFFICIAL DISABILITY CLAIM FILE

Pre 1960
Requests for
Personnel action
& similar docs

SECRET

(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
SECTION A GENERAL				056651	
1. NAME (Last)	(First)	(Middle)	2. DATE OF BIRTH	3. SEX	4. GRADE (S-30)
Hicks,	Calvin	W.	8 Nov 24	M	GS-13 D
5. OFFICIAL POSITION TITLE			7. OFF/DIV/BR OF ASSIGNMENT		
Watch Officer			DDP/FI/INT/IW		
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> CAREER-PROVISIONAL (See instructions in Section C) <input type="checkbox"/> SPECIAL (Specify):			<input type="checkbox"/> INITIAL <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - To)		
31 October 1972			1 Nov 71 - 31 Oct 72		
SECTION B PERFORMANCE EVALUATION					
U-Unsatisfactory	Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.				
M-Marginal	Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.				
P-Fair/Good	Performance is satisfactory. Desired results are being produced in the manner expected.				
S-Strong	Performance is characterized by exceptional proficiency.				
O-Outstanding	Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.				
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 (NOTE: DDP is the closest qualification code to describe the work of a Watch Officer) -- Prepares ID dissem from Intel Cables and releases them to the U.S. Intel Community for the CS expediting their delivery by electrical transmission when appropriate. Also dissem certain FI/D Cables.					RATING LETTER S
SPECIFIC DUTY NO. 2 Consults with area division officers, as necessary in his judgment, regarding disseminability of the info and to ensure adequate protection of sources and methods with minimum impairment to info reaching policy levels.					RATING LETTER S
SPECIFIC DUTY NO. 3 Reviews supdata and authentication statement in intel cables and deletes any sensitive operational data before any distribution is made. Effects distribution of the deleted portion within the DDP on a strict need to know basis.					RATING LETTER S
SPECIFIC DUTY NO. 4 Keeps current on the general and special requirements of customer agencies including the White House for cabled info, i.e., info on narcotics, hijacking, protection of U.S. and foreign dignitaries, etc.					RATING LETTER S
SPECIFIC DUTY NO. 5 After hours, grants clearances (in consultation with responsible area division) for the use of dissemmed CS information in finished intel publications in a manner denied by dissemination controls					RATING LETTER S
SPECIFIC DUTY NO. 6 Maintains good working relations not only with DDP area divisions and staff, but with Signal Center and Cable Secretariat at all levels to expedite the dissem of significant reports; works closely with CSDOs and SDOs to keep one another alert to significant events.					RATING LETTER S
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position. Consider as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER S

SECRET

SECTION C

NARRATIVE COMMENTS

In this significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions for improvement of work performance. Give recommendations for training. Comment on future performance, if required for current position. Apply or explain ratings given in Section B to provide basis for determining future personnel action. Point out if employee is carrying out or supervising duties and cost consciousness in the use of personnel, material, equipment and funds, and the extent to which he is carrying out his duties. If this space is needed to complete Section C, attach a separate sheet of paper.

Mr. Hicks continues to perform with exceptional proficiency. In April 1972 he was granted a Quality Step Increase in recognition and as proof of the high esteem in which he is held by his supervisor in the Glandestine Service.

Mr. Hicks' services have been particularly valuable during this reporting period because of DDP's increased concern regarding the strict maintenance of operational security in the dissemination of its intelligence information. Mr. Hicks has been instrumental in referring many reports when in the opinion of IW officers, the authentication statement and the manner in which the report is written would help to pinpoint the source of the information if the report fell in unauthorized hands. Mr. Hicks' notations on the IW log cards which record the action taken on each report indicate the seriousness in which Mr. Hicks approaches his daily tasks and his contributions in reminding Divisional personnel about the essential elements of good reporting and the need to comply with the prescribed format.

The exercise of good judgment in referring or consulting on an Intel Cable prior to its dissemination to the Intelligence Community is an essential element in the proper functioning of this office and upon which depends to a certain extent the Agency's reputation.

With the retirement and reassignment of several IW officers during this reporting period, Mr. Hicks is now the IW officer with the most experience and continuity on the job. This together with his maturity of judgment and ability to withstand the rigors and pressures inherent in an around-the-clock activity, make Mr. Hicks a distinct asset in the unit.

The assignment carries no supervisory responsibilities and does not require any significant demonstration of cost consciousness.

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE	SIGNATURE OF EMPLOYEE	
16 October 1972	<i>Calvin W. Hicks</i> Calvin W. Hicks	
2. BY SUPERVISOR		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
16 October 1972	C/FI/INT/IW	<i>Joseph A. Procaccino</i> Joseph A. Procaccino
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
I can add nothing to this evaluation. I share the rater's high opinion of Mr. Hicks' work and characteristics.		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
24 Oct. 1972	C/FI/INT	<i>Thomas F. Thiele</i> Thomas F. Thiele

SECRET

DISC. PROFILE (PART I)

SSD: 28 May 1964

NAME (Last-First)		1. SEX		2. DATE OF BIRTH		3. CONFIRMED DATE	
HICKS, Calvin Wilson		M		8 Nov 1924		5 Aug 1950	
4. MARITAL STATUS		5. DEPENDENTS (Excl. self)		6. YEARS OF BIRTH		7. US NATURALIZATION DATES	
Married		7		1925 1931 1934 1937 1939		NA	
8. CAREER STATUS		9. MEMBERSHIP		10. OTHER STATUS		11. LAST ACQ. OF QUAL. FOR	
D		Jul 1954				May 1964 PCS O/S	
12. CURRENT SERVICE STATUS		13. GRADE		14. ACTIVE DUTY WITH CIA CAT. #		15. RELEASE TO MIL. SER. CAT. #	
X						16. DEFERRED CAT. #	
17. ASSESSMENT DATE		18. PROFESSIONAL TEST DATE		19. LANGUAGE APTITUDE TEST DATE			
None		None		Aug 1954			
20. NON-CIA EMPLOYMENT							
1943-45 Military Service, US Army, Pvt							
1946 National Geophysical Co, Dallas, Texas - Shooter (for seismography) (1 mo)							
1948; 49 Marine Exploration Co, Houston, Texas - Laboratory Helper (5 mos)							

21. NON-CIA EDUCATION

1945-50 Texas Agricultural & Mechanical College, College Sta, Texas - BS Geology

1949 Univ of Houston, Houston, Texas - Geology (Geophysical)

22. FOREIGN LANGUAGE ABILITIES

Language, Proficiency, Date Tested

None

23. AGENCY SPONSORED TRAINING

1950 1951 1952 1953

1950 1951 1952 1953

1950 1951 1952 1953

1950 1951 1952 1953

24. CIA EMPLOYMENT HISTORY SINCE 18 SEPT 1947 (Personnel Actions, Military Orders, and Principal Details)

Effective Date	Position Title & Occupational Code	Grade	SO	Organization & Organ. Title (if any)	Location
Aug 1950	DDP/CS Dev Comp/NE	12	D	DDP/CS Dev Comp/NE	NE
Nov 1960	DDP/MI-4	12	D	DDP/MI-4	MI
Aug 1961	DDP/MI-4/Paramil Soc	12	D	DDP/MI-4/Paramil Soc	MI
May 1962	DDP/Task Force "W"/Paramil Fr	13	D	DDP/Task Force "W"/Paramil Fr	MI
Jun 1964	DDP/CS/MIandOpsFr/Ch, PM Soc	13	D	DDP/CS/MIandOpsFr/Ch, PM Soc	MI
May 1965	DDP/MI-4/MIandOpsFr/Ch, PM Soc	13	D	DDP/MI-4/MIandOpsFr/Ch, PM Soc	MI
Sen 1965	DDP/MI-4/MIandOpsFr/Ch, PM Soc	13	D	DDP/MI-4/MIandOpsFr/Ch, PM Soc	MI

25. DATE REVIEWED 26. PROFILE REVIEWED BY 27. ITEMS 1-19 REVIEWED & VERIFIED BY EMPLOYEE

28 May 1964

BIOGRAPHIC PROFILE (PART 1 - Continued)

12-1000

NAME (Last-First-Middle)

HICKS, Calvin Wilson

DATE OF BIRTH

8 Nov 1924

12. CIA EMPLOYMENT HISTORY SINCE 18 SEPT 1947 ("Personnel Actions," Military Orders, and Principal Details)

EFFECTIVE DATE	POSITION, TITLE & OCCUPATIONAL CODE	GRADE	SD	ORGANIZATION & ORGANY. TITLE (If any)	LOCATION
Jul 1966	Ops Of	0136.01	13	D DEP/WH/Br-3/Lima	Hq
Aug 1966	" "	0136.01	13	D DEP/WH/Br-3/Colombia	"
Jun 1967	Watch Of	0132.07	13	D DEP/FISuf/IntelGrp/IntelWatch	"

DATE REVIEWED
20 Apr 1973PROFILE REVIEWED BY
C-1/Jack

FORM 1202-1a

SECRET 32 JUL 1973

PROFILE

FORM 100-1 SERIAL NO.

046261

BIOGRAPHIC PROFILE (PART 2)

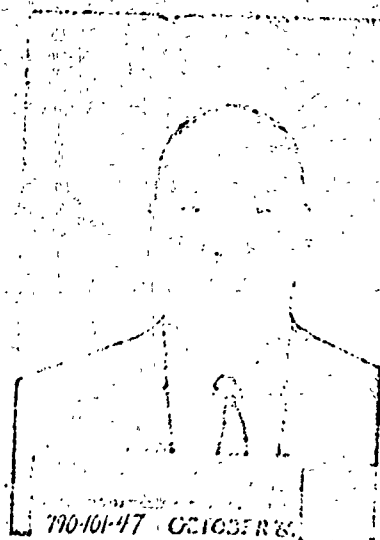
NAME (Last-First-Middle)

HICKS, Calvin Wilson

DATE OF BIRTH

8 Nov 1924

23. SUMMARY OF EVALUATIVE REPORTS FOR THE PAST TWO YEARS



24. SUMMARY OF CAREER PREFERENCE OUTLINE AND/OR FIELD REASSIGNMENT QUESTIONNAIRE

25. IDENTITY OF OTHER DOCUMENTS WHICH SHOULD BE REVIEWED IN DETAIL

26. ADDITIONAL INFORMATION

Commendation 1960 from former Chief of Base, [redacted] for outstanding performance of duty while on the staff of ACLEVER Project, 7 January - 25 August 1960.
 Appreciation and Commendation 1967 from Ch, NE & SA Div for the performance of the FI/Intol Watch during the height of the recent Middle East crisis.
 Appointed 1967 a Records Officer in the Clandestine Services.
 Appreciation 1969 from Ch, Eur Div for the performance of the Intelligence Watch during the President's trip to Europe with endorsement by Ch, FI.
 Award 1972 Quality Step Increase for sustained superior performance.

27. DATE REVIEWED

20 Aug 1973

28. PROFILE REVIEWED BY

umw/jmk

FORM 100-1 1200 (PART 2)
1 FEB 73

REPLACES FORM 1020 (PART 2) WHICH IS OBSOLETE.

SECRET

CONFIDENTIAL

PROFILE

141

14-00000

Unsanitized Bioprofile

SECRET

NOTIFICATION OF ESTABLISHMENT OR CANCELLATION OF OFFICIAL COVER BACKSTOP				FILE NO.
			25 Oct 1974	9925
TO: (Check)	<input checked="" type="checkbox"/>	CHIEF, CONTROL DIVISION, OP	SS NUMBER	
	<input type="checkbox"/>	CHIEF, CONTRACT PERSONNEL DIVISION, OP	EMP	
	<input checked="" type="checkbox"/>	CHIEF, OPERATING COMPONENT (For action)	OPS STE	
ATTN: CHIEF SUPPORT STAFF		OFFICIAL COVER	ESTABLISHED	
REF: RETIREMENT			DISCONTINUED	
SUBJECT: HICKS, Calvin		UNIT:		
KEEP ON TOP OF FILE WHILE COVER IN EFFECT				
ESTABLISHMENT OF OFFICIAL COVER BLOCK RECORDS		CANCELLATION OF OFFICIAL COVER UNBLOCK RECORDS		
<input type="checkbox"/> BASIC COVER PROVIDED EFFECTIVE DATE _____ <input type="checkbox"/> OPERATIONAL COVER PROVIDED FOR _____ TOY _____ OTHER (Specify) _____		EFFECTIVE DATE: EOD <input checked="" type="checkbox"/> SUBMIT FORM 3254 _____ CIA _____ W-2 TO BE ISSUED. (HNB 20-11) <input type="checkbox"/> SUBMIT FORM 642 IMMEDIATELY TO CHANGE TELEPHONE LIMITATION CATEGORY TO CATEGORY _____ (HNB 20-7) <input type="checkbox"/> EAA: CATEGORY I _____ CATEGORY II _____ <input checked="" type="checkbox"/> RETURN ALL OFFICIAL DOCUMENTATION TO CCS <input checked="" type="checkbox"/> SUBMIT FORM 2688 FOR _____ GEHA HOSPITALIZATION CARD.		
SUBMIT FORM 642 IMMEDIATELY TO CHANGE TELEPHONE LIMITATION CATEGORY TO CATEGORY _____ (HNB 20-7)				
SUBMIT FORM 3254 _____ W-2 TO BE ISSUED. (HNB 20-11)				
SUBMIT FORM 2688 FOR _____ HOSPITALIZATION CARD				
SUBMIT FORM 2688 FOR _____ HOSPITALIZATION CARD				
REMARKS AND/OR COVER HISTORY		DO NOT WRITE IN THIS BLOCK		
Subject will be acknowledged as CIA for entire period of employment and is not to reveal specific places or locations of cover assignments.				
DISTRIBUTION: COPY 1 - CD OR CPD COPY 2 - OPERATING COMPONENT COPY 3 - OS/SRCD COPY 4 - OC-DO/TFB COPY 5 - CCS-FILE		PB:jp James H. Franklin CHIEF, OFFICIAL COVER BRANCH, COVER STAFF		

FORM 1-74 1551 USE PREVIOUS EDITION

SECRET

E-2, IMPDET CL. BY. 007622

(13-20-43)

THIS MEMORANDUM MUST REMAIN ON TOP OF THIS FILE

16 May 1955

K P ON TOP of FILE -
MEMORANDUM FOR: The Record

SUBJECT : Credit Reference for Mr. Calvin W. Hicks

1. Mr. Calvin W. Hicks has had the following history of employment with the Agency:

- a. August 1950 - EOD Headquarters
- b. December 1950-April 1952 - FE Division, stationed overseas
- c. April 1952-March 1954 - OTR, Headquarters
- d. March 1954-May 1955 - OTR, [redacted]

During his time at Headquarters he was a student and did not establish credit. While overseas, his cover was that of a [redacted] although he told casual friends that he had been recalled to active duty. From April 1952 to March 1954, he used a [redacted] He used the [redacted] to establish credit there.

2. Mr. Hicks will abide by the above story. Therefore, he should admit no affiliation with the Agency, and his employment with the Agency will be denied.

James J. Thomas
PERSONNEL OFFICER, OTR

CONCUR:

Calvin W. Hicks
Calvin W. Hicks

CONCUR:

MITZEL
Security Officer, OTR

CONCUR:

James J. Thomas
Asst. Administrative Officer, OTR

SECRET

LFP: 1 FEB 75

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION									
1. SERIAL NUMBER		2. NAME (LAST FIRST MIDDLE)							
55551		HICKS CALVIN W							
3. NATURE OF PERSONNEL ACTION (RETIREMENT, DISABILITY, UNDER CIA RETIREMENT AND DISABILITY SYSTEM AND CANCELLATION OF NSCA)				4. EFFECTIVE DATE MO DA YR 12 27 74		5. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS		V TO V CF TO V		V TO CF CF TO CF		7. FAN AND NSCA 5222 4116		8. CSC OR OTHER LEGAL AUTHORITY PL 86-643 SECT 231	
9. ORGANIZATIONAL DESIGNATIONS OSO/OPERATIONS STAFF INTELLIGENCE GROUP INTELLIGENCE WATCH BRANCH						10. LOCATION OF OFFICIAL STATION WASH., D.C.			
11. POSITION TITLE WATCH OFFICER						12. POSITION NUMBER GJ25		13. SERVICE DESIGNATION DAA	
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS		15. OCCUPATIONAL SERIES 1327		16. GRADE AND STEP 9		17. SALARY OR RATE 27632			
18. REMARKS									
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL									
19. ACTION CODE 45	20. EMPLOY CODE 11	21. OFFICE CODING NUMERIC ALPHABETIC		22. STATION CODE	23. INTEGREE CODE	24. HOURS CODE 11	25. DATE OF BIRTH MO DA YR	26. DATE OF GRADE	27. DATE OF LEI
28. NTE EMPRES	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1. CSC 2. CAA 3. FCA 4. NCHH		31. SEPARATION DATA CODE	32. Correction / Cancellation TYPE MO DA				
33. VET. PREFERENCE	34. SERV. COMP. DATE MO DA YR	35. LONG. COMP. DATE MO DA YR	36. CAREER CATEGORY CAB RESV PROV TEMP		37. FEGLI CODE CODE 0 / WA 1 / YES				
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 1. NO PREVIOUS SERVICE 2. NO BREAK IN SERVICE 3. BREAK IN SERVICE (LESS THAN 3 YRS) 4. BREAK IN SERVICE (MORE THAN 3 YRS)			42. LEAVE CAT CODE		43. FEDERAL TAX DATA FORM EXECUTED 1. YES 2. NO				
SIGNATURE OR OTHER AUTHENTICATION									

FORM 1150
9-72 Mfg 8-73Use Previous
Edition

SECRET

E-2 IMPDET CL BY 007622

(4-51)

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION					
OJCS C7731/73					
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)			
056361		HICKS CALVIN W			
3. NATURE OF PERSONNEL ACTION			4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT
REASSIGNMENT			07 02 73		
6. FUNDS		7. FAN AND NCA		8. ESC OR OTHER LEGAL AUTHORITY	
<input checked="" type="checkbox"/> X <input type="checkbox"/> V TO E <input type="checkbox"/> E TO V <input type="checkbox"/> V TO CF <input type="checkbox"/> E TO CF		4222 411 0001			
9. ORGANIZATION DESIGNATIONS			10. LOCATION OF OFFICIAL STATION		
000/JS 000/CS/PEND REASS			WASH., D.C.		
11. POSITION TITLE			12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION
WATCH OFFICER			0000		D
14. CLASSIFICATION SCHEDULE (GS, LO, etc.)		15. OCCUPATIONAL SERIES		17. SALARY OR RATE	
GS		0132.07		13	
16. REMARKS					
<div style="text-align: right; border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;"> POSTED 7-1-73 <i>[Signature]</i> </div>					
SIGNATURE OR OTHER AUTHENTICATION					
<div style="text-align: center; font-size: 2em; opacity: 0.5;"> CALVIN W. HICKS </div>					

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION					
1. SERIAL NUMBER 036551		2. NAME (LAST FIRST-MIDDLE) HICKS, CALVIN W.			
3. NATURE OF PERSONNEL ACTION REASSIGNMENT			4. EFFECTIVE DATE 10 26 73		5. CATEGORY OF EMPLOYMENT
6. FUNDS	<input checked="" type="checkbox"/> V TO V	<input type="checkbox"/> V TO V	<input type="checkbox"/> V TO G	7. PAY AND NSA	8. CSC OR OTHER LEGAL AUTHORITY
	<input type="checkbox"/> G TO V	<input type="checkbox"/> G TO V	<input type="checkbox"/> G TO G	4222 4114 0001	
9. ORGANIZATIONAL DESIGNATIONS DDC/CS DDC/CS/IG/1w8			10. LOCATION OF OFFICIAL STATION WASH., D.C.		
11. POSITION TITLE WATCH OFFICER			12. POSITION NUMBER 0947	13. CAREER SERVICE DESIGNATION D	
14. CLASSIFICATION SCHEDULE (GS, EB, WNC) GS		15. OCCUPATIONAL SERIES 0152.07	16. GRADE AND STEP 13	17. SALARY OR RATE	
18. REMARKS					
<div align="center"> <div>POSTED</div> <div>11-8-73</div> <div><i>[Signature]</i></div> </div>					
SIGNATURE OR OTHER AUTHENTICATION					
<div align="center">JF BLO</div>					

SECRET

(When Filled In)

NOTIFICATION OF PERSONNEL ACTION


OCS 07/02/72

1. SERIAL NUMBER		2. NAME (LAST FIRST MIDDLE)	
056361		HICKS CALVIN W	
3. NATURE OF PERSONNEL ACTION		4. EFFECTIVE DATE	
REASSIGNMENT		MO DA YE 07 01 72	
5. FUNDS		6. FINANCIAL ANALYSIS NO. (CHARGEABLE)	
<input checked="" type="checkbox"/> V TO V <input type="checkbox"/> V TO CF <input type="checkbox"/> CF TO V <input type="checkbox"/> CF TO CF		3223 4116 0000	
7. ORGANIZATIONAL DESIGNATIONS		8. CSC OR OTHER LEGAL AUTHORITY	
DDP/FI STAFF			
9. LOCATION OF OFFICIAL STATION		10. POSITION NUMBER	
WASH., D.C.		0947	
11. POSITION TITLE		12. CAREER SERVICE DESIGNATION	
WATCH OFFICER		D	
13. CLASSIFICATION SCHEDULE (GS, GS, etc.)		14. OCCUPATIONAL SERIES	
GS		0132.07	
15. GRADE AND STEP		16. SALARY OR RATE	
13			
17. REMARKS			
SIGNATURE OR OTHER AUTHENTICATION			
<div style="float: right; border: 1px solid black; padding: 5px;"> POSTED 7-27-72 <i>fm</i> </div>			

SECRET

(When Filled In)

MLH: 03 JAN 72

NOTIFICATION OF PERSONNEL ACTION												
1. SERIAL NUMBER		2. NAME (LAST - FIRST MIDDLE)										
056361		HICKS CALVIN W										
3. NATURE OF PERSONNEL ACTION				4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT						
REASSIGNMENT				12 23 71		REGULAR						
6. FUNDS		V TO V		V TO CF		7. Financial Analysis No. Chargeable		8. CSC OR OTHER LEGAL AUTHORITY				
X		CF TO V		CF TO CF		2222 4116 0000		50 USC 403 J				
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION/USE OFFICIAL STATION						
DDP/FI STAFF INTELLIGENCE GROUP INTELLIGENCE WATCH						WASH., D.C.						
11. POSITION TITLE						12. POSITION NUMBER		13. SERVICE DESIGNATION				
WATCH OFFICER						0947		D				
14. CLASSIFICATION SCHEDULE (US, LB, etc.)			15. OCCUPATIONAL SERIES			16. GRADE AND STEP			17. SALARY OR RATE			
GS			0132.07			13 7			21313			
18. REMARKS												
HOME BASE: SOD												
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL												
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INTEGRITY CODE	24. HEALTH CODE	25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF SER	
37	10	NUMERIC 32500	ALPHABETIC FI	75013		1	MO	DA	YR	MO	DA	YR
28. DATE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. Correction Cancellation Date		33. SECURITY REQ NO		34. SEX
MO DA YR										EOD DATA		
35. VET PREFERENCE		36. SERV COMP DATE		37. LONG COMP DATE		38. CAREER CATEGORY		39. FEDERAL HEALTH INSURANCE		40. SOCIAL SECURITY NO		
FEED		MO DA YR		MO DA YR		CAR + RES PRIV TEMP		FEED HEALTH INS CODE				
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE				42. LEAVE CAT CODE		43. FEDERAL TAX DATA				44. STATE TAX DATA		
CODE				CODE		CODE				CODE		
0 NO PREVIOUS SERVICE 1 NO BREAK IN SERVICE 2 BREAK IN SERVICE (LESS THAN 3 YRS) 3 BREAK IN SERVICE (MORE THAN 3 YRS)				1 YES 2 NO		1 YES 2 NO				1 YES 2 NO		
SIGNATURE OR OTHER AUTHENTICATION												
<div style="text-align: right;">  <div style="border: 1px solid black; padding: 5px; display: inline-block;"> POSTED 5 JAN 1972 </div> </div>												

FORM 566 1150
Mfg 6 70Use Previous
Edition

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BSI

GROUP 1
Excluded from automatic
downgrading and
declassification

(When Filled In)

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

005 07/24/71

1. SERIAL NUMBER 0056361		2. NAME (LAST FIRST-MIDDLE) ICKS CALVIN W	
3. NATURE OF PERSONNEL ACTION REASSIGNMENT		4. EFFECTIVE DATE 07 01 71	
5. CATEGORY OF EMPLOYMENT		6. FINANCIAL ANALYSIS NO CHARGEABLE	
7. CSC OR OTHER LEGAL AUTHORITY		8. FUNDS X V TO V CF TO V	
9. ORGANIZATIONAL DESIGNATIONS DUP/FI STAFF		10. LOCATION OF OFFICIAL STATION NAS-1, D.C.	
11. POSITION TITLE WATCH OFFICER		12. POSITION NUMBER 1032	
13. CAREER SERVICE DESIGNATION D		14. CLASSIFICATION SCHEDULE (GS, 18, etc.) GS	
15. OCCUPATIONAL SERIES 0132.07		16. GRADE AND STEP 13	
17. SALARY OR RATE		18. REMARKS	

SIGNATURE OR OTHER AUTHENTICATION

POSTED

26 AUG 1971

Form 11508
7-66 MFG. 11-69

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GROUP 1
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downgrading and
declassification

(4-51)

35

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

EFFECTIVE DATE OF DESIGNATION: 01 MAY 1974.

