

MATERIAL REVIEWED AT CIA HEADQUARTERS BY
HOUSE SELECT COMMITTEE ON ASSASSINATIONS STAFF MEMBERS

FILE TITLE/NUMBER/VOLUME: VITALE, GUY
OP FILE

INCLUSIVE DATES: _____

CUSTODIAL UNIT/LOCATION: _____

ROOM: _____

DELETIONS, IF ANY: PERSONNEL MATTERS OUTSIDE TIME
FRAME

[illegible]

NO DOCUMENTS MAY BE COPIED OR REMOVED FROM THIS FILE

VITALE, GUY

TEGNA

SECRET

(If Not Filled In)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED	
1 SERIAL NUMBER										17 Feb 69	
2 NAME (Last-First-Middle)											
003620 - VITALE, GUY											
3 NATURE OF PERSONNEL ACTION										4 EFFECTIVE DATE REQUESTED	
RETIREMENT (VOLUNTARY) UNDER THE CIA										MONTH DAY YEAR	
RETIREMENT - CIA & DISABILITY SYS										02 28 69	
5 CATEGORY OF EMPLOYMENT										REGULAR	
6 FUNDS										7. FINANCIAL ANALYSIS NO CHARGEABLE	
X V TO V										9235 0620	
V TO V										8 LEGAL AUTHORITY (Completed by Office of Personnel)	
CF TO V										P.L. 33-643	
										Sect. 233	
9. ORGANIZATIONAL DESIGNATIONS										10 LOCATION OF OFFICIAL STATION	
DDP/WH WH/COG OPERATIONS BRANCH WH SECTION										WASH., D.C.	
11 POSITION TITLE										12 POSITION NUMBER	
INTELLIGENCE ASST (3)										1685	
13 CAREER SERVICE DESIGNATION										D	
14 CLASSIFICATION SCHEDULE (4), I.B. NO.										15 OCCUPATIONAL SERIES	
GS										0301.26	
16 GRADE AND STEP										17 SALARY OR RATE	
08 6										\$ 8984	
18. REMARKS											
Last working day is 28 February 1969.											
1152 telecoord. w/ [redacted], R.E. - dmw 3/3/69											
*INTEL ASST receiving Intel Analyst slot											
1 - Finance											
17 Feb 69											
19A. SIGNATURE OF REQUESTING OFFICIAL											
Henry L. Berthold											
C/WH/Personnel											
DATE SIGNED											
17 Feb 69											
19B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER											
[Signature]											
DATE SIGNED											
17 Feb 69											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING	22. STATION CODE	23. INTEGRITY CODE	24. MONTHS	25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LSI			
45	10	NUMERIC ALPHABETIC				MO. DA. YR.	MO. DA. YR.	MO. DA. YR.			
28. NTE EXPIRES	29. SPECIAL REFERENCE	30. RETIREMENT DATA	31. SEPARATION DATA CODE	32. CORRECTION CANCELLATION DATA	33. SECURITY RES. NO.	EOD DATA					
MO. DA. YR.		1-CC 2-ORCA 3-FICA 4-NONE	CODE	TYPE	MO. DA. YR.						
35. VET. PREFERENCE	36. SERV. COMP. DATE	37. LONG. COMP. DATE	38. CAREER CATEGORY	39. REG. HEALTH INSURANCE	40. SOCIAL SECURITY NO.						
CODE	MO. DA. YR.	MO. DA. YR.	CODE	CODE							
1-NO 2-5 YR 3-10 YR											
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE			42. LEAVE CAT. CODE	43. FEDERAL TAX DATA	44. STATE TAX DATA						
CODE				FORM EXECUTED	FORM EXECUTED						
0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)				1-YES 2-NO	1-YES 2-NO						
45. POSITION CONTROL CERTIFICATION					46. OF APPROVAL					DATE APPROVED	
3-6-69					[Signature]					3	

SECRET

SECRET

(If Not Filled In)

REQUEST FOR PERSONNEL ACTION						DATE PREPARED	
1 SERIAL NUMBER						2 NAME (Last-First-Middle)	
003620						VITALE, GUY	
3 NATURE OF PERSONNEL ACTION				4 EFFECTIVE DATE REQUESTED		5 CATEGORY OF EMPLOYMENT	
RETIREMENT (VOLUNTARY) UNDER THE CIA RETIREMENT - CIA & DISABILITY GUY				MONTH DAY YEAR 02 28 69		REGULAR	
6 FUNDS		7 FINANCIAL ANALYSIS NO CHARGEABLE		8 LEGAL AUTHORITY (Completed by Office of Personnel)			
X		9235 0620		P.L. 33-643 Sect. 233			
9 ORGANIZATIONAL DESIGNATIONS				10 LOCATION OF OFFICIAL STATION			
DDP/WH WH/COG OPERATIONS BRANCH WH SECTION				WASH., D.C.			
11 POSITION TITLE				12 POSITION NUMBER		13 CAREER SERVICE DESIGNATION	
INTELLIGENCE ASST (B)				1685		D	
14 CLASSIFICATION SCHEDULE (GS, F.R., etc.)		15 OCCUPATIONAL SERIES		16 GRADE AND STEP		17 SALARY OR RATE	
GS		0301.26		08 6		\$ 8984	
18 REMARKS							
Last working day is 28 February 1969.							
1152 telecoord. [redacted] R.B. - dmm 3/3/69							
*Intel Asst according Intel Analyst Slot *							
1 - Finance							
18A SIGNATURE OF REQUESTING OFFICIAL							
Henry L. Berthold				DATE SIGNED		18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER	
C/WH/Personnel				17 Feb 69		[Signature]	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
19 ACTION CODE		20 EMPLOY CODE		21 OFFICE CODING		22 STATION CODE	
45 10				NUMERIC ALPHABETIC		CODE	
23 DATE OF BIRTH		24 DATE OF GRADE		25 DATE OF LST			
MO. DA. YR.		MO. DA. YR.		MO. DA. YR.			
1 6 17							
26 DATE OF BIRTH		27 DATE OF GRADE		28 DATE OF LST			
MO. DA. YR.		MO. DA. YR.		MO. DA. YR.			
1 6 17							
29 SPECIAL REFERENCE		30 RETIREMENT DATA		31 SEPARATION DATA CODE		32 CORRECTION, CANCELLATION DATA	
MO. DA. YR.		CODE		TYPE		MO. DA. YR.	
				0 B J 0 0 0		EOD DATA	
33 VET PREFERENCE		34 SERV. COMP DATE		35 LONG COMP DATE		36 CAREER CATEGORY	
CODE		MO. DA. YR.		MO. DA. YR.		CODE	
0-NONE 1-5 PT. 2-10 PT.						37 LEGAL/HEALTH INSURANCE	
						CODE	
						0-WAIVER 1-YES	
						HEALTH INS. CODE	
38 PREVIOUS CIVILIAN GOVERNMENT SERVICE		39 LEAVE CAT CODE		40 FEDERAL TAX DATA		41 STATE TAX DATA	
CODE		CODE		FORM EXECUTED CODE		FORM EXECUTED CODE	
0-NONE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)				1-YES 2-NO		1-YES 2-NO	
42 POSITION CONTROL CERTIFICATION		43 O.P. APPROVAL		DATE APPROVED			
3-6-69 JE		[Signature]					

SECRET

JLB: 10 MAR 69

DEF NOTIFICATION OF PERSONNEL ACTION							
1. SERIAL NUMBER		2. NAME (LAST FIRST MIDDLE)					
003620		VITALE GUY					
3. NATURE OF PERSONNEL ACTION				4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT	
RETIREMENT VOLUNTARY UNDER CIA RETIREMENT AND DISABILITY SYSTEM				MO DA YR 02 28 69		REGULAR	
6. FUNDS		7. Financial Analysis No. Chargeable		8. CSC OR OTHER LEGAL AUTHORITY			
<input checked="" type="checkbox"/> V TO V <input type="checkbox"/> CF TO V		<input type="checkbox"/> V TO CF <input type="checkbox"/> CF TO CF		9235 0620 0000		P.L. 88-643 SECT. 233	
9. ORGANIZATIONAL DESIGNATIONS				10. LOCATION OF OFFICIAL STATION			
11. POSITION TITLE				12. POSITION NUMBER		13. SERVICE DESIGNATION	
INTELLIGENCE ASST				1685		D	
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE	
GS		0301,26		08 6		8984	
18. REMARKS							
SIGNATURE OR OTHER AUTHENTICATION							

SECRET

28 FEB 1969

MEMORANDUM FOR : Mr. Guy Vitale
THROUGH : Head of CS Career Service
SUBJECT : Notification of Approval of Request for
Voluntary Retirement

1. I am pleased to inform you that your request for voluntary retirement under the CIA Retirement and Disability System has been approved by the Director of Central Intelligence.

2. Your retirement will become effective 28 February 1969 and your annuity will commence as of 1 March 1969. The annuity is payable on the first day of the month following that for which it accrued. You may be assured that every effort will be made to expedite delivery of your first check following completion of the administrative processing required to effect your retirement.

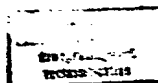
3. You will receive a lump-sum payment for your accrued annual leave up to 30 days or for whatever amount of leave credit you carried over from the last calendar year if that amount is more than 30 days.

Robert S. Wattles
Director of Personnel

Distribution:
0 - Addressee
1 - D/Pers
1 - OP Files
1 - Soft File
1 - ROB Reader

OP BSD ROB/ jef

(27 February 1969)

SECRET

S E C R E T (When Filled In)	
CERTIFICATION OF SEPARATING EMPLOYEE	Name (Last-First-Middle) VITALE, GUY
MEMORANDUM FOR THE RECORD - ATTACH TO OFFICIAL PERSONNEL FOLDER	
I hereby acknowledge the receipt of the following forms and/or information concerning my separation from CIA as indicated by check mark:	
<input checked="" type="checkbox"/>	1. Standard Form 8 (Notice to Federal Employee about Unemployment Compensation).
<input checked="" type="checkbox"/>	2. Standard Form 55 (Notice of Conversion Privilege, Federal Employees' Group Life Insurance).
<input type="checkbox"/>	3. Standard Form 56 (Agency Certification of Insurance Status, Federal Employers' Group Life Insurance Act of 1954).
<input type="checkbox"/>	4. Standard Form 2802 (Application for Refund of Retirement Deductions).
<input checked="" type="checkbox"/>	5. Form 2595 (Authorization for Disposition of Paychecks).
<input type="checkbox"/>	6. Applicable to returnee (resignee from overseas assignment). I have been advised of my right to have a medical examination before my separation from this Agency and of the importance of such a medical check to my health and well-being. <input type="checkbox"/> Appointment arranged with Office of Medical Services. <input type="checkbox"/> Appointment for Office of Medical Services examination declined.
<input type="checkbox"/>	7. I have been informed of "conflict of interests" policy of the Agency and foresee no problem in this regard concerning my new employment.
<input type="checkbox"/>	8. Form 71 (Application for Leave).
<input type="checkbox"/>	9. CSC Pamphlet 51 (Re-employment Rights of Federal Employees Performing Armed Forces Duty).
<input type="checkbox"/>	10. Instructions for returning to duty from Extended Leave or Active Military Service.
Signature of Employee <i>Guy Vitale</i>	Date Signed 28 Feb. '69
Address (Street, City, State, Zip Code) 1770 "H" St. N.E. Wash. D.C.	Correspondence <input type="checkbox"/> Overt <input checked="" type="checkbox"/> Covert
S E C R E T	

SECRET

NOTIFICATION OF ESTABLISHMENT OR CANCELLATION OF OFFICIAL COVER BACKSTOP		DATE 18 February 1960	
TO: (Check)	<input checked="" type="checkbox"/> CHIEF, RECORDS AND CONTROL	FILE NUMBER 11326	
	<input type="checkbox"/> CHIEF, CONTRACT PERSONNEL DIVISION	EMPLOYEE NUMBER 003620	
	<input type="checkbox"/> CHIEF, OPERATING COMPONENT (For action)	ID CARD NUMBER	
ATTN: Chief Support Staff		OFFICIAL COVER	<input type="checkbox"/> BACKSTOP ESTABLISHED
REF: Retirement Debriefing			<input checked="" type="checkbox"/> DISCONTINUED
SUBJECT VITALE, Guy		UNIT	
KEEP ON TOP OF FILE WHILE COVER IN EFFECT			
ESTABLISHMENT OF OFFICIAL COVER BLOCK RECORDS (OPM 20-200-11)		CANCELLATION OF OFFICIAL COVER UNBLOCK RECORDS (OPM 20-200-11)	
A. TEMPORARILY FOR _____ DAYS EFFECTIVE DATE COB _____		DATE (as of COB) FROM EOD	
B. CONTINUING AS OF COB			
SUBMIT FORM 642 TO CHANGE LIMITATION CATEGORY. (HNB 20-7)		SUBMIT FORM 642 TO CHANGE LIMITATION CATEGORY. (HNB 20-7)	
ASCERTAIN THAT _____ W-2 BEING ISSUED. (HNB 20-11)		NA OK RETURN ALL OFFICIAL DOCUMENTATION TO CCS.	
SUBMIT FORM 1322 FOR ANY CHANGE AFFECTING THIS COVER. (NR 240-2e)		DO NOT WRITE IN THIS BLOCK - FOR CCS INTERNAL USE ONLY	
SUBMIT FORM 1323 FOR TRANSFERRING COVER RESPONSIBILITY. (NR 240-2e)			
SUBMIT FORM 2688			
FOR HOSPITALIZATION CARD			
REMARKS AND/OR COVER HISTORY			
COVER HISTORY:			
Oct 49 - Jan 57 Hqs/Overt		SUBJECT IS TO INDICATE CIA AS PLACE OF EMPLOYMENT FOR ENTIRE PERIOD, BUT IS NOT TO REVEAL SPECIFIC PLACES OR LOCATIONS OF COVER ASSIGNMENTS.	
Jan 57 - Mar 60 Greece/DAC			
Mar 60 - Present Hqs/DAC			
FORWARDING ADDRESS: UNKNOWN			
EMPLOYMENT ADDRESS: UNKNOWN			
RE/kas			
DISTRIBUTION: COPY 1 - HCD COPY 2 - OPERATING COMPONENT COPY 3 - D/OS COPY 4 - OL/TELSVC COPY 5 - CCS - CHRONO COPY 6 - CCS - FILE		CHIEF, OFFICIAL COVER, CENTRAL COVER STAFF	

