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MEMORANDUM FOR : Chairman, Board of Medical Examiners

: 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:

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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.
- 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

Chief, Operations Staff

Administrative a bismal time of the

13 November 1973

MEMORANDUM FOR:

Career Management Group Mid-Career Officer Branch

SUBJECT

Recommendation for the Promotion of Calvin W. Hicks (056361)

to 6S-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

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

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MEMORANDUM FOR: Calvin W. Hicks

: Quality Step Increase

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

/S/ Cord Moyer, Jr. Thomas H. Karamessines Deputy Director for Plans

CSPS/SOB/Hileberman; rv(11Apr72)

Distribution:

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CONFIDENTIAL

1 0 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

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MEMORANDUM FOR: Chief, Foreign Intelligence Staff

SUBJECT

Intelligence Watch Assistance to European Division

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 cround 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.

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

Chief

European Division

Joseph Procaccino Walter Kuzmuk Robert Heron James Pekich Frank Levy

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5 MARCH 1971

Not approved

MEMORANDUM FOR: SEGRETARY, CSPS/SECTION A

SUBJECT:

RECONMENDATION FOR THE PROMOTION OF CALVIN W. HICKS (056361) TO GS-14

- 1. 1 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 1907 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 10 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 unformation is the face that the Chandestine 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.

USEPH A. PROCACCINO CHIEF, FI/INT/IW

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MEMORANDUM FOR:

Chairman, DDP QSI and Honor and Merit

Awards Panel

SUBJECT

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

- 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."
- 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.
- 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

Chief

Foreign Intelligence

SECRET

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

APPROVAL RECOMMENDED:

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MEMORANDUM FOR: Chief, FI Staff

SUBJECT

Porformance of the Intelligence Watch

- 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 tormed 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, Turopean Division

CALVIN M. HICKS

SECRFT



7 March 1969

MEMORANDUM FOR: Mr. Edward J. Carrolly

Chiël, Intelligence Watch

SUBJECT: Performance of the Intelligence Watch during President Nixon's

recent Visit to Europe

I. 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.

Poer de Silva Chief

Foreign Intelligence

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CALVIN M. HICKS

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2.4 JUN 1969

9 April 1969

MEMORANEUM FOR: Secretary, CSPS/Section A

SUBJECT

Recommendation for the promotion of Calvin V. Hicks (056361) to GS-14

1. I recommend the promotion of subject officer from GS-13 to GS-14. Fr. 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 TW 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 refore 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 'gency 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 IV. 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 subnerged 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 Match. the Vatch Officers were commended by the Chief, FI Staff and the Chief, Europe Division for their performance during the President's trip to Western Furope. 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.

3. Prior to his assignment to the Intelligence Watch, Mr. Hicks served with WH Division and with the Cuben Operation. He has an extensive background in paremilitary 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 Chief, FI/INT/IW

CS Chacon Sourier

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24 October 1968

MENORANDUM 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 I'V FOR ABOUT 16 NONTHS AND HIS WORK, BOTH QUANTITAVELY AND QUALITATIVELY, HAS BEEN CONSISTENTLY OF VERY HIGH CALIBER. NORMALLY SIX MONTHS ARE REQUIRED BEFORE AN OFFICER NEWLY ASSURED TO THE INTELLIGENCE WATCH 'S 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 IN-VALUABLE 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 OF-FIGER 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 Re-PORT IS THE FACE THAT THE CLANDESTINE SERVICES SHOWS TO THE IN-TELLIGENCE ANALYST AND THE POLICY OFFICERS OF THE GOVERNMENT, THE PERFORMANCE OF THE WATCH OFFICERS IS OF GREAT IMPORTANCE. TH.S FACTOR BECOMES APPARENT WHEN ONE NOTES THAT ASOUT 80 PERCENT OF ALL CABLED INTELLIGENCE REPORTS ARE DISSEMINATED BY THE INTELLI-GENCE WATCH.
- 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

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

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EDWARD J. CARROLL
CHIEF, FI/INT/IW

ATTACHMENT

5 APRIL 1968

MEMORANDUM FOR: SECRETARY, CSPS/SECTION A

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- 2. ALTHOUGH MR. HICKS HAS BEEN WITH IW LESS THAN A YEAR, HIS WORK BOTH QUANTITATIVELY AND QUALITATIVELY IS OF VERY HIGH CALIBER. HE IS ALERT AND CONSCIENTIOUS AND NEVER TAKES THE EASY WAY OUT IN HANDLING CABLED FIELD INTELLIGENCE REPORTS. LOG CARDS WHICH RECORD THE ACTION TAKEN ON EACH REPORT INDICATE THE SERIOUS-NESS WITH WHICH HE APPROACHES HIS DAILY TASKS. THESE CARDS FREQUENTLY INDICATE TIME SPENT BY HIM IN CONSULTATION WITH AS MANY AS THREE AREA DIVISIONS ON OCCASION BEFORE ISSUING A REPORT WHICH WILL BE DISSEMINATED TO THE INTELLIGENCE COMMUNITY. THE EXERCISE OF GOOD JUDGMENT IS AN ESSENTIAL ELEMENT IN THE PROPER FUNCTION-ING OF THIS OFFICE, UPON WHICH THE AGENCY'S REPUTATION TO A CERTAIN EXTENT DEPENDS. SINCE THE FINISHED INTELLIGENCE INFORMA-TION REPORT IS THE FACE THAT THE CLANDESTINE SERVICES SHOWS TO THE INTELLIGENCE ANALYSTS AND THE POLICY OFFICERS OF THIS GOVERN-MENT, THE PERFORMANCE OF THE WATCH OFFICERS IS OF PARAMOUNT IMPORTANCE. THIS FACTOR BECOMES EXTREMELY OBVIOUS WHEN ONE NOTES THAT MORE THAN 80% OF ALL CABLED INTELLIGENCE REPORTS ARE DISSEM-INATED BY THE INTELLIGENCE WATCH.
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Wallace R. Deuel Chief FI/INT

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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

DDP Records Management Officer

cc: Personnel File of Addressee

GROUP I Excluded from automatic downgraing and declassification

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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.
- Mr. Hicks was assigned to JNATE 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 Peremilitary Operations Section in a most outstanding manner. This included recruitment, training, briefing, debriefing and in-exciltration 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 tradecraft, 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 agenta, 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: Nicks.
- 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 BNLY

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

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REQUE FOR PERSONNEL ACTION

FORM NO 1150

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NAME OF EMPLOYEE (Last-Firs:	//////	NAME AND RELATIONS	HIP OF DEPENDENT		CLAIM NUMBER
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Division, Offi	ce of Perso	onnel, an Officia	l Disability C	laim File c	n the
above named	employee (or his dependen	t*) for an illne	ess, injury,	or
death incurre	d on Apri	1 1960	•		·
This notice sl	nould be file	ed in the employ	ee's Official 1	Personnel F	'older
as a permane	nt cross-re	eference to the C	Official Disabi	lity Claim I	File.
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16 October 1972		N. Hicks
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16 October 1972	C/FI/INT/IW	Joseph A. Procaccino
3.	BY REVIEWING OFFICE	AL
	hing to this evaluation of Mr. Hicks' work and	
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5 Aug 1950 HICKS, Calvin Wilson 8 Her 1924 Married · CAPICA Jul 1951 1965 [PCS 0/8 DEFENNED ALLES Aug 1954 S. HOH. CIA ENTLOYMENT 1943-45 Military Service, US Army, Pvt National Goophysical Co, Dallas, Tomas - Shooter (for seinsography) (1 mg) 1946 1948; 49 Marine Exploration Co, Houston, Tomas - Laboratory Helpar (5 mos) Toxas Agricultural & Mochanical College, College Sta, Texas -BS Colors Univ of Houston, Houston, Toxas - Goology. /(Quo; - 1751 cm) P. FOREIGN LANGUAGE ADILITIES Nono . Language, Profitiency, Data Tested 1963 CH ACTEC! 1950 Pen 1000 3563-66 Spenson (dr. c) 1950-1969 Mercey 2001 Cold 1952 . 1962 Records of Orse 1969 Read Is prove 1952 4, <u> 2 Automa Erre</u> 15. CLA CHALLOWICHT HISTORY SINCE IS SEPT TOLY (Cribunat Actions, Williams Orders, and Principal Sintails) ESSITION TITLE & OCCUPATIONAL CODE CHARL SO DEGANIZATION & ORGAN, TITLE (21 ang) Av. Dac. 1, 500 Dc DDI /CS Dov Comp/NE Oct 1960 Nov 1960 D Eq 12 0136.14 0136.14 12 D DDP /Wil-L/Paraull Soc 12 . 13 Aug 1961 0136.01 n May 1952 DDP/Tack Force "W!/Faremil Br ** 0136.01 13 · D Jun 1954 0136.01 13 D DDP/3.13/MichiOpsFr/Ch, PM Soc Kay 1965 202/18/6/MinniopeBr/Cn.PN Sec 0136,01 ם Sen 1965 20. MATE REVIEWED a, 2 Minut

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25. IDENTITY OF OTHER DOCUMENTS .	WHICH SHOULD BE REVIEWED IN DETAIL	
26. ADDITIONAL INFORMATION	way former Chief of Rese	er outstanding performance
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SUBMIT COME 23 PROPERTY ENTER COVER TO		
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REMARKS AND/OR COVER HISTORY		
Subject will be acknowledged as CIA for entire period of employment and is not to reveal specific places or locations of cover assignments.		
OFFICE OF STREET	Pa	VML2 Handle
SEC SEC	RET	(13-20-43)

THIS MEMORANDUM MUST REMAIN ON TOP OF THIS FILE

16 May 1955 MEMORANDUM FCR: 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
- December 1950-April 1952 FE Division, stationed overseas
- c. April 1952-March 1954 OTR. Headquarters
 d. March 1954-May 1955 OTR,

During his time at Headquarters he was a student and did not establish credit. While overseas, his cover was that of a

although he told casual friends that he had been recalled

to active duty. From April 1952 to March 1954, he used a He used the

to establish credit there.

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

PERSONNEL OFFICER, OFR

CONCUR:

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SECRET NOTIFICATION OF PERSONNEL ACTION 8 CSC OR OTHER LEGAL AUTHORITY

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. HICKS - CAEVIN W

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9 CRGANIZATIONAL DESIGNATIONS

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JUL 10/31/73

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IS CARLER SERVICE DESIGNATION II POSITOR TITLE 17 POSITION NUMBER 6547 MATCH OFFICER 16 GRADE AND STEP 14 GASSPERTION SCHEDULE (GS, 18, enc.) IS OCCUPATIONAL SERIES IT MALARY OR RATE . ្ន 0132.07 · 13

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Use Previous Edition

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NOTIFICATION OF PERSONNEL ACTION 1005 (107/08/72 I MRIAL NUMBER 2 NAME LAST FIRST MIDDLE) 0 56 36 1. FICKS CALVIN & REASSIGNMENT 07 01 72 Y. FINANCIAL ANALYSIS NO CHARGEABLE | 8 CSC OR OTHER LEGAL AUTHORITY V 10 0 FUNDS QF TO, V 3223 4116 COOD DDP/FI STAFF WATCH CFFICER 0547 0. 14 CLASSIFICATION SCHEDULE (GS 35 MC) 16 GRACE AND STEP IS OCCUPATIONAL SERIES 17. SALARY OR RATE GS 13 0132.07 18 REMARKS SIGNATURE OR OTHER AUTHENTICATION POSTED 7.17.72 /20 GROUP I Excluded from autom downgrading and declassification Use Previous Edition Form 11508 7-66 MFG. 2-72 **SECRET** 

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SIGNATURE OR OTHER AUTHENFICATION

E O TED

2 6 AUG 1971

Form 11508 7-66 MFG, 11-69 Use Previous Edition

SECRET

GROUP 1 Excluded from automatic downgrading and declassification (4 51

FOR PURPOSES OF THE FAIR LABOR STANDARDS ACT, AS AMENDED.