HICKS CALVIN W

056361

42224116

E 47

1 SERIAL NO		2 NAME		3 ORGANIZATION		4 FUNDS		5 LWOP HOURS	
056361		HICKS CALVIN W		32 400		V			
6 OLD SALARY RATE				7 NEW SALARY RATE				8 TYPE ACTION	
Grade	Step	Salary	Last Eff Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADJ.
GS 13	8	\$25,500	05/02/71	GS 13	9	\$26,189	04/26/74		
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE									
SIGNATURE <i>Joseph D. Kocacian</i>						DATE <i>7 February 1974</i>			
<input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD									
CLERKS INITIALS						ADDED BY: <i>JK</i>			
FORM 7-66 560E Use previous editions PAY CHANGE NOTIFICATION (4-51)									

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours	
056361		HICKS CALVIN W		32 500		V	
5. OLD SALARY RATE				6. NEW SALARY RATE			
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date
GS-13	7	\$22,487	05/02/71	GS-13	8	\$23,112	04-16-72
7. TYPE ACTION							
PSI		LSI		ADJ.			
8. Remarks and Authentication							
QUALITY STEP INCREASE							
/s/ H.B. FISHER				DATE: 04-06-72			
PAY CHANGE NOTIFICATION							

Form 9-61 560 Mfg. 3-65 Obsolete Previous Edition (4-51)

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours	
056361		HICKS CALVIN W		32 500		V	
5. OLD SALARY RATE				6. NEW SALARY RATE			
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date
GS-13	7	\$22,487	05/02/71	GS-13	8	\$23,112	04-16-72
7. TYPE ACTION							
PSI		LSI		ADJ.			
8. Remarks and Authentication							
QUALITY STEP INCREASE							
/s/ H.B. FISHER				DATE: 04-06-72			
PAY CHANGE NOTIFICATION							

Form 9-61 560 Mfg. 3-65 Obsolete Previous Edition (4-51)

TAX D

12 2 11

1. SERIAL NO.		2. NAME		3. ORGANIZATION		4. FUNDS		5. LWOP HOURS	
086361		HICKS CALVIN W		32 500		V			
6. OLD SALARY RATE				7. NEW SALARY RATE				8. TYPE ACTION	
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	EFFECTIVE DATE	SI	A.D.J.
GS 13	6	\$20,721	05/04/69	GS 13	7	\$21,313	05/02/71		
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.									
SIGNATURE						DATE			
<i>Joseph L. [Signature]</i>						10 Dec 1971			
<input type="checkbox"/> NO EXCESS LWOP <input checked="" type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD									
CLERKS INITIALS				AUDITED BY					
[Signature]				[Signature]					
FORM 560 E Use previous editions				PAY CHANGE NOTIFICATION				(4-51)	

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

EFFECTIVE DATE OF PAY ADJUSTMENT: 9 JANUARY 1972

NAME
HICKS CALVIN W

SERIAL ORGN. FUNDS GR=STEP
056361 32 500 V GS 13 7

NEW
SALARY
\$22,487

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 90-26
PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,
AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 8 OCTOBER 1967

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
HICKS CALVIN W	056361	32	500	V GS 13 5	\$14,665	\$15,307

c/w/H/13 *G-36* *FF H 8*

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours				
056361		HICKS CALVIN W		51 400 V						
5. OLD SALARY RATE				6. NEW SALARY RATE				7. TYPE ACTION		
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date	PSI	LSI	ADJ.
GS 13	4	\$14,217	05/09/65	GS 13	5	\$14,665	05-07-67 05-21-67			
8. Remarks and Authentication										
<input checked="" type="checkbox"/> NO EXCESS LWOP <input checked="" type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input checked="" type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS <i>B.J.</i> AUDITED BY <i>[Signature]</i>										
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.										
SIGNATURE: <i>[Signature]</i> DATE: <i>[Signature]</i>										
PAY CHANGE NOTIFICATION										

Form 560E May 3 65 (4-51)

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

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 JANUARY 1971

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
HICKS CALVIN W	056361	32	500	V GS 13 6	\$20,721

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 91-231 AND EXECUTIVE ORDER 11524 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 28 DECEMBER 1969

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
HICKS CALVIN W	056361	32	500	V GS 13 6	\$19,555

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTION 212 OF PL 90-205 AND EXECUTIVE ORDER 11674 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 13 JULY 1969

NAME	SERIAL	OPGR.	FUNDS	GR-STEP	NEW SALARY
HICKS CALVIN W	096361	32	500	V GS 13 5	\$18,447

H8

1. SERIAL NO.		2. NAME		3. ORGANIZATION		4. FUNDS		5. LWOP HOURS	
096361		HICKS CALVIN W		32 500		V			
6. OLD SALARY RATE				7. NEW SALARY RATE				8. TYPE ACTION	
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADJ.
GS 13	5	\$16,329	05/07/67	GS 13	6	\$16,809	05/04/69		
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.									
SIGNATURE <i>Ed. J. Flanagan</i>						DATE <i>6 March 1969</i>			
<input checked="" type="checkbox"/> NO EXCESS LWOP <input checked="" type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD									
CLERKS' INITIALS						DH			
FORM 560 E 7-66		Use previous editions				PAY CHANGE NOTIFICATION			
(4-51)									

DB

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTIONS 212 AND 215 OF PL 90-206 AND EXECUTIVE ORDER 11739 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 14 JULY 1968

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
HICKS CALVIN W.	056361	32	500	V GS 13 5	\$19,307	\$16,329

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

EFFECTIVE DATE OF PAY ADJUSTMENT: 14 OCTOBER 1973

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
HICKS CALVIN W.	056361	32	400	V GS 13 8	\$25,500

"PAY ADJUSTMENT IN ACCORDANCE WITH 5 U.S.C. 5305 AND EXECUTIVE ORDER 11691 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 08 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 07 JANUARY 1973

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
HICKS CALVIN W	056361	32	500	V GS 13 8	\$24,299

"PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF TITLE 5, U.S.C. AND EXECUTIVE ORDER 11611 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 08 OCTOBER 1962."

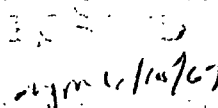
EFFECTIVE DATE OF PAY ADJUSTMENT: 13 OCTOBER 1974

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
HICKS CALVIN W	056361	32	400	V GS 13 9	\$27,632

BJT: 14 JUN 67

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER 056361		2. NAME (LAST FIRST-MIDDLE) HICKS CALVIN W	
3. NATURE OF PERSONNEL ACTION DESIGNATION AS PARTICIPANT IN CIA RETIREMENT AND DISABILITY SYSTEM			4. EFFECTIVE DATE MO DA YR 06 04 67
5. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS X	V TO V CF TO V	V TO CF CF TO CF	7. Financial Analysis No. Chargeable 7223 0007 0000
9. ORGANIZATIONAL DESIGNATIONS DDP/FI			8. CSC OR OTHER LEGAL AUTHORITY PL 88-643 SECT. 208
10. LOCATION OF OFFICIAL STATION WASH., DC			
11. POSITION TITLE		12. POSITION NUMBER	13. SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (GS, LO, etc.)		15. OCCUPATIONAL SERIES	16. GRADE AND STEP 13
17. SALARY OR RATE			
18. REMARKS			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL			
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING NUMERIC ALPHABETIC	22. STATION CODE
			23. INTEGREE CODE
			24. Hdqtrs. Code
25. DATE OF BIRTH MO DA YR		26. DATE OF GRADE MO DA YR	
27. DATE OF LEE MO DA YR			
28. NIE EXPIRES MO DA YR	29. SPECIAL REFERENCE 1 - LSC 2 - CIA 3 - PICA 4 - NONE	30. RETIREMENT DATA CODE 2	31. SEPARATION DATA CODE TYPE MO DA YR
32. CORRECTION/CANCELLATION DATA EOD DATA			33. SECURITY REQ NO.
34. SEX			
35. VET. PREFERENCE CODE 0 - NONE 1 - 5 PT 2 - 10 PT	36. SERV COMP. DATE MO DA YR	37. LONG COMP. DATE MO DA YR	38. CAREER CATEGORY LAN HES DRIV EMP
39. FESLI / HEALTH INSURANCE CODE 0 - WAIVER 1 - YES		40. SOCIAL SECURITY NO.	
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)		42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE 1 - YES 2 - NO
		44. STATE TAX DATA FORM EXECUTED CODE 1 - YES 2 - NO	
SIGNATURE OR OTHER AUTHENTICATION			
<div style="text-align: right;">  14 JUN 67 </div>			

FORM 1150
5-66Use Previous
Edition

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification


(When Filled)

SECRET
(When Filled In)

OUT: 2 JUN 67

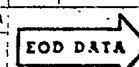
NOTIFICATION OF PERSONNEL ACTION

OCF

1. SERIAL NUMBER 056361		2. NAME (LAST-FIRST-MIDDLE) HICKS CALVIN W	
3. NATURE OF PERSONNEL ACTION REASSIGNMENT		4. EFFECTIVE DATE MO: 06 DA: 04 YR: 67	5. CATEGORY OF EMPLOYMENT REGULAR
6. FUNDS 	<input checked="" type="checkbox"/> V TO V <input type="checkbox"/> CF TO V	<input type="checkbox"/> V TO CF <input type="checkbox"/> CF TO CF	7. Financial Analysis No. Chargeable 7223 0007 0000
9. ORGANIZATIONAL DESIGNATIONS DDP/FI STAFF INTELLIGENCE GROUP INTELLIGENCE WATCH		10. LOCATION OF OFFICIAL STATION WASH., D.C.	
11. POSITION TITLE WATCH OFFICER		12. POSITION NUMBER 1032	13. SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (GS, LO, etc.) GS	15. OCCUPATIONAL SERIES 0132.07	16. GRADE AND STEP 13 5	17. SALARY OR RATE 14665

18. REMARKS

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE 37	20. EMPLOY. CODE 10	21. OFFICE CODING NUMERIC 32500 ALPHABETIC FI	22. STATION CODE 75013	23. INTEGREE CODE	24. Hdqrs. Code 1	25. DATE OF BIRTH MO: 11 DA: 08 YR: 124	26. DATE OF GRADE MO: 11 DA: 08 YR: 124	27. DATE OF LEI MO: 11 DA: 08 YR: 124
28. NTE EXPIRES MO: 11 DA: 08 YR: 124	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1 - CSC 2 - CIA 3 - FICA 5 - NONE	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA TYPE: EOD DATA 	33. SECURITY REQ NO.	34. SEX		
35. VET PREFERENCE CODE: 0 - NONE 1 - 5 PT 2 - 10 PT	36. SERV COMP DATE NO DA YR	37. LONG. COMP. DATE NO DA YR	38. CAREER CATEGORY LAW: HEAL PULV: TEMP	39. FEGLI / HEALTH INSURANCE CODE: 0 - WAIVER 1 - YES	40. SOCIAL SECURITY NO.			
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE: 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)	42. LEAVE CAT CODE	43. FEDERAL TAX DATA FORM EXECUTED: 1 - YES 2 - NO	44. STATE TAX DATA FORM EXECUTED: 1 - YES 2 - NO					

SIGNATURE OR OTHER AUTHENTICATION

FROM: WH

POSTED

up to 6/5/67

FORM 5-66 1150

Use Previous Edition

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification

(When Filled In)

SECRET
(When Filled In)

BJT, 27 APR 67

NOTIFICATION OF PERSONNEL ACTION									
1. SERIAL NUMBER		2. NAME (LAST FIRST-MIDDLE)							
058361		HICKS CALVIN W							
3. NATURE OF PERSONNEL ACTION				4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
REASSIGNMENT				MO DA YR 04 23 67		REGULAR			
6. FUNDS		V TO V		V TO CF		7. Financial Analysis No. Chargeable		8. CSC OR OTHER LEGAL AUTHORITY	
X		CF TO V		CF TO CF		7235 0620 0000		50 USC 403 J	
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION			
DOP/WH BRANCH 3 COLOMBIA SECTION						WASH., D.C.			
11. POSITION TITLE						12. POSITION NUMBER		13. SERVICE DESIGNATION	
OFS OFFICER						1358		D	
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)			15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE		
GS			0136.01		13 4		114217		
18. REMARKS									
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL									
19. ACTION CODE		20. EMPLOY. CODE		21. OFFICE CODING		22. STATION CODE		23. INTEGREE CODE	
37		10		51400 WH		75013		1	
24. DATE OF BIRTH		25. DATE OF GRADE		26. DATE OF LEI		27. DATE OF LEI		28. DATE OF LEI	
MO DA YR 11 08 24		MO DA YR		MO DA YR		MO DA YR		MO DA YR	
29. NTE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA	
MO DA YR XX XX XX		1 - CSC 2 - CIB 3 - FICA 4 - NONE		CODE		TYPE		MO DA YR	
33. VET. PREFERENCE		34. SERV. COMP DATE		35. LONG COMP. DATE		36. CAREER CATEGORY		37. FEGLI / HEALTH INSURANCE	
CODE 0 - NONE 1 - 5 PT 2 - 10 PT		MO DA YR		MO DA YR		CAR HIN PRIL TEMP		CODE 0 - WAIVER 1 - YES	
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE		42. LEAVE CAT CODE		43. FEDERAL TAX DATA		44. STATE TAX DATA		45. SOCIAL SECURITY NO	
CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)		CODE		FORM EXECUTED 1 - YES 2 - NO		NO TAX EXEMPTIONS		FORM EXECUTED 1 - YES 2 - NO	
SIGNATURE OR OTHER AUTHENTICATION									

1150

Use Previous
Edition

SECRET

BJT

GROUP 1
Excluded from automatic
downgrading and
declassification.

(When Filled In)

ZF: 27 SEPT 66

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION												
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)										
056361		HICKS, CALVIN W										
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT				
REASSIGNMENT						09 15 66		REGULAR				
6. FUNDS		X		V TO V		V TO CF		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY		
		CF TO V		CF TO CF		7235 0620 0000		50 USC 403 J				
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION						
ODP/WH BRANCH 3 COLOMBIA SECTION						WASH., D.C.						
11. POSITION TITLE						12. POSITION NUMBER		13. SERVICE DESIGNATION				
OPS OFFICER						1359		D				
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)				15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE				
GS				0136.01		13 4		14217				
18. REMARKS												
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL												
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INTEGRITY CODE	24. HOURS CODE	25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI	
37	10	NUMERIC	ALPHABETIC	75013		1	MO.	DA.	YR.	MO.	DA.	YR.
		51400	WH				11	08	24			
28. HTE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA		33. SECURITY REQ NO		34. SEX
MO	DA.	YR.		1 - CSC	2 - PICA	3 - NONE	TYPE	MO	DA.	YR.		
09	14	68	84									
35. YET. PREFERENCE		36. SERV. COMP. DATE		37. LONG COMP. DATE		38. CAREER CATEGORY		39. FEGLI / HEALTH INSURANCE		40. SOCIAL SECURITY NO		
CODE	0 - NONE	1 - 5 PT	2 - 10 PT	MO	DA.	YR.	CODE	CODE	0 - WAIVER	1 - YES	HEALTH INS CODE	
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT CODE	43. FEDERAL TAX DATA				44. STATE TAX DATA			
0 - NO PREVIOUS SERVICE					FORM EXECUTED CODE				FORM EXECUTED			
1 - NO BREAK IN SERVICE					1 - YES				1 - YES			
2 - BREAK IN SERVICE (LESS THAN 3 YRS)					2 - NO				2 - NO			
3 - BREAK IN SERVICE (MORE THAN 3 YRS)												

SIGNATURE OR OTHER AUTHENTICATION

POSTED

100-301000
GROUP 1-30 250000
EXCLUDED FROM AUTOMATIC
DOWNGRADING AND DECLASSIFICATION

(When Filled In)

1150

Use Previous
Edition

SECRET

REF: 10 AUG 66

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION														
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)												
056361		HICKS CALVIN W												
3. NATURE OF PERSONNEL ACTION					4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT							
REASSIGNMENT					07 31 66		REGULAR							
6. FUNDS		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY										
X		7235 0620 0000		50 USC 403 J										
9. ORGANIZATIONAL DESIGNATIONS					10. LOCATION OF OFFICIAL STATION									
DDP/WH BRANCH 3 LIMA SECTION					WASH., D.C.									
11. POSITION TITLE					12. POSITION NUMBER		13. SERVICE DESIGNATION							
OPS OFFICER					1392		D							
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)			15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE							
GS			0136.01		13 4		14217							
18. REMARKS														
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL														
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INTEGREE CODE	24. Hqtn. Code	25. DATE OF BIRTH		26. DATE OF GRADE	27. DATE OF LEI				
37	10	NUMERIC	ALPHABETIC	75013			NO	DA	YA	NO	DA	YA		
		51400	WH				11	08	24					
28. NTE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA		33. SECURITY REQ NO.		34. SER		
NO.	DA	YR.												
35. VET. PREFERENCE		36. SERV. COMP. DATE		37. LONG. COMP. DATE		38. CAREER CATEGORY		39. FEGLI / HEALTH INSURANCE		40. SOCIAL SECURITY NO				
CODE	0 - NONE 1 - 5 PT 2 - 10 PT	NO.	DA	YR.	NO.	DA	YR.	CAR	DESU	CODE	CODE	0 - WAIVER 1 - YES		
								PHOV	TFMP			HEALTH INS CODE		
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA		44. STATE TAX DATA						
CODE	0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)					FORM EXECUTED 1 - YES 2 - NO		NO TAX EXEMPTIONS		FORM EXECUTED 1 - YES 2 - NO		CODE	NO TAX EXEMPT	STATE CODE
SIGNATURE OR OTHER AUTHENTICATION														

FORM 1150
11-62Use Previous
Edition

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification

(When Filled In)

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

EFFECTIVE DATE OF PAY ADJUSTMENT: 3 JULY 1966

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
HICKS CALVIN W	056361	51	997	V GS-13 4	\$13,815	\$14,217

RZF: 21 SEPT 65

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION												
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)										
056361		HICKS CALVIN W										
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT				
REASSIGNMENT						09 21 65		REGULAR				
6. FUNDS		7. V TO V		8. V TO CF		9. COST CENTER NO. CHARGEABLE		10. CSC OR OTHER LEGAL AUTHORITY				
X						6235 0623 0000		50 USC 403 J				
11. ORGANIZATIONAL DESIGNATIONS						12. LOCATION OF OFFICIAL STATION						
DDP/WH CS/CS DEVELOPMENT COMPLEMENT						WASH., D.C.						
13. POSITION TITLE						14. POSITION NUMBER		15. SERVICE DESIGNATION				
OPS OFFICER						9997		D				
16. CLASSIFICATION SCHEDULE (GS, LB, etc.)			17. OCCUPATIONAL SERIES			18. GRADE AND STEP			19. SALARY OR RATE			
GS			0136.01			13 4			13335			
20. REMARKS												
TRAINING												
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL												
21. ACTION CODE	22. EMPLOY CODE	23. OFFICE CODING		24. STATION CODE	25. INTEGRITY CODE	26. Hdqtr. Code	27. DATE OF BIRTH		28. DATE OF GRADE		29. DATE OF LEI	
37	13	NUMERIC	ALPHABETIC	75013		1	MO	DA	YR	MO	DA	YR
		51997	WH				11	08	24			
30. NTE EXPIRES		31. SPECIAL REFERENCE		32. RETIREMENT DATA		33. SEPARATION DATA CODE		34. CORRECTION CANCELLATION DATA		35. SECURITY REQ NO		36. SER
MO	DA	YR	1. CSC 2. PICA 3. NONE	CODE			TYPE	MO	DA	YR		
37. VET. PREFERENCE		38. SERV. COMP DATE		39. LONG COMP. DATE		40. CAREER CATEGORY		41. PEGU / HEALTH INSURANCE		42. SOCIAL SECURITY NO		
CODE	0 - NONE 1 - 5 PT 2 - 10 PT	MO	DA	YR	MO	DA	YR	CAH PHYS	CODE	CODE	0 - WAIVER 1 - YES	HEALTH INS CODE
43. PREVIOUS GOVERNMENT SERVICE DATA				44. LEAVE CAT CODE		45. FEDERAL TAX DATA		46. STATE TAX DATA				
CODE				CODE		FORM EXECUTED CODE		NO TAX EXEMPTIONS		FORM EXECUTED		CODE
0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)						1 - YES 2 - NO				1 - YES 2 - NO		NO TAX EXEMP
SIGNATURE OR OTHER AUTHENTICATION												
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> POSTED OCT 9/33/65 </div>												

FORM 11-62 1150

Use Previous Edition

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification

(When Filled In)

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 49-301
PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,
AS AMENDED, AND A-DCI POLICY DIRECTIVE DATED 8 OCTOBER 1962."
EFFECTIVE DATE OF PAY ADJUSTMENT: 10 OCTOBER 1965

NAME: WICKS CALVIN W
SERIAL: 056361
ORGN: 51
FUND: 997
GR-STEP: V GS 13 4
OLD SALARY: \$12,915
NEW SALARY: \$13,335

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours	
056361		WICKS CALVIN W		49 300 V		38F	
5. OLD SALARY RATE				6. NEW SALARY RATE			
Grade	Step	Salary	Last Eff Date	Grade	Step	Salary	Effective Date
GS 13	3	\$12,915	05/10/64	GS 13	4	\$13,335	05/09/65
7. TYPE ACTION							
PSI LSI ADJ							
8. Remarks and Authentication							
/ / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS <i>XV</i> AUDITED BY							
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.							
SIGNATURE: <i>[Signature]</i>				DATE: 5/4/65			
PAY CHANGE NOTIFICATION							

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION									
OCS 05/27/65									
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)							
056361		HICKS CALVIN W							
3. NATURE OF PERSONNEL ACTION					4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT		
REASSIGNMENT					05 31 65				
6. FUNDS		7. COST CENTER NO. (CHARGEABLE)		8. CSC OR OTHER LEGAL AUTHORITY					
X		5235 1162 0000							
9. ORGANIZATIONAL DESIGNATIONS					10. LOCATION OF OFFICIAL STATION				
DDP/WH DIVISION WH C MIAMI OPS BR PM SEC					WASH., D. C.				
11. POSITION TITLE					12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION		
OPS OFFICER					1140		U		
14. CLASSIFICATION SCHEDULE (GS 18 etc)			15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE		
GS			0136.01		13				
18. REMARKS									
<div align="center"> <p>POSTED</p> <p>6-9-65 <i>[Signature]</i></p> </div>									
SIGNATURE OR OTHER AUTHENTICATION									
<div align="center"> <p>SECRET</p> </div>									

Form 11508
3 MFG. 1-63

Use Previous
Edition

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification

(When Filled In)

(45)

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION					
ADPD 07/01/64					
1. SERIAL NUMBER		2. NAME (LAST FIRST MIDDLE)			
056361		HICKS CALVIN W			
3. NATURE OF PERSONNEL ACTION			4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT
REASSIGNMENT			06 19 64		
6. FUNDS		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY	
<input checked="" type="checkbox"/> V TO V <input type="checkbox"/> V TO CF <input type="checkbox"/> CF TO V <input type="checkbox"/> CF TO CF		4232 1000 1000			
9. ORGANIZATIONAL DESIGNATIONS			10. LOCATION OF OFFICIAL STATION		
DDP/SAS M O B PM SEC			WASH., D. C.		
11. POSITION TITLE			12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION
OPS OFFICER CM			0930		D
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)		15. OCCUPATIONAL SERIES		17. SALARY OR RATE	
GS		0136.01		13	
16. GRADE AND STEP					
13					
18. REMARKS					

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours	
056361		HICKS CALVIN W		49 450		39.F	
5. OLD SALARY RATE				6. NEW SALARY RATE			
Grade	Step	Salary	Last EN Date	Grade	Step	Salary	Effective Date
GS 13	2	\$12,110	05/12/63	GS 13	3	\$12,495	05/10/64
7. TYPE ACTION							
PSI							
LSI							
ADJ.							
8. Remarks and Authentication							
NO EXCESS LWOP IN PAY STATUS AT END OF WAITING PERIOD LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS AUDITED BY: <i>ck</i>							
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE,							
SIGNATURE: <i>[Signature]</i>				DATE: <i>April 64</i>			
PAY CHANGE NOTIFICATION							

Form 9-61 560

Obsolete Previous Edition

(4-51)

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 87-793 AND DCI
MEMORANDUM DATED 1 AUGUST 1960, SALARY IS ADJUSTED AS FOLLOWS:
EFFECTIVE 5 JANUARY 1964.