SECRET

(When Filled In)

DDF: 20 FEB 69

NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER 003620		2. NAME (LAST-FIRST-MIDDLE) VITALE, GUY	
3. NATURE OF PERSONNEL ACTION DESIGNATION AS PARTICIPANT IN CIA RETIREMENT AND DISABILITY SYSTEM		4. EFFECTIVE DATE MO DA YR 02 23 69	
5. CATEGORY OF EMPLOYMENT REGULAR		6. FUNDS X V TO V CF TO V	
7. Financial Analysis No. Chargeable 9235 0600 0000		8. CSC OR OTHER LEGAL AUTHORITY PL 88-643 SECT. 103	
9. ORGANIZATIONAL DESIGNATIONS DDF/WH		10. LOCATION OF OFFICIAL STATION WASH., D.C.	
11. POSITION TITLE		12. POSITION NUMBER	
13. SERVICE DESIGNATION D		14. CLASSIFICATION SCHEDULE (GS, LB, etc.)	
15. OCCUPATIONAL SERIES		16. GRADE AND STEP (18)	
17. SALARY OR RATE		18. REMARKS	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL			
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING NUMERIC ALPHABETIC	22. STATION CODE
23. INTEGRITY CODE	24. MAJOR CODE	25. DATE OF BIRTH MO DA YR	26. DATE OF GRADE MO DA YR
27. DATE OF LEI MO DA YR	28. NTE EXPIRES MO DA YR	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1. CSC 2. CUB 3. FICA 4. NONE
31. SEPARATION DATA CODE	32. CORRECTION / CANCELLATION DATA TYPE MO DA YR	33. SECURITY REQ NO	34. SEX
35. VET PREFERENCE CODE 0. NONE 1. 5 PT 2. 10 PT	36. SERV. COMP. DATE MO DA YR	37. LONG COMP. DATE MO DA YR	38. CAREER CATEGORY CAR BESV PROV TEMP
39. FEGLI / HEALTH INSURANCE CODE 1. YES 2. NO	40. SOCIAL SECURITY NO.	41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 1. NO PREVIOUS SERVICE 2. BREAK IN SERVICE (LESS THAN 3 YRS) 3. BREAK IN SERVICE (MORE THAN 3 YRS)	42. LEAVE CAT. CODE
43. FEDERAL TAX DATA FORM EXECUTED 1. YES 2. NO	44. STATE TAX DATA FORM EXECUTED 1. YES 2. NO	45. SIGNATURE OR OTHER AUTHENTICATION	

FORM 5-66 1150
MAY 10-67Use Previous
Edition

SECRET

FVD

GROUP 1
Excluded from automatic
downgrading and
declassification

(When Filled In)

SECRET

REQUEST FOR PERSONNEL ACTION										DATE PREPARED	
1. SERIAL NUMBER 003620										2. NAME (Last-First-Middle) VITALE, GUY	
3. NATURE OF PERSONNEL ACTION DESIGNATION AS A PARTICIPANT IN THE CIA RETIREMENT AND DISABILITY SYSTEM						4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 02 23 69		5. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS		X V TO V		V TO V		7. COST CENTER NO. CHARGE ARE		8. LEGAL AUTHORITY (Completed by Office of Personnel)			
		CF TO V		CF TO CF		9235 - 0620		PL 83-643 Sect. 203			
9. ORGANIZATIONAL DESIGNATIONS DDP/WH						10. LOCATION OF OFFICIAL STATION WASHINGTON, D.C.					
11. POSITION TITLE						12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION D			
14. CLASSIFICATION SCHEDULE (G.S., F.R., P.A.)				15. OCCUPATIONAL SERIES		16. GRADE AND STEP S		17. SALARY OR RATE S			
18. REMARKS											
18A. SIGNATURE OF REQUESTING OFFICIAL				DATE SIGNED		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER		DATE SIGNED			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING NUMERIC ALPHABETIC		22. STATION CODE	23. INTEREST CODE	24. MONTHS CODE	25. DATE OF BIRTH MO. DA. YR.	26. DATE OF DEATH MO. DA. YR.	27. DATE OF LEE MO. DA. YR.		
28. DATE EXPIRES MO. DA. YR.	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1-YES 2-NO 3-OTHER		31. SEPARATION DATA CODE	32. CONNECTION CANCELLATION DATA	EOD DATA		33. SECURITY REQ NO.	34. SEX		
35. VET. PREFERENCE CODE 0-None 1-5 PT 2-10 PT	36. SERV. COMP. DATE MO. DA. YR.	37. LONG COMP. DATE MO. DA. YR.		38. CAREER CATEGORY CODE 1-YES 2-NO	39. REG. HEALTH INSURANCE CODE 1-YES 2-NO		40. SOCIAL SECURITY NO.				
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)				42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXEMPTED CODE 1-YES 2-NO		44. STATE TAX DATA FORM EXEMPTED CODE 1-YES 2-NO		45. POSITION CONTROL CERTIFICATION		
									DATE APPROVED 13 FEB 69		

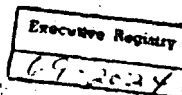
FORM 6-33 1152 USE PREVIOUS EDITION

OP-1
1-66

SECRET

EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

69-1750



17 APR 1969

Mr. Guy Vitale
1730 H Street, N. W.
Washington, D. C. 20006

Dear Mr. Vitale:

As you bring to a close more than twenty-six years of service to your country, I want to join your friends and co-workers in wishing you well and hoping that you find the years ahead filled with enjoyment and satisfaction.

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

May I express to you my appreciation and extend my best wishes for the years ahead.

Sincerely,

Richard Holmes
Richard Holmes
Director

Distribution:

0 - Addressee

1 - ER

1 - C/EAB/OS

1 - D/Pers

1 - OPF

1 - ROB

1 - ROB Reader

Originator:

Director of Personnel

Concur:

SIGNED

2 APR 1969

C/EAB/OS

QP/RAD/ROB ☐ jef (1 April 1969)

SECRET

MEMORANDUM FOR : Director of Central Intelligence

**SUBJECT : Request for Voluntary Retirement
Guy Vitale**

1. This memorandum submits a recommendation for your approval; this recommendation is contained in paragraph 4.

2. Mr. Guy Vitale, GS-08, Intelligence Analyst, Western Hemisphere Division, Clandestine Services, has applied for voluntary retirement under the provisions of Headquarters Regulation 20-50j, to be effective 28 February 1959.

3. Mr. Vitale has been designated a participant in the CIA Retirement and Disability System and meets the technical requirements for voluntary retirement under the System. He is 51 years old with over 28 years of Federal service. This service includes over 21 years with the Agency of which 5 years were in qualifying service. The Head of the Clandestine Services Career Service and the CIA Retirement Board have recommended that his application for voluntary retirement be approved. I endorse these recommendations.

4. It is recommended that you approve the voluntary retirement of Mr. Guy Vitale under the provisions of Headquarters Regulation 20-50j.

Robert S. Wattles
Director of Personnel

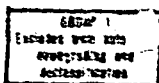
The recommendation contained in paragraph 4 is approved:

1-1-59
1-1-59 Richard Selig

Director of Central Intelligence

Date

SECRET



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(If Not Filled In)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED 13 December 1965	
1. SERIAL NUMBER 003620		2. NAME (Last-First-Middle) VITALE, Jay									
3. NATURE OF PERSONNEL ACTION REASSIGNMENT					4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 12 28 65			5. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS X V TO V CF TO V		V TO CF CF TO CF		7. COST CENTER NO. CHARGE ABLE 6235-1162			8. LEGAL AUTHORITY (Completed by Office of Personnel)				
9. ORGANIZATIONAL DESIGNATIONS DOP/WH WH/C Miami Operations Branch PM Section					10. LOCATION OF OFFICIAL STATION Washington, D.C.						
11. POSITION TITLE INTELL. ASST. (D)					12. POSITION NUMBER 1506		13. CAREER SERVICE DESIGNATION D				
14. CLASSIFICATION SCHEDULE (GS, FS, etc.) GS (07)			15. OCCUPATIONAL SERIES 0301.23		16. GRADE AND STEP 08 (4)		17. SALARY OR RATE \$ 7553				
18. REMARKS From WH/C/40B, PM Sec., #1142 P.R.A. per HR 20-21c(3) NTE December 1967.										Recorded By CSPD f.m.	
18A. SIGNATURE OF REQUESTING OFFICIAL ROBERT D. CASHMAN, CASH/Pers.				DATE SIGNED 12-6-65		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER H. J. Geller				DATE SIGNED 21 DEC 1965	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE 37	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC ALPHABETIC 51570 60P		22. STATION CODE 25015	23. INTERCITY CODE	24. MOBILE CODE	25. DATE OF BIRTH MO. DA. YR. 10 16 17		26. DATE OF GRADE MO. DA. YR.		27. DATE OF LEI MO. DA. YR.
28. NTE EXPIRES MO. DA. YR. 12 27 67		29. SPECIAL REFERENCE 83	30. RETIREMENT DATA 1-CSC 2-HER 3-NONE		31. SEPARATION DATA CODE	32. CORRECTION, CANCELLATION DATA TYPE MO. DA. YR.		33. SECURITY R12 NO.		34. SEX	
35. VET. PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT		36. SERV. COMP. DATE MO. DA. YR.		37. LONG COMP. DATE MO. DA. YR.		38. CAREER CATEGORY CAP RES. PROV. TEMP.		39. LEGIT. HEALTH INSURANCE CODE CODE 0-WAIVER 1-YES		40. SOCIAL SECURITY NO.	
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0-NONE 1-NONE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS 1-YES 2-NONE		44. STATE TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS 1-YES 2-NONE		45. STATE CODE	
45. POSITION CONTROL CERTIFICATION 12 23 65 H						46. O.P. APPROVAL 12 23 65			DATE APPROVED 12 23 65		

SECRET

SECRET

MEMORANDUM FOR: Mr. Guy Vitale

20 October 1965

THROUGH : Head of D Career Service

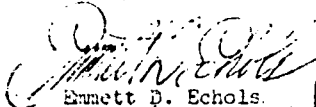
SUBJECT : Notification of Non-eligibility for Designation as a
Participant in the CIA Retirement and Disability System

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

2. In your case, the Head of your Career Service has advised me that you do not meet the requirements of HR 20-50 for designation as a participant and I have accordingly made the formal determination required by the regulation that you are not eligible for designation. From a review of your record it appears that the decision of your Career Service was based upon the fact that you have 15 years or more of Agency service, but have not as yet performed 60 months of qualifying service as required by regulation. My determination that you are not eligible at this time for designation in no way affects your current status under the Civil Service Retirement System, nor does it preclude reconsideration of your eligibility to participate in the CIA System if you should meet the requirements for designation in the future.

3. Should you desire further information concerning the requirements for designation as a participant in the CIA Retirement System, I suggest that you read paragraph e of HR 20-50 and paragraph 5 of the Employee Bulletin dated 30 July 1965, entitled "Public Law 88-643, The Central Intelligence Agency Retirement Act of 1964 for Certain Employees".

4. It is always possible that the records upon which the determination made in your case may have been incomplete or inaccurate regarding your actual employment history with the Agency. If, after studying the materials cited above, you have questions regarding the determination that you are not eligible to participate in the CIA Retirement System, please feel free to contact officials of your Career Service. They are familiar with the details of your case and will gladly discuss them with you. In addition, you may wish to discuss your case with the CIA Retirement Staff located in Room 6B-1319 Headquarters (extension 6001). If such discussions do not resolve any questions you have regarding your eligibility, you may request that your case be formally considered by the Board. However, this request must be made within 30 days of the date of this memorandum.