* EFFECTIVE DATE OF DESIGNATION: 01 MAY 1974.

HICKS CALVIN W

056361

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EFFECTIVE DATE OF PAY ADJUSTMENTE 9 JANUARY 1972

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056361 32 500 V GS 13 6 ...

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EFFECTIVE DATE OF PAY ADJUSTMENT! 28 DECEMBER 1969

NAME

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ORDER 11674 PORSUANT TO THE PATES & SCIER 1962.

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CEFFECTIVE DATE OF PAY ADJUSTMENT! 14 JULY 1968

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050301 32 500 V GS 13 5 \$15,307 \$10,329

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EFFECTIVE DATE OF PAY ADJUSTMENT: 14 CCTCBER 1973

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

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EFFECTIVE DATE UF PAY ACJUSTMENT: 07 JANUARY 1973

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"PAY ACJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF TITLE 5, U.S.C. AND EXECUTIVE CHOSE 11611 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1945, AS AMENDED. AND DCI DIRECTIVE CATEC 38 OCTOBER 1962."

EFFECTIVE DATE OF PAY ACJUSTMENT: 13 CCTCBER 1974

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NOTIFICATION OF PERSONNEL ACTION

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CF 10 CF

15. OCCUPATIONAL SERIES

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4. EFFECTIVE DATE

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7. COST CENTER NO. CHARGEABLE

7235 0620 0000

19. LOCATION OF OFFICIAL STATION

WASH., D.C.

12. POSITION NUMBER

16. GRADE AND STEP

1359

13 4

S. CATEGORY OF EMPLOYMENT

REGULAR

13. SERVICE DESIGNATION

17. SALARY OR RATE

14217

D.

8. CSC OR OTHER LEGAL AUTHORITY

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(ZF: 27 SEPT 66

3. RATURE OF PERSONNEL ACTION

REASSIGNMENT

P. ORGANIZATIONAL DESIGNATIONS

COLOMBIA SECTION

14. CLASSIFICATION SCHEDULE (65, LB, etc.)

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FUNDS

DDP/WH BRANCH 3

11. POSITION TITLE

18. REMARES

2: HAME (LAST FIRST-MIDDLE)

CF 10 V

OPS OFFICER

056361 THICKS CALVIN W

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PPAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDLLES OF PL 89-504 PURSLANT TO AUTHORITY OF DOT AS PROVIDED IN THE CIA ACT OF 1949. AS AMENDED, AND A-DOI DIRECTIVE DATED & COTOBER 1982.

EFFECTIVE DATE OF PAY AUJUSTMENTS 3 JULY 1986

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AS AMENTED. AND A-DOI POLICY DIRECTIVE DATED & OCTOBER 1962.

EFFECTIVE DATE OF PAY ADJUSTMENTS 19 OCTOBER 1965 ULD

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PAY CHANGE NOTIFICATION

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PAY CHANGE NOTIFICATION

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8. Remarks and Authentication

NO EXCESS LWOP

IN PAY STATUS AT END OF WAITING PERIOD

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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.

ORGN GR-ST OLD SALARY

DM HICKS CALVIN W

EMMETT D. ECHOLS DIRECTOR OF PERSONNEL

- Ct T 21	OCT 1960	, (	When Filled In'		
OCF.		NOTIFICATION	OF PERSONNEL ACT	ION	
1. SERIAL NUMBER	2. NAME (LAST-FIRST-MIDDLE)				
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FITNESS REPORT	,
SECTION A GENERAL INFORMATION	······································
1. EMPLOYEE NUMBER E NAME (1811, 1111, marke) S. OATE OF BERTH. 4. SEX S. GR. O. S. OATE OF BERTH. 4. SEX S. GR. O. S. OATE OF BERTH. 4. SEX S. GR. O. S. OATE OF BERTH. 4. SEX S. GR. O. S. OATE OF BERTH. 4. SEX S. GR. O. S. OATE OF BERTH. 4. SEX S. GR. OATE OF BERTH. 4. SEX S.	
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ATT TYPE OF APPOINTMENT	- L Los
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X MENT X	SPECIAL
1 October 1973 - 30 September 1974 31 October 1974	٠
SECTION B QUALIFICATIONS UPDATE	
IF QUALIFICATIONS UPDATE FORM IS BEING SUBMITTED WITH CHANGES, AND IS ATTACHED TO THIS REPORT, PLACE IN MORD 175 IN THE BOX TO THE BIONT, IF NO CHANGES ARE REQUIRED PLACE THE WORD NOT IN THE BOX AT RIGHT	110
SECTION C PERFORMANCE EVALUATION	4
UUnsafefortisty  Performings in indepentable: A rating in the curricy requires simediate and positive remedial action. The nature could make from soundings, to further training, to placing on probation, to resimplement or to separation. Describe or processed in Section D.	
M-Mary and Performance is deficient in some aspects. The regions for assigning this rating should be stated in Section D and rem	edial actions
P-Proficient Performance is satisfactory. Desired results' one being produced in the manner expected.	
5-Strong Performance is characterised by exceptional proficiency.  O-Outstanding Performance is to exceptional in relation to recovered to the work and in comparison to the performance of others.	daina similar
work to be warrant special recognition.	
SPECIFIC DUTIES	·
List up to size of the most umportant specific duties performed duting the rating period. Insert rating tetter which best describes the manner in which inserts at that duty. All employees with supermissy responsibilities MUST be near oblight to supermissy responsibilities MUST be near oblight to supermiss (underto support of employees supermissy).	
SCIENCE DOTA (30.2: DOTO IS THE CLOSEST QUALIFICATION CODE TO DESCRIBE THE NOR	LETTER
OF A WATCH OFFICER) - Prepares TD disseminations from DDO intel cables and re-	S
leases them to the U.S. Intel Community expediting their delivery by advance electrical transmission when appropriate. Also disseminates certain DIV/D cable	-
SPECIFIC DUTY NO. 2	RATING
Reviews intel cables for adherence to established reporting procedures and	CEILLA
operational security; when necessary deletes objectionable data from the SUPDATA and/or authentication statements.	s
SPECIFIC DUTY NO. 3	PATING
After hours grants or denies clearances (in consultation with the responsible	LETTER
area division) for use of DDO information in finished intel publications.	S ~
PECIFIC DUTY NO. 4	RATING
Keeps current on the general and special requirements of both internal and ex-	LETTER
ternal Agency customers particularly when the information involves the security	S
and protection of U.S. and foreign dignitaries, hijacking, etc.	
enterior pur No. s Maintains good working relations not only with DNO area divisions and staffs but with Signal Center, Cable Secretariat at all levels to expedite	RATING LETTER
the dissemination of significant reports; works closely with DDO Duty Officers	S
and SDOs to keep one another alert to significant events.	
TUCIFIE BUTY NO. 6	RATING LETTER
was to be a second or a second of the second of	
OVERALL PERFORMANCE IN CURRENT POSITION	
	RATING
A sisto account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, adultivity, conduity on job, conservativeness, performance of specific duties, and porticular limitations on helems. Based on your knowledge	LETTER
emplayer's averall be talmanco alring the rating period, place the letter in the rating box corresponding to the spannent which most accu-	s
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SECTION D	·	NARRATIVE	COMMENTS	, · · · · · · · · · · · · · · · · · · ·		÷
			erformance l	nas continued t	n be characteri	,
by exceptional profic	iency. Ť	he record is a	read/ repla	te of laudator	v comients	_
regarding his performa	ince not	only in IW but	in převióůs	assignments	Mr Hicke is	
retiring from the Ager	icy at th	e end of this	vear on a me	dical disabili	tv	_
Since his assignmen	t to IW.	.7 1/2 years ac	10. he has h	ad a medical h	old and	
because of his deep ro	ited moti	vation and stro	ong belief i	n the Agency's	mission, he	٠.
has held on tenacious	y until	he reached the	age of 50.	In addition t	o being a very	
errective in orricer t	nroughou	t these years,	Mr. Hicks h	as also perfor	med in a	
overses and to Verden	aramılıt	ary officer dur	ing the ear	ly years of hi	s career.	
We wish him Godenoo	driers.	un hort ütekaa	<b>.</b>			,
years.	u, and o	ni near Mizuez	tor good ne	aith throughou	t the coming	
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SECTION E	RETIRED  OFFICIAL TITLE OF SUPERVISOR  1974  C/OPS/INT/IW  DOSEPH A. Procaccino  2: BY EMPLOYEE  NING THIS EVALUATION PATE  Calvin W. Hicks  3. BY REVIEWING OFFICIAL  NOTICIAL  CONTROL WITH THE PROPERTY OF	-				
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04		RETIRED	* * *		, , , , , , , , , , , , , , , , , , , ,	
DATE	OFFICIAL T	TLE OF SUPERVISOR	17760	OR PRINTED NAME A	D DISNATURE	•
24 December 1974				224/1/1/2	~~~~	_
	, C/OPS			Joseph A. Proce	iccino	_
	·			<del> </del>	· · · · · · · · · · · · · · · · · · ·	_
STATEMENT CONCERNING THIS EV OF MY PERFORMANCE	ALUATION	DATE	FIGNA	TORE OF EMPLOYEE		
<del></del>	47745450	- <b> </b> ·		Calvin W. Hick		
	, ,	. 3 RY DEVIEWING	<del></del>	out vitte at , in tex.	<del>*************</del>	
CHMENTS OF REVIEWING OFFICIAL	<del></del>	J. DI KEVIEVIIA	3 OFFICIAL	<del></del>		-
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I concur with	n the rat	ing official's	comments.	Mr. Hicks turn	ed in	
a creditable perfo	ormance d	luring his exter	nded tour or	the Operation	is	
Staff, and well de	serves h	is supervisor's	s "Strong" r	ating. We all		
hope that his year	s of ret	irement are rev	varding and	fruitful.		
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· · · · · · · · · · · · · · · · · · ·		ATE		NATURE OF EMPLOYE	<u> </u>	4
I CERTIFY THAT I HAVE BEEN THE EN ALL SECT.ONS OF THIS REPORT.	TE SE IN	Employee retir			E-	
	- بلم			her 1974	<del></del>	1
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FITNESS REPORT	
SECTION A GENERAL INFORMATION	
OS6361 HICKS, Calvin W. 8. Nov 24 M GS-	13 D
7. OFFICIAL POSITION TITLE: 0. OFF/DIV/OR OF ASSIGNMENT OF CURRENT STATION WATCH OFFICER HQS	10. HQ C
THE OF APPOINTMENT	7
CAREER RESERVE CONTRACT OTHER, Seed TEMPORARY X ANNUAL READSIGN.	OPECIAL .
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SECTION B. QUALIFICATIONS UPDATE	
P. QUALUICATIONS, UPDATE FORM IS BEING SUBMITTED WITH CHANGES AND IS ATTACHED TO THIS REPORT PLACE THOUGH WITH BOX TO THE BOX TO THE BOX AT RIGHT	ne ir. e.e.
PERFORMANCE EVALUATION	<u> </u>
Performance in "enacceptable. A rating in this caregory requires enmediate and positive remedial action. The nature could range from counseling, to further training, to placing an probation, to reassignment or to separation. Describe or proposed in Section D.  A-Marginal  Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section D and retained or recommended should be discribed.	r öctrön taken
Proficient Performance is equistractary. Desired results are being produced in the manner expected.	•
Performance is characterized by exceptional proficiency.  — Outstanding  — Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others  — Note: as to warrant special recognition.	daing similar
SPECIFIC DUTIES	· · · · ·
It up to als of the most important specific duties performed during the roung period. Insert rating letter which best describes the manner in which performs EACH specific duty. Consider ONLY effectives in performance of that duty. All employees with supervisory responsibilities MUST be air ability to supervise undecate number of employees supervisory.	
Preprie Duty No. 1 (Note: DDTO is the closest qualification code to describe the world a Watch Officer) Prepares TD disseminations from DDO Intel cables and re-	RATING LETTER
leases them to the U.S. Intel Community expediting their delivery by advance electrical transmission when appropriate. Also disseminates certain DIV/D cables	S
Proprio DUTY NO. 8 Reviews intel cables for adherence to established reporting procedures and	RATING
operational security; when necessary deletes objectionable data from the SUPDATA and/or authentication statements.	s
ricipic pury No. 3 After hours grants or denies clearances (in consultation with the responsible irea division) for use of DDO information in finished intel publications.	RATING"
recipic DUTY, NO. 4 eeps current on the general and special requirements of both internal and ex-	RATING
ernal Agency customers particularly when the information involves the security nd protection of U.S. and foreign dignitaries, hijacking, etc.	S
ecipic dury No. 8 aintains good working relations not only with DDO area divisions and staffs but	RATING
ith Signal Center, Cable Secretariat at all levels to expedite the dissemination of significant reports; works closely with DDO Duty Officers and SDOs to keep on	s
nother—alert to significant events.	RATING LETTER
OVERALL REDECOMMANICS IN CURRENT DOCUMENT	
OVERALL PERFORMANCE IN CURRENT POSITION	RATING
is into account everything about the employee which influences his effectiveness in his current position such as performance of specific duries, ductivity, conduct on job, cooperativeness, pertinent personal traits or babin, and particular limitations or talents. Based on your knowledge imployee's averall performance during the nating period, place the letter in the roting bas corresponding to the statement which most accountly reflects his level of performance.	SNOV