NAME	SERIAL	ORGN	FUNDS	GR-ST	OLD SALARY	NEW SALARY
HICKS CALVIN W	056361	49	450	V GS 13 2	\$11,515	\$12,110

1. Serial No.	2. Name		3. Cost Center Number	4. LWOP Hours
056361	HICKS CALVIN W		61.450 V 3	
5. OLD SALARY RATE		6. NEW SALARY RATE		7. TYPE ACTION
Grade	Step	Salary	Last Eff. Date	Grade Step Salary Effective Date PSI LSI ADJ
GS 13	1	\$11,130	05/13/62	GS 13 2 \$11,515 05/12/63
8. Remarks and Authentication				
/ / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS AUDITED BY				
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.				
SIGNATURE:		DATE		
[Signature]		25 MAR 63		
PAY CHANGE NOTIFICATION				

NOTIFICATION OF PERSONNEL ACTION												
OCF												
1. SERIAL NUMBER		2. NAME (LAST FIRST MIDDLE)										
056361		HICKS CALVIN W										
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE			5. CATEGORY OF EMPLOYMENT			
PROMOTION						05 13 62			REGULAR			
6. FUNDS		V TO V		V TO CF		7. COST CENTER NO. (CHARGEABLE)			8. CSC OR OTHER LEGAL AUTHORITY			
X		CF TO V		CF TO CF		2235 1400 1000			50 USC 403 J			
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION						
DOP TASK FORCE W PARAMILITARY BRANCH						WASH., D. C.						
11. POSITION TITLE						12. POSITION NUMBER			13. CAREER SERVICE DESIGNATION			
OPS. OFFICER						0715			D			
14. CLASSIFICATION SCHEDULE (GS, LS, etc.)			15. OCCUPATIONAL SERIES			16. GRADE AND STEP			17. SALARY OR RATE			
GS			0136.01			13 1			10635			
18. REMARKS												
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL												
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INTEGREE CODE	24. Hdqtrs. Code	25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI	
22	10	61450	7FW	75013		1	11	08	24	05	13	62
28. NTE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA		33. SECURITY REQ. NO		34. SEX
NO DA. YR				1 - CSC 2 - FICA 3 - NONE		TYPE NO. DA. YR		EOD DATA				
35. VET PREFERENCE		36. SERV. COMP. DATE		37. LONG. COMP. DATE		38. MIL. SERV. CREDIT/LCO		39. FEGLI / HEALTH INSURANCE		40. SOCIAL SECURITY NO.		
CODE 0 - NONE 1 - 5 PT 2 - 10 PT		NO DA. YR.		NO DA. YR.		1 - YES 2 - NO		CODE CODE 0 - WAIVER 1 - YES		HEALTH INS CODE		
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA				44. STATE TAX DATA		
CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 12 MOS) 3 - BREAK IN SERVICE (MORE THAN 12 MOS)						FORM EXECUTED CODE NO TAX EXEMPTIONS 1 - YES 2 - NO				FORM EXECUTED CODE NO TAX EXEMP STATE CODE 1 - YES 2 - NO		
SIGNATURE OR OTHER AUTHENTICATION												
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> POSTED 05/23/62 WK </div>												

Form 8-61 1150

Use Previous Edition

SECRET

(4-51)

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LA 37 - 792 AND
OCF MEMORANDUM DATED 1 AUGUST 1962, SALARY IS ADJUSTED AS FOLLOWS.
EFFECTIVE 14 OCTOBER 1962

NAME	SERIAL	ORGN	FUNDS	OLD GRST SALARY	NEW GRST SALARY
HICKS CALVIN W	056361	61450	V 13 1	10635	13 1 11150

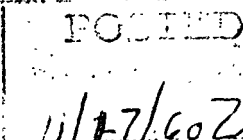
PSC: 18 AUG 1961

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

OCF

1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)	
056361		HICKS CALVIN W	
3. NATURE OF PERSONNEL ACTION REASSIGNMENT AND TRANSFER TO VOUCHERED FUNDS			
4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT	
08 20 61		REGULAR	
6. FUNDS		7. COST CENTER NO. CHARGEABLE	
X V TO V CF TO V		2635 5000 8021	
		8. CSC OR OTHER LEGAL AUTHORITY	
		50 USC 403 J	
9. ORGANIZATIONAL DESIGNATIONS		10. LOCATION OF OFFICIAL STATION	
DDP WH BRANCH 4 PARAMILITARY SECTION		WASH., D.C.	
11. POSITION TITLE		12. POSITION NUMBER	
OPS OFFICER		0716	
13. CAREER SERVICE DESIGNATION		D	
14. CLASSIFICATION SCHEDULE (GS, WB, etc.)		15. OCCUPATIONAL SERIES	
GS		0136.01	
16. GRADE AND STEP		17. SALARY OR RATE	
12 4		9735	
18. REMARKS			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL			
19. ACTION CODE			
16			
20. EMPLOY CODE			
10			
21. OFFICE CODING			
22. STATION CODE			
23. INTEGREE CODE			
24. Hdqtrs. Code			
25. DATE OF BIRTH			
26. DATE OF GRADE			
27. DATE OF LEI			
28. NTE EXPIRES			
29. SPECIAL REFERENCE			
30. RETIREMENT DATA			
31. SEPARATION DATA CODE			
32. CORRECTION/CANCELLATION DATA			
33. SECURITY REQ NO.			
34. SEN			
35. VET PREFERENCE			
36. SERV. COMP. DATE			
37. LONG. COMP. DATE			
38. MIL. SERV. CREDIT/LCD			
39. FGLI / HEALTH INSURANCE			
40. SOCIAL SECURITY NO			
41. PREVIOUS GOVERNMENT SERVICE DATA			
42. LEAVE CAT. CODE			
43. FEDERAL TAX DATA			
44. STATE TAX DATA			
45. FORM EXECUTED			
46. FORM EXECUTED			
47. FORM EXECUTED			
48. FORM EXECUTED			
49. FORM EXECUTED			
50. FORM EXECUTED			
51. FORM EXECUTED			
52. FORM EXECUTED			
53. FORM EXECUTED			
54. FORM EXECUTED			
55. FORM EXECUTED			
56. FORM EXECUTED			
57. FORM EXECUTED			
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59. FORM EXECUTED			
60. FORM EXECUTED			
61. FORM EXECUTED			
62. FORM EXECUTED			
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65. FORM EXECUTED			
66. FORM EXECUTED			
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68. FORM EXECUTED			
69. FORM EXECUTED			
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95. FORM EXECUTED			
96. FORM EXECUTED			
97. FORM EXECUTED			
98. FORM EXECUTED			
99. FORM EXECUTED			
100. FORM EXECUTED			

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)									
056361		HICKS CALVIN W									
3. NATURE OF PERSONNEL ACTION				4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT					
REASSIGNMENT (TEMPORARY)*				11 04 60		REGULAR					
6. FUNDS		7. TO V		8. TO CF		9. COST (ENTER NO CHARGEABLE)		10. CSC OR OTHER LEGAL AUTHORITY			
FUND		V TO V		X		1535 5000 0021		50 USC 403			
11. ORGANIZATIONAL DESIGNATIONS				12. LOCATION OF OFFICIAL STATION							
DDP WH BRANCH 4				WASH., D. C.							
13. POSITION TITLE				14. POSITION NUMBER		15. CAREER SERVICE DESIGNATION					
GUERRILLA WAR OF				0000		D					
16. CLASSIFICATION SCHEDULE (GS, WD, etc.)		17. OCCUPATIONAL SERIES		18. GRADE AND STEP		19. SALARY OR RATE					
GS		0136.14		12 3		9475					
20. REMARKS											
*UPON TERMINATION OF THIS TEMPORARY ASSIGNMENT YOU WILL BE REASSIGNED AS THE HEAD OF YOUR CAREER SERVICE DIRECTS.											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
21. ACTION CODE		22. EMPLOY CODE		23. OFFICE CODING		24. STATION CODE		25. INGRESS CODE		26. HOURS CODE	
37		10		64450 WH		75013		1		11 08 24	
27. DATE OF BIRTH		28. DATE OF GRADE		29. DATE OF LEI		30. SPECIAL REFERENCE		31. RETIREMENT DATA		32. SEPARATION DATA	
NO DA YR		NO DA YR		NO DA YR		1 - CSC 2 - PICA 3 - NONE		CODE		TYPE	
33. VET. PREFERENCE		34. SERV. COMP. DATE		35. LONG. COMP. DATE		36. MIL. SERV. CREDIT/LCD		37. FEGLI / HEALTH INSURANCE		38. SOCIAL SECURITY NO.	
CODE		0 - NONE 1 - 5 PT. 2 - 10 PT.		NO DA YR		1 - YES 2 - NO		CODE		0 - WAIVER 1 - YES	
41. PREVIOUS GOVERNMENT SERVICE DATA		42. LEAVE CAT. CODE		43. FEDERAL TAX DATA		44. STATE TAX DATA		45. FORM EXECUTED		46. STATE CODE	
CODE		0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 12 MOS) 3 - BREAK IN SERVICE (MORE THAN 12 MOS)		FORM EXECUTED 1 - YES 2 - NO		CODE		NO TAX EXEMPTIONS		FORM EXECUTED 1 - YES 2 - NO	
SIGNATURE OR OTHER AUTHENTICATION											
<div style="text-align: right;">  </div>											

Form 1150
6-60

Obsolete Previous Editions

SECRET

(4.51)

SECRET
(When Filled In)

(When Filled In)										
1. Serial No.		2. Name			3. Cost Center Number			4. LWOP Hours		
556361		HICKS CALVIN W			DDP/WH UN UV					
5. OLD SALARY RATE				6. NEW SALARY RATE				7. TYPE ACTION		
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date	PSI	LSI	ADJ.
75	12 3	\$ 9,475	11/15/59	12	4	\$ 9,735	05/14/61			

B. Remarks and Authentication

NO EXCESS LWOP

IN PAY STATUS AT END OF WAITING PERIOD

US AT END OF WAITING PERIOD

IN ACCORDANCE WITH THE PROVISIONS OF P. L. 86-563 AND DCI MEMO DATED
1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS EFFECTIVE 10 JULY 1960.

SD	NAME	SERIAL	ORGN	GR-ST	OLD SALARY	NEW SALARY
DM	HICKS CALVIN W	556361	50 45	GS-12 3	\$ 8,810	\$ 9,475

151 EMMETT D. ECHOLS
DIRECTOR OF PERSONNEL

SECRET

(When Filled In)

BLT. 21 OCT 1960

NOTIFICATION OF PERSONNEL ACTION									
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)							
056361		HICKS CALVIN W							
3. NATURE OF PERSONNEL ACTION					4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT		
REASSIGNMENT					10 02 60		REGULAR		
6. FUNDS		V TO V		V TO CF		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY	
CF TO V		X		CF TO CF		1120 1998 0000		50 USC 403	
9. ORGANIZATIONAL DESIGNATIONS					10. LOCATION OF OFFICIAL STATION				
DDP NE CS/CS DEVELOPMENT COMPLEMENT					WASH., D. C.				
11. POSITION TITLE					12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION		
GUERRILLA WAR OFF					9997		D		
14. CLASSIFICATION SCHEDULE (GS, NR, etc.)			15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE		
GS			0136.14		12 3		9475		
18. REMARKS									
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL									
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODING		22. STATION CODE		23. INTEGREE CODE	
37		16		58997 NE		75013		1	
24. NTE EXPIRES		25. SPECIAL REFERENCE		26. RETIREMENT DATA		27. SEPARATION DATA CODE		28. CORRECTION CANCELLATION DATA	
NO DA YR		1 - CSC 2 - PCA 3 - NONE		CODE		TYPE NO DA YR		33. SECURITY REQ NO	
								EOD DATA	
29. VET. PREFERENCE		30. SERV. COMP. DATE		31. LONG. COMP. DATE		32. MIL. SERV. CREDIT/LCD		33. PEGLI. HEALTH INSURANCE	
CODE 0 - NONE 1 - 5 PT 2 - 10 PT		NO DA YR		NO DA YR		1 - YES 2 - NO		CODE CODE 2 - WAIVER 3 - YES	
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT CODE		43. FEDERAL TAX DATA		44. STATE TAX DATA	
CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 12 MOS) 3 - BREAK IN SERVICE (MORE THAN 12 MOS)				CODE		FORM EXECUTED CODE NO TAX EXEMPTIONS 1 - YES 2 - NO		FORM EXECUTED CODE NO TAX STATE CODE 1 - YES 2 - NO	
SIGNATURE OR OTHER AUTHENTICATION									

POSTED

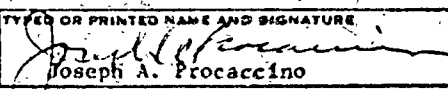
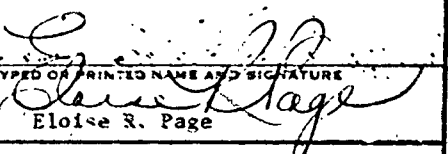
Pte 1960 Personnel
actions

CONFIDENTIAL
CLASSIFICATION

FITNESS REPORT										
SECTION A GENERAL INFORMATION										
1. EMPLOYEE NUMBER 056361		2. NAME (last, first, middle) HICKS, Calvin W.			3. DATE OF BIRTH S Nov 24		4. SEX M		5. GRADE GS-13	
6. DD D		7. OFFICIAL POSITION TITLE Watch Officer			8. OFF. DIV. OR OF ASSIGNMENT DDO/OPS/INT/IW		9. CURRENT STATION HQS.		10. CODE (if any) X HQS. OF	
11. TYPE OF APPOINTMENT					12. TYPE OF REPORT					
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> CONTRACT <input type="checkbox"/> OTHER (Spec) <input type="checkbox"/> TEMPORARY <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT <input checked="" type="checkbox"/> SPECIAL										
13. REPORTING PERIOD (from-to) 1 October 1973 - 30 September 1974					14. DATE REPORT DUE IN O.P. 31 October 1974					
SECTION B QUALIFICATIONS UPDATE										
IF QUALIFICATIONS UPDATE FORM IS BEING SUBMITTED WITH CHANGES, AND IS ATTACHED TO THIS REPORT, PLACE THE WORD "YES" IN THE BOX TO THE RIGHT. IF NO CHANGES ARE REQUIRED, PLACE THE WORD "NO" IN THE BOX AT RIGHT. <div style="float: right; border: 1px solid black; padding: 2px;">No</div>										
SECTION C PERFORMANCE EVALUATION										
U—Unsatisfactory Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section D. M—Marginal Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section D and remedial actions taken or recommended should be described. P—Proficient Performance is satisfactory. Desired results are being produced in the manner expected. S—Strong Performance is characterized by exceptional proficiency. O—Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.										
SPECIFIC DUTIES										
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).										
SPECIFIC DUTY NO. 1 (NOTE: DDO IS THE CLOSEST QUALIFICATION CODE TO DESCRIBE THE WORK OF A WATCH OFFICER) — Prepares TD disseminations from DDO intel cables and releases them to the U.S. Intel Community expediting their delivery by advance electrical transmission when appropriate. Also disseminates certain DIV/D cables.									RATING LETTER S	
SPECIFIC DUTY NO. 2 Reviews intel cables for adherence to established reporting procedures and operational security; when necessary deletes objectionable data from the SUPDATA and/or authentication statements.									RATING LETTER S	
SPECIFIC DUTY NO. 3 After hours grants or denies clearances (in consultation with the responsible area division) for use of DDO information in finished intel publications.									RATING LETTER S	
SPECIFIC DUTY NO. 4 Keeps current on the general and special requirements of both internal and external Agency customers particularly when the information involves the security and protection of U.S. and foreign dignitaries, hijacking, etc.									RATING LETTER S	
SPECIFIC DUTY NO. 5 Maintains good working relations not only with DDO area divisions and staffs but with Signal Center, Cable Secretariat at all levels to expedite the dissemination of significant reports; works closely with DDO Duty Officers and SDOs to keep one another alert to significant events.									RATING LETTER S	
SPECIFIC DUTY NO. 6									RATING LETTER	
OVERALL PERFORMANCE IN CURRENT POSITION										
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.									RATING LETTER S	

28 OCT 1974

CONFIDENTIAL
CLASSIFICATION

SECTION D		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section C to provide basis for determining future personnel action. Discuss if performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section D, attach a separate sheet of paper.</p> <p>During this reporting period Mr. Hicks' performance has continued to be characterized by exceptional proficiency. The record is already replete of laudatory comments regarding his performance not only in IW but in previous assignments. Mr. Hicks is retiring from the Agency at the end of this year on a medical disability.</p> <p>Since his assignment to IW, 7 1/2 years ago, he has had a medical hold and because of his deep rooted motivation and strong belief in the Agency's mission, he has held on tenaciously until he reached the age of 50. In addition to being a very effective IW officer throughout these years, Mr. Hicks has also performed in a superior manner as a paramilitary officer during the early years of his career, overseas and in Headquarters.</p> <p>We wish him Godspeed, and our best wishes for good health throughout the coming years.</p>			
SECTION E		CERTIFICATION AND COMMENTS	
1. BY SUPERVISOR			
<p>DATE THIS EVALUATION WAS RECD 64</p>		<p>IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION RETIRED</p>	
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
24 December 1974	C/OPS/INT/IW	 Joseph A. Procaccino	
2. BY EMPLOYEE			
STATEMENT CONCERNING THIS EVALUATION OF MY PERFORMANCE		DATE	SIGNATURE OF EMPLOYEE
<p>HAVE ATTACHED <input checked="" type="checkbox"/> HAVE NOT ATTACHED</p>			Calvin W. Hicks
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p>I concur with the rating official's comments. Mr. Hicks turned in a creditable performance during his extended tour on the Operations Staff, and well deserves his supervisor's "Strong" rating. We all hope that his years of retirement are rewarding and fruitful.</p>			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
	C/OPS/INT	 Eloise R. Page	
BY EMPLOYEE			
I CERTIFY THAT I HAVE BEEN THE ENTIRE IN ALL SECTIONS OF THIS REPORT.		DATE	SIGNATURE OF EMPLOYEE
		Employee retired on 27 Dec 1974	
CLASSIFICATION CONFIDENTIAL			

CLASSIFICATION

FITNESS REPORT

SECTION A

GENERAL INFORMATION

1. EMPLOYEE NUMBER 056361	2. NAME (Last, first, middle) HICKS, Calvin W.	3. DATE OF BIRTH 8 Nov 24	4. SEX M	5. GRADE GS-13	6. DD D
7. OFFICIAL POSITION TITLE Watch Officer		8. OFF/DIV/BR. OF ASSIGNMENT DDO/OPS/INT/IW	9. CURRENT STATION HQS		10. HQ CD 1
11. TYPE OF APPOINTMENT			12. TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> CONTRACT	<input type="checkbox"/> OTHER, Spec.	<input type="checkbox"/> TEMPORARY	<input checked="" type="checkbox"/> ANNUAL
			<input type="checkbox"/> REASSIGNMENT	<input type="checkbox"/> SPECIAL	
13. REPORTING PERIOD (from-to) 1 Nov 72 - 30 September 73			14. DATE REPORT DUE IN O.P. 31 October 1973		

SECTION B

QUALIFICATIONS UPDATE

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

YES

SECTION C

PERFORMANCE EVALUATION

U—Unsatisfactory Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section D.

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

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

S—Strong Performance is characterized by exceptional proficiency.

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

SPECIFIC DUTIES

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

SPECIFIC DUTY NO. 1 (Note: DDO is the closest qualification code to describe the work of a Watch Officer)--Prepares TD disseminations from DDO intel cables and releases them to the U.S. Intel Community expediting their delivery by advance electrical transmission when appropriate. Also disseminates certain DIV/D cables.	RATING LETTER S
SPECIFIC DUTY NO. 2 Reviews intel cables for adherence to established reporting procedures and operational security; when necessary deletes objectionable data from the SUPDATA and/or authentication statements.	RATING LETTER S
SPECIFIC DUTY NO. 3 After hours grants or denies clearances (in consultation with the responsible area division) for use of DDO information in finished intel publications.	RATING LETTER S
SPECIFIC DUTY NO. 4 Keeps current on the general and special requirements of both internal and external Agency customers particularly when the information involves the security and protection of U.S. and foreign dignitaries, hijacking, etc.	RATING LETTER S
SPECIFIC DUTY NO. 5 Maintains good working relations not only with DDO area divisions and staffs but with Signal Center, Cable Secretariat at all levels to expedite the dissemination of significant reports; works closely with DDO Duty Officers and SDOs to keep one another alert to significant events.	RATING LETTER S
SPECIFIC DUTY NO. 6	RATING LETTER

OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.