Emmett D. Echols
Director of Personnel

SECRET

Group I
Excluded from automatic
downgrading
and declassification

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED					
1. SERIAL NUMBER 003620		2. NAME (Last-First-Middle) VITALE, Guy								12 December 1962					
3. NATURE OF PERSONNEL ACTION PROMOTION						4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 01 20 63		5. CATEGORY OF EMPLOYMENT REGULAR							
6. FUNDS		V TO V		V TO CF		7. COST CENTER NO. CHARGEABLE 3232-1000-1000		8. LEGAL AUTHORITY (Completed by Office of Personnel)							
9. ORGANIZATIONAL DESIGNATIONS DDP Task Force W FI/CI Branch						10. LOCATION OF OFFICIAL STATION Washington, D.C.									
11. POSITION TITLE OPS OFFICER						12. POSITION NUMBER 0683		13. CAREER SERVICE DESIGNATION D							
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS			15. OCCUPATIONAL SERIES 0136.01			16. GRADE AND STEP 08 (3)		17. SALARY OR RATE \$6500							
18. REMARKS Promotion recommendation attached. Fitness Report submitted previously.															
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;"> Recorded by CSPD <i>Awe</i> </div>															
19a. SIGNATURE OF REQUESTING OFFICIAL Louis W. Armstrong				DATE SIGNED 14 Dec 62		19b. SIGNATURE OF CAREER SERVICE APPROVING OFFICIAL <i>H. J. ...</i>				DATE SIGNED 11/17/63					
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL															
19. ACTION CODE 22	20. EMPLOY CODE 10	21. OFFICE CODING 61300	22. STATION CODE TFW	23. INTEROFF CODE 75013	24. MO/POS CODE 1	25. DATE OF BIRTH 10/10/17	26. DATE OF GRAD ✓	27. DATE OF LEV	28. NIE EXPIRES MO. DA. YR.	29. SPEC. A. REFERENCE	30. RETIREMENT DATA 1 - CSC 3 - FICA 5 - NONE	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.	33. SECURITY REQ. NO.	34. SER
35. VET. PREFERENCE CODE 0 - NONE 1 - 5 YR. 2 - 10 YR.		36. SERA. COMP. DATE MO. DA. YR.		37. LONG. COMP. DATE MO. DA. YR.		38. CAREER CATEGORY CAR/RESV PROV/TEMP		39. FEGLI / HEALTH INSURANCE CODE CODE 0 - NEITHER 1 - YES		40. SOCIAL SECURITY NO.					
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS 1 - YES 2 - NO				44. STATE TAX DATA FORM EXECUTED CODE NO. TAX STATE CODE 1 - YES 2 - NO					
45. POSITION CONTROL CERTIFICATION <i>W. Kearney</i>						46. O.P. APPROVAL <i>H. J. ...</i>			DATE APPROVED						

1152 OBSOLETE PREVIOUS EDITIONS
AND FORM 1152a.


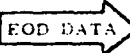
SECRET

(4)

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION						DATE PREPARED 12 December	
1. SERIAL NUMBER 003620		2. NAME (Last-First-Middle) VITALE, Guy					
3. NATURE OF PERSONNEL ACTION PROMOTION				4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR		5. CATEGORY OF EMPLOYMENT REGULAR	
6. FUNDS X V TO V		V TO CF		7. COST CENTER NO. CHARGEABLE 3232-1000-1000		8. LEGAL AUTHORITY (Completed by Office of Personnel)	
CF TO V		CF TO CF					
9. ORGANIZATIONAL DESIGNATIONS DDP Task Force W FI/CI Branch				10. LOCATION OF OFFICIAL STATION Washington, D.C.			
11. POSITION TITLE OPS OFFICER				12. POSITION NUMBER (D) 0633		13. CAREER SERVICE DESIGNATION D	
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS		15. OCCUPATIONAL SERIES (09) 0136.01		16. GRADE AND STEP 03 (3)		17. SALARY OR RATE \$6500	
18. REMARKS Promotion recommendation attached. Fitness Report submitted previously.							
18A. SIGNATURE OF REQUESTING OFFICIAL LOUIS W. ARMSTRONG, C/TFW/Pers.				DATE SIGNED		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
19. ACTION CODE	20. EMPLOY. CODE	21. OFFICE CODE NUMERIC ALPHABETIC		22. STATION CODE	23. INTEROFF. CODE	24. MOTORS CODE	25. DATE OF 3 PT
							MO. DA. YR.
26. DATE EXPIRES MO. DA. YR.	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1 - CVO 3 - FICA 5 - NONE		31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.	33. SECURITY REQ. NO.	
						EOD DATA	
35. VET. PREFERENCE CODE	36. SEPA. COMP. DATE MO. DA. YR.	37. LONG. COMP. DATE MO. DA. YR.	38. CAREER CATEGORY CAR/RESV CODE		39. FEEDB / HEALTH INSURANCE D - NO/YES HEALTH INS. CODE		40. SOCIAL SECURITY NO.
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)				42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS		44. STATE TAX DATA FORM EXECUTED CODE NO. TAX STATE CODE
45. POSITION CONTROL CERTIFICATION				46. O.P. APPROVAL		DATE APPROVED	

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
1. SERIAL NUMBER 003620		2. NAME (Last-First-Middle) VITALE, Guy (IMI)			
3. NATURE OF PERSONNEL ACTION REASSIGNMENT AND TRANSFER TO VOUCHERED FUNDS			4. EFFECTIVE DATE REQUESTED MONTH 03 DAY 18 YEAR 62		5. CATEGORY OF EMPLOYMENT REGULAR
6. FUNDS  V TO V X CF TO V		V TO CF CF TO CF		7. COST CENTER NO. CHARGEABLE 2235-1400-1000	
8. ORGANIZATIONAL DESIGNATIONS DDP/WH Branch 4 FI/CI Sec.			9. LOCATION OF OFFICIAL STATION Washington, D. C.		
10. POSITION TITLE INTELL ASST			11. POSITION NUMBER 0685		12. CAREER SERVICE DESIGNATION D
13. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS		14. OCCUPATIONAL SERIES 0301.28		15. GRADE AND STEP 07 (3)	
16. SALARY OR RATE \$ 5685		17. REMARKS From: DDP/EE/CS/Dev.Compl., D.C. Security Approval: [Signature] 3/16/62 CONCURRENCE: [Signature] (per phone) EE/Personnel Officer 1 copy to Security			
18. SIGNATURE OF REQUESTING OFFICIAL WH/4 Pers. Officer			19. SIGNATURE OF CAREER SERVICE APPROVING OFFICER [Signature]		
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
20. RES. CODE 16	21. EMPLOY. CODE 16	22. OFFICE CODING NUMERIC 0685 ALPHABETIC WH-4	23. STATION CODE WH-4	24. INTER. CODE 1	25. DATE OF BIRTH MO. 10 DA. 16 YR. 17
26. DATE OF GRADE MO. DA. YR.	27. DATE OF LEI MO. DA. YR.	28. DATE OF EXP. DATE MO. DA. YR.	29. SPECIAL REFERENCE 1 - USF 2 - RECA 3 - NONE	30. RETIREMENT DATA CODE	31. SEPARATION DATA CODE
32. CORRECTION/CANCELLATION DATA MO. DA. YR.	33. SEC. REQ. NO.	34. SER.	FOD DATA 		
35. VET. PREFERENCE CODE 0 - NONE 1 - 5 PT. 2 - 10 PT.	36. SER. COMP. DATE MO. DA. YR.	37. LONG. COMP. DATE MO. DA. YR.	38. MIL. SER. CREDIT/LO 1 - YES 2 - NO	39. FEELT / HEALTH INSURANCE CODE 0 - WAIVER 1 - YES	40. SEC. R. SECURITY NO.
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 12 MOS) 3 - BREAK IN SERVICE (MORE THAN 12 MOS)	42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXEMPTED 1 - YES 2 - NO	44. STATE TAX DATA FORM EXEMPTED 1 - YES 2 - NO	45. POSITION CONTROL CERTIFICATION 7. Kearney 03/2/62	46. O.P. APPROVAL [Signature]
					DATE APPROVED

REQUEST FOR PERSONNEL ACTION														6 June 1960			
1. Serial No.		2. Name (Last-First-Middle)				3. Date Of Birth			4. Vet. Pref.		5. Sex		6. CS - EOD				
503620		VITALE GUY				Mo. Da. Yr. 10 16 17			None-0 5 Pt-1 10 Pt-2		Code 1		M 1		Mo. Da. Yr. 09 13 49		
7. SCD		8. CSC Retmt.		9. CSC Or Other Legal Authority				10. Apmt. Affidav.			11. FEGLI		12. LCB		13. MIL. SERV. Credit, Fee		
Mo. Da. Yr. 10 24 42		Yes-1 No-2		Code 1		50 USCA 403				Mo. Da. Yr. 09 13 49			Yes-1 No-2		Code 2		

PREVIOUS ASSIGNMENT															
14. Organizational Designations								Code		15. Location Of Official Station				Station Code	
DDP EE ATHENS STATION OPERATIONS STAFF RECORDS INTEGRATION SECTION								5231		ATHENS, GREECE				29501	
16. Dept. - Field		Code		17. Position Title				18. Position No.		19. Serv.		20. Occup. Series			
Dept. - USMld - Frqn -		5		INTELL ASST				1809		GS		0301.28			
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade		25. PSI Due		26. Appropriation Number					
07 1		\$ 4980		DS		Mo. Da. Yr. 09 06 59		Mo. Da. Yr. 09 04 60		0139 9350 3018					

ACTION											
27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Data	
REASSIGNMENT		67		Mo. Da. Yr. 06 12 60		REGULAR		25			

PRESENT ASSIGNMENT															
31. Organizational Designations								Code		32. Location Of Official Station				Station Code	
CS/CS DEVELOPMENT COMPLEMENT EE DIVISION								5268		WASH., D.C.				75013	
33. Dept. - Field		Code		34. Position Title				35. Position No.		36. Serv.		37. Occup. Series			
Dept. - USMld - Frqn -		1						661260							
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade		42. PSI Due		43. Appropriation Number					
		\$		D		Mo. Da. Yr. 		Mo. Da. Yr. 		0320 1998					

SOURCE OF REQUEST					
A. Requested By (Name And Title)			C. Request Approved By (Signature And Title)		
Personnel					
B. Additional Information Call (Name & Telephone Ext.)					
X3884					
CLEARANCES					
Clearance		Signature		Date	
A. Career Board		Signature		Date	
B. Fes. Control		Signature		Date	
C. Classification		Signature		Date	
Remarks		In-casual		FCS RETURNEE	

14-00000

Pre 1960 Requests for
Personnel Action

SECRET
(When Filled In)

1. PLANS, SERIAL NO.		BIOGRAPHIC PROFILE (PART I)		SCD: 24 Oct 1942	
03630					
2. NAME (Last-First-Middle)		3. SEX	4. DATE OF BIRTH	5. LONGEVITY COMP. DATE	
VITALE, Guy (nmn)		M	Oct 1917	13 Sep 1949	
6. MARITAL STATUS	7. DEPENDENT(S) (Exclud. em- ployee)	8. YEAR(S) OF BIRTH		9. US NATURALIZATION DATE(S)	
Single	<input checked="" type="checkbox"/> 0	0		NA SPOUSE	
10. CAREER STAFF STATUS	MEMBERSHIP	OTHER STATUS		11. LAST MED. RPT. QUAL. FOR	12. EVAL. FOR
<input checked="" type="checkbox"/> Jul 1954				Apr 1960	Dept Duties O/S Returnee
13. CURRENT RESERVE STATUS	NONE SERVICE	GRADE	ACTIVE DUTY WITH CIA CAT. 1	RELEASE TO MIL. SER. CAT. 2	TO BE DEFERRED CAT. 3
<input checked="" type="checkbox"/> X					
14. ASSESSMENT DATE		15. PROFESSIONAL TEST DATE		16. LANGUAGE APTITUDE TEST DATE	
None		None		None	
17. NON-CIA EMPLOYMENT					
1938-41 Various jobs for short periods of time; also unemployed during part of this time. 1942-46 Military Service, US Army, Sgt 1946-49 Library of Congress, DC - Book Room Attendant					
18. NON-CIA EDUCATION					
1937-38 Nents Hill Jr College, Maine 1948-50 George Washington, DC - Poli Sci					
19. FOREIGN LANGUAGE ABILITIES (Language, Profi- ciency, Date Tested)		None			
20. AGENCY SPONSORED TRAINING					
1962 Reds Off Crs					
21. CIA EMPLOYMENT HISTORY SINCE 18 SEPT 1947 (Personnel Actions, Military Orders, and Principal Details)					
EFFECTIVE DATE	POSITION TITLE & OCCUPATIONAL CODE	GRADE	SO	ORGANIZATION & ORGAN. TITLE (If Any)	LOCATION
Sep 1949	Messenger 0302.01	CPC 3		CAD/Admin/Mail&CourierSect	Hq
Sep 1950	File Clerk 0305.01	CS-3		REE/Map/Proc&RefBr	"
Jul 1951	" " 0305.01	4		RR/Geo/Map Library Br	"
Nov 1952	" " 0305.01	4		ORR/Ch, GeoRes/MapLibrary/ProcBr	"
Sep 1955	" " 0305.01	5	IR	" " " " " " " "	"
Dec 1956	Clerk 0301.26	5	DS	DDP/SE/OpsDiv/Rpts, Index&Biog	Athens
Oct 1957	" " 0301.26	6	DS	" " " " " " " "	"
Aug 1958	Intel Asst 0301.28	6	DS	DDP/SE/OpsStf/RI Section	"
Sep 1959	" " 0301.26	7	DS	" " " " " " " "	"
Jun 1960	" " 0301.26	7	D	DDP/EE/CS/CSDevComp	Hq
Mar 1962	" " 0301.26	7	D	DDP/AM/Br-4/FI/CI Sec	"
Jan 1963	Ops Off 0136.01	8	D	DDP/TFN/FI/CI Br	"
22. DATE REVIEWED		23. PROFILE REVIEWED BY		24. ITEMS 1-18 REVIEWED & VERIFIED BY EMPLOYEE	
25 Jan 1965		hc		<input checked="" type="checkbox"/> No	

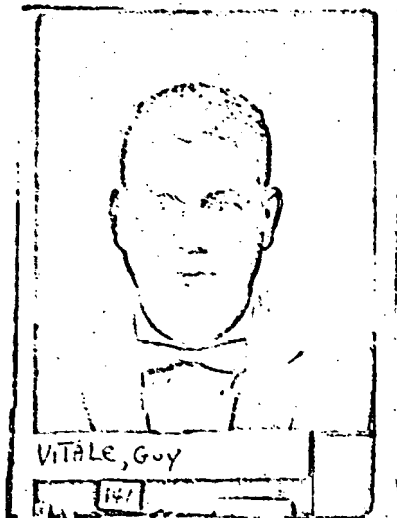
FORM 1200 (PART I) USE PREVIOUS EDITIONS.