CLASSIFICATION

CLASSIFICATION ! SECTION D NARRATIVE COMMENTS ladicate Ganificars strengthe or wedknesses demonstrated in current passion keeping in proper perspective their relationiship to averall perform suggestions made for improvement of work performance. Give recommendations for ti everent pasition. Amplity ar explain fangs given in Section C to provide best basis for determining future pe managerial of supervisory duties and cost consciousness in the use of personnell space, equipment, and lunds; must, 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 IN 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 IN 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 himsel 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. 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. 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 IN 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 24hour and day basis grounds carries no supervisory responsibilities he gives all indications CERTIFICATION AND COMMENTS BY EMPLOYEE I CERTIFY THAT I HAVE SEEN SECTIONS A, B, C AND D OF THIS REPORT BIGNATURE OF EMPLOYEE 23 October 1973 BY SUPERVISOR MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION if this report has not been shown to employee, give explanation OFFICIAL TITLE OF SUPERVISOR TEPED OR PRINTED NAME AND SIGNATURE C/OPS/INT/IW. 23 October 1973 Procaccino BY REVIEWING OFFICIAL COMMENTS OF REVIEWING OFFICIAL 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.

CLASSIFICATION

TYPED OR PRINTED NAME AND

Eloise R. Page

OFFICIAL TITLE OF REVIEWING OFFICIAL

C/OPS/INT

DATE

13 November 1973

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Hicks, Calvin W.	8Nov 24 M GS-13 D	
Watch Officer	DDP/FI/INT/IN HOS	' , , . ,
SCHECK IN TYPE OF APPOINTMENT	10. CHECK IN TYPE OF REPORT	
TO CAREER . MESSING TEMPOGRAPH.	INITIAL	SUPERVISO
CAME En-640 VISIONAL (See matructions . Section C) .	X ANNUAL REASSIGNMENT	EMPLOYEL
sweet ac (Specify);	SPECIAL (Specify):	
THE PATE REPORT DUE IN O.F.	12. REPORTING PERIOD (From- to-)	· , ·
31 October 1972	1 Nov 71 - 31 Oct 72	. / 6
	CE EVALUATION	
B. Constitution Performance is undeceptable. A rating in this categories transcribed from councing, to further training, to or proposed in Section C.	cry requires immediate and positive remedial action. The nature of placing on probation, to reassignment or to separation. Describe a	the action
	s for assigning this rating should be stated in Section C and remed	lial actions
taken or recommended should be described.	arraying time taking means as males in seeman & and tellier	
Performance is satisfactory. Desired results are being	produced in the manner expected.	
S-Strong Performance is characterized by exceptional proficie		
C-Outstanding Performance is so exceptional in relation to requirement as to warrant recognition.	ents of the work and in comparison to the performance of others do	ing similar
SPECI	FIC DUTIES	
List up to six of the most important specific duties performed du	ring the rating period. Insert rating letter which best de	scribes the
manner in which employee periorms EACH specific city. Considering supervisory responsibilities NUST be raised on their ability	ter ONLY effectiveness in performance of that duty. All	
		RATING
esciple outside (Note: DD10.js the closest que a Watch Officen)Prepares TD dissens f		1
to the U.S. Intel Community for the CS exce	diting their delivery by electrical	\$
transmission when appropriate. Also dissem	s certain FI/D Cables.	1
PECIFICIDUTY NO. 2		RATING
Consults with area division officers, as ne	cessary in his judgment, regarding	LETTER
isseminability of the info and to ensure a	dequate protection of sources and	.
patrices with minimum impairment to info rea	ching policy levels.	
Reviews supdata and authentication statemen	t in intol cables and deletes and	RATING '
essitive operational data before any distr	t in inter cables and deletes any ibution is made. Efforts distribution	1 ~ 1
of the deleted portion within the DDP on a		
SEC SIG DUTY NO. 4	yerree need to know basis.	PATING
sees current on the general and special rec	quirements of customer agencies	RATING LETTER
actuding the White House for cabled info,	i.e., info on narcotics, hijacking,	S
retection of U.S. and foreign dignitaries,	etc.	
PECIFIC CUTY NO. 3 %		RATING LETTER
fter hours, grants clearances (in consultat	tion with responsible area division)	LETTER
or the use of dissemed CS information in fi	inished intel publications in a	·S
anner denied by dissemination controls	,	
recipio correct Maintains good working relati	ions not only with CDP area divisions	RATING
mi staff, but with Signal Center and Cable	Secretariat at all levies to	
redite the dissem of significant reports;	works closely with CSDUs and SDOs to	S
eep one another alert to significant events	CE IN CURRENT POSITION	
OTERALE PERFORMAN	CE IN COMMENT 1 OSTITION	RATING
the cite acce of everything about the employee writting theore		LETTAN
io conte of specific duties, ji ta ich sitti, conduct on fitt, coor appalar timitations or falents. Based on your knowledge of el	mplayer's averall performance during the rating period,	s
face the letter in the rating box corresponding to the statement v		٠
		- 1
	G) 7:0 1	

SECRET

to 45 pasolete previous soltions

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SECTION C	NARRATIVE COMMENTS	
Interest significant strengths or overall performance. State sugges on foreign language con perform. Posts for determining future person in the success of personnel, space of in the success of DDP's incressed in the dissemplication statement and the source of the informations on the IW los seriousness in which Marentaing Divisional peneed to comply with the IN los of the success of good the success of g	weeknesses demonstrated in current position keeping the strict in provement of work performance. Greatured for current position. Applify or explain it is need strict. Money of performance of performanc	ciëncy. In April 1972 he proof of the high esteem service in Service is complete. If extra space is needed to complete ciëncy. In April 1972 he proof of the high esteem service. In this reporting period aintenance of operational tion. Mr. Hicks has been informational worlder, the authen-written would help to pinpoint norized hands. Mr. Hicks and his contributions in the of good reporting and the ain on an Intel Cable prior to
its dissemination to the functioning of this off reputation.	ne Intelligence Community is an esse ice and upon which depends to a cer	ntial element in the proper tain extent the Agency's
period, Mr. Hicks is no job. This together wit pressures inherent in a	and reassignment of several IW offi ow, the IW officer with the most expe h his maturity of judgment and abil n around-the-clock activity, make M	rience and continuity on the ity to withstand the rigors an
the unit. The assignment carri Significant demonstrati	es no supervisory responsibilities on of CORMENTS	and does not require any
SECTION 0	The second secon	
<u> </u>	BY EMPLOYEE	Tue Borne
DATE	RTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF	
16 October 1972		
	Calvin W. Hick	2
2.	BY SUPERVISOR	
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38		
DATE	OFFICIAL TITLE OF SUPERVISOR TYRE	DOR PRINTED NAME AND SIGNATURE
16 October 1972	C/FI/INT/IW Jo	seph A. Procaccino
3.	BY REVIEWING OFFICIAL	
COMMENTS OF REVIEWING OFFICIAL		
I can add not high opinion	hing to this evaluation. I sloof Mr. Hicks' work and charac	hare the rater's teristics.
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3.		,
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04 6 4000	C/FI/INT The	mas F. Thiele
24 Oct. 1972	<u></u>	mus it mitte
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X CARER	لبنا	REER		تببط	TEMPOR		12.	INITIAL		<del></del>	4-	<del> </del>	***	<u> </u>	POPERVISOR
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Unsahsfactory Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action or proposed in Section C.															
M-Marginal	taken	ot tecom	mended	should t	pa descripa		, , :	Ţ. 11	, **		ted in	Section	C and	remed	ial actions
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S-Strong	Perfor	mance is	charáct	erized b	y exceptio	nal proficienc	,			,	,	•	,		
O-Outstanding	Perform	mance is is to war	so excep	otional is ial reco	n relation t gnition.	o requirement	s of the	work and i	in com	parison to th	e perf	ormance	of oth	ers do	ing similar
			<u></u>			SPECIFI	C.DIII	ries	· · · · · · · · · · · · · · · · · · ·	<del> </del>	<del>, ,,,,,,,</del>			,	
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						N OFFICE								UATE	LETTER
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Reviewed by Cr/SPD/PPH

SECTION	

Indicate significant strengths of weaking sees demanstration of Phient position keeping in proper perspective their relationship to overall performance. State suggestions mulestor Company that the ork performance. Give recommendations for training: Comment on foreign language competence; it realized by constant in State of the organized of the organized by the state of the organized of the organized of the organized of the organized of the organized of the organized of the organized of the organized of the organized of the organized of the organized of the organized of the organized of the organized of the organized of the organized of the organized or the organized or the organized or the organized or the organized or the organized or the organized or the organized or the organized or the organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organized organ

HAIL ROOP

THERE HAS BEEN NO CHANGE IN MR. HICKS! OVERALL PERFORMANCE FROM THE LAST RATING PERIOD . IT I'S STILL CHARACTERIZED BY EXCEPTIONAL PROFICIENCY. HE CONTINUES TO BE A HIGHLY MOTIVATED, HARD-WORKING AND CEPENDABLE OFFICER.