RATING LETTER

S

15 NOV 1973

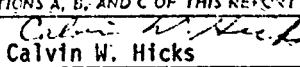
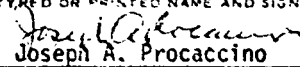

CLASSIFICATION	
SECTION D	NARRATIVE COMMENTS
Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section C to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment, and funds, must be commented on, if applicable. If extra space is needed to complete Section D, attach a separate sheet of paper.	
<p>There has been no change in Mr. Hicks' performance from the last reporting period. It is still characterized by exceptional proficiency. He continues to display initiative, resourcefulness and good judgment in the performance of the duties assigned to an IW officer.</p> <p>Mr. Hicks has been with the Intelligence Watch since June 1967. A medical hold has precluded any further overseas assignments and for this reason his tour in IW has been extended until he reaches age 50 (November 1974) at which time he plans to retire under the Agency retirement system. Throughout this period he has continuously applied himself with diligence and enthusiasm. Even after some protracted sick leave periods he has returned ready to step in and pick up where he left off which is the best proof of his mastery of details and the mechanics of dissemination, as well as his ability to adjust to the stresses and strains resulting from this type of assignment.</p> <p>Since the inception of his IW assignment he has borne the same responsibilities and carried the same burdens as his colleagues in the GS-14 category and continues to perform at this level. For this sustained high-level of performance in 1972 he received a quality step increase in recognition and as proof of the high esteem in which he is held by his superiors.</p> <p>Mr. Hicks' resourcefulness and ability to apply the myriad of reporting skills and techniques has been clearly demonstrated in crisis situations such as the recent Chilean political upheaval and the current Near Eastern crisis. The presence of IW officers such as Mr. Hicks enables the DDO to effect electrical dissemination of the high precedence traffic to the Intelligence Community in a matter of minutes on a 24-hour-a-day basis.</p> <p>Since Mr. Hicks carries no supervisory responsibilities he gives all indications of being cost-conscious.</p>	
SECTION E CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE	
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, C AND D OF THIS REPORT	
DATE 23 October 1973	SIGNATURE OF EMPLOYEE Calvin W. Hicks <i>Calvin W. Hicks</i>
2. BY SUPERVISOR	
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 50	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION
DATE 23 October 1973	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">OFFICIAL TITLE OF SUPERVISOR C/OPS/INT/IW</div> <div style="width: 50%;">TYPED OR PRINTED NAME AND SIGNATURE <i>Joseph A. Procaccino</i> Joseph A. Procaccino</div> </div>
3. BY REVIEWING OFFICIAL	
<p>COMMENTS OF REVIEWING OFFICIAL</p> <p>I have observed Mr. Hicks' performance in various capacities over the years and concur with Mr. Procaccino's rating. His contribution to the Intelligence Watch has, I know, been substantial.</p>	
DATE 13 November 1973	<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;">OFFICIAL TITLE OF REVIEWING OFFICIAL C/OPS/INT</div> <div style="width: 50%;">TYPED OR PRINTED NAME AND SIGNATURE <i>Eloise R. Page</i> Eloise R. Page</div> </div>
CLASSIFICATION	

SECRET

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				056361	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE 5. SO
Hicks, Calvin W.			8 Nov 24	M	GS-13 D
6. OFFICIAL POSITION/TITLE			7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION
Watch Officer			DDP/FI/INT/IW		HQS
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR		
<input type="checkbox"/> CAREER-PROVISIONAL (See instructions - Section C)			<input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE		
SPECIAL (Specify):			SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to)		
31 October 1972			1 Nov 71 - 31 Oct 72		
SECTION B PERFORMANCE EVALUATION					
<p><u>U-Unsatisfactory</u> Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p><u>M-Marginal</u> Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.</p> <p><u>S-Satisfactory</u> Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p><u>SS-Strong</u> Performance is characterized by exceptional proficiency.</p> <p><u>OS-Outstanding</u> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 (Note: DDIO is the closest qualification code to describe the work of a Watch Officer) --Prepares TD disses from Intel Cables and releases them to the U.S. Intel Community for the CS expediting their delivery by electrical transmission when appropriate. Also disses certain FI/D Cables.					RATING LETTER S
SPECIFIC DUTY NO. 2 Consults with area division officers, as necessary in his judgment, regarding disseminability of the info and to ensure adequate protection of sources and methods with minimum impairment to info reaching policy levels.					RATING LETTER S
SPECIFIC DUTY NO. 3 Reviews subdata and authentication statement in intel cables and deletes any sensitive operational data before any distribution is made. Effects distribution of the deleted portion within the DDP on a strict need to know basis.					RATING LETTER S
SPECIFIC DUTY NO. 4 Keeps current on the general and special requirements of customer agencies including the White House for cabled info, i.e., info on narcotics, hijacking, protection of U.S. and foreign dignitaries, etc.					RATING LETTER S
SPECIFIC DUTY NO. 5 After hours, grants clearances (in consultation with responsible area division) for the use of disseminated CS information in finished intel publications in a manner denied by dissemination controls.					RATING LETTER S
SPECIFIC DUTY NO. 6 Maintains good working relations not only with DDP area divisions and staff, but with Signal Center and Cable Secretariat at all levels to expedite the dissemination of significant reports; works closely with CSDOs and SDOs to keep one another alert to significant events.					RATING LETTER S
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position, such as technical skills, specific duties, initiative, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER S

SECRET

(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</p>			
<p>Mr. Hicks continues to perform with exceptional proficiency. In April 1972 he was granted a Quality Step Increase in recognition and as proof of the high esteem in which he is held by his supervisor in the Glandestine Service.</p>			
<p>Mr. Hicks' services have been particularly valuable during this reporting period because of DDP's increased concern regarding the strict maintenance of operational security in the dissemination of its intelligence information. Mr. Hicks has been instrumental in referring many reports when in the opinion of IW officers, the authentication statement and the manner in which the report is written would help to pinpoint the source of the information if the report fell in unauthorized hands. Mr. Hicks' notations on the IW log cards which record the action taken on each report indicate the seriousness in which Mr. Hicks approaches his daily tasks and his contributions in reminding Divisional personnel about the essential elements of good reporting and the need to comply with the prescribed format.</p>			
<p>The exercise of good judgment in referring or consulting on an Intel Cable prior to its dissemination to the Intelligence Community is an essential element in the proper functioning of this office and upon which depends to a certain extent the Agency's reputation.</p>			
<p>With the retirement and reassignment of several IW officers during this reporting period, Mr. Hicks is now the IW officer with the most experience and continuity on the job. This together with his maturity of judgment and ability to withstand the rigors and pressures inherent in an around-the-clock activity, make Mr. Hicks a distinct asset in the unit.</p>			
<p>The assignment carries no supervisory responsibilities and does not require any significant demonstration of cost consciousness.</p>			
SECTION D			
CERTIFICATION AND COMMENTS			
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT.			
DATE	SIGNATURE OF EMPLOYEE		
16 October 1972	 Calvin W. Hicks		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
38			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
16 October 1972	C/FI/INT/IW	 Joseph A. Procaccino	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p>I can add nothing to this evaluation. I share the rater's high opinion of Mr. Hicks' work and characteristics.</p>			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
24 Oct. 1972	C/FI/INT	 Thomas F. Thiele	

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER			
				056361			
SECTION A GENERAL							
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD	
HICKS CALVIN W.			8 Nov 1924	M	GS-13	D	
6. OFFICIAL POSITION TITLE			7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION		
WATCH OFFICER			DDP/FI/INT/IW		HEADQUARTERS		
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT				
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR				
CAREER-PROVISIONAL (See Instructions - Section C)			<input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE				
SPECIAL (Specify):			SPECIAL (Specify):				
11. DATE REPORT DUE IN O.P.				12. REPORTING PERIOD (From - to)			
31 JANUARY 1971				1 JANUARY - 31 DECEMBER 1970			
SECTION B PERFORMANCE EVALUATION							
<p>U-Unsatisfactory Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>M-Marginal Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.</p> <p>P-Proficient Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p>S-Strong Performance is characterized by exceptional proficiency.</p> <p>O-Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>							
SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
<p>XXXXXXXXXX NOTE: DDIO (REPORTS OFFICER ACTIVITIES) IS THE CLOSEST QUALIFICATION CODE TO DESCRIBE MR. HICKS' WORK AS A WATCH OFFICER. SPECIFIC DUTIES ARE:</p>							RATING LETTER
SPEC. DUTY NO. 1--PREPARES TD DISSEMINATIONS FROM CABLED FIELD INFORMATION REPORTS							S
<p>XXXXXXXXXX AND RELEASES THEM TO U.S. INTEL. COMMUNITY, EXPEDITING DELIVERY BY ELECTRICAL TRANSMISSION WHEN APPROPRIATE.</p>							RATING LETTER
SPEC. DUTY NO. 2--RELEASES JBUHURRIED CABLES AS DISSEMINATION TO INTEL. COMMUNITY, INTERPRETING BROAD FI/D INSTRUCTIONS ON VARIOUS CATEGORIES OF CABLES DISSEMED.							P
SPECIFIC DUTY NO. 3--CONSULTS AREA DIVISION OFFICERS, AS NECESSARY, TO INSURE ADEQUATE PROTECTION OF SOURCES AND METHODS WITH MINIMUM IMPAIRMENT TO THE VALUE OF THE INFORMATION REACHING POLICY LEVELS.							RATING LETTER
							S
SPECIFIC DUTY NO. 4--SEEKS AND RESPONDS TO GUIDANCE RE MOST EFFECTIVE SERVICING OF THE INTEL. COMMUNITY, INCLUDING WHITE HOUSE SITUATION ROOM, WITH CS-ACQUIRED INFORMATION; INCLUDING AFTER-HOURS SERVICING OF REQUESTS FOR CLEARANCE OF CS-DISSEMINATED INFORMATION IN FINISHED INTELLIGENCE PUBLICATIONS ON BEHALF OF FI/INT/RC.							RATING LETTER
							S
SPECIFIC DUTY NO. 5							RATING LETTER
ADVISES AND ASSISTS AREA DIVISION OFFICERS IN PREPARATION OF TD DISSEMINATIONS BASED ON INFORMATION OTHER THAN THAT CONTAINED IN INCOMING CABLED FIELD INFORMATION REPORTS; AND PROVIDES ADVICE TO CSDO ON REQUEST.							P
SPECIFIC DUTY NO. 6							RATING LETTER
FACILITATES AND MAINTAINS GOOD WORKING RELATIONS WITH THE CABLE SECRETARIAT AND SIGNAL CENTER AT ALL LEVELS TO EXPEDITE DISSEMINATION OF SIGNIFICANT REPORTS.							14 JAN 1971 S
OVERALL PERFORMANCE IN CURRENT POSITION							RATING LETTER
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.							S

SECRET

SECTION C			NARRATIVE COMMENTS		
<p>Indicate significant strengths or weaknesses demonstrated in present position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if relevant, in current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</p>					
MAIL ROOM					
<p>THERE HAS BEEN NO CHANGE IN MR. HICKS' OVERALL PERFORMANCE FROM THE LAST RATING PERIOD. IT IS STILL CHARACTERIZED BY EXCEPTIONAL PROFICIENCY. HE CONTINUES TO BE A HIGHLY MOTIVATED, HARD-WORKING AND DEPENDABLE OFFICER.</p>					
<p>SINCE JOINING IW IN JUNE 1967 HE HAS SERVED ON A ROTATING SCHEDULE WITH SEVEN OTHER OFFICERS DOING IDENTICAL WORK, THREE OF WHOM ARE CURRENTLY IN GRADE GS-14 AND ONE IN GRADE GS-15. THERE HAVE BEEN AS MANY AS FIVE GS-14 OFFICERS SERVING AT THE SAME TIME AS MR. HICKS. HE HAS, THEREFORE, BEEN PERFORMING DUTIES COMMENSURATE WITH A GRADE HIGHER THAN HIS PRESENT ONE.</p>					
<p>HIS OUTGOING PERSONALITY AND EXTENSIVE KNOWLEDGE OF THE IW OPERATION HAS GAINED HIM THE CONFIDENCE AND RESPECT OF NOT ONLY HIS COLLEAGUES BUT ALSO OF THE NUMEROUS DIVISION REPRESENTATIVES WITH WHOM HE DEALS.</p>					
<p>HE HAS NO SUPERVISORY DUTIES AND IS COST CONSCIOUS.</p>					
<p>THERE HAS BEEN FREQUENT CONSULTATION WITH MR. HICKS CONCERNING THE PERFORMANCE OF HIS DUTIES.</p>					
SECTION D			CERTIFICATION AND COMMENTS		
1. BY EMPLOYEE					
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT					
DATE	SIGNATURE OF EMPLOYEE				
31 DECEMBER 1970	<i>Celia V. Hicks</i>				
2. BY SUPERVISOR					
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION				
16 MONTHS					
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE			
31 DECEMBER 1970	CHIEF, INTELLIGENCE WATCH	<i>Joseph A. Proccacino</i> JOSEPH A. PROCCACINO			
3. BY REVIEWING OFFICIAL					
COMMENTS OF REVIEWING OFFICIAL					
<p>While I am physically separated from this officer and not in daily contact with him or his work, all secondary evidences are that this is a conservative but generally accurate evaluation.</p>					
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE			
12 Jan 1971	C/FI/INT	<i>Thomas F. Thiele</i> Thomas F. Thiele			

SECRET

Thomas F. Thiele

SECRET

(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER			
				056361			
SECTION A				GENERAL			
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH		3. SEX	4. GRADE	5. SD
HICKS CALVIN W.			8 NOV 1924		M	GS-13	D
6. OFFICIAL POSITION/TITLE			7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION		
WATCH OFFICER			DDP/FI/INT/IW		HEADQUARTERS		
9. CHECK (X) TYPE OF APPOINTMENT				10. CHECK (X) TYPE OF REPORT			
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY				<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR			
CAREER PROVISIONAL (See Instructions - Section C)				<input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE			
SPECIAL (Specify):				SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P.				12. REPORTING PERIOD (From - to)			
31 JANUARY 1970				13 AUGUST - 31 DECEMBER 1969			
SECTION B				PERFORMANCE EVALUATION			
U-Unsatisfactory		Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.					
M-Marginal		Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.					
P-Proficient		Performance is satisfactory. Desired results are being produced in the manner expected.					
S-Strong		Performance is characterized by exceptional proficiency.					
O-Outstanding		Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.					
SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (Indicate number of employees supervised).							
NOTE: THERE IS NOTHING IN THE CHECK LIST OF FUNCTIONS (CS1-20-24) WHICH ADEQUATELY COVERS MR. HICKS. THE CLOSEST IS REPORTS OFFICER ACTIVITIES (DD10). HIS SPECIFIC DUTIES ARE: SPEC. DUTY NO. 1--PREPARES TD DISSEMINATIONS FROM CABLED FIELD INFORMATION REPORTS 2. RELEASES THEM TO U.S. INTELLIGENCE COMMUNITY, EXPEDITING THEIR DELIVERY BY ELECTRICAL TRANSMISSION WHEN APPROPRIATE. SPEC. DUTY NO. 2--RELEASES JBUHURRIED CABLES AS DISSEMINATIONS TO INTEL. COMMUNITY, INTERPRETING BROAD FI/D INSTRUCTIONS ON VARIOUS CATEGORIES OF CABLES DISSEMINATED. SPECIFIC DUTY NO. 3--CONSULTS WITH AREA DIVISION OFFICERS DURING OFF-DUTY HOURS, AS NECESSARY, TO INSURE ADEQUATE PROTECTION OF SOURCES AND METHODS WITH MINIMUM IMPAIRMENT TO THE VALUE OF THE INFORMATION REACHING POLICY LEVELS. SPECIFIC DUTY NO. 4--ADVISES AND ASSISTS AREA DIVISION OFFICERS DURING OFF-DUTY HOURS IN THE PREPARATION OF TD DISSEMINATIONS BASED ON INFORMATION OTHER THAN THAT CON- TAINED IN INCOMING CABLED FIELD INFORMATION REPORTS. SPECIFIC DUTY NO. 5--SEEKS AND RESPONDS TO GUIDANCE CONCERNING THE MOST EFFECTIVE SERVICING OF THE INTEL. COMMUNITY, INCLUDING THE WHITE HOUSE SITUATION ROOM, WITH CLANDESTINE SERVICE-ACQUIRED INFORMATION AND PROVIDES AFTER-HOURS ADVICE ON DIS- SEMINATION POLICY AND PROCEDURES TO THE CS/DO ON REQUEST. SPECIFIC DUTY NO. 6--FACILITATES AND MAINTAINS GOOD WORKING RELATIONS WITH CABLE SECRETARIAT AND SIGNAL CENTER AT ALL LEVELS TO EXPEDITE DISSEMINATION OF SIGNI- FICANT REPORTS.							RATING LETTER
28 JAN 1970 OVERALL PERFORMANCE IN CURRENT POSITION							RATING LETTER
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.							S

SECRET

SECRET

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence. If required for current position, amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented upon if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</p>			
<p>MR. HICKS' PERFORMANCE DURING THE 32 MONTHS UNDER MY SUPERVISION HAS CONTINUED AT THE SAME HIGH LEVEL NOTED IN HIS LAST FITNESS REPORT. HE EXERCISES GREAT CARE AND ATTENTION TO THE MULTITUDE OF DETAILS ENTAILLED IN THE PROCESSING OF INTEL CABLES. HE WORKS WELL UNDER PRESSURE AND IS CONSERVATIVE AND TACTFUL IN DEALING WITH DIVISIONAL PERSONNEL.</p> <p>HIS TOUR IN IW WILL BE EXTENDED FOR ANOTHER TWO YEARS. HIS CONTINUED PRESENCE IN IW WILL BE OF INESTIMABLE VALUE TO NEW OFFICERS WHO WILL BE JOINING THE INTELLIGENCE WATCH AS OTHERS ARE REASSIGNED OR RETIRE.</p> <p>I STRONGLY RECOMMEND THAT HE BE RECONSIDERED FOR PROMOTION TO GS-14. THERE IS NO QUESTION THAT HE HAS BEEN PERFORMING AT THIS LEVEL FOR A CONSIDERABLE PERIOD OF TIME.</p> <p>There has been frequent consultation with Mr. Hicks concerning his performance of his duties. He has no supervisory duties and is cost-conscious.</p>			
SECTION D		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE		
16 JANUARY 1970	<i>Calvin W. Hicks</i>		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
3 1/2 MO.			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
16 JANUARY 1970	CHIEF/INTELLIGENCE WATCH	<i>Joseph A. Procaccino</i>	
3. BY REVIEWING OFFICIAL		JOSEPH A. PROCACCINO	
COMMENTS OF REVIEWING OFFICIAL			
<p>I do not know Mr. Hicks well having been assigned to the FI staff only a relatively short period of time, plus the fact that direct contacts with officers of the Intelligence Watch are not always frequent owing to their schedules. I would concur however in the rating and narrative comments above in view of my knowledge of the supervisors.</p>			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
20 January 1970	Deputy Chief, FI DIV	<i>Raymond Villamarette</i>	

SECRET

SECRET

(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER			
				056361			
SECTION A GENERAL							
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE	5. SO	
HICKS, CALVIN W.			8 NOV. 1924	M	GS-13	D	
6. OFFICIAL POSITION/TITLE			7. OFF DIV/BR OF ASSIGNMENT		8. CURRENT STATION		
WATCH OFFICER			FI/INT/IW		HEADQUARTERS		
9. CHECK (X) TYPE OF APPOINTMENT				10. CHECK (X) TYPE OF REPORT			
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY				<input type="checkbox"/> INITIAL <input checked="" type="checkbox"/> REASSIGNMENT SUPERVISOR			
CAREER-PROVISIONAL (See Instructions - Section C)				ANNUAL REASSIGNMENT EMPLOYEE			
SPECIAL (Specify):				SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P.				12. REPORTING PERIOD (From - to)			
				1 JAN 1969 - 12 AUG 1969			
SECTION B PERFORMANCE EVALUATION							
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>							
SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
SPECIFIC DUTY NO. 1 PREPARES TD DISSEMINATIONS FROM CABLED FIELD INFORMATION REPORTS AND RELEASES THEM TO THE U.S. INTELLIGENCE COMMUNITY FOR THE CLANDESTINE SERVICE, EXPEDITING THEIR DELIVERY BY ELECTRICAL TRANSMISSION WHEN APPROPRIATE.						RATING LETTER 10 S	
SPECIFIC DUTY NO. 2 RELEASES URGENT CABLES AS DISSEMINATIONS TO THE INTELLIGENCE COMMUNITY, INTERPRETS BROAD INSTRUCTIONS FROM FI/D ON VARIOUS CATEGORIES OF CABLES DISSEMINATED.						RATING LETTER P	
SPECIFIC DUTY NO. 3 CONSULTS WITH AREA DIVISION OFFICERS DURING OFF-DUTY HOURS, AS NECESSARY, TO INSURE ADEQUATE PROTECTION OF SOURCES AND METHODS WITH MINIMUM IMPAIRMENT TO THE VALUE OF THE INFORMATION REACHING POLICY LEVELS.						RATING LETTER S	
SPECIFIC DUTY NO. 4 ADVISES AND ASSISTS AREA DIVISION OFFICERS DURING OFF-DUTY HOURS IN THE PREPARATION OF TD DISSEMINATIONS BASED ON INFORMATION OTHER THAN THAT CONTAINED IN INCOMING CABLED FIELD REPORTS.						RATING LETTER P	
SPECIFIC DUTY NO. 5 SEEKS AND RESPONDS TO GUIDANCE CONCERNING THE MOST EFFECTIVE SERVICING OF THE INTELLIGENCE COMMUNITY, INCLUDING THE WHITE HOUSE SITUATION ROOM, WITH CLANDESTINE SERVICE-ACQUIRED INFORMATION AND PROVIDES AFTER-HOURS ADVICE ON DISSEMINATION POLICY AND PROCEDURES TO THE CSDD ON REQUEST.						RATING LETTER S	
SPECIFIC DUTY NO. 6 FACILITATES AND MAINTAINS GOOD WORKING RELATIONS WITH CABLE SECRETARIAT AND SIGNAL CENTER AT ALL LEVELS TO EXPEDITE DISSEMINATION OF SIGNIFICANT REPORTS.						RATING LETTER S	
OVERALL PERFORMANCE IN CURRENT POSITION							
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						RATING LETTER S	

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manager of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

Aug 14 3 25 PM '69
MR. HICKS HAS BEEN A WATCH OFFICER IN IW FOR MORE THAN TWO YEARS AND IS A DEPENDABLE AND THOROUGHLY RELIABLE MEMBER OF THE TEAM. HE HAS A FINE OPERATIONAL BACKGROUND AND A KEEN SENSE OF SECURITY. HIS JUDGMENT IS VERY SOUND AND HE FAR EXCEEDS THE DEMANDS OF HIS POSITION IN THE EXTENT OF HIS COORDINATION WITH THE AREA DIVISIONS ON MATTERS WHERE HE FEELS THAT DIVISION JUDGMENT SHOULD BE BROUGHT TO BEAR ON AN INTELL CABLE. HE IS METICULOUSLY CORRECT IN HIS APPROACH TO HIS DUTIES AND KNOWS HOW TO BALANCE CUSTOMER NEED FOR ENLIGHTENMENT ON SOURCES TO THE AGENCY'S REQUIREMENTS FOR SOURCE PROTECTION. HE STANDS UP WELL UNDER PRESSURE, IS COOPERATIVE AND CONGENIAL. HE HAS BEEN RECOMMENDED FOR PROMOTION TO GS-14 THREE TIMES DURING HIS TOUR IN IW AND IT IS REGRETTABLE THAT IT HAS NOT BEEN POSSIBLE TO PROMOTE HIM. HIS PERFORMANCE IS SIMILAR TO THAT OF HIS COLLEAGUES WHO ARE IN GRADE GS-14.

NEITHER COST CONSCIOUSNESS NOR SUPERVISION IS A FACTOR IN HIS PERFORMANCE.