SECRET

PROFILE

(4)

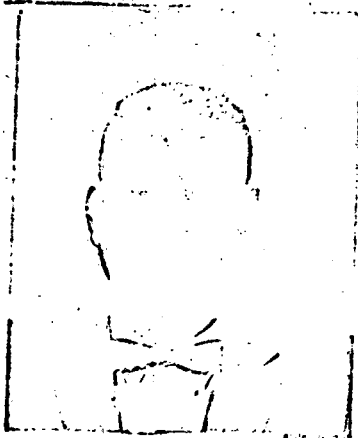
SECRET
(When Filled In)

PERS. SERIAL NO. 03620		BIOGRAPHIC PROFILE (PART 2)	
NAME (Last-First-Middle) VITALE, Guy (nmn)		DATE OF BIRTH Oct 1917	
22. SUMMARY OF EVALUATIVE REPORTS FOR THE PAST TWO YEARS			
 <p>VITALE, Guy</p>			
24. SUMMARY OF CAREER PREFERENCE OUTLINE AND/OR FIELD REASSIGNMENT QUESTIONNAIRE			
25. IDENTITY OF OTHER DOCUMENTS WHICH SHOULD BE REVIEWED IN DETAIL			
26. ADDITIONAL INFORMATION Commendation 1960 from Ch, EE Logistics for services rendered while on a temporary assignment to EE Division Logistics Office.			
27. DATE REVIEWED 25 Jan 1965		28. PROFILE REVIEWED BY hc	

SECRET
(When Filled In)

1. PERS. SERIAL NO.		BIOGRAPHIC PROFILE (PART I)				SCD: 21 Oct 1942	
003620		2. NAME (Last-First-Middle)		3. SEX	4. DATE OF BIRTH	5. EXPIRATION DATE	
VITALE, Guy (nm)				M	16 Oct 1917	13 Sep 1949	
6. MARITAL STATUS	7. DEPENDENT(S) (Exclud. em- ployee)	8. YEARS OF BIRTH		9. US NATURALIZATION DATE(S)			
Single		0		NA		SPOUSE	
10. CAREER STATUS	11. MEMBERSHIP	12. OTHER STATUS		13. LAST MED. RPT. QUAL. FOR	14. EVAL. FOR		
	Jul 1954			Apr 1960	Dept Duties O/S Returnee		
15. CURRENT RESERVE STATUS	16. SERVICE	17. GRADE	18. ACTIVE DUTY WITH CIA CAT. 1	19. RELEASE TO MIL. SER. CAT. 2	20. TO BE DEFERRED CAT. 3		
	X						
21. ASSESSMENT DATE		22. PROFESSIONAL TEST DATE		23. LANGUAGE APTITUDE TEST DATE			
None		None		None			
24. NON-CIA EMPLOYMENT							
1938-41 Various jobs for short periods of time; also unemployed during part of this time.							
1942-46 Military Service, US Army, Sgt							
1946-49 Library of Congress, DC - Clk; Libr Asst							
25. NON-CIA EDUCATION							
1937-38 Kents Hill Jr College, Maine							
1948-50 George Washington, DC - Poli Sci							
1957 American Mission Sch, [redacted] - Greek (3 mos)							
26. FOREIGN LANGUAGE ABILITIES (Language, Proficiency, Date Tested)		None					
27. AGENCY SPONSORED TRAINING							
1962 Reds Off Crs							
28. CIA EMPLOYMENT HISTORY SINCE 10 SEPT 1947 (Personnel Actions, Military Orders, and Principal Details)							
EFFECTIVE DATE	POSITION TITLE & OCCUPATIONAL CODE	GRADE	SD	ORGANIZATION & ORG. TITLE (If any)	LOCATION		
Sep 1949	Messenger 0302.01	CPC 3		CAD/Admin/Mail&CourierSect	Hq		
Sep 1950	File Clerk 0305.01	GS-3		R&E/Map/Proc&RefBr	"		
Jul 1951	" " 0305.01	4		RR/Geo/Map Library Br	"		
Nov 1952	" " 0305.01	4		ORR/Ch, GeoRes/MapLibrary/Proc&R	"		
Sep 1956	" " 0305.01	5	IR	" " " " " " " "	"		
Dec 1956	Clerk 0301.26	5	DS	DDP/SE/OpsDiv/Rpts, Index&Biog	Athens		
Oct 1957	" " 0301.26	6	DS	" " " " " " " "	"		
Aug 1958	Intel Asst 0301.28	6	DS	DDP/SE/OpsStf/RI Section	"		
Sep 1959	" " 0301.26	7	DS	" " " " " " " "	"		
Jun 1960	" " 0301.26	7	D	DDP/EE/CS/CSD&Comp	Hq		
Mar 1962	" " 0301.26	7	D	DDP/WH/Br-4/FI/CI Sec	"		
Jan 1963	Ops Off 0136.01	8	D	DDP/TFM/FI/CI Br	"		
May 1965	" " 0136.01	8	D	DDP/WH/C/Miami Ops Br	"		
Dec 1965	Intel Asst 0301.28	8	D	" " " " " " " "	"		
May 1968	Intel Anal 0132.35	8	D	DDP/WH/C	"		
29. DATE REVIEWED		30. PROFILE REVIEWED BY		31. ITEMS 1-19 REVIEWED & VERIFIED BY EMPLOYEE			
6 Feb 1969		hc		No			

SECRET
(When Filled In)

PERS. SERIAL NO. 03620		BIOGRAPHIC PROFILE (PART 2)	
NAME (Last-First-Middle) VITALE, Guy (nm)		DATE OF BIRTH 16 Oct 1917	
22.  VITALE, Guy 141			
24. SUMMARY OF CAREER PREFERENCE OUTLINE AND/OR FIELD REASSIGNMENT QUESTIONNAIRE			
25. IDENTITY OF OTHER DOCUMENTS WHICH SHOULD BE REVIEWED IN DETAIL			
26. ADDITIONAL INFORMATION Commendation 1960 from Ch, ES Logistics for services rendered while on a temporary assignment to EE Division Logistics Office.			
27. DATE REVIEWED 6 Feb 1969		28. PROFILE REVIEWED BY hc	

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				003620	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle) Vitale, Guy			2. DATE OF BIRTH 10/16/17	3. SEX M	4. GRADE 08
					5. SO D
6. OFFICIAL POSITION TITLE Intelligence Asst.			7. OFF/DIV/BR OF ASSIGNMENT DDP/WH/COG		8. CURRENT STATION Hqs.
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) <input type="checkbox"/> SPECIAL (Specify):			<input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> ANNUAL <input type="checkbox"/> SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P. July 1968			12. REPORTING PERIOD (From - to) 1 July 67 - 30 June 68		
SECTION B PERFORMANCE EVALUATION					
<p>W - <u>Weak</u> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - <u>Adequate</u> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - <u>Proficient</u> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - <u>Strong</u> Performance is characterized by exceptional proficiency.</p> <p>O - <u>Outstanding</u> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 Analysis and Research of clandestine service documents for information pertinent to the criteria of the CUIS/LA Subversive machine program.					RATING LETTER P
SPECIFIC DUTY NO. 2 Assists personnel with machine name traces and other operational support assistance.					RATING LETTER P
SPECIFIC DUTY NO. 3 Preparation of biographic input sheets for machine processing into the Cuban IS program.					RATING LETTER P
SPECIFIC DUTY NO. 4 As Branch Records Officer insures compliance with CS Records directives including authorization for destruction of CS documents.					RATING LETTER P
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
<p>9 AUG 1968</p> <p align="center">OVERALL PERFORMANCE IN CURRENT POSITION</p>					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER P

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

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

Mr. Vitale since he was assigned to me initially on a part-time basis and later as a full time assistant has performed adequately as an input analyst in addition to his proficient work as a Records Officer and General support assistant. The quality of his input has been good and his production has helped considerably in cutting down the size of the input backlog. Mr. Vitale also continues to perform the Records Officers function for the branch with a sound knowledge of general records procedures. His attitude and attendance record continue to reflect a willingness to assist the branch in whatever way necessary. In addition Mr. Vitale's valuable background knowledge on a former vital portion of the branch's effort continues to be utilized to a considerable extent. He gets along well with his colleagues and contributes to the smooth running of the office.

Mr. Vitale is presently within 2 years of retirement or 4 years, if he does not receive an overseas assignment. He has told the career panel, he would accept an overseas assignment to either Vietnam or Laos. In view of his experience with paramilitary operations, it is felt this would be a more fitting assignment for him than the present one, even though he has been performing quite satisfactorily.

SECTION D

CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

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

DATE

2/18/68

SIGNATURE OF EMPLOYEE

Ray Vitale

2.

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

9

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

DATE

18 July

OFFICIAL TITLE OF SUPERVISOR

TYPED OR PRINTED NAME AND SIGNATURE

Alva King

3.

BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

I concur in the evaluation of this employee as presented above.

DATE

13 July 1968

OFFICIAL TITLE OF REVIEWING OFFICIAL

C/WH/COG/OS

TYPED OR PRINTED NAME AND SIGNATURE

SECRET

SECTION C/Continued

NARRATIVE COMMENTS

For approximately four months during 1967, Mr. Vitale worked with me in providing Headquarters' support to JMWAVE in its conduct of special operations into PBRUMEN. In such a role, Mr. Vitale's knowledge of the history, mechanics, requirements and PBRUMEN personnel of these operations was invaluable in (1) the preparation of operational proposals for the 303 Committee, (2) the provision of timely operational information periodically requested by the front offices of both WH/COG and WHD, and (3) the briefing of WOFIRM personnel newly assigned to JMWAVE to assist in these operations. While under my supervision, Mr. Vitale was a conscientious, loyal, cooperative employee who readily and willingly performed all tasks assigned to him in an exceptional manner. He always expressed his willingness to work as many hours as necessary to finish the task at hand. He has a very pleasant personality, gets along well with his fellow workers and exhibits a good sense of cost consciousness in the use of government equipment and materials. The rating letter "S" most accurately reflects the level of performance of Mr. Vitale during the period he was under my supervision.


Robert J. Weatherwax

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				003620	
SECTION A			GENERAL		
1. NAME (Last) (First) (Middle) VITALE Guy		2. DATE OF BIRTH 16 Oct 17	3. SEX M	4. GRADE GS-08	5. SD D
6. OFFICIAL POSITION TITLE Intell Asst		7. OFF/DIV/BR OF ASSIGNMENT DDP/WH/COG		8. CURRENT STATION Washington	
9. CHECK (X) TYPE OF APPOINTMENT		10. CHECK (X) TYPE OF REPORT			
<input type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> TEMPORARY	<input type="checkbox"/> INITIAL	<input type="checkbox"/> REASSIGNMENT SUPERVISOR	
<input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)			<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT EMPLOYEE	
SPECIAL (Specify):		SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P.		12. REPORTING PERIOD (From - to) 1 July 1966 - 30 June 1967			
SECTION B			PERFORMANCE EVALUATION		
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 Maintains project and agent 201 files for the Branch's paramilitary program.					RATING LETTER S
SPECIFIC DUTY NO. 2 Locates and maintains material for use in briefings and in the conduct of liaison with other government agencies.					RATING LETTER A
SPECIFIC DUTY NO. 3 Aids in conducting name traces and in processing operational clearances.					RATING LETTER P
SPECIFIC DUTY NO. 4 As Branch Records Officer, insures compliance with CS records directives, including authorization for destruction of CS documents.					RATING LETTER P
SPECIFIC DUTY NO. 5 Assists in conduct of input to Cuban I.S. Machine Records Program.					RATING LETTER P
SPECIFIC DUTY NO. 6					RATING LETTER
31 AUG 1967					
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER P

SECTION C

NARRATIVE COMMENTS

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

Mr. Vitale continues to perform his duties as an operational support assistant capably. His background knowledge of Cuban paramilitary operations has provided the Branch with very useful continuity. His ability and experience in locating material and in handling records for headquarters support to WH/COG Special Operations contribute substantially to the Branch's operational support effort. Mr. Vitale carries out his assigned duties in a willing, loyal and highly dependable manner. He recently has been given an additional assignment on the CUIS Machine Input Program which he is handling in a highly efficient manner. He gets along well with his colleagues and contributes to the smooth running of the office. He does not have supervisory responsibilities, but does show concern for efficient and economical use of government property.