SINCE JOINING IN 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.

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 DIVI-SION REPRESENTATIVES WITH WHOM HE DEALS.

HE HAS NO SUPERVISORY DUTIES AND IS COST CONSCIOUS.

THERE HAS BEEN FREQUENT CONSULTATION WITH MR. HICKS CONCERNING THE PERFORMANCE OF

SECTION D	CERTIFICATION AND COM	MENTS
t. ,	BY EMPLOYEE	
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT  DATE  31 DECEMBER 1970  2. BY SUPERVISOR  MONTHS EMPLOYEE HAS BEEN IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION  16 MONTHS  DATE  OFFICIAL TITLE OF SUPERVISOR  TYPED OR PRINTED NAME AND SIGNATURE		
	SIGNATURE OF EMPLOYEE	
2.	BY SUPERVISOR	
	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	Joseph Cofireaccur
3.	BY REVIEWING OFFICIAL	JOSEPH A. PROCACCINO
COMMENTS OF REVIEWING OFFICE	A t	

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.

OFFICIAL TITLE OF REVIEWING OFFICIAL 12 Jan 1971 C/FI/INT

Thomas F. Thiele

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		FITHESS	REPORT				050	6361	
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I NAME	(Last)	(Firet)	(Middle)	2DA	TE OF BIRTH	J. SEX	4. GRADE	5. 3D	·
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	E OF APPOINTMEN	<del></del>			HECH (X) TYPE	OF REPORT			***
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SECTION B	JANUARY 1970		PERFORMANC		AUGUST -	31 DECEM	BER 1969	<del>•</del>	
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0-omanisticity	could range from co ar proposed in Section	iunseling, to fu	other training, to p	lacing on	bropation, to is	assignment or	o separation.	Describe of	the action ction taken
M-Marginal	Performance is deficitation or recommend	ient in some as ed should be d	pects. The reasons i	for assign	ing this rating s	hould be stated	in Section C	and remed	lial actions
P-Proficient	Performance is satisf			roduced	in the manner ex	pected.		- , '	
S-Strong	Performance is chare					•			* * *
O-Outstanding	Performance is so ex-	ceptional in rel	ation to requiremen	its of the	work and in com	parison to the	performance o	f others do	ing similar
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	na most important s nployee performs E								
with supervisory re	esponsibilities MU	ST be rated o	n their ability to	Superv	se (indicate a	umber of em	ployees supe	rvinod).	
negerbeshed	KN NOTE: THE	RE IS NO	THING IN' TH	ie Che	CK LIST O	F FUNCTIO	NS (CSI-	20-24	RATING LETTER
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### SECTION C

## HARRATICE COMMENTS

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NR. HICKS! PERFORMANCE DURING THE 35 MENTHS UNDER MY SUPERVISION HAS CONTINUED AT THE SAME HIGH LEVEL NOTED IN HIS CAST FITNESS REPORTING HE EXERCISES GREAT CARE AND ATTENTION TO THE MULTITUDE OF DETAILS ENTAILED IN THE PROCESSING OF INTEL CABLES. HE WORKS WELL UNDER PRESSURE AND IS CONSENTED AND TACTFUL IN DEALING WITH DIVISIONAL PERSONNEL.

HIS TOUR IN IW WELL BE EXTENDED FOR ANOTHER TWO YEARS. HIS CONTINUED PRESENCE IN IM WILL BE OF PRESERVE VALUE TO NEW OFFICERS WHO WILL BE JOINING THE INTELLIGENCE WATCH AS OTHERS ARE REASSIGNED OR RETIRE.

I STRONGLY RECOMMEND THAT HE BE RECOMMEND FOR PROMOTION TO GS-14. THERE IS NO CLESTION THAT HE HAS BEEN PERFORMING AT THIS LEVEL FOR A CONSIDERABLE PERIOD OF TIME.

There has been frequent consultation with Mr. Hicks concerning his performance of his duties. He has no supervisory duties and is cost-conscious.

SECTION D	CERTIFICATION AND COMM	ENTS -
1.	SY ENTLOYEE	
	Certify that I have seen settions, a, b, an	D C OF THIS REPORT
JANUARY 1970	SIGNATURE OF EMPLOYEE	
2.	BY SUPERVISOR	
CONTAS EMPLOYEE HAS BEEN	IF THIS REPORT HAS NOT BEST SHOWN TO E	MPLOYEE, GIVE EXPLANATION
3½ MO.		
JANUARY 1970	CHIEF/INTELLISENCE WATCH	DE JULI Procure
ì	BY REVIEWING CFFICIAL	JOSEPH A. PROCACCINO
COMMENTS OF REVIEWING OFFICE	¥ (,	

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 marrative comments above in view of my knowledge of the expervisors.

20 Jamuary 1070 Deputy Chief, MT TY Earmond Villemarette

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	FITI	LESS REPORT			056361	
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			1 Jan 1969	- 12 Aug	1369	5 1
SECTION B	·		E EVALUATION			
A - Adequate Perfor excell P - Proficient Perfor S - Strong Perfor	ion, to reassignment mance meets all re ence. mance is more than mance is character	wholly inadequate to a The nature of the act of or the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the act of the	escribe action taken a ely satisfactory and i fresults are being pro oficiency.	or proposed in a p	n Section C. red weither by defici roficient manner,	ency nor
O - <u>Outstanding</u> Perfor others	manco is so except doing similar work	land in relation to rec as to warrant special	recognition.	and in comp	erisen to the perform	nance of
		SPECIF	IC, DUTIES		<del>,                                      </del>	
manner in which employed with supervisory responsions seguing DUTY NO. 1 PAND RELEASES THE VICE, EXPEDITIN	REPARES TO DE	isseminations fi Intelligence	ROM CABLED FIEL COMMUNITY FOR	D INFORM THE CLAN	ATION REPORTS	T BATTLE
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PECIFIC DUTY NO. 4  ALL  IN THE PREPARATI  CONTAINED IN INC	ION OF TO DIS		ED ON INFORMAT			RATING LETTER
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ROOM, WITH CLAND ADVICE ON DISSEN						S
PECIFIC DUTY NO. 6	CILITATES AN	MAINTAINS GOO	D WORKING RELAT	TIONS WIT	H CABLE	RATING LETTER
SECRETARIAT AND SIGNIFICANT BEPO	RTS.	• .	)		ION OF	S
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ake into account elegations of specific duti- pricular limitation's or tal account the ration of the letter in the ration's account to the letter in the ration's account to the letter in the ration's account to the letter in the ration's account to the letter in the ration's account to the letter in the ration's account to the letter in the ration's account to the letter in the ration's account to the letter in the ration's account to the letter in the ration's account to the letter in the letter in the ration's account to the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the letter in the l		an witaminada at amb	.oyoo a ovolon polici	monte con	A me come beneat	RATING LETTER
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### NARRATIVE COMMENTS

Indicate significant strengths or meaknesses demanistrated in current position keeping in proper perspective their relationship to averall performance. State suggestions made for improvement of work performance, Give recommendations for training. Comments on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnel action. Manage of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, education and funds, must be commented on, if applicable. If ourse space is needed to complete Section G, attach a separate sheet of paper.

MR. HICKS HAS BEEN A WATCH OFFICER IN IW FOR NURE THAN THE DARS AND IS A DEPENDABLE AND THOROUGHLY RELIABLE MEMBER OF THE TEAM. HE HAS A FINE OPERATIONAL BACKGROUND AND A REEN SENSE OF SECURITY. HIS JUDGMENT, IS VERY SOUND AND HE FAR EXCEED THE DEMANDS OF HIS POSITION IN THE EXTENT OF HIS COORDINATION WITH THE AREA DIVISIONS ON MATTERS WHERE HE FELS THAT DIVISION JUDGMENT SHOULD BE BROUGHT TO BEAR ON AN INTELL CABLE. HE IS NETICULOUSLY 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 COM	MENTS
1,,**	BY EMPLOYEE	
	CERTIFY THAT I HAVE SEEN SECTIONS A. B.	AND C OF THIS REPORT
DATE	SIGNATURE OF EMPLOYEE	1 1/1
12 AUGÜST 1969	( rl, ~	h. Mel
2,	BY SUPERVISOR	
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO	D EMPLOYEE, GIVE EXPLANATION
21		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
12 august 1949	CHIEF FI/INT/IW	ENWARD I PARROLL
3.	BY REVIEWING OFFICIAL	
COMMENTS OF REVIEWING OFFICE	IAL	
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	A trace	
	• .	
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
13 August 1969	Chief, FI/INT	T. L. Fever