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE 12 AUGUST 1969	SIGNATURE OF EMPLOYEE <i>Robert M. Hicks</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 21	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 12 August 1969	OFFICIAL TITLE OF SUPERVISOR CHIEF, FI/INT/IW	TYPED OR PRINTED NAME AND SIGNATURE <i>Edward J. Carroll</i> EDWARD J. CARROLL
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
DATE 13 AUG 1969 13 August 1969	OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, FI/INT	TYPED OR PRINTED NAME AND SIGNATURE <i>T. L. Feyer</i> T. L. Feyer

SECRET

SECRET

(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				056361	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE
HIXS, Calvin			8 Nov. 1924	M	GS-13
5. OFFICIAL POSITION TITLE			7. OFF. DIV. OR OF ASSIGNMENT		8. CURRENT STATION
Atch. Officer			SI/INT/IN		Hqs.
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY			<input type="checkbox"/> INITIAL <input type="checkbox"/> ANNUAL <input checked="" type="checkbox"/> SPECIAL (Specify): Promotion Submission		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to)		
			24 October 1968 - 28 March 1969		
SECTION B PERFORMANCE EVALUATION					
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 Prepares TD disseminations from cabled field information reports and releases them to the U.S. intelligence community for the Clandestine Service, expediting their delivery by electrical transmission when appropriate.					RATING LETTER S
SPECIFIC DUTY NO. 2 Releases JMWELFED cables as disseminations to the intelligence community, interpreting broad instructions from TD on various categories of cables disseminated.					RATING LETTER P
SPECIFIC DUTY NO. 3 Consults with area division officers during off-duty hours, as necessary, to insure adequate protection of sources and methods with minimum impairment to the value of the information reaching policy levels.					RATING LETTER S
SPECIFIC DUTY NO. 4 Advises and assists area division officers during off-duty hours in the preparation of TD disseminations based on information other than that contained in incoming cabled field reports.					RATING LETTER P
SPECIFIC DUTY NO. 5 Seeks and responds to guidance concerning the most effective servicing of the intelligence community, including the White House Situation Room, with Clandestine Service-acquired information and provides after-hours advice on dissemination policy and procedures to the CDD on request.					RATING LETTER S
SPECIFIC DUTY NO. 6 Facilitates and maintains good working relations with Cable Secretariat and Signal Center at all levels to expedite dissemination of significant reports.					RATING LETTER S
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER S

SECRET

(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</p>			
<p>Mr. Hicks has been with IN for almost 2 years and is a dependable and thoroughly reliable member of the team. He brings to his work a fine operational background and a sense of operational security which is of great assistance in the exercise of sound judgment on dissemination matters. He has an instinct for prompt recognition of problem cases and is imaginative in his approach to problems of under-enlightenment of the reader and the opposite extreme of lax source protection.</p>			
<p>He is careful and meticulous in his work, level headed and sound in his judgments. He knows how to balance the customer demand for speed and enlightenment against the equally important demands for source protection. He stands up well under pressure, is cooperative and congenial with his colleagues and with the divisional personnel with whom he is in contact.</p>			
<p>Neither cost consciousness nor supervision is a factor in his performance.</p>			
SECTION D		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE		
28 March 1960	<i>Edmund J. Carroll</i>		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
16			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
28 March 1960	Chief, FI/INT/TW	<i>Edmund J. Carroll</i> Edmund J. Carroll	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p>I concur in this report primarily on the basis of my confidence in the judgment of the supervisor, as I have had no opportunity to evaluate closely the performance of individual officers in the Intelligence Watch. Such direct contacts as I have had with Mr. Hicks have tended to confirm the overall rating of "Strong." I am satisfied that he is performing at the GS-14 level.</p>			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
29 March 1960	Chief, FI/INT	<i>T. L. Beyer</i> T. L. Beyer	

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER			
SECTION A				GENERAL			
1. NAME (Last) (First) (Middle)		2. DATE OF BIRTH		3. SEX	4. GRADE	5. SD	
HICKS, CALVIN W.		8 NOV 24		M	GS-13	D	
6. OFFICIAL POSITION TITLE				7. OFF. DIV/BR OF ASSIGNMENT		8. CURRENT STATION	
WATCH OFFICER				DDP/FI/INT/IW		HQS	
9. CHECK (X) TYPE OF APPOINTMENT				10. CHECK (X) TYPE OF REPORT			
CAREER		RESERVE	TEMPORARY	INITIAL		REASSIGNMENT/SUPERVISOR	
CAREER-PROVISIONAL (See instructions - Section C)		X ANNUAL		REASSIGNMENT EMPLOYEE			
SPECIAL (Specify):				SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P.				12. REPORTING PERIOD (From - to)			
30 NOV 1971				1 JAN - 31 OCT 1971			
SECTION B				PERFORMANCE EVALUATION			
<p>U-Unsatisfactory Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling; to further training; to placing on probation; to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>M-Marginal Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.</p> <p>P-Proficient Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p>S-Strong Performance is characterized by exceptional proficiency.</p> <p>O-Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>							
SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (Indicate number of employees supervised).							
XXXXXXXXXXXX ¹ /NOTE: DD10 IS THE CLOSEST QUALIFICATION CODE TO DESCRIBE THE WORK OF A WATCH OFFICER/							RATING LETTER
1: PREPARES TD DISSEMS FROM INTEL CABLES AND RELEASES THEM TO THE U.S. INTEL COMMUNITY FOR THE CS EXPEDITING THEIR DELIVERY BY ELECTRICAL TRANSMISSION							S
XXXXXXXXXXXX ² WHEN APPROPRIATE. ALSO DISSEMS CERTAIN FI/D CABLES							RATING LETTER
2: CONSULTS WITH AREA DIVISION OFFICERS, AS NECESSARY IN HIS JUDGMENT; REGARDING DISSEMINABILITY OF THE INFO AND TO INSURE ADEQUATE PROTECTION OF SOURCES AND METHODS WITH MINIMUM IMPAIRMENT TO INFO REACHING POLICY LEVELS.							S
SPECIFIC DUTY NO. 3 REVIEWS SUPDATA AND AUTHENTICATION STATEMENT IN INTEL CABLES AND DELETES ANY SENSITIVE OPERATIONAL DATA BEFORE ANY DISTRIBUTION IS MADE. EFFECTS DISTRIBUTION OF THE DELETED PORTION WITHIN THE DDP ON A STRICT NEED TO KNOW BASIS.							RATING LETTER
SPECIFIC DUTY NO. 4 KEEPS CURRENT ON THE GENERAL AND SPECIAL REQUIREMENTS OF CUSTOMER AGENCIES INCLUDING THE WHITE HOUSE FOR CABLED INFO, I.E., INFO ON NARCOTICS, HIJACKING, PROTECTION OF U.S. AND FOREIGN DIGNITARIES, ETC.							S
SPECIFIC DUTY NO. 5 AFTER HOURS, GRANTS CLEARANCES (IN CONSULTATION WITH RESPONSIBLE AREA DIVISION) FOR THE USE OF DISSEMED CS INFORMATION IN FINISHED INTEL PUBLICATIONS IN A MANNER DENIED BY DISSEMINATION CONTROLS.							RATING LETTER
SPECIFIC DUTY NO. 6 MAINTAINS GOOD WORKING RELATIONS NOT ONLY WITH DDP AREA DIVISIONS AND STAFF, BUT WITH SIGNAL CENTER AND CABLE SECRETARIAT AT ALL LEVELS TO EXPEDITE THE DISSEM OF SIGNIFICANT REPORTS; WORKS CLOSELY WITH CSDOS AND SDOS TO KEEP ONE ANOTHER ALERT TO SIGNIFICANT EVENTS.							S
OVERALL PERFORMANCE IN CURRENT POSITION							
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.							RATING LETTER
							S

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper. MR. HICKS CONTINUES TO TURN IN AN EXCELLENT ALL AROUND

PERFORMANCE. HE EXERCISES A VERY HIGH DEGREE OF PROFESSIONAL JUDGMENT IN CARRYING OUT HIS DUTIES. HE IS ALERT, CONSCIENTIOUS, STRONG-WILLED AND STRAIGHTFORWARD BUT VERY PLEASANT IN DEALING WITH PEOPLE OF ALL LEVELS.

BECAUSE OF HIS CONSTANT AWARENESS THAT CS REPORTS MAY FALL IN UNAUTHORIZED HANDS, MR. HICKS HAS BEEN MOST EFFECTIVE IN MAINTAINING SECURITY DISCIPLINE IN THE REVIEW OF THE INTEL CABLES, PARTICULARLY THE AUTHENTICATION STATEMENTS TO INSURE THAT ANY DATA WHICH MAY PRESENT A SECURITY HAZARD TO THE SOURCE, IS OMITTED FROM THE DISSEMINATION OF THE INFORMATION.

MR. HICKS HAS BEEN WITH THE INTELLIGENCE WATCH SINCE JUNE 1967. HIS OVERALL PERFORMANCE HAS BEEN CONSISTENTLY CHARACTERIZED BY EXCEPTIONAL PROFICIENCY. HE HAS FOR SEVERAL YEARS BEEN PERFORMING DUTIES COMMENSURATE WITH A GRADE HIGHER THAN HIS PRESENT ONE. A CONCERTED EFFORT SHOULD BE MADE TO PROMOTE HIM TO A GS-14. HE HAS BEEN PUT IN FOR PROMOTION AS AN INTELLIGENCE WATCH OFFICER SINCE 1968.

WITH THE RETIREMENT AND REASSIGNMENT OF SEVERAL IW OFFICERS, BY NEXT YEAR, HE WILL BE THE IW OFFICER WITH THE MOST CONTINUITY ON THE JOB. THIS WILL BE A GREAT ASSET TO IW AND IN PARTICULAR TO THE NEWER OFFICERS WHO WILL PROFIT FROM HIS EXPERIENCE.

ATTACHED TO THIS FITNESS REPORT IS A RECENTLY PREPARED POSITION DESCRIPTION OF AN IW OFFICER WHICH CHARACTERIZES MR. HICKS IN EVERY RESPECT. THIS DESCRIPTION SHOULD HELP TO BETTER APPRECIATE THE IMPORTANCE THAT THE DDP ATTACHES TO THE FUNCTION AND RESPONSIBILITIES OF IW OFFICERS AS WELL AS THE SCOPE AND COMPLEXITY OF THE WORK.

IT IS NOT EASY TO FIND SUITABLE OFFICERS TO SERVE IN IW. IT CALLS FOR INDIVIDUALS WHO ARE HIGHLY MOTIVATED, WITH MATURITY OF JUDGMENT, TEMPERAMENT, MANNER AND BEARING TO WITHSTAND THE RIGORS OF SHIFT WORK, AND ABOVE ALL TO MAINTAIN CORDIAL RELATIONS

SECTION D

CERTIFICATION AND COMMENTS

SEE ATTACHED PAGE

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE 28 Oct. 1971	SIGNATURE OF EMPLOYEE Calvin W. Hicks Calvin W. Hicks	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 26	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 28 OCTOBER 1971	OFFICIAL TITLE OF SUPERVISOR C/FI/INT/IW	TYPED OR PRINTED NAME AND SIGNATURE Joseph A. Procaccino
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL I fully endorse the ratings and the narrative. We shall continue to try to promote Mr. Hicks in recognition of his ability and of his service.		
DATE 29 Oct 71	OFFICIAL TITLE OF REVIEWING OFFICIAL C/FI/INT	TYPED OR PRINTED NAME AND SIGNATURE Thomas L. Hule

SECRET

CALVIN HICKS, SECTION C CONTINUED

WITH PEOPLE AT ALL LEVELS IN EXPEDITING THE DISSEMINATION OF INTEL CABLES ON A 24-HOUR BASIS.

THE ASSIGNMENT CARRIES NO SUPERVISORY RESPONSIBILITIES AND DOES NOT REQUIRE ANY SIGNIFICANT DEMONSTRATION OF COST CONSCIOUSNESS.

THERE HAVE BEEN FREQUENT CONSULTATIONS WITH MR. HICKS CONCERNING THE PERFORMANCE OF HIS DUTIES.


JOSEPH A. PROCACCINO
CHIEF/INTELLIGENCE WATCH

SECRET

(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				056361	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE
HICKS CALVIN W.			8 NOV 1924	M	GS-13
5. OFFICIAL POSITION TITLE			7. OFF/DIV/BR OF ASSIGNMENT	8. CURRENT STATION	
WATCH OFFICER			FI/INT/IW	HQS	
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY			<input type="checkbox"/> INITIAL <input type="checkbox"/> ANNUAL <input checked="" type="checkbox"/> SPECIAL (Specify): PROMOTION SUBMISSION		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From- to)		
			1 DECEMBER 1967-24 OCTOBER 1968		
SECTION B PERFORMANCE EVALUATION					
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 PREPARES TD DISSEMINATIONS FROM CABLED FIELD INFORMATION REPORTS AND RELEASES THEM TO THE U.S. INTELLIGENCE COMMUNITY FOR THE CLANDESTINE SERVICES, EXPEDITING THEIR DELIVERY BY ELECTRICAL TRANSMISSION WHEN APPROPRIATE.					RATING LETTER S
SPECIFIC DUTY NO. 2 RELEASES JBUHURRIED CABLES AS DISSEMINATIONS TO THE INTELLIGENCE COMMUNITY, INTERPRETING BROAD INSTRUCTIONS FROM FI/D ON VARIOUS CATEGORIES OF CABLES DISSEMINATED.					RATING LETTER P
SPECIFIC DUTY NO. 3 CONSULTS WITH AREA DIVISION OFFICERS DURING OFF-DUTY HOURS, AS NECESSARY, TO INSURE ADEQUATE PROTECTION OF SOURCES AND METHODS WITH MINIMUM IMPAIRMENT TO THE VALUE OF THE INFORMATION REACHING POLICY LEVELS.					RATING LETTER S
SPECIFIC DUTY NO. 4 ADVISES AND ASSISTS AREA DIVISION OFFICERS DURING OFF-DUTY HOURS IN THE PREPARATION OF TD DISSEMINATIONS BASED ON INFORMATION OTHER THAN THAT CONTAINED IN INCOMING CABLED FIELD REPORTS.					RATING LETTER P
SPECIFIC DUTY NO. 5 SEEKS AND RESPONDS TO GUIDANCE CONCERNING THE MOST EFFECTIVE SERV-ICING OF THE INTELLIGENCE COMMUNITY, INCLUDING THE WHITE HOUSE SITUATION ROOM, WITH CLANDESTINE SERVICES-ACQUIRED INFORMATION AND PROVIDES AFTER-HOURS ADVICE ON DISSEMINATION POLICY AND PROCEDURES TO THE CSDO UPON REQUEST.					RATING LETTER S
SPECIFIC DUTY NO. 6 FACILITATES AND MAINTAINS GOOD WORKING RELATIONS WITH CABLE SEC-RETARIAT AT ALL LEVELS TO EXPEDITE DISSEMINATION OF SIGNIFICANT REPORTS.					RATING LETTER S
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER S

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

Nov 7 1 41 PM '68

MR. HICKS HAS COMPLETED HIS APPRENTICESHIP AND ADVANCED BY GRADUAL STAGES FROM ADEQUATE TO PROFICIENT TO THE POINT WHERE HIS OVERALL PERFORMANCE MUST BE DESCRIBED AS STRONG. HE BRINGS TO HIS WORK A FINE OPERATIONAL AND PARAMILITARY BACKGROUND AND HE HAS ADJUSTED QUICKLY AND EFFECTIVELY FROM THE OUTDOOR ACTIVE LIFE TO THE DIFFICULTIES OF BECOMING CHAIR-BORNE. HE IS PARTICULARLY EFFECTIVE ON "PROBLEM" TYPE DISSEMINATIONS WHICH OFTEN INVOLVE TWO OR MORE AREA DIVISIONS. HE IS ALERT TO OPERATIONAL DETAILS WHICH OCCASIONALLY SLIP INTO THE INTELLIGENCE PORTIONS OF CABLED TRAFFIC. MR. HICKS IS A REAL PROFESSIONAL IN THE BEST SENSE OF THE WORD. HE IS CAREFUL, THOROUGH, AND VERY PERSISTENT IN MAKING CERTAIN THAT INTELLIGENCE IS HANDLED CORRECTLY. HE IS COURTEOUS AND PATIENT IN DEALING WITH PEOPLE. HE STANDS UP WELL UNDER PRESSURE AND IS COMPLETELY DEPENDABLE.

NEITHER COST CONSCIOUSNESS NOR SUPERVISORY RESPONSIBILITIES IS INVOLVED IN MR. HICKS' PRESENT POSITION.

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE	SIGNATURE OF EMPLOYEE	
24 OCTOBER 1968	<i>Edward J. Carroll</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
11		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
24 OCTOBER 1968	CHIEF, FI/INT/IW	<i>Edward J. Carroll</i> EDWARD J. CARROLL
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
On the basis of the fine performance of the IW as a group and the high regard for the judgment of the supervisor, I concur in the above evaluation.		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
25 OCTOBER 1968	DC/FI	<i>Robert E. Andersen</i> ROBERT E. ANDERSEN

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				056361	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle)		2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD
HICKS CALVIN W.		2 Nov 1924	M	GS-13	D
6. OFFICIAL POSITION TITLE		7. OFF/DIV/BR/OF ASSIGNMENT		8. CURRENT STATION	
WATCH OFFICER		DDP/FI/INT/IW		Hqs.	
9. CHECK (X) TYPE OF APPOINTMENT		10. CHECK (X) TYPE OF REPORT			
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY		<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR			
<input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)		<input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE			
<input type="checkbox"/> SPECIAL (Specify):		<input type="checkbox"/> SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P.		12. REPORTING PERIOD (From - to)			
31 JANUARY 1968		15 JUNE - 31 DECEMBER 1967			
SECTION B PERFORMANCE EVALUATION					
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counselling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>C - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					RATING LETTER
SPECIFIC DUTY NO. 1					
SEE NOTE ON REVERSE SIDE OF THIS FORM.					
SPECIFIC DUTY NO. 2					RATING LETTER
SPECIFIC DUTY NO. 3					RATING LETTER
SPECIFIC DUTY NO. 4					RATING LETTER
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
<div style="position: absolute; left: -100px; top: 50px; transform: rotate(-45deg);"> 15-1614 15 </div>					
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required to current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of individual or supervisor, duties and cost-consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If space is needed to complete Section C, attach a separate sheet of paper.

MAIL ROOM

NOTE: MY ASSIGNMENT AS CHIEF/IW, EFFECTIVE 13 NOVEMBER 1967, HAS BEEN OF SUCH SHORT DURATION THAT I CANNOT AT THIS TIME ADD ANYTHING--EXCEPT THAT I AM IN GENERAL AGREEMENT THERewith--TO THE FITNESS REPORT FOR MR. HICKS SUBMITTED BY MY PREDECESSOR, MR. RICHARD A. FULLER, FOR THE PERIOD 5 JUNE THROUGH 12 NOVEMBER 1967.

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE 10 Jan 1968	SIGNATURE OF EMPLOYEE <i>Richard A. Fuller</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 1 1/2 MO.	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 12 JAN 1968	OFFICIAL TITLE OF SUPERVISOR CHIEF/IW	TYPED OR PRINTED NAME AND SIGNATURE <i>Edward J. Carroll</i>
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
DATE 12 JAN 1968	OFFICIAL TITLE OF REVIEWING OFFICIAL CHIEF, FI/INT	TYPED OR PRINTED NAME AND SIGNATURE <i>William R. Daniel</i>

SECRET

ATTACH 5, DEVEN

SECRET

(When Filled In)

FITNESS REPORT				EMPLOYER SERIAL NUMBER	
				056361	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE 5. SO
HICKS CALVIN W.			8 Nov 1924	M	GS-13 D.
6. OFFICIAL POSITION TITLE			7. OFF. DIV/BR OF ASSIGNMENT 8. CURRENT STATION		
WATCH OFFICER			FI/TNT/IW Hos.		
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY			<input type="checkbox"/> INITIAL <input checked="" type="checkbox"/> REASSIGNMENT SUPERVISOR		
<input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)			<input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE		
SPECIAL (Specify):			SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to)		
31 January 1968			5 JUNE 1967 - 12 NOVEMBER 1967		
SECTION B PERFORMANCE EVALUATION					
<p>W - <u>W</u>ork Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - <u>A</u>dequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - <u>P</u>roficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - <u>S</u>uperior Performance is characterized by exceptional proficiency.</p> <p>O - <u>O</u>utstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (Indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 PREPARES TD DISSEMINATIONS FROM CABLED FIELD INFORMATION REPORTS AND RELEASES THEM TO THE U.S. INTELLIGENCE COMMUNITY FOR THE CLANDESTINE SERVICES, EXPEDITING THEIR DELIVERY BY ELECTRICAL TRANSMISSION WHEN APPROPRIATE.					RATING LETTER P
SPECIFIC DUTY NO. 2 RELEASES URGENT CABLES AS DISSEMINATIONS TO THE INTELLIGENCE COMMUNITY, INTERPRETING BROAD INSTRUCTIONS FROM FI/D ON VARIOUS CATEGORIES OF CABLES DISSEMINATED.					RATING LETTER P
SPECIFIC DUTY NO. 3 CONSULTS WITH AREA DIVISION OFFICERS DURING OFF-DUTY HOURS, AS NECESSARY, TO INSURE ADEQUATE PROTECTION OF SOURCES AND METHODS WITH MINIMUM IMPAIRMENT TO THE VALUE OF THE INFORMATION REACHING POLICY LEVELS.					RATING LETTER P
SPECIFIC DUTY NO. 4 ADVISES AND ASSISTS AREA DIVISION OFFICERS DURING OFF-DUTY HOURS IN THE PREPARATION OF TD DISSEMINATIONS BASED ON INFORMATION OTHER THAN THAT CONTAINED IN INCOMING CABLED FIELD REPORTS.					RATING LETTER P
SPECIFIC DUTY NO. 5 SEEKS AND RESPONDS TO GUIDANCE CONCERNING THE MOST EFFECTIVE SERVICES OF THE INTELLIGENCE COMMUNITY, INCLUDING THE WHITE HOUSE SITUATION ROOM, WITH CLANDESTINE SERVICES-ACQUIRED INFORMATION AND PROVIDES AFTER-HOURS ADVICE ON DISSEMINATION POLICY AND PROCEDURES TO THE CSDO ON REQUEST.					RATING LETTER P
SPECIFIC DUTY NO. 6 FACILITATES AND MAINTAINS GOOD WORKING RELATIONS WITH CABLE SECRETARIAT AT ALL LEVELS TO EXPEDITE DISSEMINATION OF SIGNIFICANT REPORTS.					RATING LETTER S
REF 29 NOV 1967 OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER P

SECRET

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</p>			
<p>MR. HICKS' TENURE IN IW HAS BEEN TWO MONTHS. A REAL EVALUATION OF HIS PERFORMANCE. NORMALLY, AN EXPERIENCED OFFICER REQUIRES THREE MONTHS ON-THE-JOB TRAINING PLUS ABOUT THE SAME AMOUNT OF TIME ON SHIFT BEFORE HE IS READY TO COPE WITHOUT STRONG SUPPORT OR SUPERVISION, WITH ALL THE PROBLEMS CONNECTED WITH THIS ASSIGNMENT. MR. HICKS JOINED THE UNIT ON 5 JUNE, COMPLETED A SHORTENED OJT PERIOD AND HAS BEEN ON SHIFT ONLY SINCE LATE SUMMER. HE HAS APPLIED HIMSELF WITH DILIGENCE TO LEARNING THE PRINCIPLES AND TECHNIQUES OF TD DISSEMINATIONS FROM CABLED FIELD INFORMATION REPORTS. ALTHOUGH EXPERIENCED OPERATIONALLY, HE HAS QUITE NATURALLY LACKED THE DETAILED KNOWLEDGE THAT THIS JOB REQUIRES. HE HAS MADE VERY GRATIFYING PROGRESS, BUT HE STILL MUST MASTER KNOWLEDGE IN DEPTH PECULIAR TO THE IW FUNCTION; WHILE I HAVE NO DOUBTS THAT HE CAN HANDLE ROUTINE DISSEMINATION MATTERS WITHOUT MUCH DIFFICULTY, AND SOME "PROBLEM" DISSEMINATION CASES, HE HAS YET TO MEET A REAL CRISIS SITUATION WHEN HE IS ON DUTY BY HIMSELF. I THINK HE HAS MOVED FROM ADEQUACY OF PERFORMANCE TO PROFICIENCY--IT BEING VERY DIFFICULT TO DRAW A LINE BETWEEN THE TWO--AND HE IS LARGELY BEYOND THE POINT WHERE HE NEEDS CLOSE SUPERVISION. HE WILL PROBABLY BE A STRONG OFFICER GIVEN TIME. HE HAS ADAPTED WELL TO THE PRESSURES OF THIS ASSIGNMENT AND APPEARS TO HAVE THE PHYSICAL AND MENTAL STAMINA TO WITHSTAND ITS RIGORS. HE IS EXTREMELY CONSCIENTIOUS AND VERY ACCOMMODATING IN ACCEPTING SCHEDULE CHANGES NECESSITATED BY THE ILLNESS OR ABSENCE OF HIS FELLOW OFFICERS. HE GETS ALONG WELL WITH CABLE SECRETARIAT PERSONNEL, WITH WHOM IW MUST WORK VERY CLOSELY, BECAUSE OF AN OUTGOING AND FRIENDLY PERSONALITY. HE RESPONDS WELL TO DIRECTION. I AM SURE THAT HIS COOPERATIVE ATTITUDE HAS CONTRIBUTED TO THE SMOOTH OPERATION OF THE OFFICE. THIS ASSIGNMENT CARRIES NO SUPERVISORY RESPONSIBILITIES AND DOES NOT REQUIRE ANY SIGNIFICANT DEMONSTRATION OF COST CONSCIOUSNESS.</p>			
SECTION D CERTIFICATION AND COMMENTS			
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE 16 Nov 1967	SIGNATURE OF EMPLOYEE <i>John V. Hicks</i>		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 5	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
DATE 16 NOV 1967	OFFICIAL TITLE OF SUPERVISOR CHIEF, FI/INT/IW	TYPED OR PRINTED NAME AND SIGNATURE <i>Richard A. Fuller</i> RICHARD A. FULLER	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p><i>Concur</i></p>			
DATE 22 NOV 1967	OFFICIAL TITLE OF REVIEWING OFFICIAL CHIEF, FI/INT	TYPED OR PRINTED NAME AND SIGNATURE <i>Wallace R. Deuel</i> WALLACE R. DEUEL	

SECRET

CONFIDENTIAL
(When filled in)

TRAINING REPORT

(3-69)

MANAGERIAL GRID SEMINAR (50 hours) DATES: 2-7 February 1969

Student : Calvin W. Hicks

Office : FI

Year of Birth: 1924

Service Designation: D

Grade : GS-13

No. of Students : 43

ECD Date : July 1958

COURSE OBJECTIVES AND METHOD

Course objectives are to aid participants to: learn the managerial theories contained in the Grid; understand their personal managerial styles in Grid terms; evaluate convictions about managerial values; develop team action skills; increase candidness of communication; strengthen the use of critique for problem-solving and learning; and acquire an appreciation of Organization Culture and Development.