SECTION D

CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

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

DATE

25 Aug '67

SIGNATURE OF EMPLOYEE

[Signature]

2.

BY SUPERVISOR

MONTHS EMPLOYER HAS BEEN UNDER MY SUPERVISION

12

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

DATE

25 August 1967

OFFICIAL TITLE OF SUPERVISOR

Section Chief,
PM Operations

TYPED OR PRINTED NAME AND SIGNATURE

3.

BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

As noted in the last Fitness Report, I concur generally in the supervisor's ratings of Mr. Vitale's performance as listed; but I must again note that these are duties which could be performed by a more junior clerical type and that Mr. Vitale should not be considered as performing GS-8 level Intelligence Assistant work at a Proficient rating. Indeed, he is, in my opinion, not qualified for such a role and his official position title should be changed to prevent any misunderstanding as to the somewhat unique nature of his value to the Agency.

DATE

28 AUG 1967

OFFICIAL TITLE OF REVIEWING OFFICIAL

C/WH/COG/NO

TYPED OR PRINTED NAME AND SIGNATURE

Robert A. Ortman

SECRET

SECRET

11 May 1960
File K-1849

MEMORANDUM FOR: Chief, Records and Services Division
Office of Personnel

SUBJECT : VIGALE, Guy, nml

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

2. Effective 1 April 1960, it is requested that your records be properly blocked ~~////////~~ to deny ~~////////~~ Subject's current Agency employment to an external inquirer.

3. ~~////////////////////////~~

Paul P. Stewart
HARRY W. LITTLE, JR.
Chief, Central Cover Division

cc: SSD/OS

THIS MEMO MUST REMAIN
SECRET
ON TOP OF FILE--

FORM
1-58 1580a

(4-13-40)

576
02

SECRET

(When Filled In)

ALB: 10 MAR 69

NOTIFICATION OF PERSONNEL ACTION					
1. SERIAL NUMBER		2. NAME (LAST FIRST MIDDLE)			
003620		VITALE GUY			
3. NATURE OF PERSONNEL ACTION			4. EFFECTIVE DATE	5. CATEGORY OF EMPLOYMENT	
RETIREMENT VOLUNTARY UNDER CIA RETIREMENT AND DISABILITY SYSTEM			02 28 1969	REGULAR	
6. FUNDS	<input checked="" type="checkbox"/> V TO V	<input type="checkbox"/> V TO CF	7. Financial Analysis No. Chargeable		8. CSC OR OTHER LEGAL AUTHORITY
	<input type="checkbox"/> CF TO V	<input type="checkbox"/> CF TO CF	\$235 0620 0000		P.L. 88-643 SECT. 233
9. ORGANIZATIONAL DESIGNATIONS			10. LOCATION OF OFFICIAL STATION		
DDP/WH WH/COG OPERATIONS BRANCH WH SECTION			WASH., D.C.		
11. POSITION TITLE			12. POSITION NUMBER	13. SERVICE DESIGNATION	
INTELLIGENCE ASST			1685	D	
14. CLASSIFICATION SCHEDULE (GS 18 +K.)		15. OCCUPATIONAL SERIES	16. GRADE AND STEP	17. SALARY OR RATE	
GS		0301.26	08 6	8984	
18. REMARKS					

1. LAST NAME		FIRST NAME		INITIAL(S)	2. APPOINTMENT DATA		3. TOTAL SERVICE FOR LEAVE (as of date of separation)			
VITALE		GUY			Entered on duty 9-13-49 F, T, P T X		Years Months Days			
4. DATE AND NATURE OF SEPARATION					Subject to Sec. 203(d), 1951 Leave Act		26 1 4			
2-28-69 RETIREMENT CIARDS					Yes <input type="checkbox"/> No <input type="checkbox"/>		<input type="checkbox"/> More than 15 years			
Ceased to be subject to Sec. 203(d)					Annual Leave Bal.					
SUMMARY OF ANNUAL AND SICK LEAVE					SUMMARY OF HOME LEAVE					REMARKS SCD 10-24-42
(HOURS)					(DAYS)					
5. Balance from prior leave year ended 1-11-19 69					14. Date arrival abroad for HL purposes					
6. Current leave year accrual through 3-08-19 69					15. Current balance as of 19					
7. Total					16. 12-month accrual rate					
8. Reduction in credits, if any (current year)					17. Dates leave used, prior 24 months					
9. Total leave taken					18. Monthly accrual date					
10. Balance					19. Calendar days credit for next accrual date					
11. Total hours paid in lump sum 274 hrs					20. Date basic service period completed					
12. Salary rate(s) \$8984					21. Dates during current calendar yr. to					
13. Lump sum leave dates					22. Dates during preceding calendar yr. to					
from 0830-3-3-69 to 4-18-69 1030 (Hours)					23. During leave year in which separated					
24. During step-increase waiting period which began on 1-14-68					25. During 12-month HL accrual period (dates):					
(Signature) FOR CHIEF PAYROLL 143-2595 (Date) 4/16/69 (Telephone)					26. (WOP or AWOL or Furlough Suspension) (Hours)					
					0 0					
					0 0					

Standard Form 1150
November 1963
1150-106

RECORD OF LEAVE DATA TRANSFERRED

U.S. CIVIL SERVICE COMMISSION
FPM SUPPLEMENTS 206-31 AND 900-2

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTIONS 212 AND 216 OF TITLE 90-206 AND EXECUTIVE ORDER 11419 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A-DCI DIRECTIVE DATED 9 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 14 JULY 1968

NAME	SERIAL	GRN	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
VITALE GUY	003620	51	300	V GS 08 0	\$ 8,614	\$ 8,984

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION							
1. SERIAL NUMBER 003620		2. NAME (LAST-FIRST-MIDDLE) VITALE GUY					
3. NATURE OF PERSONNEL ACTION A. ASSIGNMENT				4. EFFECTIVE DATE MO. DA. YR. 05 14 68		5. CATEGORY OF EMPLOYMENT	
6. FUNDS X		V TO V		V TO CF		7. FINANCIAL ANALYSIS NO. CHARGEABLE	
		CF TO V		CF TO CF		8. CSC OR OTHER LEGAL AUTHORITY	
9. ORGANIZATIONAL DESIGNATIONS DDP/WH DIVISION WH SECTION				10. LOCATION OF OFFICIAL STATION WASH., D.C.			
11. POSITION TITLE INTEL ANALYST				12. POSITION NUMBER 1485		13. CAREER SERVICE DESIGNATION D	
14. CLASSIFICATION SCHEDULE (GS, 18, etc.) GS		15. OCCUPATIONAL SERIES 0132.35		16. GRADE AND STEP DA		17. SALARY OR RATE	
18. REMARKS							
SIGNATURE OR OTHER AUTHENTICATION							

POSTED

5/17/68

C/WH/COO

1. SERIAL NO.		2. NAME		3. ORGANIZATION		4. FUNDS		5. EMP ROUTE	
003620		VITALE GUY		51 500		V			
6. OLD SALARY RATE				7. NEW SALARY RATE				8. TYPE ACTION	
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADJ.
GS 08	5	\$ 7,781 8368	01/16/66	GS 08	6	\$ 8,008 8611	01/14/68		
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEES IS OF ACCEPTABLE LEVEL OF COMPETENCE...									
SIGNATURE				DATE					
				17 JUL 67					
<input checked="" type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD									
CLERKS INITIALS NM				AUDITED BY					
FORM 560 E Use previous editions				PAY CHANGE NOTIFICATION				(4-51)	

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

EFFECTIVE DATE OF PAY ADJUSTMENT: 3 JULY 1966

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
VITALE GUY	003620	51	500	V GS 08 5	\$ 7,781	\$ 8,008

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

EFFECTIVE DATE OF PAY ADJUSTMENT: 9 OCTOBER 1967

NAME

SERIAL ORGN. FUNDS GR-STEP

OLD
SALARY NEW
SALARY

421

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 49-301
PURSUANT TO AUTHORITY OF LCI AS PROVIDED IN THE CIA ACT OF 1949,
AS AMENDED, AND A-DCI POLICY DIRECTIVE DATED 4 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 OCTOBER 1965

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
VITALE GUY	003620	51	500	V GS 08 4	\$ 7,295	\$ 7,553

G-33

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours				
003620		VITALE GUY		51 500 V						
5. OLD SALARY RATE				6. NEW SALARY RATE				7. TYPE ACTION		
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date	PSI	LSI	ADI
GS 08	4	\$ 7,553	01/19/64	GS 08	5	\$ 7,751	01/15/66			
8. Remarks and Authorization										
/ / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS <i>ST</i> AUDITED BY										
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.										
SIGNATURE: <i>[Signature]</i>				DATE: 23 Nov 65						
PAY CHANGE NOTIFICATION										

PJH: 29 DEC 65

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)									
003620		VITALE GUY									
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
REASSIGNMENT						12 28 65		REGULAR			
6. FUNDS		X		V TO V		V TO CF		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY	
		CF TO V		CF TO CF		6235 1162 0000		50 USC 403 J			
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION					
DDP/WH WH/C MIAMI OPERATIONS BR/PM SECTION						WASH., D.C.					
11. POSITION TITLE						12. POSITION NUMBER		13. SERVICE DESIGNATION			
INTELLIGENCE ASST						1506		D			
14. CLASSIFICATION SCHEDULE (GS, LO, etc.)				15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
GS				0301.28		08 4		7553			
18. REMARKS											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INTEGREE CODE	24. MGRS. CODE	25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI
37	10	51500	WH	75013		1	10 16 17				
28. NIE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA		33. SECURITY REQ. NO.	34. SEX
12 27 67		83						EOD DATA			
35. VET. PREFERENCE		36. SERV. COMP. RATE		37. LONG. COMP. DATE		38. CAREER CATEGORY		39. FEGLI / HEALTH INSURANCE		40. SOCIAL SECURITY NO.	
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT.		43. FEDERAL TAX DATA		44. STATE TAX DATA			
SIGNATURE OR OTHER AUTHENTICATION											

FORM 11-62 1150

Use Previous Edition

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification(4-51)
(When Filled In)

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION									
OCS 05/27/65									
1. SERIAL NUMBER		2. NAME (LAST FIRST MIDDLE)							
003620		VITALE GUY							
3. NATURE OF PERSONNEL ACTION					4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT		
REASSIGNMENT					05 31 65				
6. FUNDS		X		V TO V		V TO CF		7. COST CENTER AND CHARGEABLE	
		CF TO V		CF TO CF		5235 1162 0000		8. CSC OR OTHER LEGAL AUTHORITY	
9. ORGANIZATIONAL DESIGNATIONS					10. LOCATION OF OFFICIAL STATION				
DDP/WH DIVISION WH C MIAMI OPS BR PM SEC					ASH., D. C.				
11. POSITION TITLE					12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION		
OPS OFFICER					1142		U		
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)			15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE		
GS			0136.01		08				
18. REMARKS									
<div align="center"> <p>POSTED</p> <p>6-10-65 <i>TH</i></p> </div>									
SIGNATURE OR OTHER AUTHENTICATION									

[illegible]

100-116

1. Serial No.		2. Name		3. Civil Center Number		4. LWOP NUMBER	
003620		VITALE GUY		49 300 V		37F	
5. OLD SALARY RATE				6. NEW SALARY RATE			
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date
GS 08	3	\$ 6810	01/20/63	GS 08	4	\$ 7020	01/19/64
7. TYPE ACTION							
PSI LSI ADJ							
8. Remarks and Authentication							
/ / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS AUDITED BY <i>llz</i> SALARY CONTINGENT ON CONGRESSIONAL APPROVAL I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE. SIGNATURE: <i>Charles W. [illegible]</i> DATE: <i>3 Dec 63</i> PAY CHANGE NOTIFICATION							

Form 560

Obsolete Previous Edition

(4-51)