SECRET

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SECTION A	<del></del>	,		G	ENERA	C.	<del></del>	**************************************	÷. •
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	. HIŌKS.	1	Calvin		3 .	Tay - 1924	1	G:-13	<u> </u>
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X CAREE		SERVE	لياك	TEMPORARY,		INITIAL	_ <u>- · · · · · · · · · · · · · · · · · · </u>	REASSIGNMENT	<u> </u>
CAREER	** /**	C (See In	etructione ·	Section C)		ANNUAL		REASSIGNMENT	EMPLOYER
SPECIAL (S			<del></del>			SPECIAL (Sp		orotion Submiss	sion
11. DATE REPORT DUE IN O.P. 12. REPORTING PERIOD (Prod. 10)									
SECTION B PERFORMANCE EVALUATION									<del></del>
· · · · · · · · · · · · · · · · · · ·	Destant	~~~		7 44 5			informaci A	rating in this categor	
W - <u>Weak</u>	positive	remedial	action: 1	he nature of the a	ction co	ùld range from	counseling,	to further training, to	placing on
	probation	i, to reas	signment	or to separation.	Describ	e action taken	or proposed	in Section C.	
A - Adequate	Pérforma excellen		e all redn	iromonts. "It is on	tirely so	tisfactory and	is, cháracteri	zed neither by deficie	uch uos
P - Proficient			ore than s	atisfactory. Dasi	مر توقیل	ts are bains or	adicad to a	proficient manner.	
S - Strong				d by exceptional				,	
0 - Outstanding		•	_				k and in com	parison to the perform	ance of
	others do	ing simil	ar work a	s to warrant speci	al recog	nition.			
				SPECI	FIC DL	TIES		,	·
								letter which best des	
								nce of that duty. All	amployees
SPECIFIC DUTY N									I PATING
**	rre	pares	TD dis	seminations "	Crom/c	abled fie	ld inform	ntion reports	RATING
and release	es them	to th	e U.C.	intelligenc	e còut	unity for	the Clar	destine Ser-	S
vice, expe	liting	their	delive	ry by electr:	ical t	ransmissi	on when a	ppropriates y	1
SPECIFIC DUTY NO	2. 2. 2							<u> </u>	RATING
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			broad	instruction	s from	$1/21/D$ on $\gamma$	various c	ategories of	F
rables diss	eminat	ed.		- ' - ,	-				
SPECIFIC DUTY NO	), 3 ₍	.74	44	3.9			00 3 1		RATING
SPECIFIC DUTY NO	Lone	ates A	ith are	e cirision o	titice	re during	o::-duty	hours, as	LETTER
necessary,	to inst	re ad	equate	protection o	or seu	rces and n	nethods w	ith minimum	S
impairment	to the	value	or the	information	resc	hing polic	ry levels	•	
SPECIFIC DUTY NO	0. 4 Ad	riens s	nd esa	ists area di	visio	n officers	during	off-duty hours	RATING LETTER
in the prep	aretion	ነ ነውም ጥነ	) direc	minations be	sod o	n informat	don othe	n than that	P
contained i	n incom	ing es	hled	ield reports	i .	ii linoi mat	TON OTHE	r chan that	r
contract I		. I I I E	. Or ea	zer/ rejoros	· • '			i	
SPECIFIC DUTY NO	. 5 Seel	g end	recton	ds to guidan	CC CC	ncerning +	he most	offentive	RATING LETTER
servicing h	f the f	ntelli	gence	community, i	ກວ້ານຕ່	ine that h	ite Nove	21 LC(TAG	
Foom, with	Landes	tine S	ervi ce	-acquired in	Contract	tion and n	<u>പ്രസിന്റെ</u>	often here	S
advice on d	irsemin	etion	colicy	and procedu	res to	the CEDO	on requ	est.	
PECIFIC DUTY NO				maintains go					RATING LETTER
Secretariet	ond St	onal C	antes	at all level	o + 2	vriff Letti	trons Wil	n cente	
significant			CHOCK	on arr Teach	O E	whentre a	rssemina	TOU O:	S
-renriteur	T Chor r						<del></del>		
	X		OVERAL	L PERFORMAN	CE IN	URRENT PO	OSITION		}
Taka tasa aaaaa		aha		a which influence	e hia at	Inctivaces !-	his evenes -	osition such as per-	RATING LETTER
formance of speci	lic dúties	, product	ivity, coi	iduct on job, coop	perativer	ès, pertinent	personal tr	aits or habits, and	_
particular limitation	ns or tale:	its. Bas	ed on you	r knowledge of e	mployee'	's overall perf	ormance dur	ng the rating period,	S .
oloce the letter in t	me raiing	POX COLLE	houiging	or the sidiament (	-nich MC	er accordial A	refrects N13 I	evel of performance.	ì
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	(When Filled, In)	
SECTION C	NARRATIVE COMM	ENTS
oversit performance: State suggestion foreign language competence; basis for determining future person	stions made for improvement of work pert frequired for current position. Amplify wiel action <u>Manner of performance of m</u> comments and funds, must be commented o	tion keeping in proper perspective their relationship to ormance. Give recommendations for training. Comment or explain ratings given in Section B to provide best or applicable. If extra space is needed to complete
		23 711 <del>763</del>
reliable member of the and a sense of operati sound judgment on diss of problem cases and i	team. He brings to his wo call security which is of emination matters. He has s imaginative in his approx	rs and is a dependable and thoroughly ork a fine operational background great assistance in the exercise of an instinct for prompt recognition ach to problems of under-enlighten-
ment of the reader and	the opposite extreme of la	ax source protection.
He is careful and	meticulous in his work. le	evel headed and sound in his judgments
He knows how to balance	e the customer demand for s	speed and enlightenment against the
equally important dervi	nds for source protection.	He stands up well under pressure,
		and with the divisional personnel
with whom he is in con	Lact.	
Neither cost cons	ciousness nor supervision i	is a factor in his performance.
		•
	•	
SECTION D	CERTIFICATION AND CO	DMMENTS
1.	BY EMPLOYEE	
	RTIFY THAT I HAVE SEEN SECTIONS A. B	, AND C OF THIS REPORT
DATE	SIGNATURE OF EMPLOYEE	
28 March 1060	1 11/1/2	
MONTHS EMPLOYEE HAS BEEN	BY SUPERVISOR	TO EMPLOYEE, GIVE EXPLANATION
UNDER MY SUPERVISION		
16		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
		En. The Konneck
28 Merch 1969	Chief, FI/INT/IN	dkerd () Carroll
COMMENTS OF REVIEWING OFFICIAL	BY REVIEWING OFFICE	AL.
		•
I concur in the	is report primarily on the	basis of my confidence in the
judgment of the sure	ervisor, as I have had no o	prortunity to evaluate closely
the performance of the	.ndividual officers in the	Intelligence latch. Such direct
of "Strong " Top s	ed with Ar. Micks have ten	med to confirm the overall rating
of corong. I am s	satisfied that he is perfor	ming at the Gi-14 level.
; ; ; ; ; ; ; ; ; ; ; ; ; ; ; ; ; ; ;	<b>,</b>	
ATE	OFFICIAL TITLE OF REVIEWING OFFICIA	TYPED OR PRINTED NAME AND SIGNATURE
29 March 1060	hine or/no	-121 cope
Y- SALOH TAGO	Chief, FI/INT	T. L. Beyer

كنشناء سيهاسم	<u> </u>		<del></del>	<u>.</u>	<u></u>	(When F	illed	(3).	<u> </u>	1		<u> </u>
	,	• •	FIT	uF (	S REPO	ne T		• • •		EMPLOYE	E SERIA	NUMBER
				٠ـ٥.	J	DIV.	•	, ,	; ;	050 30		
SECTION A			. ,			GEI	VERA	L .		<u> </u>		,
TI'NAME'	(Lei	(1)	· (Fire	"	(M		<del></del>	TE OF BIRTH	J. SEX	4. GRADE	9. 50	`.
HICKS	· ·		CALVIN	1 : -	W.		S 1	VOV. 24	M	GS-13	¹	
8. OFFICIAL POS		TITLE	.,			7	7. 0		ASSIGNMEN		TSTATI	ON
WATCH	OFF	ICER			- ', ',		DO	ZELZINTZI	W	HOS		*
P. CHECK, (X) TY			MENT			. ,		HECK (X) TYPE				
CAREER	1	RESERV	E	.7	ĖMPOŖA	AY '	1	INITIAL		REA1	SIGNME	NT SUPERVISO
CARELHIP	ROVISI	ONAL (500	inetructio	10 - 5	ection C)		.X	ANNUAL .		PE AT	BIGNME	NTEMPLOYEE
PECIÁL (S	pecity).		٠٠ - بيكي بر		` .	11 21. 11.	10.	SPECIAL (Spe		· · · · ·	-	· · · · · · · · · · · · · · · · · · ·
II. DATE REPORT	DUE	N 0.P.			٠, , ,		12. R	EPORTING PER	HOD (From-	to-)		12
30 NO	V 19	71:			,, ·		<u></u>	1 JAN - 3	1 OCT 1	971		<u>'                                    </u>
SECTION B	<u>``</u>	· · · · · · · · · · · · · · · · · · ·	<u> </u>	·	PERF	DRMANC	E EV	LUATION	, ,	_ <u>;</u>		
U-Unsatisfactory Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from acuiseling to further training to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.									e action taken			
M-Marginal			leficient in i				e atug	ing this rating-sl	hould be sto	ited in Section (	C'and rer	medial actions
P-Proficient	Perfo	rmance is s	atisfactory,	Desire	d results o	are being pr	oduced	in the manner ex	pected.			
S-Strong	Perfo	rmance is c	haracterize	l by e	zceptiona	l proficiency	j			-	'	
O-Outstanding						requirement	s of the	work and in com	parison to t	he performance	of others	doing similar.
·	work	as to warra	nt special-re	cogn	<u> </u>	****						
					<u> </u>	SPECIFI	C DU	I IF 2			<u> </u>	<del></del>
List up to six of t manner in which a with supervisory r	molová	e perform	S FACH	pocil	fic dutv.	Consider	ONLY	offectiveness	in perfore	nance of that	dutiv.	All amplovacs
SCHOOL STANKS	01	<del> </del>	<del></del>	~		<del></del>		ICATION CO				RATING
			OFFICE		ic cho	ara, do		runi iui u	,DL 10 1	DESCRIBE	H.IC	
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2: CONSULTS											GARDIN	
DISSEMINABIL										SOURCES A	ND .	
NETHODS WITH	LMIN	I MUM I	MPALRM	NI	TO IN	FO_REAC	HING	POLICY LE	VELS.	·		S
SPECIFIC DUTY NO								N STATEMEN				
DELETES ANY			-				-				FFECT	rs  ˈ
DISTRIBUTION	I OF	THE DE	LETED F	ORT	ION W	ITHIN T	HE DO	OP ON A ST	RICT NE	ED TO KN	W	1
BASIS.							<del></del>	· · · · · · · · · · · · · · · · · · ·				S RATING
SPECIFIC DUTY NO	_							SPECIAL RE				R LETTER
AGENCIES INC										I NARCOTIO	Ş,	_
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SPECIFIC DUTY NO										<u> </u>		RATING
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TIONS IN A M	MANAGE	K DENIE	נט עב	012	2EMIN	HION CO	JNIKU	LS.	•			3
PECIFIC DUTY NO	. 6	4 T L T A T L			DICTAIC	OCI ATI		OT ONLY 1		1051		RATING
	1-0							OT ONLY W			EVC: 0	LETTER
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IU KEEP UNE	MACIL	EK.AL						URRENT PO	SITION	142	<del>`</del>	
<del></del>										<del></del>	<del></del>	RATING
Take into account of special or interest of special or limitation lace the letter in the second or in the se	fic dut ns of to the ráti	ies, prod glențs. B ing box c	uctivity, lased on	cond:	uct on j	ob, cooper go of emp	ativen lőÿee'	oss, pertinent s overall perf	personal ormance d	traits or habi uring the rati	rs, and ng perio	od, c
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	Caren Filled in	
SECTION C	NARRATIVE COM	MENTS
overall performance. State sugge on foreign language competence, basis for determining future perso In the use of personnel, space, et Section C, attach a separate shee	stions made for improvement of work per trequired for current position. Amplify miel action. Manner of performance of n wisment and lynds, must be commonled to page. MR. HICKS CONTINUE	nition keeping in proper perspective their relationship to the manager. Give recommindations for training. Camment or explain ratings given in Section B to provide best managerial or supervisory duries and cast consciousness on trapplicable. If extra space is needed to complete S.TO. TURN IN AN EXCELLENT ALL AROUND
HIS DUTIES. HE IS ALE PLEASANT I DEALING WI	RT, CONSCIENTIOUS, STRÓNG- TH PEOPLE OF ALL LEVELS.	PROFESSIONAL JÜDGMENT IN CARRYING OU WILLED AND STRAIGHTFORWARD BUT VERY
MR. HICKS HAS BEEN MOS	ST EFFECTIVE IN MAINTAINING	ORTS MAY FALL IN UNAUTHORIZED HANDS, SECURITY DISCIPLINE IN THE REVIEW
OF THE INTEL CABLES, F WHICH MAY PRESENT A SE OF THE INFORMATION.	'ARTICULARLY THE AUTHENTICA CURITY HAZARD TO THE SOURC	ATION STATEMENTS TO INSURE THAT ANY DATE, IS OMITTED FROM THE DISSEMINATION
FORMANCE HAS BEEN CONS SEVERAL YEARS BEEN PER ONE. A CONCERTED EFFO	ISTENTLY CHARACTERIZED BY FORMING DUTIES COMMENSURATE	H SINCE JUNE 1967. HIS OVERALL PER- EXCEPTIONAL PROFICIENCY. HE HAS FOR E WITH A GRADE HIGHER THAN HIS PRESENT TE HIM TO A GS-14. HE HAS BEEN PUT R SINCE 1968.
WILL BE THE IW OFFICER TO IW AND IN PARTICULA	WITH THE MOST CONTINUITY (	VERAL IW OFFICERS, BY NEXT YEAR, HE ON THE JOB. THIS WILL BE A GREAT ASSE O WILL PROFIT FROM HIS EXPERIENCE. PREPARED POSITION DESCRIPTION OF AN
IW OFFICER WHICH CHARA HELP TO BETTER APPRECI	CTERIZES MR. HICKS IN EVERY ATE THE IMPORTANCE THAT THE	Y RESPECT. THIS DESCRIPTION SHOULD EDOP ATTACHES TO THE FUNCTION AND
IT IS NOT EASY TO F	IND SUITABLE OFFICERS TO SE	COPE AND COMPLEXITY OF THE WORK.  ERVE IN IN. IT CALLS FOR INDIVIDUALS  ENT, TEMPERAMENT, MANNER AND BEARING
TO WITHSTAND THE RIGOR	S OF SHIFT WORK, AND ABOVE	ALL TO MAINTAIN CORDIAL RELATIONS
SECTION D	CERTIFICATION AND CO	DMMENTS SEE ATTACHED PAGE
1	BY EMPLOYEE	
DATE	RTIFY THAT I HAVE SEEN SECTIONS A, I ISIGNATURE OF EMPLOYEE	
28 Oct. 1971	Calvin W. Hicks	Calvin N. Hick
2.	BY SUPERVISOR	
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN	TO EMPLOYEE, GIVE EXPLANATION
26		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
28 OCTOBER 1971	C/FI/INT/IW	JOSEPH A. PROCACCINO
) <b>.</b>	BY REVIEWING OFFIC	IAL
OMMENTS OF REVIEWING OFFICIAL		
I fully endo	rse the ratings and th	e narrative. We shall
2 24223 01140		