The method of learning offers a challenge to all participants regardless of level or experience. A Grid Seminar is not "taught" in the usual sense. In Grid teams, participants solve complex management problems. Objective solutions are made available. Individual and team performance is repeatedly assessed. Various measuring instruments are used to evaluate effectiveness.


Critique sessions assist each participant to understand how he might change his own behavior to increase his problem-solving effectiveness. Thus managers are not told the best way to manage, but they learn by convincing themselves.

About twenty to thirty hours of study are completed as prework. Insights gained are deepened and personalized during the intensive 50-hour Seminar.

ACHIEVEMENT RECORD

This is a certificate of attendance only. No attempt was made to evaluate student achievement in this course.

FOR THE DIRECTOR OF TRAINING:

 10 FEB 1969
Chief Instructor Date

CONFIDENTIAL
(When filled in)

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER 056361	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle) ✓ Hicks, Calvin W.			2. DATE OF BIRTH Nov 1924	3. SEX M	4. GRADE GS-13
5. OFFICIAL POSITION/TITLE Ops. Officer			7. OFF/DIV/BR OF ASSIGNMENT DDP/WH/3	6. CURRENT STATION HQ	
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) <input type="checkbox"/> SPECIAL (Specify):			<input checked="" type="checkbox"/> INITIAL <input checked="" type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE <input type="checkbox"/> SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P. 31 Jan 67			12. REPORTING PERIOD (From - to) 1/66 - 12/66		
SECTION B PERFORMANCE EVALUATION					
W - Weak		Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.			
A - Adequate		Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.			
P - Proficient		Performance is more than satisfactory. Desired results are being produced in a proficient manner.			
S - Strong		Performance is characterized by exceptional proficiency.			
O - Outstanding		Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.			
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 Headquarters case officer for all Station Bogota Communist party operations, including insurgency and other related matters.					RATING LETTER P
SPECIFIC DUTY NO. 2 Headquarters case officer for several operational support projects.					RATING LETTER S
SPECIFIC DUTY NO. 3					RATING LETTER
SPECIFIC DUTY NO. 4					RATING LETTER
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER S

SECRET

(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and self-consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</p> <p>NOTE: This report covers the period from 10 August 1966 to 15 January 1967 during which time Mr. Hicks worked on the Colombia Desk. This report is being submitted because of reassignment of the rating officer.</p> <p>Although Mr. Hicks is an experienced officer with strong qualifications and abilities, it should be noted that some aspects of his present job were a new experience for him, since his past experience has been entirely in the PM field. However, Mr. Hicks adapted well and quickly to the new environment, showed a great deal of initiative and resourcefulness in familiarizing himself with the work, and by bringing sound operational and administrative experience to bear, carried out his duties in a thoroughly competent manner. He demonstrated uncommon ability to organize his work, anticipate problems or requirements, and take effective action promptly. In dealings with his associates he exercised a good balance of persuasiveness and friendliness which paid dividends in terms of getting a job done. He can be relied on absolutely to carry out a given task promptly and well.</p> <p>I would welcome any occasion which permitted Mr. Hicks to work with me again.</p>			
SECTION D CERTIFICATION AND COMMENTS			
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE 12 Jan 1967	SIGNATURE OF EMPLOYEE Calvin W. Hicks		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 5	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
DATE 17 Jan 67	OFFICIAL TITLE OF SUPERVISOR Chief, WH/3/C	TYPED OR PRINTED NAME AND SIGNATURE David Smock	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p>Mr. Hicks is a mature and thoughtful individual who made the switch from PM to FI activities at his own volition. He was originally scheduled for a field assignment to a WH Station in the fall of 1966, but for medical reasons will probably be staying at Headquarters for some time. While this restriction may limit his ability to get that feel for FI field operations which a Headquarters desk officer should have, he has previous field experience in a PM capacity to compensate for this.</p>			
DATE 24 January 1967	OFFICIAL TITLE OF REVIEWING OFFICIAL Deputy Chief, WH/3	TYPED OR PRINTED NAME AND SIGNATURE Jonathan G. Hanke	

SECRET

SECRET

(When Filled In)

TRAINING REPORT - LANGUAGE				COURSE TITLE			
INSTRUCTOR J. WATSON				PROGRAM Duties - 2nd-1st			
NO. OF STUDENTS		NO. OF HOURS 800		DATE OF COURSE 03/17/66 (Special)*			
STUDENT							
NAME HONG, CALVIN W.		YOB 11/21/20	EOB DATE 11/21/20	OFFICE 13		GR 13	SD 13
(See reverse side for definitions of proficiency levels)							
LEVEL OF PROFICIENCY AT ENTRY INTO TRAINING				INSTRUCTORS ESTIMATE		OFFICIAL TEST	
BEFORE	READING	NO PROFICIENCY	SLIGHT	ELEMENTARY	INTERMEDIATE	HIGH	
	WRITING	X					
	PRONUNCIATION	X					
	SPEAKING	X					
	UNDERSTANDING	X					
LANGUAGE TRAINING OBJECTIVES AND METHODS							
<p>The general aims of language training are attainment of proficiency in speaking, understanding, reading and writing. The specific objectives are (1) ability to produce and distinguish the sounds of the language; (2) ability to use a stock of basic sentences and expressions; (3) ability to recombine the elements of basic sentences and expressions and to apply them to new situations; (4) ability to comprehend the language spoken at normal speed in various situations; (5) ability to write and read the language commensurate with ability to speak.</p> <p>Methods used in all courses stress oral drills and free conversation based at first on memorized material and, at a later stage, on varied reading materials. Written and oral tests are given at intervals. Listening to and recording on tapes in the Language Lab is essential for class preparation.</p>							
PERFORMANCE EVALUATION							
		UNSATISFACTORY		SATISFACTORY		EXCELLENT	
ACHIEVEMENT		X					
ATTITUDE						X	
ATTENDANCE		X					
LEVEL OF PROFICIENCY AT COMPLETION OF TRAINING				INSTRUCTORS ESTIMATE		OFFICIAL TEST	
AFTER	READING	NO PROFICIENCY	SLIGHT	ELEMENTARY	INTERMEDIATE	HIGH	
	WRITING		X				
	PRONUNCIATION		X				
	SPEAKING		X				
	UNDERSTANDING		X				
<p>Foreign Language Aptitude Test: 4</p> <p>Credit: 800 hrs.</p> <p><i>W. Ray Rackley</i> W. RAY RACKLEY SIGNATURE, HEAD OF DEPARTMENT, LT/LAS/OTB</p> <p>03/17/66 DATE</p> <p>FOR THE DIRECTOR OF TRAINING:</p>							

SECRET

FITNESS REPORT				EMPLOYEE'S SERIAL NUMBER			
				056361			
SECTION A				GENERAL			
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH		3. SEX	4. GRADE	5. SD
HICKS, Calvin			8 Nov 24		M	GS-13	D
6. OFFICIAL POSITION TITLE			7. OFF. DIV. OR OF ASSIGNMENT		8. CURRENT STATION		
Ops Officer			DDP/WH/C		Wash., D.C.		
9. CHECK (X) TYPE OF APPOINTMENT				10. CHECK (X) TYPE OF REPORT			
<input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input checked="" type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)				<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input checked="" type="checkbox"/> REASSIGNMENT EMPLOYEE			
SPECIAL (Specify):				SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P.				12. REPORTING PERIOD (From - to)			
31 January 1966				1 January 1965 - 31 December 1965			
SECTION B				PERFORMANCE EVALUATION			
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>							
SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
SPECIFIC DUTY NO. 1							RATING LETTER
Chief of Paramilitary Section in the Miami Operations Branch of WH/Cuba and senior Headquarters Case Officer on all PM operations conducted by the Miami Station.							S
SPECIFIC DUTY NO. 2							RATING LETTER
Reviews all PM and Maritime operational plans submitted for approval by the Miami Station and recommends approval, changes or disapproval.							S
SPECIFIC DUTY NO. 3							RATING LETTER
Prepares Agency papers requesting Special Group (303 Committee) approval of PM operations.							P
SPECIFIC DUTY NO. 4							RATING LETTER
Briefs senior officials on status of PM plans, capabilities and operations with respect to Cuba.							P
SPECIFIC DUTY NO. 5							RATING LETTER
Participates in technical planning by various Agency groups to provide technical guidance to Miami Station.							S
SPECIFIC DUTY NO. 6							RATING LETTER
Works closely with Paramilitary and Maritime Branches of Miami Station on all problems regarding the PM effort directed against Cuba.							P
OVERALL PERFORMANCE IN CURRENT POSITION							
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.							RATING LETTER
3 FEB 1966							S

SECRET

(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.</p> <p style="text-align: right;">JAN 3 3 25 PM '66</p> <p>NOTE: Subject spent full time on Spanish language training from 1 Sept through 21 December 1965.</p> <p style="text-align: center;">MAIL ROOM</p> <p>NOTE: The difference in the letter rating between this report and the preceding fitness report does not reflect in any way on Subject's performance but is due rather to a different rating scale used by the originators.</p> <p>Subject turned in an excellent all-around performance as Chief of the Headquarters Paramilitary Section supporting Miami Station operations. He strives hard to do a good job and is most anxious to please his superiors. He is aggressive and conscientious in carrying out his functions; strong-willed and persistent in seeking to achieve his goals; straightforward but pleasant in dealing with colleagues and other Government officials; determined in resisting encroachments in his area of authority; and finally he is motivated by strong patriotic ideals.</p> <p>He is well-informed and competent in paramilitary operations with a particular gift for ferreting out technical improvements and innovations, and bringing them to bear on operations. Finally, Subject adapts smoothly and efficiently to operational and policy changes affecting his programs.</p> <p style="text-align: right;">(see Continuation Sheet)</p>			
SECTION D		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE		
28 Jan 1966	<i>John T. Flynn</i>		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
12			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
28 January 1966	C/WH/C/MO	<i>Walter T. Canine</i>	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p>This officer is serious, hard working and dependable. Through a pleasant personality he commands the respect of his co-workers. Mr. Hicks is an unusually well qualified and competent officer, and is especially effective in the paramilitary field.</p>			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
28 January 1966	ADC/WH/C	<i>John T. Flynn</i> John T. Flynn	

SECRET

SECRET

Continuation Sheet

FITNESS REPORT

HICKS, Calvin

Section C (continued)

Subject has no significant weaknesses although there is still some room for improvement in making concise oral and written presentations. On every occasion, Subject has proven to be sound and wise in considering costs.

C. H.

HICKS, CALVIN

FEB 3 3 52 PM '80

SECRET

SECRET

(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				056361	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE
HICKS, Calvin W.			8 Nov 24	M	13
5. OFFICIAL POSITION TITLE			7. OFF/DIV/BR OF ASSIGNMENT	8. CURRENT STATION	
Ops Officer CH			DDP/SAS	Wash., D.C.	
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)			<input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From- to-)		
31 January 1965			1 January 64 - 31 December 64		
SECTION B PERFORMANCE EVALUATION					
<p>W - <u>Weak</u> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - <u>Adequate</u> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - <u>Proficient</u> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - <u>Strong</u> Performance is characterized by exceptional proficiency.</p> <p>O - <u>Outstanding</u> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1					RATING LETTER
Is Chief of Paramilitary Section in the Miami Operations Branch (WH/SA) and is the senior Headquarters Case Officer on all PM operations conducted by the Miami Station. <i>DE 38</i>					S
SPECIFIC DUTY NO. 2					RATING LETTER
Reviews all PM and Maritime operational plans submitted for approval by the Miami Station and recommends approval, changes or disapproval. <i>PG 40</i>					S
SPECIFIC DUTY NO. 3					RATING LETTER
Prepares Agency papers requesting Special Group (303) approval of PM operations.					S
SPECIFIC DUTY NO. 4					RATING LETTER
Briefs senior officials on status of PM plans, capabilities and operations with respect to Cuba.					S
SPECIFIC DUTY NO. 5					RATING LETTER
Participates in technical planning by various Agency groups to provide technical guidance to Miami Station. <i>DE 38</i>					S
SPECIFIC DUTY NO. 6					RATING LETTER
Works closely with Paramilitary and Maritime Branches of Miami Station on all problems regarding the PM effort directed against Cuba.					S
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER
19 FEB 1965					S

SECRET

(When Filled In)

OFFICE OF PERSONNEL

SECTION C

NARRATIVE COMMENTS

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

MAIL ROOM

Mr. Hicks' primary responsibility has been to provide Headquarters support and guidance for the PM activities directed by the Miami Station against the Cuban target. Mr. Hicks has shown a high degree of professional judgment in carrying out his duties, and his judgment is respected by senior officials who are required to submit the PM programs for high-level approval. During operational phases of the PM programs, Mr. Hicks is frequently required to be on call to act on emergency situations on a 24-hour basis. He has accepted this responsibility willingly. He has consistently taken the initiative in investigating technical developments which might provide assistance to the Station in the conduct of PM operations. He now supervises two professional and two clerical employees in his Section and runs his unit smoothly with no discernible friction. He does a good job of briefing and indoctrinating junior officers. While his experience has been predominantly in the PM field, he has acquired FI experience in the last two years because of the unique nature of Cuban PM (FI) operations. In his consideration of budgetary matters, he has demonstrated an understanding of the need to curtail expenses, where feasible. I would be glad to have Mr. Hicks work with me at any future time.

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE 19 Jan 1965	SIGNATURE OF EMPLOYEE <i>Edward A. Marellus</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 24	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 1-19-65	OFFICIAL TITLE OF SUPERVISOR Chief, WH/SA, Miami Operations Branch	TYPED OR PRINTED NAME AND SIGNATURE <i>John S. Tilton</i>
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL Concur. Though I have reservations as to characterizing this officer as "Strong," (in point of intrinsic ability when compared to others who are clearly strong performers) such reservations are vague and impressionistic and not related to the actual performance and period to which this report is addressed.		
DATE 15 February 1965	OFFICIAL TITLE OF REVIEWING OFFICIAL Under Deputy Chief, WH(SA)	TYPED OR PRINTED NAME AND SIGNATURE <i>Edward A. Marellus</i>

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				056361	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle) HICKS CALVIN W.			2. DATE OF BIRTH 8 Nov 1924	3. SEX M	4. GRADE GS-13
5. OFFICIAL POSITION TITLE OPS OFFICER			6. CURRENT STATION Washington, D. C.		
9. CHECK (X) TYPE OF APPOINTMENT <input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input checked="" type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) SPECIAL (Specify):			10. CHECK (X) TYPE OF REPORT <input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE SPECIAL (Specify):		
11. DATE REPORT DUE IN G.P. 31 JANUARY 1964			12. REPORTING PERIOD (From - to) 1 JANUARY 1963 - 31 DECEMBER 1963		
SECTION B PERFORMANCE EVALUATION					
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment, or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 Chief, PM Section, Miami Operations Branch of DDP/SAS and Senior Headquarters Case Officer for IM Operations conducted against target country. <i>DE 28 DG 10</i>					RATING LETTER S
SPECIFIC DUTY NO. 2 Provision of operational guidance to field.					RATING LETTER S
SPECIFIC DUTY NO. 3 Review and comment on operational plans submitted by station.					RATING LETTER O
SPECIFIC DUTY NO. 4 Insuring that necessary training, logistics and technical support are provided for conduct of PM operations against the target country. <i>DE 21</i>					RATING LETTER S
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER S
10 MAR 1964					

SECRET

(When Filled In)

MAR 6 4 25 PM '64

"NEI"

SECTION C

NARRATIVE COMMENTS

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

Mr. Hicks' personal experience and long association with paramilitary operations give him high competence in this type of activity. Personnel who have official business with Mr. Hicks respect his knowledge and ability in this field. He assumes responsibility and can be counted on to get a job done with minimum supervision. When required, he works irregular hours without complaint. His review of operational plans submitted by the field is prompt, complete and professional. Mr. Hicks exerts maximum economy in the use of funds, equipment and personnel. He is consistently cooperative, even tempered and patient in the face of frustrations inherent in this type of work. He has established an excellent working relationship with his opposite numbers in the field.

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE	SIGNATURE OF EMPLOYEE	
4 March 1964	<i>John S. Tilton</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
12		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
4 March 1964	DC/SAS/NOB	<i>John S. Tilton</i> John S. Tilton
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
I concur in the above comments and rating.		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
5 March 1964	C/SAS/NOB	<i>Arthur A. Maloney</i> Arthur A. Maloney

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				056361	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE 5. SD
HICKS Calvin W.			8 Nov. 1924	Male	GS-13 D
6. OFFICIAL POSITION TITLE			7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION
Ops. Officer			DDP/Task Force W		Washington, D.C.
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) <input type="checkbox"/> SPECIAL (Specify):			<input type="checkbox"/> INITIAL <input type="checkbox"/> ANNUAL <input checked="" type="checkbox"/> SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From- to-)		
31 January 1963			1 January 1962 to 31 December 1962		
SECTION B PERFORMANCE EVALUATION					
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1					RATING LETTER
Hqs. case officer for FM Operations conducted by field station against target company. <i>Company</i>					S
SPECIFIC DUTY NO. 2					RATING LETTER
Prepares requirements for and/or insures the provision of training, logistics and other support required for conduct of FM operations against target country.					S
SPECIFIC DUTY NO. 3					RATING LETTER
SPECIFIC DUTY NO. 4					RATING LETTER
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER
15 JAN 1963					S

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

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

Mr. Hicks has an exceptional knowledge of and experience with the problems involved in the conduct and support of covert PM operations. He has shown a high degree of initiative in providing the training and other support required and in preparing material for staff presentation to higher echelons. His attention to detail is a strength in accomplishing his duties but he must try harder to overcome a tendency for too much detail in his staff communications, oral and written. His written work in particular shows a weakness in synthesizing which it is believed could be overcome by available courses of training. Mr. Hicks has also reached the point where he must broaden his outlook as to the wider political and operational implications of PM operations. To this end, it is intended that Mr. Hicks will attend the Inter-Agency Counterinsurgency Course in the near future. Under an experienced Chief of Operations, Mr. Hicks could handle PM operations at most Field Stations; in a major operation such as Viet Nam or Cuba, he could adequately handle a large segment such as PM Training, the handling of a large indigenous group, or the duties of Chief/PM Operations or Deputy Chief, PM. He would be a definite asset, in the field or at Hqs., in any type of task force operations.

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE 5 Feb 1967	SIGNATURE OF EMPLOYEE <i>Robert N. Hicks</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 6 months	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 2 Jan 1963	OFFICIAL TITLE OF SUPERVISOR DC/SAS/PM	TYPED OR PRINTED NAME AND SIGNATURE <i>C. W. Matt</i> C. W. Matt
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
<p>The undersigned has been Mr. Hicks' supervisor for approximately six months, for the period ending December 31, 1962. Mr. Hicks is a highly motivated, sincere and capable person. He works well with others, and his knowledge and ability are recognized and respected. He assumes responsibility and can be counted on to get a job done without close supervision. He is capable of assuming greater responsibility. He is continuously striving for greater knowledge and broader fields of activity.</p>		
DATE 8 February 1963	OFFICIAL TITLE OF REVIEWING OFFICIAL C/SAS/PM	TYPED OR PRINTED NAME AND SIGNATURE <i>A. A. Maloney</i> A. A. MALONEY

SECRET

SECRET

TRAINING REPORT

Clandestine Services Review No. 39
(64 hours, full-time)

4 - 13 February 1963

Student : Calvin W. Hicks Office : SAS
Year of Birth: 1924 Service Designation: D
Grade : GS-13 No. of Students : 33
EOD Date : Aug 1950

COURSE OBJECTIVES - CONTENT AND METHODS.

This course aims to develop in the Clandestine Services officers and others recently returned from the field an up-to-date awareness of the role of CIA in the United States intelligence community, the relations of the DDI and DDR areas with the CS, and the support available from the offices of the DDS.

The course is presented by lectures given by CIA officials who are directly responsible for the missions, functions, programs, and services discussed. Each lecture is usually followed by a short question period. Approximately 10 per cent of the students' time is scheduled for reading pertinent up-to-date regulations and background summaries.

ACHIEVEMENT RECORD

This is a certificate of attendance only; no attempt was made to evaluate student achievement in the course.

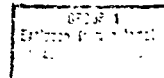
FOR THE DIRECTOR OF TRAINING:

A. J. Schermerhorn

Augustus F. Schermerhorn
Chief Instructor

18 Feb 1963
Date

SECRET



SECRET
(When Filled In)

FEB 1962 FITNESS REPORT				EMPLOYER SERIAL NUMBER CSPD		
SECTION A GENERAL						
1. NAME (Last) (First) (Middle) HICKS Calvin			2. DATE OF BIRTH 12 Nov. 1927		3. SEX Male	
4. SERVICE DESIGNATION D		5. OFFICIAL POSITION TITLE Operations Officer		6. GRADE GS-12		
7. OFF/DIV/BR OF ASSIGNMENT DUTY ST. 4						
8. CAREER STAFF STATUS			9. TYPE OF REPORT			
<input type="checkbox"/> NOT ELIGIBLE <input type="checkbox"/> MEMBER <input type="checkbox"/> DEFERRED <input type="checkbox"/> PENDING <input type="checkbox"/> DECLINED <input type="checkbox"/> DENIED			<input type="checkbox"/> INITIAL <input type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT/SUPERVISOR <input type="checkbox"/> REASSIGNMENT/EMPLOYEE			
10. DATE REPORT DUE IN O.P. 31 January 1962		11. REPORTING PERIOD 12 Nov 61 To 11 Dec 61		12. SPECIAL (Specify)		
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES						
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).						
1 - Unsatisfactory 2 - Barely adequate 3 - Acceptable 4 - Competent 5 - Excellent 6 - Superior 7 - Outstanding						
SPECIFIC DUTY NO. 1 Hqs PM Case Officer for agents dispatched into the target country.		RATING NO. 6		SPECIFIC DUTY NO. 4 General PM Operations Officer. DG-10		
SPECIFIC DUTY NO. 2 Hqs PM Case Officer for all agent requests for air delivery into a denied area.		RATING NO. 6/7		SPECIFIC DUTY NO. 5 Prepare contact reports and other reports to document & give background to agent operations.		
SPECIFIC DUTY NO. 3 Handle and train certain select agents for dispatch into the target country.		RATING NO. 6		SPECIFIC DUTY NO. 6		
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION						
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.						
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.					RATING NO. 5	
SECTION D DESCRIPTION OF THE EMPLOYEE						
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee						
1 - Least possible degree		2 - Limited degree		3 - Normal degree		
4 - Above average degree		5 - Outstanding degree				
CHARACTERISTICS				NOT APPLI- CABLE	NOT OB- SERVED	RATING
						1 2 3 4 5
GETS THINGS DONE						X
RESOURCEFUL						X
ACCEPTS RESPONSIBILITIES						X
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES						X
DOES HIS JOB WITHOUT STRONG SUPPORT						X
FACILITATES SMOOTH OPERATION OF HIS OFFICE						X
WRITES EFFECTIVELY						X
SECURITY CONSCIOUS						X
THINKS CLEARLY						X
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS						X
OTHER (Specify):						
SEE SECTION "E" ON REVERSE SIDE						

SECRET

(When Filled In)

SECTION E

NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

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

Mr. Hicks has an excellent understanding of clandestine operations and has demonstrated an outstanding ability to be flexible enough to cope with an ever changing program. He has performed his duties in a superior manner at all times, exercising mature judgement and firm action. He has continued to keep his objectivity and make a fine contribution to a Project that has had more than its share of frustrations. It is believed that Mr. Hicks should be considered for promotion to Grade GS-13 at the earliest opportunity. He has continuously demonstrated his ability to perform the functions and assume the responsibilities of a higher level in an outstanding manner. Mr. Hicks has worked long, irregular hours, and without complaint, to get the job done.

SECTION F

CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

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

DATE

13 Feb. 1962

SIGNATURE OF EMPLOYEE

Calvin H. Hicks

2.

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

10

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

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

EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS

REPORT MADE WITHIN LAST 90 DAYS

OTHER (Specify):

DATE

13 Feb 1962

OFFICIAL TITLE OF SUPERVISOR

Chief, WH/4/PM/Ops

TYPED OR PRINTED NAME AND SIGNATURE

James S. Pekich

3.

BY REVIEWING OFFICIAL

I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.

I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.

I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.