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

NAME	SERIAL	OMGN FUNDS	GR-ST	OLD SALARY	NEW SALARY
VITALE GUY	003620	49 300 V	GS 08 3	\$ 6,500	\$ 6,810

BAR: 18 JAN 63

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)									
003620		VITALE GUY									
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
PROMOTION						01 20 63		REGULAR			
6. FUNDS		7. TO W		8. TO EF		9. COST CENTER NO. CHARGEABLE		10. CSC OR OTHER LEGAL AUTHORITY			
X		CF TO W		CF TO EF		3232 1000 1000		50 USE 403 J			
11. ORGANIZATIONAL DESIGNATIONS						12. LOCATION OF OFFICIAL STATION					
DDP TASK FORCE W FI/CI BRANCH						WASH., D. C.					
13. POSITION TITLE						14. POSITION NUMBER		15. CAREER SERVICE DESIGNATION			
OPS OFFICER						0683		D			
16. CLASSIFICATION SCHEDULE (GS, LR, WR, etc.)				17. OCCUPATIONAL SERIES		18. GRADE AND STEP		19. SALARY OR RATE			
GS				0136.01		08 3		6500			
20. REMARKS											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
21. ACTION CODE		22. EMPLOY CODE		23. OFFICE CODE		24. STATION CODE		25. INTEGREE CODE		26. HOURS CODE	
22		10		61300		75013		1		10 16 17	
27. DATE OF BIRTH		28. DATE OF GRADE		29. DATE OF LEP		30. DATE OF BIRTH		31. DATE OF GRADE		32. DATE OF LEP	
10 16 17		01 20 63		01 20 63		10 16 17		01 20 63		01 20 63	
33. NTE EXPIRES		34. SPECIAL REFERENCE		35. RETIREMENT DATA		36. SEPARATION DATA CODE		37. CORRECTION/CANCELLATION DATA		38. SECURITY REG NO.	
NO. DA YR		1. 2. 3.		1. 2. 3.		1. 2. 3.		1. 2. 3.		1. 2. 3.	
39. VET. PREFERENCE		40. SERV. COMP. DATE		41. LONG. COMP. DATE		42. CAREER CATEGORY		43. FEGLI - HEALTH INSURANCE		44. SOCIAL SECURITY NO.	
CODE		NO. DA YR		NO. DA YR		CAN. DECV. PROV. TEMP.		CODE		CODE	
1. NO. 2. YES		1. NO. 2. YES		1. NO. 2. YES		1. YES 2. NO		1. YES 2. NO		1. YES 2. NO	
45. PREVIOUS GOVERNMENT SERVICE DATA				46. LEAVE CAT. CODE				47. FEDERAL TAX DATA			
CODE				CODE				CODE			
1. NO. 2. YES				1. YES 2. NO				1. YES 2. NO			
1. NO. 2. YES				1. YES 2. NO				1. YES 2. NO			
1. NO. 2. YES				1. YES 2. NO				1. YES 2. NO			
SIGNATURE OR OTHER AUTHENTICATION											
<div style="text-align: right;"> POSTED 02/21/63 </div>											

FORM 4-62 1150

Use Previous Edition

18 JAN 1963

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC
DOWNGRADING AND
DECLASSIFICATION

(When Filled In)


IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 47 - 793 AND
 OGI MEMORANDUM DATED 1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS.
 EFFECTIVE 14 OCTOBER 1962

NAME	SERIAL	ORGN	FUNDS	OLD GRST	OLD SALARY	NEW GRST	NEW SALARY
VITALE GUY	003620	A1000	V 07 4	\$ 5,850	07 4	\$ 6,095	

232-1000

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours				
003620		VITALE GUY		61 000 V 2A						
5. OLD SALARY RATE				6. NEW SALARY RATE				7. TYPE ACTION		
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date	PSI	LSI	ADJ
GS 07	3	\$ 5,685	09/03/61	GS 07	4	\$ 5,850	09/02/62			
8. Remarks and Authorization										
/ / NO EXCESS LWOP / / EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / IN LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS AUDITED BY <i>[Signature]</i> PAY CHANGE NOTIFICATION										

SECRET
(When Filled In)

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours	
003620		VITALE GUY		DDP/EE		UV	
5. OLD SALARY RATE				6. NEW SALARY RATE			
Grade	Step	Salary	Last Pbl. Date	Grade	Step	Salary	Effective Date
GS	07 2	5,520	09/04/60	07	3	5,685	09/03/61
							7. TITL ACTION FSL LSI ADJ
							X
8. Remarks and Authentication							
<p align="center">2-000</p> <p align="center">NO NO EXCESS LWOP</p> <p align="center">IN PAY STATUS AT END OF WAITING PERIOD</p> <p align="center">IN LWOP STATUS AT END OF WAITING PERIOD</p> <p align="center">602 9/26/61</p>							
 PAY CHANGE NOTIFICATION							

Form 560

Obsolete Previous Edition

SECRET

(4-61)

ABM: 20 MAR 62

SECRET
(When Filled In)

OCF												NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER						2. NAME (LAST-FIRST-MIDDLE)																	
003620						VITALE GUY																	
3. NATURE OF PERSONNEL ACTION												4. EFFECTIVE DATE				5. CATEGORY OF EMPLOYMENT							
REASSIGNMENT AND TRANSFER TO VOUCHERED FUNDS												03 18 62				REGULAR							
6. FUNDS						7. COST CENTER NO. CHARGEABLE						8. CSC OR OTHER LEGAL AUTHORITY											
X						2235 1400 1000						50 USC 403 J											
9. ORGANIZATIONAL DESIGNATIONS												10. LOCATION OF OFFICIAL STATION											
DDP WH BRANCH 4 FI CI SEC												WASH., D. C.											
11. POSITION TITLE												12. POSITION NUMBER				13. CAREER SERVICE DESIGNATION							
INTELLIGENCE ASST												0685				D							
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)						15. OCCUPATIONAL SERIES						16. GRADE AND STEP											
GS						0301.28						07 3											
17. SALARY OR RATE												5685											
18. REMARKS																							
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL																							
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODING		22. STATION CODE		23. INTEREST CODE		24. MAJOR CODE		25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI							
16		10		6445C WH		75013				1		10 16 17											
28. NTE EXPIRES				29. SPECIAL REFERENCE				30. RETIREMENT DATA				31. SEPARATION DATA CODE				32. CORRECTION CANCELLATION DATA							
33. VET. PREFERENCE				34. SERV. COMP. DATE				35. LONG. COMP. DATE				36. MIL. SERV. CREDIT LCO				37. FEGLI / HEALTH INSURANCE							
38. PREVIOUS GOVERNMENT SERVICE DATA				39. LEAVE CAT.				40. FEDERAL TAX DATA				41. STATE TAX DATA				42. SOCIAL SECURITY NO.							
SIGNATURE OR OTHER AUTHENTICATION																							

SECRET
(WHEN FILLED IN)

1. EMP. SERIAL NO. 503620		2. NAME VITALE GUY			3. ASSIGNED ORGN. DDP/CF		4. FUNDS UV		5. ALLOTMENT		
6. OLD SALARY RATE						7. NEW SALARY RATE					
GRADE	STEP	SALARY	LAST EFFECTIVE DATE			GRADE	STEP	SALARY	EFFECTIVE DATE		
			MO	DA.	YR.				MO	DA.	YR.
GS 07	1	\$ 5,355	07	06	59	GS 07	2	\$ 5,520	09	04	60
TO BE COMPLETED BY THE OFFICE OF COMPTROLLER											
8. CHECK ONE <input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> EXCESS LWOP IF EXCESS LWOP, CHECK FOLLOWING: <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> IN LWOP STATUS AT END OF WAITING PERIOD						9. NUMBER OF HOURS LWOP					
						10. INITIALS OF CLERK			11. AUDITED BY		
TO BE COMPLETED BY THE OFFICE OF PERSONNEL											
12. TYPE OF ACTION <input type="checkbox"/> P.B.I. <input type="checkbox"/> L.B.I. <input type="checkbox"/> PAY ADJUSTMENT						13. REMARKS 2 000					
14. AUTHENTICATION						4CF 7/29/60					
EXAMPLE											
PAY CHANGE NOTIFICATION											

FORM 5-59

560 OBSOLETE PREVIOUS EDITION REPLACES FORM 560A AND 560B.

SECRET

OFFICIAL PERSONNEL FOLDER

(4)

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

SD	NAME	SERIAL	ORGN	GR-ST	OLD SALARY	NEW SALARY
D	VITALE GUY	503620	52 88	GS-07 1	\$ 4,990	\$ 5,355

/S/ **EMMETT D. ECHOLS**
DIRECTOR OF PERSONNEL

SECRET
(When Filled In)

ARE: 10 JUNE 1960

NOTIFICATION OF PERSONNEL ACTION

1. Serial No. 503620			2. Name (Last-First-Middle) VITALE GUY			3. Date Of Birth Mo. Da. Yr. 10 16 17			4. Vet. Prof. Non-O 5 Pt-1 10 Pt-2 1			5. Sex Code M 1			6. CS-EOD Mo. Da. Yr. 09 13 49					
7. SCD Mo. Da. Yr. 10 24 42			8. CSC Rotmt. Yes-1 No-2 1			9. CSC Or Other Legal Authority 50 USCA 403 J			10. Apmt. Affidav. Mo. Da. Yr. 09 13 49			11. FEGLI Yes-1 No-2 09 13 49			12. LCD Mo. Da. Yr. 09 13 49			13. MIL. SERV. CODE Yes-1 No-2 2		

PREVIOUS ASSIGNMENT

14. Organizational Designations DOP EE ATHENS STATION OPERATIONS STAFF RECORDS INTEGRATION SECTION				Code 5231		15. Location Of Official Station ATHENS, GREECE				Station Code 29501	
16. Dept. - Field Dept - 1 USMID - 3 Frgn - 5 5		17. Position Title INTELL ASST		18. Position No. 1809		19. Serv. GS		20. Occup. Series 0301.28			
21. Grade & Step 07 1		22. Salary Or Rate \$ 4980		23. SD DS		24. Date Of Grade Mo. Da. Yr. 09 106 159		25. PSI Due Mo. Da. Yr. 09 104 160		26. Appropriation Number 0139 9350 3018	

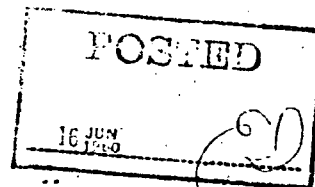
ACTION

27. Nature Of Action REASSIGNMENT		Code 67		28. Eff. Date Mo. Da. Yr. 06 12 60		29. Type Of Employee REGULAR		Code 25		30. Separation Data	
---	--	-------------------	--	---	--	--	--	-------------------	--	---------------------	--

PRESENT ASSIGNMENT

31. Organizational Designations CS/CS DEVELOPMENT COMPLEMENT EE DIVISION				Code 5288		32. Location Of Official Station WASH., D. C.				Station Code 75013	
33. Dept. - Field Dept - 1 USMID - 3 Frgn - 5 1		34. Position Title INTELL ASST		35. Position No. 061260		36. Serv. GS		37. Occup. Series 0301.28			
38. Grade & Step 07 1		39. Salary Or Rate \$ 4980		40. SD D		41. Date Of Grade Mo. Da. Yr. 09 106 159		42. PSI Due Mo. Da. Yr. 09 104 160		43. Appropriation Number 10320 1998	

44. Remarks
CASUAL (PCS RETURNEE)



Pre 1960 Notifications
of Personnel Action

SECRET
(When Filled In)

FITNESS REPORT					EMPLOYEE SERIAL NUMBER	
					003620	
SECTION A GENERAL						
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD
Vitale, Guy			10/16/17	M	08	D
6. OFFICIAL POSITION TITLE			7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION	
Intelligence Asst.			DDP/WH/COG		Hqs.	
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT			
<input checked="" type="checkbox"/> CAREER: <input type="checkbox"/> RESERVE: <input type="checkbox"/> TEMPORARY:			<input type="checkbox"/> INITIAL: <input type="checkbox"/> REASSIGNMENT SUPERVISOR			
CAREER-PROVISIONAL (See instructions - Section C)			<input checked="" type="checkbox"/> ANNUAL: <input type="checkbox"/> REASSIGNMENT EMPLOYEE			
SPECIAL (Specify):			SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to)			
July 1968			1 July 67 - 30 June 68			
SECTION B PERFORMANCE EVALUATION						
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>						
SPECIFIC DUTIES						
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (Indicate number of employees supervised).						RATING LETTER
SPECIFIC DUTY NO. 1 Analysis and Research of clandestine service documents for information pertinent to the criteria of the CUIS/LA Subversive machine program.						P
SPECIFIC DUTY NO. 2 Assists personnel with machine name traces and other operational support assistance.						P
SPECIFIC DUTY NO. 3 Preparation of biographic input sheets for machine processing into the Cuban IS program.						P
SPECIFIC DUTY NO. 4 As Branch Records Officer insures compliance with CS Records directives including authorization for destruction of CS documents.						P
SPECIFIC DUTY NO. 5						RATING LETTER
SPECIFIC DUTY NO. 6						RATING LETTER
<p align="center">OVERALL PERFORMANCE IN CURRENT POSITION</p> <p>Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.</p>						
						P

SECRET

(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</p>			
<p>Mr. Vitale since he was assigned to me initially on a part-time basis and later as a full time assistant has performed adequately as an input analyst in addition to his proficient work as a Records Officer and General support assistant. The quality of his input has been good and his production has helped considerably in cutting down the size of the input backlog. Mr. Vitale also continues to perform the Records Officers function for the branch with a sound knowledge of general records procedures. His attitude and attendance record continue to reflect a willingness to assist the branch in whatever way necessary. In addition Mr. Vitale's valuable background knowledge on a former vital portion of the branch's effort continues to be utilized to a considerable extent. He gets along well with his colleagues and contributes to the smooth running of the office.</p> <p>Mr. Vitale is presently within 2 years of retirement or 4 years, if he does not receive an overseas assignment. He has told the career panel, he would accept an overseas assignment to either Vietnam or Laos. In view of his experience with paramilitary operations, it is felt this would be a more fitting assignment for him than the present one, even though he has been performing quite satisfactorily.</p>			
SECTION D		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE		
2/18/68	<i>Ray Vitale</i>		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
9			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
18 July		<i>Alva King</i> Alva King	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
I concur in the evaluation of this employee as presented above.			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
13 July 1968	C/WH/COG/OS	<i>Al</i>	

SECRET

SECTION C/Continued

NARRATIVE COMMENTS

For approximately four months during 1967, Mr. Vitale worked with me in providing Headquarters' support to JMWAVE in its conduct of special operations into PBRUMEN. In such a role, Mr. Vitale's knowledge of the history, mechanics, requirements and PBRUMEN personnel of these operations was invaluable in (1) the preparation of operational proposals for the 303 Committee, (2) the provision of timely operational information periodically requested by the front offices of both WH/COG and WHD, and (3) the briefing of WOFIRM personnel newly assigned to JMWAVE to assist in these operations. While under my supervision, Mr. Vitale was a conscientious, loyal, cooperative employee who readily and willingly performed all tasks assigned to him in an exceptional manner. He always expressed his willingness to work as many hours as necessary to finish the task at hand. He has a very pleasant personality, gets along well with his fellow workers and exhibits a good sense of cost consciousness in the use of government equipment and materials. The rating letter "S" most accurately reflects the level of performance of Mr. Vitale during the period he was under my supervision.