continue to try to promote Mr. Hicks in recognition ability and of his service.

DATE 29087 OFFICIAL TITLE OF REVIEWING OFFICIAL

C/F//Swd

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 AND SIGNIFICANT CONSULTATIONS WITH MR. HICKS CONCERNING THE PERFORMANCE OF HIS DUTIES.

JOSEPH A. PROCACCINO CHIEF/INTELLIGENCE WATCH

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P - Proficient Performance is more than satisfactory. Desire  S'- Strong Performance is characterized by exceptional pr	d results are being produced in a proficient manner, oficiency.	
O - <u>Quistanding</u> Performance is so exceptional in relation to re- others doing similar work as to warrant special	quirements of the work and in comparison to the perform recognition.	once of
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ECIPIC DUTY NO. 8 SEEKS AND RESPONDS TO GUIDANCI ICING OF THE INTELLIGENCE COMMUNITY, INCLUD WITH CLANDESTINE SERVICES-ACQUIRED INFORMAT ON DISSEMINATION POLICY AND PROCEDURES TO TI	ING THE WHITE HOUSE SITUATION ROOM, ION AND PROVIDES AFTER-HOURS ADVICE	RATING LETTER
	O WORKING RELATIONS WITH CABLE SEC- ATION OF SIGNIFICANT REPORTS.	RATING LETTER S
. OVERALL PERFORMANCE	E IN CURRENT POSITION	
ke into account everything about the employee which influences mance of specific duties, productivity, conduct on job, cooper tricular limitations or talents. Based on your knowledge of emp ice the letter in the rating box corresponding to the statement wh	rativeness, pertinent personal traits or habits, and playee's averall performance during the rating period,	RATING LETTER
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### SECTION C

## NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in custent position harping in proper perspective their relationship to overall performance. State nuggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain rollings given in Section B to provide best basis for determining future personnel action. Manner of performance of monagerial or supervisory duries and cost consciousness in the use of personnel space, equipment and funds, must be commented on it applicable. He erra space is needed to complete Section C, attach a separate shoet of paper.

Nov 7 1 41 PH '68

Mr. HICKS HAS COMPLETED HIS APPRENTICESHIP AND ADVANCED BY GRADUAL STAGES FROM ADEQUATE TO PROFICIENT TO THE POINT WHERE HIS OVERALL MARRONANCE HUST 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 DIF-DISSEMINATIONS WHICH OFTEN INVOLVE TWO OR MORE AREA DIVISIONS. HE IS ALERT TO OFE-RATIONAL 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.

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## SECTION C NARRATIVE COMMENTS

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PLUS ABOUT THE SAME AMOUNT OF TIME ON SHIFT BEFORE HE IS READY TO COPE, WITHOUT STRONG

SUPPORT OR SUPERVISION, WITH ALL THE PROSESMS USEN BELLE WITH THIS ASSIGNMENT. MR. HICKS JOINED THE UNIT ON 5 JUNE, COMPLETED A SHORTENED OUT PERIOD AND HAS BEEN ON SHIFT ONLY SINCE LATE SUMMER. HE HAS APPLIED HIMSELF WITH DILIGENCE TO LEARNING THE PRINCIPLES AND TECHNIQUES OF TO 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" DIS-SEMINATION CASES, HE HAS YET TO MEET A REAL CRISIS SITUATION WHEN HE IS ON DUTY BY HIM SELF. 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 ACCOM-MODATING IN ACCEPTING SCHEDULE CHANGES RECESSITATED BY THE LELNESS OR ABSENCE OF HIS FELLOW OFFICERS. HE GETS ALONG WELL WITH CABLE SECRETARIAT PERSONNEL, WITH WHOM IN 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 RESPONSIBILITIE AND DOES NOT REQUIRE ANY SIGNIFICANT DEMONSTRATION OF COST CONSCIOUSNESS.

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SECRET.

WALLACE R. DEUEL

# CONFIDENTIAL (When filled in)

## TRAINING REPORT

(3-69)

MANAGERIAL GRID SEMINAR (50 hours)

DATES: 2-7 February 1969

Student

Calvin W. Hicks

Cffice

PI

Year of Birth: 1924

Service Designation:

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Grade

. ... 12

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:

Uniei Instructor

Late

CONFIDENTIAL

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### SECTION'C

### NARRATIVE COMMENTS

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NOTE: This report covers the period from 10 August 1960 to 7 Desk. This report is being submitted because of reassignment of the rating officer.

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.

I would welcome any occasion which permitted Mr. Hicks to work with me again.

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SECTION D	CERTIFICATION AND C	OMMENTS
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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.

OFFICIAL TITLE OF REVIEWING OFFICIAL TYPHO OR PRINTED NAME AND SIGNATURE Jonathan G. Hanke Deputy Chief, WH/3 24 January 1967

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NAPPATIVE COMMENTS. SECTION C Indicate significant strengths or weaknesses demonstrated in current position Meping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance, Give recommendations for training. Command on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for defermining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable. NOTE: Subject spent full time on Spanish language training from 1 Sept through 21 December 1965. MAIL ROOM 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. Subject turned in an excellent all-around performance as Chief of the Headquarters Paramilitary Section supporting Miami Station operation He strives hard to do a good job and is most anxious to please his 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. 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. (see Continuation Sheet) SECTION D CERTIFICATION AND COMMENTS 21 EMPLOYEE I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT BY SUPERVISOR F THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION MONTHS EMPLOYEE. HAS BEEN UNDER MY SUPERVISION OFFICIAL TITLE OF SUPERVISOR Walter T/CANKELL 28 January 1966 C/WH/C/MO. BY REVIEWING OFFICIAL COMMENTS OF REVIEWING OFFICIAL 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.

SECRET

John T. Flynn

OFFICIAL TITLE OF REVIEWING OFFICIAL

ADC/WH/C

28 January 1966

Continuation Sheet

FITNESS REPORT

HICKS, Calvin

Section C (continued)

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SECTION C

### NARRATIVE COMMENTS

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MOUN, AIRM

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 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.

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SECTION D	CERTIFICATION AND COMM	ENTS
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2.	BY SUPERVISOR	
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT SEEN SHOWN TO E	MPLOYEE, GIVE EXPLANATION
24		•
1-19-65	Chief, WH/SA, Wiami Operations Branch	John S. Tilton
3.	BY REVIEWING OFFICIAL	
COMMENTS OF REVIEWING OFFICE	AL.	

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.