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

COMMENTS OF REVIEWING OFFICIAL

The above ratings are based primarily on duties performed prior to the assumption, in November 1961, of present duties by the reviewing officer. Since November 1961, Mr. Hicks has shown superior ability to adapt himself to new and changing conditions and has performed well

DATE (Continued)

14 FEB. 1962

OFFICIAL TITLE OF REVIEWING OFFICIAL

Chief, WH/4/PM

TYPED OR PRINTED NAME AND SIGNATURE

Charles W. Matt

SECRET

SECRET**FITNESS REPORT - Calvin W. Hicks (Continued)****SECTION F****Comments of Reviewing Official (Continued)**

in situations requiring individual initiative and imaginative thinking. I feel quite certain that Mr. Hicks has the capabilities and should earn a superior or outstanding rating in his next fitness report.

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				056301	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle)		2. DATE OF BIRTH		3. SEX	4. GRADE
HICKS - Gail W.		5 Nov. 1922		1210	GS-12
5. SERVICE DESIGNATION		6. OFFICIAL POSITION TITLE		7. OFF/DIV/BR OF ASSIGNMENT	
D		Guerrilla Warfare Officer		DDP/10, R. 4, D.C.	
8. CAREER/STAFF STATUS			9. TYPE OF REPORT		
<input type="checkbox"/> NOT ELIGIBLE <input checked="" type="checkbox"/> MEMBER <input type="checkbox"/> DEFERRED			<input type="checkbox"/> INITIAL <input checked="" type="checkbox"/> REASSIGNMENT/SUPERVISOR		
<input type="checkbox"/> PENDING <input type="checkbox"/> DECLINED <input type="checkbox"/> DENIED			<input type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT/EMPLOYEE		
10. DATE REPORT DUE IN O.P.		11. REPORTING PERIOD			
		From: 1 March 51 To: 31 March 51			
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
1 - Unsatisfactory 2 - Barely adequate 3 - Acceptable 4 - Competent 5 - Excellent 6 - Superior 7 - Outstanding					
SPECIFIC DUTY NO. 1		RATING NO.	SPECIFIC DUTY NO. 4		RATING NO.
Hqs R. case officer for all agent requests for air delivery into a denied area.		6/7	Prepare contact reports and other related reports as required to properly document air and selected agent ops.		6
SPECIFIC DUTY NO. 2		RATING NO.	SPECIFIC DUTY NO. 3		RATING NO.
Case officer and training officer for certain selected agents dispatched into the target country.		6			
SPECIFIC DUTY NO. 3		RATING NO.	SPECIFIC DUTY NO. 6		RATING NO.
Generally utility R. operations officer.		5/6			
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.					
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.					RATING NO. <div style="border: 1px solid black; padding: 5px; width: 30px; margin: 0 auto;">5</div>
SECTION D DESCRIPTION OF THE EMPLOYEE					
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee					
1 - Least possible degree	2 - Limited degree	3 - Normal degree	4 - Above average degree	5 - Outstanding degree	
CHARACTERISTICS			NOT APPL- CABLE	NOT OB- SERVED	RATING
					1 2 3 4 5
GETS THINGS DONE					X
RESOURCEFUL					X
ACCEPTS RESPONSIBILITIES					X
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES					X
DOES HIS JOB WITHOUT STRONG SUPPORT					X
FACILITATES SMOOTH OPERATION OF HIS OFFICE					X
WRITES EFFECTIVELY					X
SECURITY CONSCIOUS					X
THINKS CLEARLY					X
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS					X
OTHER (Specify):					
SEE SECTION "E" ON REVERSE SIDE					

SECRET

(When Filled In)

SECTION E NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

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

MAY 17 11 39 AM '61
Mr. Hicks has done a superior job in the performance of his duties. He has demonstrated unusually good judgement and has an excellent basic understanding of covert operations. During the period of this report, he has been able to utilize this knowledge in a real situation and has personally profited and greatly matured in the process, as well as making a fine contribution to the operation in a denied area. It is felt he is now ready to assume greater responsibilities in the Clandestine Services. Mr. Hicks worked long and irregular hours without complaint.

SECTION F CERTIFICATION AND COMMENTS**1. BY EMPLOYEE**

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

DATE
12 May 1961

SIGNATURE OF EMPLOYEE
William H. Hicks

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

Seven months

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

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

EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS

REPORT MADE WITHIN LAST 90 DAYS

OTHER (Specify):

DATE
10 May 1961

OFFICIAL TITLE OF SUPERVISOR
Deputy Chief, WH/4/PM/Ops

TYPED OR PRINTED NAME AND SIGNATURE
W. Kuzimuk
W. Kuzimuk

3. BY REVIEWING OFFICIAL

I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.

I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.

I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.

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

COMMENTS OF REVIEWING OFFICIAL

DATE
12 May 1961

OFFICIAL TITLE OF REVIEWING OFFICIAL
Chief, WH/4/PM/Ops

TYPED OR PRINTED NAME AND SIGNATURE
James S. Pekich
James S. Pekich

SECRET

SECRET

RYBAT

(When Filled In)

FITNESS REPORT						EMPLOYEE SERIAL NUMBER				
SECTION A GENERAL										
1. NAME (Last) (First) (Middle)		2. DATE OF BIRTH		3. SEX	4. GRADE					
HICKS CALVIN W.		6 Nov 1924		Male	GS-12					
5. SERVICE DESIGNATION		6. OFFICIAL POSITION TITLE		7. DES/DIR/BR OF ASSIGNMENT						
DM		GUERRILLA WAR OFF								
8. CAREER STAFF STATUS				9. TYPE OF REPORT						
NOT ELIGIBLE		MEMBER		DEFERRED		INITIAL				
<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>				
PENDING		DECLINED		DENIED		ANNUAL				
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		<input checked="" type="checkbox"/>				
10. DATE REPORT DUE IN O.P.				11. REPORTING PERIOD						
				From 7 Jan 60 To 24 Jan 60						
				SPECIAL (Specify)						
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES										
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).										
1 - Unsatisfactory 2 - Barely adequate 3 - Acceptable 4 - Competent 5 - Excellent 6 - Superior 7 - Outstanding										
SPECIFIC DUTY NO. 1		RATING NO.		SPECIFIC DUTY NO. 4		RATING NO.				
Chief Ops officer for Base supporting allied PM force		6		With allied officers, prepares and supervises training of personnel clandestine P.		5				
SPECIFIC DUTY NO. 2		RATING NO.		SPECIFIC DUTY NO. 5		RATING NO.				
With allied officers, prepares plans for clandestine PM force.		5		Advises Allied Hqs in instructing and preparing plans for large semi-overt PM force		5				
SPECIFIC DUTY NO. 3		RATING NO.		SPECIFIC DUTY NO. 6		RATING NO.				
With allied officers, directs clandestine PM development		6		Ops staff officer to Chief of Base		7				
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION										
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.										
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.							RATING NO. 5			
SECTION D DESCRIPTION OF THE EMPLOYEE										
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee										
1 - Least possible degree		2 - Limited degree		3 - Normal degree		4 - Above average degree		5 - Outstanding degree		
CHARACTERISTICS				NOT APPLICABLE	NOT OBSERVED	RATING				
						1	2	3	4	5
GETS THINGS DONE										X
RESOURCEFUL									X	
ACCEPTS RESPONSIBILITIES									X	
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES									X	
DOES HIS JOB WITHOUT STRONG SUPPORT									X	
FACILITATES SMOOTH OPERATION OF HIS OFFICE									X	
WRITES EFFECTIVELY							X			
SECURITY CONSCIOUS							X			
THINKS CLEARLY										X
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS							X			
OTHER (Specify): Staff advice to Chief of Base										X
SEE SECTION "E" ON REVERSE SIDE.										

SECRET

(When Filled In)

SECTION E			NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE		
<p>Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the best basis for determining future personnel actions.</p> <p>Subject is one of the most practical, hard-headed, down-to-earth, persistent, and competent operations and operations staff officers this supervisor has ever known in our organization. He fights tenaciously and resourcefully in support of his staff advice to the time his chief makes a decision; from that time he fights just as tenaciously and resourcefully to support the decision as he did previously for his position, whether or not the decision follows his advice. He gives 100% loyalty to his country, his organization, and his chief. His approach to plans and ops of the clandestine program has always been practical, and with the long-range requirements solidly in view. He is forceful and firm in dealing with allied opposite numbers; at the same time earning and retaining their respect. He is skillful and persistent in eliciting intelligence information. His development of contacts in the country assigned has been surprisingly good, even though outside his assigned responsibilities; in other words, he has constantly exercised initiative to place himself in a position to collect intelligence information should the requirement be placed on him. Altogether an outstandingly fine operations and staff officer whom I shall always welcome on my staff. His training, experience, and demonstrated ability in the field all well demonstrate his qualification to fill assignments in the next higher grade.</p>					
SECTION F			CERTIFICATION AND COMMENTS		
1. BY EMPLOYEE					
I certify that I have seen Sections A, B, C, D and E of this Report.					
DATE 22 August 1960		SIGNATURE OF EMPLOYEE S/Calvin W. Hicks			
2. BY SUPERVISOR					
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION		IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION			
IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.					
EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS			REPORT MADE WITHIN LAST 90 DAYS		
OTHER (Specify):					
DATE 20 August 1960		OFFICIAL TITLE OF SUPERVISOR		TYPED OR PRINTED NAME AND SIGNATURE S/William T. Hornaday	
3. BY REVIEWING OFFICIAL					
I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.					
I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.					
<input checked="" type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.					
I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.					
COMMENTS OF REVIEWING OFFICIAL It is probably because of the isolated location of the base and the "togetherness" of its personnel but this rating officer as well as his predecessors have all rated on the high side. While my contacts with subject officer have been infrequent and any evaluation would largely be based on paper-work subject has originated my assessment is that subject is an average officer for his age, grade, and experience in his rather specialized field. In comparison with other officers I have known in this					
DATE 2 September 1960		OFFICIAL TITLE OF REVIEWING OFFICIAL		TYPED OR PRINTED NAME AND SIGNATURE S/Willard Burke	

SECRET

kind of assignment as well as in others he is not yet ready for promotion to the next higher grade.

File 1960 Fitness Rpts

14-00000

ADMINISTRATIVE
INTERNAL USE ONLY

MEMORANDUM FOR THE RECORD

**SUBJECT : Request for Disability Retirement Under the
Provisions of the CIA Retirement and Disability
System - Mr. Calvin W. Hicks**

Based upon my review and evaluation of the evidence listed below, I hereby approve the request of Mr. Calvin W. Hicks for disability retirement under the provisions of the CIA Retirement and Disability System and, on the basis of medical evidence submitted in this case, I have determined that the disability of Mr. Hicks is permanent;

a. Supervisor's statement dated 30 October 1974 submitted in accordance with the provisions of paragraph f.(3) of HR 20-50.

b. Written report of the Board of Medical Examiners dated 20 December 1974 as submitted by the Chairman of that Board in accordance with the provisions of paragraph f.(4)(c) of HR 20-50.

F. W. M. Janney
Director of Personnel

Distribution:

- 0 - Return to ROB
- 1 - D/Pers
- 1 - OPF
- 1 - ROB Soft File
- 1 - ROB Reader

OP/RAD/ROB/PJSeidel:jat/3257 (24 December 1974)

ADMINISTRATIVE
INTERNAL USE ONLY

14-00000

21 DEC 1974

Mr. Calvin W. Hicks
10207 Forest Avenue
Fairfax, Virginia 22030

Dear Mr. Hicks:

This is to inform you that the Director of Personnel has approved your request for disability retirement under the CIA Retirement and Disability System. On the basis of medical evidence, the Director of Personnel has determined that your disability is of a permanent nature; therefore, no further medical review of your case will be required.

Your annuity will commence retroactive to 28 December 1974, the day following the date on which your salary terminated. You may be assured that every effort will be made to expedite delivery of your first annuity check following completion of the administrative details required to effect your retirement.

Sincerely yours,

Ronald Gage
Chief
Retirement Affairs Division

Distribution:

- 0 - Addressee (CIA Letterhead)
- 1 - D Career Service
- 1 - OMS
- 1 - OPF
- 1 - ROB Soft File
- 1 - ROB Reader

OP/RAD/ROB/PJSeidel:jat/3257 (30 December 1974)

14-00000

Mr. Calvin W. Hicks
10207 Forest Avenue
Fairfax, Virginia 22030

Dear Mr. Hicks:

As you bring to a close your active career of service to your country, I join your friends and colleagues in wishing you well in your retirement.

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

May I extend to you my sincere appreciation for the important work you have done.

Sincerely,

/s/ W. E. Colby

W. E. Colby
Director

Distribution:

0 - Addressee

1 - OFF

Originator: Tom Sawyer
Director of Personnel

OP/PAD/ROB/PJSeidel:ls (15 January 1975)

75-344

17 JAN 1975

RECEIVED

23

RECEIVED

23

Dear Mr. Hicks:

Enclosed is a retiree identification card. Before using the document, please sign your name in ink on the reverse side of the card.

If you elect to receive an annuity instead of benefits under FECA, you must so advise the Office of Federal Employees' Compensation, indicating the date of this election. In addition, you should send a copy of your correspondence with that office to the Agency.

Sincerely yours,

1 - BCS Office
1 - BCS and HR
1 - OPI
1 - [unclear] (OPI, [unclear])
[unclear]
[unclear]

Ronald Gage
Chief

Retirement Affairs Division

S E C R E T
(When Filled In)

27
DDF: 2 December 1974

CERTIFICATION OF SEPARATING EMPLOYEE

Name (Last-First-Middle)

HICKS, Calvin W.

MEMORANDUM FOR THE RECORD - ATTACH TO OFFICIAL PERSONNEL FOLDER

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

- | | |
|---|--|
| ✓ | 1. Standard Form 8 (Notice to Federal Employee about Unemployment Compensation). |
| | 2. Standard Form 55 (Notice of Conversion Privilege, Federal Employees' Group Life Insurance). |
| | 3. Standard Form 56 (Agency Certification of Insurance Status, Federal Employees' Group Life Insurance Act of 1954). |
| | 4. Standard Form 2802 (Application for Refund of Retirement Deductions). |
| ✓ | 5. Form 2595 (Authorization for Disposition of Paychecks).
<i>Continue to back</i> |
| ✓ | 6. <u>Only applicable to Retiree - Returnee</u> (resignee from overseas assignment).
I have been advised of my right to have a medical examination before my separation from this Agency and of the importance of such a medical check to my health and well-being. |
| | 7. CSC Pamphlet 51 (Re-employment Rights of Federal Employees Performing Armed Forces Duty). |
| | 8. Instructions for returning to duty from Extended Leave or Active Military Service. |

Signature of Employee

Calvin W. Hicks

Date Signed

26 Dec. 1974

Address (Street, City, State, Zip Code)

*MR. CALVIN W. HICKS
10207 FOREST AVE.
FAIRFAX, VIRGINIA 22030*

Correspondence

OVERT CORRESPONDENCE

☐ Overt

☐ Covert

S E C R E T

21 MAY 1975

Mr. Calvin W. Hicks
10207 Forest Avenue
Fairfax, Virginia 22030

Dear Mr. Hicks:

I am happy to send to you, under separate cover, your Agency Retirement Medallion. The Medallion is a tangible form of recognition and appreciation of your service to the Agency. It should serve as a lasting reminder of an honorable career, rewarding associations and the knowledge that you played your part in a vital activity.

Let me, therefore, add my congratulations and wish you the very best for the future.

Sincerely,

F. W. M. Janney
Director of Personnel

ENLISTED RECORD AND REPORT OF SEPARATION

HONORABLE DISCHARGE

1. LAST NAME - FIRST NAME - MIDDLE INITIAL 35574 2nd Lt. W.	2. GRADE 2nd Lt.	3. DATE OF SEPARATION 18 Aug 45	4. PLACE OF SEPARATION US Army, Germany	5. COMPASS 305
6. SERVICE NUMBER FOR BRIDGE PURPOSES 35574 2nd Lt. W.				
7. ADDRESS FROM WHICH EMPLOYMENT WILL BE SOUGHT SEA 9				
8. DATE OF ENTRY INTO SERVICE 18 Aug 45	9. PLACE OF ENTRY INTO SERVICE US Army, Germany	10. DATE OF ENTRY INTO SERVICE 18 Aug 45	11. DATE OF ENTRY INTO SERVICE 18 Aug 45	12. NO. OF DEPENDENTS 0
13. ADDRESS FROM WHICH EMPLOYMENT WILL BE SOUGHT SEA 9				
14. DATE OF ENTRY INTO SERVICE 18 Aug 45	15. PLACE OF ENTRY INTO SERVICE US Army, Germany	16. DATE OF ENTRY INTO SERVICE 18 Aug 45	17. DATE OF ENTRY INTO SERVICE 18 Aug 45	18. NO. OF DEPENDENTS 0

19. DATE OF ENTRY INTO SERVICE 18 Aug 45		20. PLACE OF ENTRY INTO SERVICE US Army, Germany	
21. DATE OF ENTRY INTO SERVICE 18 Aug 45		22. PLACE OF ENTRY INTO SERVICE US Army, Germany	
23. DATE OF ENTRY INTO SERVICE 18 Aug 45		24. PLACE OF ENTRY INTO SERVICE US Army, Germany	
25. DATE OF ENTRY INTO SERVICE 18 Aug 45		26. PLACE OF ENTRY INTO SERVICE US Army, Germany	

27. DATE OF ENTRY INTO SERVICE 18 Aug 45	28. PLACE OF ENTRY INTO SERVICE US Army, Germany
--	--

29. DATE OF ENTRY INTO SERVICE 18 Aug 45	30. PLACE OF ENTRY INTO SERVICE US Army, Germany
--	--

31. DATE OF ENTRY INTO SERVICE 18 Aug 45	32. PLACE OF ENTRY INTO SERVICE US Army, Germany
--	--

33. DATE OF ENTRY INTO SERVICE 18 Aug 45	34. PLACE OF ENTRY INTO SERVICE US Army, Germany
--	--

35. DATE OF ENTRY INTO SERVICE 18 Aug 45	36. PLACE OF ENTRY INTO SERVICE US Army, Germany
--	--

37. DATE OF ENTRY INTO SERVICE 18 Aug 45	38. PLACE OF ENTRY INTO SERVICE US Army, Germany
--	--

39. DATE OF ENTRY INTO SERVICE 18 Aug 45	40. PLACE OF ENTRY INTO SERVICE US Army, Germany
--	--

41. DATE OF ENTRY INTO SERVICE 18 Aug 45	42. PLACE OF ENTRY INTO SERVICE US Army, Germany
--	--

43. DATE OF ENTRY INTO SERVICE 18 Aug 45	44. PLACE OF ENTRY INTO SERVICE US Army, Germany
--	--

45. DATE OF ENTRY INTO SERVICE 18 Aug 45	46. PLACE OF ENTRY INTO SERVICE US Army, Germany
--	--

47. DATE OF ENTRY INTO SERVICE 18 Aug 45	48. PLACE OF ENTRY INTO SERVICE US Army, Germany
--	--

49. DATE OF ENTRY INTO SERVICE 18 Aug 45	50. PLACE OF ENTRY INTO SERVICE US Army, Germany
--	--

51. DATE OF ENTRY INTO SERVICE 18 Aug 45	52. PLACE OF ENTRY INTO SERVICE US Army, Germany
--	--

53. DATE OF ENTRY INTO SERVICE 18 Aug 45	54. PLACE OF ENTRY INTO SERVICE US Army, Germany
--	--

55. DATE OF ENTRY INTO SERVICE 18 Aug 45	56. PLACE OF ENTRY INTO SERVICE US Army, Germany
--	--

57. DATE OF ENTRY INTO SERVICE 18 Aug 45	58. PLACE OF ENTRY INTO SERVICE US Army, Germany
--	--

59. DATE OF ENTRY INTO SERVICE 18 Aug 45	60. PLACE OF ENTRY INTO SERVICE US Army, Germany
--	--

61. DATE OF ENTRY INTO SERVICE 18 Aug 45	62. PLACE OF ENTRY INTO SERVICE US Army, Germany
--	--

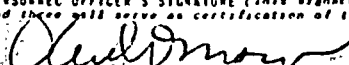
63. DATE OF ENTRY INTO SERVICE 18 Aug 45	64. PLACE OF ENTRY INTO SERVICE US Army, Germany
--	--

65. DATE OF ENTRY INTO SERVICE 18 Aug 45	66. PLACE OF ENTRY INTO SERVICE US Army, Germany
--	--

67. DATE OF ENTRY INTO SERVICE 18 Aug 45	68. PLACE OF ENTRY INTO SERVICE US Army, Germany
--	--

69. DATE OF ENTRY INTO SERVICE 18 Aug 45	70. PLACE OF ENTRY INTO SERVICE US Army, Germany
--	--

71. DATE OF ENTRY INTO SERVICE 18 Aug 45	72. PLACE OF ENTRY INTO SERVICE US Army, Germany
--	--

CERTIFICATE OF DISABILITY FOR DISC RGE I, AR 615-361 REPORT OF BOARD OF MEDICAL OFFICERS (ENCL. UNDER PROVISIONS OF SECTION 112A, AR 615-361)																															
1. LAST NAME - FIRST NAME - MIDDLE INITIAL HICKS, Calvin W.				2. ARMY SERIAL NUMBER - GRADE 37 568 694 Pvt				3. DATE OF BOARD MEETING 24 Jul 45																							
4. LAST PERMANENT ORGANIZATION (Regiment and Arm or Service) Co H, 330th Inf, APO # 24				5. PLACE OF RECEIVING DISCHARGE Hosp Center, Cp Carson, Colorado																											
7. AFTER CAREFUL CONSIDERATION OF ALL INFORMATION OBTAINABLE AND A CRITICAL EXAMINATION, HE FINDS THIS INDIVIDUAL UNFIT FOR MILITARY SERVICE BECAUSE OF: (25) Feet, disorders of, incurred during service Trench foot, bilateral, moderate. Incurred prior to 30 Nov 44 in Belgium after exposure to cold and wet weather. Disability manifested by pain and swelling of feet on prolonged weight bearing, excessive perspiration, and sensitivity to heat and cold.																															
DATE OF ONSET OF DISEASE OR INJURY		DATE BECAME UNFIT FOR DUTY (Enter One Date)		ACCUMULATED BY ACTIVE SERVICE (1)		INCLUDED WHILE AWAY (2)		EXISTED PRIOR TO ENTERING INTO SERVICE (3)		INCIDENT TO SERVICE (4)		INCURRED IN PRIVATE AVOCATION (5)		DUE TO OUR MISCONDUCT (6)		IN LINE OF DUTY (7)															
A. Nov 44		30 Nov 44		YES NO		YES NO		YES NO		YES NO		YES NO		YES NO		YES NO															
B.				YES NO		YES NO		YES NO		YES NO		YES NO		YES NO		YES NO															
C.				YES NO		YES NO		YES NO		YES NO		YES NO		YES NO		YES NO															
D.				YES NO		YES NO		YES NO		YES NO		YES NO		YES NO		YES NO															
REMARKS (Identify by Box Number)																															
Incurred in authorized military activity - Yes																															
X-RAY OF CHEST HAS BEEN TAKEN WITHIN 30 DAYS AND REPORT IS FILED IN CURRENT CLINICAL RECORDS																															
IN ACCORDANCE WITH THESE FINDINGS, WE RECOMMEND THAT INDIVIDUAL BE DISCHARGED																															
8. PRESIDENT'S SIGNATURE (Sign Original only)						9. RECORDER'S SIGNATURE (Sign Original only)						10. THIRD MEMBER'S SIGNATURE (Not Required)																			
11. TYPED NAME AND GRADE WILLIAM H. CUTHRIE Capt, MC						12. TYPED NAME AND GRADE AARON TAYLOR 1st Lt, MC						13. TYPED NAME AND GRADE (Required) JAMES P. LYMAN Capt, MC																			
14. DATE 25 Aug 45						15. DATE 25 Aug 45						16. DATE																			
17. SIGNATURE (Sign Original only)						18. SIGNATURE (Sign Original only)						19. SIGNATURE (Sign Original only)																			
20. TYPED NAME AND GRADE						21. TYPED NAME AND GRADE By Order of Colonel FOX: FRED P. BRIDHAM, 1st Lt, MAC Registrar						22. TYPED NAME AND GRADE																			
17. THE ADJUTANT GENERAL				HEADQUARTERS				Hosp Center, Cp Carson, Colo.				DATE				23 Jul 45															
23. DATE INDIVIDUAL ENTERED ACTIVE SERVICE 2 Jul 43				24. PRIOR SERVICE (YEARS MONTHS) None				25. DATE OF LAST DISCHARGE, IF ANY				26. IF ABSENT FROM UNIT WHEN DISEASE WAS CONTRACTED OR INJURY RECEIVED, STATE CAUSE, PLACE, AND DATE																			
27. DATE INDIVIDUAL WAS DISCHARGED 28 Aug 45				28. DISCHARGED AT Cp Carson, Colo.				29. HONORABLY /x				30. OTHER THAN HONORABLY (State)				31. HAS INDIVIDUAL MADE PERSONAL CLAIM? YES X NO				32. HAS INDIVIDUAL BEEN ON FOREIGN DUTY? YES X NO				33. DOES SERVICE RECORD SHOW PARTICIPATION IN ACTION? YES X NO				34. DOES SERVICE RECORD SHOW OTHER DISEASES? YES X NO			
PERMANENT ADDRESS FOR MAILING PURPOSES FOR LEGAL GUARDIAN OR VETERANS' FACILITY IF FURTHER CARE REQUIRED																															
34. STREET OR R.F.D. NUMBER, CITY, COUNTY, AND STATE Java, Walworth County, South Dakota																															
INDIVIDUAL WAS GIVEN OPPORTUNITY TO APPLY FOR PENSION - INDIVIDUAL WAS FURNISHED WITH A DISCHARGE CERTIFICATE																															
35. TYPED NAME AND GRADE OF PERSONNEL OFFICER ASID D. LEE R, 2nd Lt, MAC Asst Chief, Mil Pers Br												36. PERSONNEL OFFICER'S SIGNATURE (This signature on copies too and there will serve as certification of true copy) 																			

INSTRUCTIONS: Prepare original and two copies for: 1. The Adjutant General (in Service Record), 2. The Veterans Administration, 3. Discharging organization.
 W.D., A.G.O. FORM 10, 20 MAY 1944 SUPERSEDES W.D., A.G.O. FORM 10, 20 AUGUST 1935 WHICH WILL NOT BE USED AFTER RECEIPT OF THIS REVISION.