Robert J. Weatherwax
Robert J. Weatherwax

Fed Control

SECRET

(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				003620	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE 5. SD
VITALE Guy			16 Oct 17	M	GS-08 D
6. OFFICIAL POSITION TITLE			7. OFF. DIV. OR OF ASSIGNMENT 8. CURRENT STATION		
Intell Asst			DDP/NH/COG Washington		
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input checked="" type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE		
SPECIAL (Specify):			SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to)		
			1 July 1966 - 30 June 1967		
SECTION B PERFORMANCE EVALUATION					
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					RATING LETTER
SPECIFIC DUTY NO. 1 Maintains project and agent 201 files for the Branch's paramilitary program.					S
SPECIFIC DUTY NO. 2 Locates and maintains material for use in briefings and in the conduct of liaison with other government agencies.					A
SPECIFIC DUTY NO. 3 Aids in conducting name traces and in processing operational clearances.					P
SPECIFIC DUTY NO. 4 As Branch Records Officer, insures compliance with CS records directives, including authorization for destruction of CS documents.					P
SPECIFIC DUTY NO. 5 Assists in conduct of input to Cuban I.S. Machine Records Program.					P
SPECIFIC DUTY NO. 6					RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER
					P

SECRET

(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position, keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</p>			
<p>Mr. Vitale continues to perform his duties as an operational support assistant capably. His background knowledge of Cuban paramilitary operations has provided the Branch with very useful continuity. His ability and experience in locating material and in handling records for headquarters support to WH/COG Special Operations contribute substantially to the Branch's operational support effort. Mr. Vitale carries out his assigned duties in a willing, loyal and highly dependable manner. He recently has been given an additional assignment on the CUIS Machine Input Program which he is handling in a highly efficient manner. He gets along well with his colleagues and contributes to the smooth running of the office. He does not have supervisory responsibilities, but does show concern for efficient and economical use of government property.</p>			
SECTION D		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE		
25 Aug '67	Guy Vitale		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
12			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
25 August 1967	Section Chief, PM Operations	Ernest J. Chiocca Ernest Chiocca	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p>As noted in the last Fitness Report, I concur generally in the supervisor's ratings of Mr. Vitale's performance as listed; but I must again note that these are duties which could be performed by a more junior clerical type and that Mr. Vitale should not be considered as performing GS-8 level Intelligence Assistant work at a Proficient rating. Indeed, he is, in my opinion, not qualified for such a role and his official position title should be changed to prevent any misunderstanding as to the somewhat unique nature of his value to the Agency.</p>			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
28 AUG 1967	C/WH/COG/MO	Robert A. Ortman Robert A. Ortman	

SECRET

SECRET

(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER			
				003620			
SECTION A				GENERAL			
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH		3. SEX	4. GRADE	5. SD
VITALE Guy			16 Oct 17		M	GS-08	D
6. OFFICIAL POSITION TITLE			7. OFF. DIV/BR OF ASSIGNMENT		8. CURRENT STATION		
Intelligence Analyst			DDP/WH/C		Wash., D.C.		
9. CHECK (X) TYPE OF APPOINTMENT				10. CHECK (X) TYPE OF REPORT			
<input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY				<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR			
CAREER-PROVISIONAL (See instructions - Section C)				ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE			
SPECIAL (Specify):				SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P.				12. REPORTING PERIOD (From - to)			
				1 July 1965 - 30 June 1966			
SECTION B				PERFORMANCE EVALUATION			
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>							
SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
SPECIFIC DUTY NO. 1						RATING LETTER	
Maintains project and agent 201 files for an extensive paramilitary program.						S	
SPECIFIC DUTY NO. 2						RATING LETTER	
Locates and maintains material for use in briefings and the conduct of liaison with other government agencies.						P	
SPECIFIC DUTY NO. 3						RATING LETTER	
Aids in conducting name traces and processing clearances.						P	
SPECIFIC DUTY NO. 4						RATING LETTER	
As Branch Records Officer, insures compliance with CS records directives, including authorization for destruction of CS documents.						P	
SPECIFIC DUTY NO. 5						RATING LETTER	
SPECIFIC DUTY NO. 6						RATING LETTER	
OVERALL PERFORMANCE IN CURRENT POSITION							
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						RATING LETTER	
						P	
29 JUL 1966							

SECRET

(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.</p> <p style="text-align: right;">JUL 26 4 07 PM '66</p> <p>Mr. Vitale's principal qualification is his background knowledge of the operational history of Cuban paramilitary operations. This has afforded the branch considerable continuity. He is a very willing worker who gets along well with fellow employees. His knowledge of and experience in handling records and locating material makes him valuable in headquarters support of WH/Cuba paramilitary case officers - a task he performs in a loyal and dependable manner.</p>			
SECTION D CERTIFICATION AND COMMENTS			
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE		
11 July 1966	<i>Ray N. Vitale</i>		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
10 months			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
	C/WH/C/MO/PM	<i>Bryan H. Mills</i> Bryan Mills	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p>I have had opportunity to observe subject's performance closely for nine months and while I generally concur in his supervisor's ratings of the duties as listed, it should be noted that these same duties could be performed equally well by a more junior Intel Clerk or Intel Assistant and, therefore, the overall rating as a GS-8 Intel Assistant does not accurately reflect his capability. In my opinion it would be very difficult, if not impossible, for subject to perform competitively with other Intel Assistants at a GS-8 level, and I recommend his position title be changed to Ops Support Assistant, a role in which he performs capably.</p>			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
25 July 1966	C/WH/C/MO	<i>Robert A. Ortman</i> Robert A. Ortman	

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				003620	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle) VITALE, Guy			2. DATE OF BIRTH 16 Oct 17	3. SEX M	4. GRADE 5. SO GS-08 D
6. OFFICIAL POSITION TITLE Ops Officer			7. OFF/DIV/BR OF ASSIGNMENT DDP/WH/C		8. CURRENT STATION Washington D.C.
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)			<input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P. 31 July 1965			12. REPORTING PERIOD (From- to-) 1 July 64 - 30 June 65		
SECTION B PERFORMANCE EVALUATION					
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (Indicate number of employees supervised).					RATING LETTER
SPECIFIC DUTY NO. 1 Processes name traces and clearances; traces and maintains agent 201 files.					O
SPECIFIC DUTY NO. 2 Conducts research for preparation of reports and plans.					S
SPECIFIC DUTY NO. 3 Maintains office files on a complex project.					S
SPECIFIC DUTY NO. 4 Prepares cable or dispatch replies to name trace requests.					P
SPECIFIC DUTY NO. 5 Records Officer - Insures compliance with CS records, directives and authorizes destruction of CS documents.					P
SPECIFIC DUTY NO. 6					RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION					RATING LETTER
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					S
22 JUL 1965					

SECRET

(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.</p>			
<p>Mr. Vitale's longevity on the project makes his services increasingly valuable. This is particular true in briefing and orienting new officers. He continues to do an exceptional job in assisting his office on a most complex project where many of his colleagues have transferred primarily because of the many demands and frustrations caused by this extraordinary project. Mr. Vitale continues to be a most loyal, cooperative and willing worker, getting along well with all hands. His maturity and many years of experience in his field, in addition to his great general knowledge, make him a most valued employee when compared to colleagues of similar rank. It is because of this that I have again rated Mr. Vitale very high. Although Mr. Vitale has no supervisory responsibilities and fully realizing his limited potential as a senior operations officer, I feel he is still undergraded and should be promoted to the next higher grade at the earliest opportunity. Because Mr. Vitale's job and performance have remained almost exactly the same as during the previous year, this fitness report is also very similar.</p>			
SECTION D		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE 13 July 65	SIGNATURE OF EMPLOYEE <i>Ray Vitale</i>		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 46 months	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
DATE 13 July 1965	OFFICIAL TITLE OF SUPERVISOR C/WH/C/MO/PM	TYPED OR PRINTED NAME AND SIGNATURE <i>Calvin Hicks</i> Calvin Hicks	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p>The reviewing official does not use the same rating scale as the supervisor; therefore, would rate subject one letter lower in the first three duties and P in the overall performance. Subject is conscientious, pleasant and has an excellent "stay-on-the-job" approach.</p>			
DATE 20 July 1965	OFFICIAL TITLE OF REVIEWING OFFICIAL C/WH/C/MO	TYPED OR PRINTED NAME AND SIGNATURE <i>Walter T. Cini</i> Walter T. Cini	

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER			
				49300 665620			
SECTION A GENERAL							
1. NAME (Last) VITALE (First) Guy (Middle)			2. DATE OF BIRTH 16 Oct 17		3. SEX M	4. GRADE GS-08	5. SD D
6. OFFICIAL POSITION TITLE Ops Officer			7. OFF/DIV/BR OF ASSIGNMENT DDP/SAS		8. CURRENT STATION Washington, D.C.		
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT				
<input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) <input type="checkbox"/> SPECIAL (Specify):			<input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE <input type="checkbox"/> SPECIAL (Specify):				
11. DATE REPORT DUE IN O.P. 31 July 1964			12. REPORTING PERIOD (From - to) 1 July 1963 - 30 June 1964				
SECTION B PERFORMANCE EVALUATION							
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>							
SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (Indicate number of employees supervised).							
SPECIFIC DUTY NO. 1 Processes name traces and clearances; traces and maintains agent 201 files.							RATING LETTER O
SPECIFIC DUTY NO. 2 Conducts research for preparation of reports and plans.							RATING LETTER S
SPECIFIC DUTY NO. 3 Maintains office files on a complex project.							RATING LETTER S
SPECIFIC DUTY NO. 4 Prepares cable or dispatch replies to name trace requests.							RATING LETTER P
SPECIFIC DUTY NO. 5 Records Officer - Insures compliance with CS records, directives and authorizes destruction of CS documents.							RATING LETTER P
SPECIFIC DUTY NO. 6							RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION							
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.							RATING LETTER S
14 AUG 1964							

SECRET

(When Filled In)

OFFICE OF PERSONNEL

SECTION C

NARRATIVE COMMENTS

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

MAIL ROOM

Mr. Vitale continues to do an exceptional job in assisting his office on a most complex project. His longevity on the project, coupled with his continued objectivity, makes his services increasingly valuable. This is in contrast to many of his colleagues who have transferred because of the many extreme demands and frustrations caused by this extraordinary project. Mr. Vitale continues to be a most loyal, cooperative and willing worker, getting along well with all hands. His maturity and many years of experience in his field, in addition to his great general knowledge, make him a most valued employee when compared to colleagues of similar rank. It is because of this that I have again rated Mr. Vitale very high. In addition, and fully realizing his limited potential as a senior operations officer, I feel he is still undergraded and should be promoted to the next higher grade at the earliest opportunity.

SECTION D

CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

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

DATE

July 23, 64

SIGNATURE OF EMPLOYEE

[Signature]

2.

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

34 months

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

DATE

15 July 1964

OFFICIAL TITLE OF SUPERVISOR

C/WH/SA/MOB/PM

TYPED OR PRINTED NAME AND SIGNATURE

Calvin W. Hicks

3.

BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

Undersigned concurs in the ratings of the specific duties and performance in current position of Mr. Vitale. Mr. Vitale has been concerned with the Cuban effort for several years and his personal knowledge of past events is extremely helpful.

DATE

28 July 1964

OFFICIAL TITLE OF REVIEWING OFFICIAL

C/WH/SA/MOB

TYPED OR PRINTED NAME AND SIGNATURE

Colonel Arthur A. Maloney

SECRET

SECRET

(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
81				003620	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE
VITALE Guy			16 Oct. 1917	Male	GS-8
5. OFFICIAL POSITION TITLE			6. OFF/DIV/BR OF ASSIGNMENT	7. CURRENT STATION	
Ops. Officer			DDP/S.A.S.	Washington, D.C.	
8. CHECK (X) TYPE OF APPOINTMENT			9. CHECK (X) TYPE OF REPORT		
<input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See instructions - Section C) <input type="checkbox"/> SPECIAL (Specify):			<input checked="" type="checkbox"/> INITIAL <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> SPECIAL (Specify):		
10. DATE REPORT DUE IN O.P.			11. REPORTING PERIOD (From - to)		
31 July 1963			1 July 1962 to 30 June 1963		
SECTION B PERFORMANCE EVALUATION					
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					RATING LETTER
SPECIFIC DUTY NO. 1 Processes name traces and clearances. Traces and maintains agent 201 files.					S/O
SPECIFIC DUTY NO. 2 Conducts research for preparation of reports and plans.					S
SPECIFIC DUTY NO. 3 Maintains office files on a complex project.					S
SPECIFIC DUTY NO. 4 Prepares cable or dispatch replies to name trace requests.					P
SPECIFIC DUTY NO. 5 Records Officer - Insures compliance with CS records, directives and authorizes destruction of CS documents.					P
SPECIFIC DUTY NO. 6					RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER
9 AUG 1963					S

SECRET

OFFICE OF PERSONNEL

SECTION C

NARRATIVE COMMENTS

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

MAIL ROOM

Subject continues to do an exceptional job in assisting his office in the formulation of reports and plans by his research and ability to quickly make name traces and ferret out information from the various agency sources.