15 February 1965 Under Deputy Chief, WH(SA)

$M_{II}$		EMPLOYEE SERIAL N	UMBER
TITNESS REPORT		056361	
SECTION A G	ENERAL		•
1. NAME (Last) (Pirot) (Middle)	2. DATE OF BIRTH 3. SEX	4. GRADE 5. 50	<del></del>
HICKS CALVIN W.	3 Nov 1924 M	GS-13 D	
6. OFFICIAL POSITION TITLE	7. GFF/DIV/BR OF ASSIGNMEN	. CURRENT STATION	<del></del>
OPS OFFICER	DDP/SAS	Washington,	D. C.
9. CHECK (X) TYPE OF APPOINTMENT	10. CHECK (X) TYPE OF REPO	17	
CARCER RESERVE TEMPORARY	INITIAL	REASSIGNMENT	SUPERVISE
CARELN-PROVISIONAL (See Instructions - Section C)	X ANNUAL	REASSIGNMENT	EMPLOYER
SPECIAL (Specify):	SPECIAL (Specify):	( )	
11 DATE REPORT DUE IN C.P. 31 JANUARY 1964	12. REPORTING PERIOD (From-		1963
	ICE EVALUATION	- JI DECLYIDEI	1,703
W. Weak  Performance ranges from whatly inadequate to positive remedial action. The nature of the appropriation, to reassignment or to separation.	iction could range, from counseling,	to further training, to	
A - Adequate Performance meets all requirements. It is en excellence.	, , .		incy nor
P - Proficient Performance is more than satisfactory. Desir		proficient manner.	•
5 - Strong Performance is characterized by exceptional O - Quistanding Performance is so exceptional in relation to i	requirements of the work and in co	mparison to the perform	anca of
others doing similar work as to warrant speci		·	
Date C	it ic policy		
List up to six of the most important specific duties performed di manner in which employee performs EACH specific duty. Consi- with supervisory responsibilities MUST be rated on their ability	der CHLY effectiveness in perform	ance of that duty. All	
Chief, PM Section, Miami Operation	s Branch of DDP/SAS	and Senior	RATING
Headquarters Case Officer for FM O	perations conducted	against	S
target country.	DE 28 DG1	<u>U</u>	
PECIFIC DUTY NO. 2		*	RATING
Provision of operational guidance	to field.	, a, -	S
		· · · · · · · · · · · · · · · · · · ·	<u>.</u>
PECIFIC DUTY NO. 3	* .		RATING
Review and comment on operational $\mu$	plans submitted by	station.	0
	4° 51	•	İ
PECIFIC DUTY NO.4 Insuring that necessary training, 1	logistics and techn	ical support	RATING
are provided for conduct of PM open			s
	actons against the	carget	ی ا
country.		· · · · · · · · · · · · · · · · · · ·	
PECIPIC DUTY NO. 5		}	ETTER
	,		
PECIFIC DUTY NO. 8		-	RATING
		·	
OVER LE DEPERSON	CE IN CHORENE POSTERO	. 4.	
OVERALL PERFORMAN	CE IN CURRENT POSITION		
ake into account everything about the employee which influence ormance of specific duties, productivity, conduct on job, contributed on your knowledge of elace the letter in the gating box corresponding to the statement	perativeness, pertinent personal : mployée's overall performance du	raits or habits, and ring the rating period,	RATING LETTER
1 0 MAR 1964	mure most accreaisty tellecis vis	ievel of performance.	-

SECTION C

SECTION D

NARRATIVE COMMENTS

Indicate elghificant specifies or weaknesses demonstrated in curtont position keeping in proper per persition their relationship to overall performance. Scree suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language commenters, if required for curtont position. Amplify or explain ratings given in Section B to provide best başlış for defermining terces personnel section. 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. Ricks 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.

<u>1 </u>			BY EMPLOYEE	
`		10	ERTIFY THAT I HAVE SEEN SECTIONS A. B.	AND C OF THIS REPORT
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	4 Harch	1964	DC/SAS/MOB	John S. Tilton
3.		<del></del>	BY REVIEWING OFFICIA	L
•	I concur	in t	he above comments and ra	ting.
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DATE			OFFICIAL TITLE OF REVIEWING OFFICIAL	TIME EO SE LEINTED HAVE AND BIGHARDER
5 M	arch, 1964		C/SAS/MOB	fric Arthur A. Maloney

CERTIFICATION AND COMMENTS

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FORM 45 OBSOLETE PREVIOUS EDITIONS

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### SECTION

### NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. Since 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 best basis for determining future personnel action. Mannet 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 CO	MMENTS
1.	BY EMPLOYEE	
	CERTIFY THAT I HAVE SEEN SECTIONS A. B.	, AND C OF THIS REPORT
DATE 5- Ful. 1967.	SIGNATURE OF EMPLOYEE	
2.	BY SUPERVISOR	
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DATE	OFFICIAL TITLE OF SUPERVISOR	TARED OR PRINTED HAME AND SIGNATURE
2 Jan 1963	DC/SAS/PN	C. W. Matt
3.	BY REVIEWING OFFICE	AL
six months, for highly motivated others, and his He assumes respon without close su	gned has been Mr. Hicks' super the period ending December 31, , sincere and capable person. knowledge and ability are reconsibility and can be counted opervision. He is capable of a He is continuously striving followed the continuously striving followed activity.	1962. Mr. Hicks is a He works well with gnized and respected. n to get a job done ssuming greater
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPEO OR REINTED NAME AND SIGNATURE
8 February 1963	C/SAS/PM	A. A. MAIONEY

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### TRAINING REPORT

Clandestine (64 hours,		vices Review No. 39	4 - 13 February	1963
Student	:	Calvin W. Hicks	Office	: SAS
Year of Bir	th:	1924	Service Designation	. D
Grade	:	GS-13	No. of Students	: 33
EOD Date	<b>:</b> ,	Aug 1950	. ·	

COURSE OBJECTIVES - CONTENT AND METHODS.

This course aims to develor in the Clandestine Services officers. and others recently returned from the field an un-te-date avareness 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 un-to-date regulations and background summaries.

### ACHIEVEMENT RECORD

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

FOR THE DIRECTOR OF TRAINING:

CHU 1903 CHECKE 18 Feb 1963 Augustus F. Schermerhern

Chief Instructor

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SECTIO		IVE DESCRIPTI			

Stress strengths; and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, it 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 CO	WWEN19
1.	BY EMPLOYEE	
l'cer	rtify that I have seen Sections A, B, C	, D and E of this Report.
DATE 13 Feb. 1962	SIGNATURE OF EMPLOYEE	· Ship
I CEPTIFY that I have seen Sections A, B, C, D and E of this Report.  ATE 13 Feb. 1962  SIGNATURE OF EMPLOYEE  BY SUPERVISOR  ONTHS EMPLOYEE HAS BEEN  IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION  IP REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.  EMPLOYEE UNDER MY SUPERVISION LESS THAN 50 DAYS  OTHER (Specify):  THE  COFFICIAL TITLE OF SUPERVISOR  TYPEN ON PRINTED WAVE MID SIGNATURE  STELL  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.		
UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN T	O EMPLOYEE, GIVE EXPLANATION
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	IF REPORT IS NOT BEING MADE AT THIS T	IME, GIVE REASON.
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15 tel 1562	Chief, WH/4/PM/Ops	
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	o new and changing cond!	itions and has performed well
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14 TEB. 1962	Chief, WH/4/PM	Charles W. Macc

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.

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SECTION B EVALUATION OF PE		MANCE OF SPEC	IFIC D	UTIES		· .	$R_{\perp}$	-1	· · · · ·
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SECTION C EVALUATION OF OVERALL	DEDE	OBUANCE IN C	IDDEN	FORSITI	<u>~~</u>	<u>.</u>			
Take into account everything about the employee which infl duties, productivity, conduct on job, cooperativeness, pertir your knowledge of employee's overall performance during the statement which most accurately reflects his level of perfor	nent peri	ional traits or hobi	its, partic	cular limit	ations	or tal	ents.	Bose	d on
Performance in many important respects fail     Performance meets mast requirements but it     Performance clearly meets basic requirement     Performance clearly exceeds basic requirem     Performance in every important respect is s     Performance in every respect is outstanding	s deficie nts, nents, superior,	int in one or more i	important	rospects	•	•		O.	 -
SECTION D DESCRIPTION	N OF T	HE EMPLOYEE							
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1 - Least possible degree 2 - Limited degree 3 - No	amai de	gree 4 - Abava	anerade (	legree	5 - Ou	tstand	ing do	gree	
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ACCEPTS RESPONSIBILITIES		<u>.</u>		1				k	
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES								x	
DOES HIS JOB WITHOUT STRONG SUPPORT								ж	
FACILITATES SMOOTH OPERATION OF HIS OFFICE			. a./		. 1			×	
WRITES EFFECTIVELY					-5		X		
SECURITY CONSCIOUS		- 1		1	•		::		
THINKS CLEARLY.					- 1				х
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF	RECOR	OS	5.				x		
OTHER (Specify): Staff advice to Chief of B	use.			1.5					х
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future personnél acti	ons.	, ir oppropriate			Car		

Subject is one of the most practical, hard-headed, dom-tell it is supervisor has ever brown in our organizations and operations staff officers this supervisor has ever brown in our organization. He fights tenaciously and resourcefully in supervisor has ever brown advice to the time his chief makes a decision; from that it. Man goods just as tenaciously and resourcefully to support the decision from that it. Man goods just as tenaciously and resourcefully to support the decision as he did victiously for his position, whether or not the decision follows his advice. He gives look loyalty to his country, his organization, and his chief. His approach to plans are open of the clandestine program has always been practical, and with the long-range requirements solidly in view. He is rocceful and firm in dealing with allied opposite numbers; at the same time earning and retaining their respect. He is skillful and pursistent 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 steff officer whom I shall always veloceme on my staff. His training, experience, and demonstrated ability in the riold all well demonstrate his qualification to fill assignments in the next higher grade.

SECTION F	CERTIFICATION AND CO	
1.	BY EMPLOYEE	of the first traffice in the state of the
l c	ertify that I have seen Sections A, B, C	, D and E of this Report.
'DATE'	SIGNATURE OF EMPLOYEE	
22 August 1960	S/Calvin W. Hicks	
2.	BY SUPERVISOR.	
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN T	O EMPLOYEE, BIVE EXPLANATION
· ·		
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, , , , , , , , , , , , , , , , , , , ,	IF REPORT IS NOT BEING MADE AT THIS T	TIME, GIVE ŘEASON.
EMPLOYEE UNDER MY SUPE	RVISION LESS THAN 80 DAYS	REPORT MADE WITHIN LAST 90 DAYS
OTHER (Specify):		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE S/William T. XX Hornaday
20 August 1960		S/William T. XX Hornaday
3.	BY REVIEWING OFFICE	
I WOULD HAVE GIVEN THIS	EMPLOYEE ABOUT THE SAME EVALUATION.	
I WOULD HAVE GIVEN THIS I	EMPLOYEE A HIGHER EVALUATION.	
X I WOULD HAVE GIVEN THIS	EMPLOYEE A LOWER EVALUATION.	
I CANNOT JUDGE THESE EV.		IAR WITH THE EMPLOYEE'S PERFORMANCE.
COMMENTS OF REVIEWING OFFICE	At It is probably because of	f the iscluted location of the base
and the "togetherness"	" of its personnel but this ra	nting officer as well as his predeces-
sors have all rated or	n the high side. Thile my cor	ntacts with subject officer have been and on paper-work subject has originated
infrequent and any eva	aluation would largely be base	ed on parer-work subject has originated
		for his age, grade, and experience in
		other officers I have known in this
DATE (CONCERNECT 35) WHITE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
2 September 1960		S/Williard Burke

14-00000

Re 1960

### 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 (.(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 ISS ONLY 4-00000

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

Dear Mr. Hicker

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 Cage
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)

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 monder. service.

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

Sincerely,

1st W. E. Coloy

W. E. Colby Director

Distribution: 0 - Addressee

- OPF

Originator:

OP/PAD/ROB/PJSeidel:1s (15 January 1975)

24 %

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

Dear Mr. Hicks:

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For your information and convenience, an Annuity Statement has been forwarded to you. That statement relates basically to the payment for the period 28 December 1974 through 28 February 1975.