10 APR 1972

MEMORANDUM FOR: Secretary, DDP/QSI - HMA Panel

SUBJECT: Notification of Approval of
Quality Step Increase -
Calvin W. Hicks

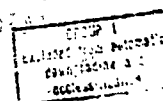
1. I am pleased to send to you the attached official notification of the approval of the Quality Step Increase which you recommended for this employee.
2. As this award is designed to encourage excellence by recognizing and rewarding the employee, may I ask that you arrange to have this Quality Step Increase presented at an appropriate ceremony.

Robert B. Freeman
Harry B. Fisher
Director of Personnel

Distribution:w

- Orig & 1 - Addressee
- 1 - OPF - HICKS
- 1 - D/Pers Chrono
- 1 - C/SPD
- 1 - CSPS

OP/SPD/RLStaten:whg (6 Apr 72)



SECRET

17 March 1972

MEMORANDUM FOR: Director of Personnel

VIA : DDP/OP

SUBJECT : Request for Quality Step Increase.
Mr. Calvin W. Hicks

1. The GS-13 Evaluation Board for FY 1972, having carefully reviewed the performance of all officers in grade GS-13 according to the standards of HR 20-31a(3)(b), recommends Mr. Calvin W. Hicks for a Quality Step Increase.

2. Mr. Hicks performed in a superior manner as a paramilitary officer during the early years of his career, overseas and in Headquarters. A medical hold on overseas duty led to his assignment in 1967 to the Intelligence Watch/FI Staff where he has remained up to the present. Mr. Hicks has received overall ratings of "Strong" from 1968 through 1971, with his performance characterized as exceptionally proficient. Of the seven officers with whom he serves on a rotating basis, four are GS-14's. The FI Staff has recommended Mr. Hicks for promotion in 1968, 1969, 1971 and 1972, with a recommendation for QSI in 1970. None of these recommendations were approved.

3. The Board has noted that Mr. Hicks plans to retire in 1974 at the age of 50. In view of the very high regard in which he is held by the FI Staff; his record of sustained superior performance and his high dedication to the Agency, the Board recommends recognition in the form of a Quality Step Increase for Mr. Hicks.

Arthur & Catherine

Arthur E. Callahan
Chairman

GS-13 Evaluation Board (FY 72)

CONCUR:

Chief, SOD

Date _____

APPROVED:

Deputy Director for Plans

Date _____

Director of Personnel Date

SECRET

SECRET
(When Filled In)

QUALIFICATIONS UPDATE

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

Now that your qualifications are a matter of computer record, they must be periodically updated. This is done automatically for much information; however, some must be obtained directly from you. This form is for that purpose. Section I must be completed in all cases. You need provide other information only if there have been changes since you submitted your Form 444, "Qualifications Supplement to the Personal History Statement," or a previous update form. If you are in doubt whether information has been previously submitted, enter it in the appropriate section. The signed and dated form should be returned through administrative channels to the File Room, Office of Personnel, Room 55-13 Headquarters, whether information is added or not. Additionally, a qualifications update may take place at any time there is information to be added or changed simply by completing and returning an update form on your initiative.

SECTION I BIOGRAPHIC AND POSITION DATA

EMP. SER. NO. 056361	NAME (Last-First-Middle) Hicks, Calvin W.	DATE OF BIRTH 8 Nov 24	SD D	GRADE GS-13
--------------------------------	---	----------------------------------	----------------	-----------------------

SECTION II HIGH SCHOOL

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

COLLEGE OR UNIVERSITY STUDY

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

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

TRADE, COMMERCIAL AND SPECIALIZED SCHOOLS

NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION	FROM	TO	NO. OF MONTHS

OTHER NON-AGENCY EDUCATION OR TRAINING NOT INDICATED ABOVE

NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION	FROM	TO	NO. OF MONTHS
1.				
2.				

SECTION III MARITAL STATUS

1. PRESENT STATUS (Single, Married, Widowed, Separated, Divorced, Annulled, Remarried) SPECIFY:

2. NAME OF SPOUSE (Last) (First) (Middle) (maiden)

3. DATE OF BIRTH 4. PLACE OF BIRTH (City, State, Country)

5. OCCUPATION 6. PRESENT EMPLOYER

7. CITIZENSHIP 8. FORMER CITIZENSHIP(S) COUNTRY(IES) 9. DATE U.S. CITIZENSHIP ACQUIRED

SECTION IV DEPENDENT CHILDREN AND DEPENDENTS OTHER THAN SPOUSE

	NAME	RELATIONSHIP	DATE AND PLACE OF BIRTH	CITIZENSHIP	PERMANENT ADDRESS
1.	<input type="checkbox"/> ADD <input type="checkbox"/> DELETE				
2.	<input type="checkbox"/> ADD <input type="checkbox"/> DELETE				

FORM 7-68 4440 USE PREVIOUS EDITIONS

SECRET

GROUP 1
Excluded from automatic
downgrading and declassification

71 AUG 1970

(4-51)

SECRET
(When Filled In)

SECTION V GEOGRAPHIC AREA KNOWLEDGE AND FOREIGN TRAVEL							
NAME OF REGION OR COUNTRY	TYPE OF SPECIALIZED KNOWLEDGE	DATES OF TRAVEL OR RESIDENCE	DATE & PLACE OF STUDY	KNOWLEDGE ACQUIRED BY—CHECK (X)			
				RESIDENCE	TRAVEL	STUDY	BOSS ASSIGNMENT
1.							
2.							

SECTION VI TYPING AND STENOGRAPHIC SKILLS	
1. TYPING (WPM)	2. SHORTHAND (WPM)
3. INDICATE SHORTHAND SYSTEM USED—CHECK (X) APPROPRIATE ITEM	
<input type="checkbox"/> CREO <input type="checkbox"/> SPEEDWRITING <input type="checkbox"/> STENOTYPE <input type="checkbox"/> OTHER SPECIFY:	

SECTION VII SPECIAL QUALIFICATIONS
PROVIDE INFORMATION ON HOBBIES, SPORTS, LICENSES, PUBLISHED MATERIALS, OR DEVICES WHICH YOU MAY HAVE INVENTED.

SECTION VIII MILITARY SERVICE	
CURRENT DRAFT STATUS	
1. HAS YOUR SELECTIVE SERVICE CLASSIFICATION CHANGED?	2. NEW CLASSIFICATION
<input type="checkbox"/> YES <input type="checkbox"/> NO	
3. LOCAL SELECTIVE SERVICE BOARD NUMBER AND ADDRESS	4. IF DEFERRED, GIVE REASON
MILITARY RESERVE, NATIONAL GUARD STATUS*	
CHECK RESERVE OR GUARD ORGANIZATION TO WHICH YOU BELONG	<input type="checkbox"/> ARMY <input type="checkbox"/> MARINE CORPS <input type="checkbox"/> COAST GUARD <input type="checkbox"/> NATIONAL GUARD <input type="checkbox"/> NAVY <input type="checkbox"/> AIR FORCE <input type="checkbox"/> AIR NATIONAL GUARD
1. CURRENT RANK, GRADE OR RATE	2. DATE OF APPOINTMENT IN CURRENT RANK
4. CHECK CURRENT RESERVE CATEGORY	3. EXPIRATION DATE OF CURRENT OBLIGATION
<input type="checkbox"/> READY RESERVE <input type="checkbox"/> STANDBY (active) <input type="checkbox"/> STANDBY (inactive) <input type="checkbox"/> RETIRED <input type="checkbox"/> DISCHARGED	
5. MILITARY MOBILIZATION ASSIGNMENT	6. RESERVE UNIT TO WHICH ASSIGNED OR ATTACHED
MILITARY SCHOOLS COMPLETED (Extended Active, Reserve Duty, or as Civilian)	
NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION
	DATE COMPLETED
	<input type="checkbox"/> RESIDENT <input type="checkbox"/> AGENCY-SPONSORED

SECTION IX PROFESSIONAL SOCIETIES AND OTHER ORGANIZATIONS		
NAME AND CHAPTER	ADDRESS (Number, Street, City, State, Country)	DATE OF MEMBERSHIP
		FROM TO
1.		
2.		
3.		

SECTION X REMARKS

DATE 8 Jan 1971	SIGNATURE OF EMPLOYEE Calvin R. High
--------------------	---

SECRET

FILE COPY OF STANDARD FORM 56
"AGENCY CERTIFICATION OF INSURANCE STATUS—
FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM"

on file with the Retirement Operations Branch,
Office of Personnel (x3257).

SECRET

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

**IMPORTANT
AGENCY INSTRUCTIONS
ON BACK OF ORIGINAL**

TO COMPLETE THIS FORM—

1

FOLLOW THESE GENERAL INSTRUCTIONS:

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

2

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

NAME (last) (first) (middle) HICKS, CALVIN WILSON	DATE OF BIRTH (month, day, year) NOV 8, 1924	SOCIAL SECURITY NUMBER 504 16 4915
EMPLOYING DEPARTMENT OR AGENCY 056361	LOCATION (City, State, ZIP Code)	

3

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

Mark here
if you
WANT BOTH
optional and
regular
insurance



ELECTION OF OPTIONAL (IN ADDITION TO REGULAR) INSURANCE

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

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



DECLINATION OF OPTIONAL (BUT NOT REGULAR) INSURANCE

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

Mark here
if you
WANT NEITHER
regular nor
optional
insurance



WAIVER OF LIFE INSURANCE COVERAGE

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

4

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

SIGNATURE (do not print)

Calvin W. Hicks

DATE

14 February 1968

FOR EMPLOYING OFFICE USE ONLY

(official receiving date stamp)

RECEIVED
FEB 16 5 57 PM '68

See Table of Effective Dates on back of Original

ORIGINAL COPY—Retain in Official Personnel Folder

SECRET

STANDARD FORM No. 176-7
JANUARY 1958
(For use only until April 14, 1968)
176-221

SECRET

31 AUG 1967

MEMORANDUM FOR: Deputy Director for Plans

SUBJECT: Expression of Appreciation and Commendation
for the Intelligence Watch.

1. I wish to express my appreciation and personal praise for the performance of the FI/Intelligence Watch during the height of the recent Middle East crisis. I am informed that the Arab-Israeli war and its aftermath were primary factors which resulted in the Watch processing for the month of June the highest number of disseminations since its establishment. The Watch was particularly helpful to this Division in ensuring that the dissemination of the reporting on the Middle East situation was not only rapidly disseminated locally to the Intelligence Community but also promptly relayed to interested overseas military commands and CIA field stations.

2. The judgment shown by Watch officers, often under trying circumstances, was invariably sound and helpful. The worth of the Watch, particularly during the crisis situation, was once more demonstrated to all of us in NE Division.

JAMES H. CRITCHFIELD
Chief, Near East and
South Asia Division

Distribution:

Orig and 1 - Addressee

1 - C/NE

✓ 1 - C/FI/INT

1 - C/FI/INT/IW

1 - Official Copy

CALVIN HICKS

CNE INTEL:DLConnelly:vb/5425 (30 August 1967)

SECRET
(When Filled In)

VERIFIED RECORD OF OVERSEAS SERVICE										
TO: Office of Personnel, Statistical Reporting Branch, ROOM 192 Curie Hall										
EMPLOYEE SERIAL NO.		NAME OF EMPLOYEE						OFFICE/COMPONENT		
1-5		LAST (Print)		FIRST		MIDDLE		26-29		
56361		HICKS		CALVIN		W		50		
INSTRUCTIONS										
USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR.										
PCS DATES OF SERVICE										
TYPE OF DATA		ARRIVAL			DEPARTURE			COUNTRY		OMIT
		CODE	MONTH	DAY	YEAR	MONTH	DAY	YEAR		39-41
1 - PCS (Basic)		26	27-28	29-30	31-32	33-34	35-36	37-38		
3 - CORRECTION										
5 - CANCELLATION		1	08	27	55					555
TDY DATES OF SERVICE										
TYPE OF DATA		DEPARTURE			RETURN			AREA(S)		OMIT
		CODE	MONTH	DAY	YEAR	MONTH	DAY	YEAR		39-41
2 - TDY (Basic)		26	27-28	29-30	31-32	33-34	35-36	37-38		
4 - CORRECTION										
6 - CANCELLATION										
SOURCE OF RECORD DOCUMENT										
TRAVEL VOUCHER					DISPATCH					
<input checked="" type="checkbox"/> CABLE					DUTY STATUS OR TIME AND ATTENDANCE REPORT					
OTHER (Specify)										
DOCUMENT IDENTIFICATION NO.					DOCUMENT DATE/PERIOD					
1A-33511					08/27/58					
REMARKS										
PREPARED BY			REPORT ANNOTATED ON SOURCE DOCUMENT			ABOVE DATA VERIFIED CORRECT. BASED UPON SOURCE DOCUMENT CITED				
FISCAL DIVISION			DATE			SIGNATURE				
<input checked="" type="checkbox"/> FINANCE DIVISION			16 SEPTEMBER '58			Agnes E. M. Miller				

SECRET
(When Filled In)

VERIFIED RECORD OF OVERSEAS SERVICE									
560282 MAY 165									
TO: Office of Personnel, Statistical Reporting Branch, ROOM 5 E. 2506 Headquarters									
EMPLOYEE SERIAL NO.		NAME OF EMPLOYEE						OFFICE/COMPONENT	
		LAST		FIRST		MIDDLE			
1-6		(Print)		7-24				25-28	
056361		HICKS		Calvin		W.		49 WH	
INSTRUCTIONS									
USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR.									
PCS DATES OF SERVICE									
TYPE OF DATA		ARRIVAL			DEPARTURE			COUNTRY	
		CODE	MONTH	DAY	YEAR	MONTH	DAY	YEAR	OMIT
1. PCS (Basic)		27	28-29	30-31	32-33	34-35	36-37	38-39	40-42
3. CORRECTION									
5. CANCELLATION									
TDY DATES OF SERVICE									
TYPE OF DATA		DEPARTURE			RETURN			AREA(S)	
		CODE	MONTH	DAY	YEAR	MONTH	DAY	YEAR	OMIT
2. TDY (Basic) X		27	28-29	30-31	32-33	34-35	36-37	38-39	40-42
4. CORRECTION									
6. CANCELLATION		2	04	01	65	04	06	65	211 WH (San Juan, PR)
SOURCE OF RECORD DOCUMENT									
X		TRAVEL VOUCHER WH-881-65				DISPATCH			
		CABLE				DUTY STATUS OR TIME AND ATTENDANCE REPORT			
		OTHER (Specify)							
DOCUMENT IDENTIFICATION NO.						DOCUMENT DATE/PERIOD			
						4/1/65 @ 1045 - 4/6/65 @ 1900			
REMARKS									
No leave									
PREPARED BY		X		REPORT ANNOTATED ON SOURCE DOCUMENT		ABOVE DATA VERIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED			
X		C & L DIVISION		DATE		SIGNATURE			
		C & T DIVISION		4/23/65		dsy			

SECRET

(See Filled In)

VERIFIED RECORD OF OVERSEAS SERVICE									
TO: Office of Personnel, Statistical Reporting Branch, ROOM 192 Curle Hall									
EMPLOYEE SERIAL NO.		NAME OF EMPLOYEE						OFFICE/COMPONENT	
1-6		LAST		FIRST		MIDDLE		28-36	
56361		HICAS		CALVIN		W.		58	
INSTRUCTIONS									
USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR.									
PCS DATES OF SERVICE									
TYPE OF DATA		ARRIVAL			DEPARTURE			COUNTRY	
1 - PCS (Basic) 3 - CORRECTION 5 - CANCELLATION		CODE	MONTH	DAY	YEAR	MONTH	DAY	YEAR	OMIT
		27	28-29	30-31	32-33	34-35	36-37	38-39	40-42
		1				04	25	64	553
TDY DATES OF SERVICE									
TYPE OF DATA		DEPARTURE			RETURN			AREA(S)	
2 - TDY (Basic) 4 - CORRECTION 6 - CANCELLATION		CODE	MONTH	DAY	YEAR	MONTH	DAY	YEAR	OMIT
		27	28-29	30-31	32-33	34-35	36-37	38-39	40-42
SOURCE OF RECORD DOCUMENT									
TRAVEL VOUCHER					DISPATCH				
CABLE					DUTY STATUS OR TIME AND ATTENDANCE REPORT				
OTHER (Specify)									
DOCUMENT IDENTIFICATION NO.					DOCUMENT DATE/PERIOD				
[REDACTED]					SEP 8, 1966				
REMARKS									
[REDACTED]									
PREPARED BY		REPORT ANNOTATED ON SOURCE DOCUMENT			ABOVE DATA VERIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED				
FISCAL DIVISION		DATE			SIGNATURE				
FINANCE DIVISION		9/30/66			Harrison L. Fabner				

SECRET

Recorded by
CSPD

9 November 1960

MEMORANDUM FOR: Chief, NE

FROM : William T. Hornaday, formerly [redacted]

SUBJECT : Letter of Commendation for Calvin W. Hicks

1. This is a letter of commendation for Calvin W. Hicks for the period of 7 January - 25 August 1960. During this time he served under my command on the staff of ACLEVEN Project. His assignment was Operations Officer on the ACLEVEN staff, and Chief Operations Officer for the United States element of the Joint Operations Staff, serving opposite a like officer from the Allied service.

2. Hicks at all times was an outstanding member of the staff. He was zealous in his efforts to improve operational techniques to increase operational assets, and to insure that these assets were of trustworthy nature and were highly trained and qualified. His foremost thoughts were always centered on what was best for the interests of the United States. He was practical, unrelenting in his efforts, and hard-headed in his analysis of how best to deal with the Allied partners for the best interests of the United States. He was a sound staff officer, offering sound operational advice to his commander, and always submitting staff work in completed form. After giving strong support to the courses of action recommended by him, he never failed to give complete support to his commander after a decision was made, even though it controverted the course he favored.

3. Mr. Hicks has been a GS-12 since November 1956. He has amply demonstrated his complete qualifications to perform the duties of the next higher grade, and it is my conviction he has earned the right to early consideration for promotion.

4. I shall always welcome any opportunity that permits Mr. Hicks to serve with me again.

William T. Hornaday

SECRET

SECRET

25 May 1961

MEMORANDUM FOR: Chief, Finance Division
 FROM : Chief, WH/L/Support Staff
 SUBJECT : Premium Pay

Due to the recent reduction in heavy workload requirements, the following employees are no longer entitled to Premium Pay. It is requested that this entitlement be discontinued effective C.O.B. 27 May 1961. Their salaries are chargeable to Allotment #535-5000-8021.

BLAIR, William E.
 DOUGLAS, Jesse S.
 HIGGS, Calvin W.
 ISAMINGER, John W.
 KULMUK, Walter P.

NAPOLI, Louis P.
 SEEFHAFFER, Ralph G.
 SILEO, Anthony L.
 WARNER, Thomas D.
 WIEDBEE, Robert E.

Elshmidt
 Chief, WH/L/Support

Distribution:

- 2 - Chief, Finance Division (ea. employee)
- 2 - Director of Personnel (ea. employee)

SECRET

S E C R E T

11 January 1961

TO : Director of Personnel

FROM : Chief, WHJ

SUBJECT: Additional Compensation in Lieu of Overtime Payment

REF: Memo dated 11 January 1961 from SSA/JDS to DD/S, approved by DD/S, Subject: "Employee Benefits for JIATS Personnel"; and Memo dated 22 December 1960 from ADD(P) to Deputy Director (Plans), Subject: "Employee Benefits for Personnel Assigned to JIATS".

In accordance with referenced memoranda, it is requested that the personnel listed below be authorized to receive additional compensation effective 8 January 1961, at the rate of 15% of their respective rates of basic annual compensation (but not to exceed the ~~maximum~~ rate for a GS-9) in lieu of payment of the regular overtime rates for irregular, unscheduled and frequent overtime.

NAME	EMPLOYEE Serial No.	TITLE	SALARY
ESTERLINE, Jacob D.	56788	OPS Officer	\$18,055
WILSON, Robert E.	509360	OPS Officer	12,990
DUNGLAS, Jesse S.	229360	OPS Officer	14,055
PHILLIPS, David A.	654300	OPS Officer	12,730
WALL, Louis E.	612616	OPS Officer	12,210
KUZNIEV, Walter P.	064735	OPS Officer	12,730
PERKINS, John D.	56093	OPS Officer	11,675
WATKINS, Thomas D.	59794	Instructor (OPS)	9,455
HILKS, Calvin E.	56361	Guerrilla Warfare Officer	9,475
RILEY, James	60471	OPS Officer	9,650
SILBO, Anthony L.	559127	OPS Officer	7,320
BLAIR, William S.	60218	Instructor (OPS)	8,955
WEDDALL, Sidney S.	059517	OPS Officer	11,155
REYNOLDS, Robert	55407	OPS Officer	12,470
SPARKS, Ernest W.	62245	Instructor (OPS)	12,470
BRONK, Frank S.	61901	OPS Officer	9,475
CARTWRIGHT, Cecil J.	57840	OPS Officer	9,215
CHESLUM, Samuel J.	56622	ADM Officer	7,820
FORBES, David S.	63385	OPS Officer	12,210
ZENT, William L.	559198	OPS Officer	9,215

All the above employees are on Allotment #535-5080-8021.

Emmett D. Echols
EMMETT D. ECHOLS

J.C. King
J. C. KING
Chief, WHJ

S E C R E T

(4)

CONFIDENTIAL
(When Filled In)

5. (CONTINUED)

IN WHOSE NAME(S) ARE THE ACCOUNTS LISTED?

HAVE YOU COMPLETED A LAST WILL AND TESTAMENT? ☐ YES ☐ NO. IF "YES", WHERE IS DOCUMENT LOCATED?

HAVE YOU EXECUTED A POWER OF ATTORNEY? ☐ YES ☐ NO. IF "YES", WHO POSSESSES THE POWER OF ATTORNEY?

6. ADDITIONAL DATA AND/OR CONTINUATION OF PRECEDING ITEMS

I have a safety deposit Box with instructions concerning my personal and financial affairs listed in the first National Bank in Washington, D.C.
Only GEORGE W. HICKS (father)
anythin J. Hicks (mother)
Charles L. HICKS (Uncle)
have access to this box.

SIGNED AT

Washington, D.C.

DATE

14 July 1958

SIGNATURE

Calvin W. Hicks

CONFIDENTIAL

Various pre 1960
personnel documents
i.e. applications, etc