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

This office is in receipt of your signed statement wherein you elected to receive payment under the Federal Employees' Compensation Act (FECA) in lieu of a retirement annuity under the CIA Retirement and Disability System. Accordingly, your annuity ceased as of 28 February 1975 and you will henceforth receive benefits under FECA. An adjustment will be made in the payment issued by FECA retroactive to 28 December 1974. If, at a later date, the determination is made that you are not permanently nor totally disabled, your FECA payments might by reduced or stopped, at which time you may request the initiation of your retirement annuity.

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.

OBARYOMODER Tropped and and Sincerely yours,

Ronald Gage Chief

Retirement Affairs Division

SECRET When Filled In

St December 1974

CERTIFICATION OF SERVICITING EMPLOYEE

HICKS, Calvin W.

MEMORANDUM FOR THE RECORD - ATTACH TO OFFICIAL PERSONNEL POLDER

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Ι	hereby	acknowledge	the receipt	of	the following	forms	and/c	r informati	ion	cencerning	iay
s	eparatio	on from CIA	as indicated	bv	check mark:	• •	. '	;			

separation from CIA as indicated by check mark:	,
1. Standard Form 8 (Notice to Federal Employ	ee about Unemployment Compensation)
2. Standard Form 55 (Notice of Conversion Pr Life Insurance).	ivilege, Federal Employees' Group
3. Standard Form 56 (Agency Certification of Group Life Insurance Act of 1954).	Insurance Status, Federal Employees'
4. Standard Form 2802 (Application for Refund	i of Retirement Poductions).
5. Form 2595 (Authorization for Disposition CONTINUE to	of Paychecks). bon K
6. Only applicable to Retiree - Returnee (results to have been advised of my right to have separation from this Agency and of check to my health and well-being.	we a medical examination béfore
7. CSC Pamphlet 51 (Re-employment Rights of F Forces Duty).	ederal Employees Performing Armed
8. Instructions for returning to duty from Ex Service.	tended Leave or Active Military
Signature of Employee	Date Signed
Calin to Ship	26 De 1974
Adaress (Street, City, State, Zip Code)	Correspondence
MR. CALVIN W. HICKS	NUENCE
10207 FOREST AVE.	CORRESPOND
FAIRFAN, VIRGINIA 22030	OVERT CORRESPONDENCE
	Overt Covert

21 MAY Tabe

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

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# ENLISTED RECORD AND REPORT OF SEPARATION

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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

Distribution:w

Orig & 1 - Addressee

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

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MEMORANDUM FOR: Director of Personnel

DDP/OP

Request for Quality Step Increase

Mr. Calvin W. Hicks

The GS-13 Evaluation Board for FY 1972, having carefully reviewed the performance or 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. 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.

Cuttur & Callahan Arthur E. Callahan

Chairman GS-13 Evaluation Board (FY 72)

Director of Personnel

SECRET (When Fitted In.

### QUALIFICATIONS UPDATE READ INSTRUCTIONS CARRELLY 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 auto-matically for much information, however, some must be extained directly from you. This form is for that purpose. Section I must be completed in all cases. You need provide other information only it there have been changes since you submitted your Form 1441. 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. BIOGRAPHIC AND POSITION DATA SECTION 1 IMP. SER. NO. NAME (Last-First-Middle) DATE OF BIRTH GRADE 8 Nov 24 D. 056361 Hicks, Calvin W GS-1 EDUC ATTOM SECTION II HIGH SCHOOL LAST HIGH SCHOOL ATTENDED '-ADDRESS (City, State Country) YEARS ATTENDED (From.To) GRADUATE ____ ... ___ ... COLLEGE OR UNIVERSITY STUDY SUBJECT NO. SEM/QTR YEARS ATTENDED DECREE HAME AND ECCATION OF COLLEGE OR UNIVERSITY RECEIVEN RECEIVED 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 MAME AND ADDRESS OF SCHOOL STUDY OR SPECIALIZATION FROM NO. OF MONTHS OTHER NON-AGENCY EDUCATION OR TRAINING NOT INDICATED ABOVE NAME AND ADDRESS OF SCHOOL STUDY OR SPECIALIZATION TO NO. OF MONTHS SECTION 111 MARITAL STATUS 1. PRESENT STATUS (Single-Macried Midowed, Separated Diverced Annulled Remarried) SPECIFY: (Vaiden) 2. NAME OF SPOUSE (Lest) (First) S. DATE OF BIRTH 4 PLACE OF BIRTH (City.State.Country) S. OCCUPATION 8. PRESENT EMPLOYER 7. CITIZENSHIP B. FORMER CITIZENSHIP(S) COUNTRY(IES) B. DATE U.S. CITIZENSHIP ACQUIRED SECTION IV DEPENDENT CHILDREN AND DEPENDENTS OTHER THAN SPOUSE MAME PERMANENT ADDRESS RELATIONSHIP DATE AND PLACE OF BIRTH CITIZENSHIP ADD ~ h . DELETE ADD DELETE SECRET

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## 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).

CEUPET.

## ELECTION DECLINATION, OR WAITER

FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROBLÂM

IMPORTANT AGENCY INSTRUCTIONS ON BACK OF ORIGINAL

### TO COMPLETE THIS FORM-

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### FOLLOW THESE GENERAL INSTRUCTIONS: 50 17

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

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

- Fill in BOTH COPIES of the form. Type or use ink. -
- Do not detach any part.

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WAIVER OF LIFE INSURANCE COVERAGE

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

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SIGNATURE (do not print)

Colonia M. Sichi

DATE

14 F. Churay 1968

FOR EMPLOYING OFFICE USE ONLY

(official receiving date stamp)

I desire not to be insured and I waive coverage under the Federal Employees Group Lite Insurance Program. I understand that I counct cancel this waiver and obtain regular insurance until at least I year after the champe 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

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Ber Table of Effective Dates on back of Original

ORIGINAL COPY—Retain in Official Personnel Folder: 10.00

STANDARD FORM % 176-T JANUARY 1955 (For use only until April 14, 1968) 176-161

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MEMORATURE FOR: Deputy Director for Tuno

SULJECT

: Emression of Angred atton and Cossendation for the Intelligence watch.

t. I wish to espress by appreclation and personal graise for the porformance of the FINIntelligence Fatch during the height of the recent Middle Bost erisis. I sa informed that the Ara. -Ioraeld war and its safereath were primary factors which resulted in the Fatch processing for the month of June the highest number of dissementrons since its cocablichment. The Watch was particularly holpful 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 promot! / Telayed to interested oversons military commands and CTA field statious.

2. The judgment shown by Watch Officers, often under trying circumstances, was invariably sound ini holoful. The worth of the batch, particularly Suring the crisis situation, was once acre demonstrated to all of us in RE Division.

> JAMES H. CRITCHTITES Chiof, Near East and South Asia Division

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CALVIN HICKS

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

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Recorded by CSPD

November 1960

MEMORI	NOUF	FORG	Chief.	.F

FROM

William T. Hornaday, formerly

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 aCLEVER Project. His assignment was Operations Officer on the ACLEVER staff, and Chief Operations Officer for the United States element of the Joint Operations Staff, serving opposite a Tike 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 ware highly trained and qualified. His forerest thoughts were always contered on what was test for the interests of the United States. He was practical, unremitting in his efforts, and nard-needed 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 controvened 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 extract the right to early consideration for promotion.
- 4. I shall always welcome any optortunity that permits Mr. Hicks to serve with me again.

William T. Hornaday

SFCRFI

25 May 1961

MEMORANDUM FOR: Chief, Finance Division

FROM

: Chief, WH/4/Support Staff

SUBJECT

: Promium 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 Allotmont #535-5000-8021.

BLATR, William E. DOUGLAS, Jesse S. HICKS, Celvin W. TSAMINGER, John W. RULMUK, Walter P.

NAPOLI, Louis P. SEFHAFFR, Ralph G. SILEO, Anthony L. WARNER, Thomas D. WHEDBEE, Robert E.

Ellshmedt Chief, WH/4/Support

Distribution:

2 - Chief, Finance Division (ea. employee)

2 - Director of Personnel (ea. employee)

11 January 1961

Director of Tersonnel

hief. HJ

Additional Commensation in Lieu of Overtime anyment

RAP: Femo dated 11 January 1941 from SSA/DDS to DD/S. nriroved by 10/5, Subject: "simicree Benefits for JPATS Personnel"; And Temo dated 22 Describer 1960 from ADD(P) to Demity Director (Floris), Subject: "Surloyee Renerits for Personnel Assisme! to WATS".

In accordance with referenced memorante, it is requested that the rersonnel listed below be authorized to receive additional compensation effective 8 Jenuary 1961, at the rate of 156 of their respective rates of basic annual compensation (but not to exceed the second rate for a Am 05-9) in lies of payment of the regular overtime rates for irregular, unscheduled and 'requent overtime.

,	<u>NAPA</u>	FI-PLOYES Serial No.	TITLA	SALARY_	
1	- במדמונודא, שחכתם ט.	56 <del>789</del>		\$14,055	
	WHENDERS, Robert E.	509360	Or Officer	12,990,	
	DAMGLAS, Jesse S.	229350	GIS Officer :	14.055	
	FILLIES, David A.	654300	Ora Officer ( )	12,730	
	dedul, bouis b.	012416	OPS Officer	12,210	
	KUZEUK, Wilter P.	064735	073 Officer	12,730	
	PRARE, John D.	5/093	OPS Officer	11,675	
	MASS 33, Thomas D.	59794	Instructor (CPS)	3,455	••
	HITES, Talvin V.	563/1	Questilla Warfere Officer	c.475	
	MILZI, James	60471	OPS Officer	o <b>,</b> a60	
	"ILEO, Anthony L.	559127	OPS Officer	7,330	
	SLAIR, William S.	50218	Instructor (OPS)	3,955	
	YE DALL, Sidrey S.	059517	Or Officer	11,155	
	REFECLUS, Robert	55407	Ciri Officer	12,470	
	SPARKS, Scheet N.	42245	Instructor (OFS)	12,470	-
	EPGAT, Pravel S.	61901	OP: Officer	c.475	
	GARTY (IGHT, Cecil J.	5784-0	OPS Officer	9,215	٠,
	CHRISHIN, Samuel J.	55622	ADM Office-	7,820	
	TORALSS, David S.	63385	UPS Officer	12,210	
	ZEUT, 511110m 1.	559198	GPS Officer	9,215	

All the above employees are on Allotrent 4535-5000-3021.

GALETT D. ECHOLS

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		•	-
3.	MEMBERS OF FAMILY		
	ADDRESS (No. , Street, City,	Zone, State)	TELEPHONE NUMBER
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MICHARL CALVIN	3 JAVA 5- 00	11-	4
LISA ANTE	)	•	rie 9 miles
HAME OF PATHER (Or male guardian)	ADDRESS JAVA, S. DA		TELEPHONE NUMBER
WAME OF MOTHER (OF towards quards an)	JAVA, 3. DIT	<i>A</i> .	
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4. PERSON I	O BE NOTIFIED IN CASE OF EMI	RENCY	
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FORM NO. 61 USE PREVES

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Section 2

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