During the past year subject has continued to be a most cooperative, loyal and willing worker on a project that due to its nature is more frustrating, and demands more with less apparent return than most projects. As on his previous fitness report, I have rated him very high, primarily due to the fact that ~~his~~ ^{his} ~~experience~~ ^{experience} and many years experience with the Agency have made him of much more immediate value than most of his colleagues in the GS 7-9 level. Consequently, although he has made GS-8 within the past year, I feel he is still undergraded and should be promoted to GS-9 at the earliest opportunity.

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE June 13, 63	SIGNATURE OF EMPLOYEE <i>Ray Vitale</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 22 mths.	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 12 June 63	OFFICIAL TITLE OF SUPERVISOR DC/SAS/NOB/EM	TYPED OR PRINTED NAME AND SIGNATURE <i>Calvin W. Hicks</i> Calvin W. Hicks
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL While not wishing to detract from the value of subject's duties or from the manner in which he performs them, I do have strong doubts as to whether the nature of his duties warrant promotion to GS-9 even if they were performed in an outstanding manner. During the next year additional duties of a more demanding nature will be placed on subject and I will want to weigh his performance under those circumstances before recommending promotion.		
DATE 6/17/63	OFFICIAL TITLE OF REVIEWING OFFICIAL C/SAS/NOB/EM	TYPED OR PRINTED NAME AND SIGNATURE <i>Charles W. Matt</i> Charles W. Matt

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER			
				003620			
SECTION A GENERAL							
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD	
VITALE Guy			16 Oct. 1917	M	GS-7	D	
6. OFFICIAL POSITION TITLE			7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION		
Intell. Asst.			DDP/TFN/PA Pt.		Wash., D.C.		
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT				
<input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) <input type="checkbox"/> SPECIAL (Specify):			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE <input type="checkbox"/> SPECIAL (Specify):				
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From- to-)				
31 July 1962			1 Sept. 1961 to 30 June 1962				
SECTION B PERFORMANCE EVALUATION							
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>							
SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
SPECIFIC DUTY NO. 1						RATING LETTER	
Processes name traces and clearances - Traces and maintains agent 201 files.						S/O	
SPECIFIC DUTY NO. 2						RATING LETTER	
Conducts research for preparation of reports and plans.						S	
SPECIFIC DUTY NO. 3						RATING LETTER	
Maintains office files on a complex project.						S	
SPECIFIC DUTY NO. 4						RATING LETTER	
Prepares cable or dispatch; replies to name trace requests.						A	
SPECIFIC DUTY NO. 5						RATING LETTER	
Records Officer - Insures compliance with CS Records, Directives and authorizes destruction of CS documents.						A	
SPECIFIC DUTY NO. 6						RATING LETTER	
OVERALL PERFORMANCE IN CURRENT POSITION							
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						RATING LETTER	
						S	

SECRET

(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.</p> <p>Subject has done an exceptional job in assisting his office in the formulation of reports and plans by his research and ability to quickly make name traces and ferret out information from the various agency sources concerned.</p> <p>He at all times has been a most cooperative, loyal and willing worker with good security habits. Although, he does not have the ambition or drive to get to the top of the ladder that many younger officers may have (not everybody can or wants to be Chief, but can still be one of the best Indians in the business), his great store of general knowledge and many years of agency experience have made him of much more immediate value than most of his colleagues in the GS-7-9 level, and it is because of this that he has received such a high rating. Consequently, it is recommended that Mr. Vitale be promoted to the next higher grade at the earliest opportunity.</p>			
SECTION D		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE		
Aug 21, 1962	[Signature]		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
10 MONTHS			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
21 August 1962	TFW/PM/OPS	[Signature] C.W. HICKE	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
21 August 1962	DC/TFW/PM	[Signature] C.W. MATT	

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER <div style="border: 1px solid black; padding: 2px;">1512</div>	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH		3. SEX
			30 Oct. 1937		Male
5. SERVICE DESIGNATION		6. OFFICIAL POSITION TITLE		7. OFF/DIV/BR OF ASSIGNMENT	
				JCS, J-5	
8. CAREER STAFF STATUS			9. TYPE OF REPORT		
<input type="checkbox"/> NOT ELIGIBLE <input type="checkbox"/> MEMBER <input type="checkbox"/> DEFERRED <input type="checkbox"/> PENDING <input type="checkbox"/> DECLINED <input type="checkbox"/> DENIED			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT/SUPERVISOR <input type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT/EMPLOYEE		
10. DATE REPORT DUE IN O.P.		11. REPORTING PERIOD		12. SPECIAL (Specify)	
		From 31 Aug 67			
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
1 - Unsatisfactory 2 - Barely adequate 3 - Acceptable 4 - Competent 5 - Excellent 6 - Superior 7 - Outstanding					
SPECIFIC DUTY NO. 1		RATING NO.		SPECIFIC DUTY NO. 2	
				Research Work Required in the Preparation of Reports.	
				5	
SPECIFIC DUTY NO. 3		RATING NO.		SPECIFIC DUTY NO. 4	
Assistant to C/O (leg man)		5		Maintenance of Office Files	
				6	
SPECIFIC DUTY NO. 5		RATING NO.		SPECIFIC DUTY NO. 6	
Safehouse Keeper		7		Intel Ass't.	
				5	
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.					
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.					RATING NO. <div style="border: 1px solid black; padding: 5px; width: 40px; margin: 0 auto;">5</div>
SECTION D DESCRIPTION OF THE EMPLOYEE					
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee					
1 - Least possible degree		2 - Limited degree		3 - Normal degree	
				4 - Above average degree	
				5 - Outstanding degree	
CHARACTERISTICS				NOT APPLICABLE	NOT OBSERVED
GETS THINGS DONE					X
RESOURCEFUL					X
ACCEPTS RESPONSIBILITIES					X
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES					X
DOES HIS JOB WITHOUT STRONG SUPPORT					X
FACILITATES SMOOTH OPERATION OF HIS OFFICE					X
WRITES EFFECTIVELY					X
SECURITY CONSCIOUS					X
THINKS CLEARLY					X
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS					X
OTHER (Specify):					
SEE SECTION "E" ON REVERSE SIDE					

Subject has demonstrated that he can assume greater responsibilities. (During the period covered he travelled to Puerto Rico and New Orleans on assignments not under control of the Supervisor)..

SECRET

SECRET
(When Filled In)

FITNESS REPORT				RECEIVED BY CSED		EMPLOYEE SERIAL NUMBER	
SECTION A GENERAL							
1. NAME (Last)		(First)		(Middle)		2. DATE OF BIRTH	3. SEX
VITALE		Guy				10/16/17	M
4. GRADE		5. SERVICE DESIGNATION					
GS-7		DS					
6. OFFICIAL POSITION TITLE				7. OFF/DIV/RR OF ASSIGNMENT			
Intelligence Assistant				EE/Germany (casual)			
8. CAREER STAFF STATUS				9. TYPE OF REPORT			
<input type="checkbox"/> NOT ELIGIBLE		<input checked="" type="checkbox"/> MEMBER		<input type="checkbox"/> DEFERRED		<input type="checkbox"/> INITIAL	
<input type="checkbox"/> PENDING		<input type="checkbox"/> DECLINED		<input type="checkbox"/> DENIED		<input type="checkbox"/> ANNUAL	
						<input checked="" type="checkbox"/> REASSIGNMENT/EMPLOYEE	
10. DATE REPORT DUE IN O.P.		11. REPORTING PERIOD		12. SPECIAL (Specify)			
		From To					
		1 May 60 - 15 Nov 60					
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
1 - Unsatisfactory		2 - Barely adequate		3 - Acceptable		4 - Competent	
5 - Excellent		6 - Superior		7 - Outstanding			
SPECIFIC DUTY NO. 1				RATING NO.		SPECIFIC DUTY NO. 4	
Process name traces				3			
SPECIFIC DUTY NO. 2				RATING NO.		SPECIFIC DUTY NO. 5	
Process POA's.				4			
SPECIFIC DUTY NO. 3				RATING NO.		SPECIFIC DUTY NO. 6	
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION							
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.							
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.							RATING NO. <div style="border: 1px solid black; padding: 5px; text-align: center;">3</div>
SECTION D DESCRIPTION OF THE EMPLOYEE							
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee							
1 - Least possible degree		2 - Limited degree		3 - Normal degree		4 - Above average degree	
5 - Outstanding degree							
CHARACTERISTICS				NOT APPLI- CABLE	NOT OB- SERVED	RATING	
						1	2
GETS THINGS DONE							3
RESOURCEFUL							2
ACCEPTS RESPONSIBILITIES							2
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES							2
DOES HIS JOB WITHOUT STRONG SUPPORT							2
FACILITATES SMOOTH OPERATION OF HIS OFFICE							2
WRITES EFFECTIVELY							2
SECURITY CONSCIOUS							2
THINKS CLEARLY							2
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS							2
OTHER (Specify):							
SEE SECTION "E" ON REVERSE SIDE							

SECRET

(When Filled In)

SECTION E		NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE	
<p>Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the best basis for determining future personnel actions.</p>			
<p>Mr. Vitale was assigned to the S&T Section of the German Branch on a casual basis from 1 May to 15 November 1960. His duties consisted entirely of processing name traces and POA's. Although had little experience in this type of work, he performed his duties in a thoroughly satisfactory manner. He was always polite to his fellow employees and did his best to contribute to the smooth operation of the section.</p>			
SECTION F		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I certify that I have seen Sections A, B, C, D and E of this Report.			
DATE	SIGNATURE OF EMPLOYEE		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
6 1/2	Already reassigned prior to preparation of this fitness report.		
IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.			
EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS		REPORT MADE WITHIN LAST 90 DAYS	
OTHER (Specify):			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
21 Nov 60	C/EE/G/S&T		
3. BY REVIEWING OFFICIAL			
I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.			
I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.			
I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.			
I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.			
COMMENTS OF REVIEWING OFFICIAL			
See attached sheet.			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
23 Nov 60	C/EE/Germany		

SECRET

14-00000

Section 3. Comments of Reviewing Official:

This employee had no qualifications for assignment in the German desk or German operational field. He was carried in the German Branch in a casual status while an assignment suitable to his talents was being located. The fitness report for the period of his duty with the German Branch is accordingly only a record of the fact that he loyally and diligently carried out assigned tasks to the best of his ability.



Chief, EE/Germany

SECRET

Pre 1968 Fitness Report

SECRET

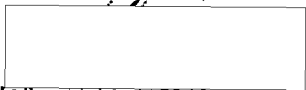
2 June 1960

MEMORANDUM FOR: Chief, EE Personnel

SUBJECT : Commendation - Mr. Guy Vitale

1. The Eastern European Division Logistics Office wishes to commend Mr. Guy Vitale for the manner in which he conducted himself while on temporary assignment in this office. Rather than sit idle awaiting a new assignment, Mr. Vitale volunteered his services and was given various logistical general services jobs and duties which he carried out with enthusiasm and effort rarely seen in a person in his status. We found him to be an enthusiastic-willing worker who gave selflessly of his time and showed a strong devotion to duty.

2. A copy of this commendation should be made a part of the employee's permanent 201 file.


Chief, EE Logistics

SECRET

collections for insurance
and retirement

The 1960 7RQ &

SECRET

When Filled In

OFFICIAL USE ONLY (Do Not Fill In)

QUALIFICATIONS SUPPLEMENT TO PERSONAL HISTORY STATEMENT

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

SECTION I

BIOGRAPHIC AND POSITION DATA

1. EMP. SER. NO. 083620	2. NAME (Last First Middle) VITALE GUY	3. SEX M	4. DATE OF BIRTH 10/16/17	5. SCHEDULE GRADE STEP GS-08-05
6. SO D	7. POSITION TITLE INTELLIGENCE ASST	8. OFFICE OF ASSIGNMENT AW	9. LOCATION (Country, City) HASH, D.C.	

SECTION II

AGENCY OVERSEAS SERVICE

AREA	TYPE TOUR	FROM	TO
	PCS-52 TDY-10 days	97/01/01 61/4/01	60/01/24 61/04/10

OVERSEAS DATA

CODED

DATE: 10 Jul 67 **INITIALS:** GPT

SECTION III

EDUCATION

DEGREE	MAJOR FIELD	COLLEGE	YEAR
NO COLLEGE DEGREE ON RECORD			

SECRET

GROUP 1
Excluded from automatic
downgrading and declassification

67 JUL ENTD (4-51)

SECRET

When Filled In

SECTION III							EDUCATION (Cont'd)		
HIGH SCHOOL									
LAST HIGH SCHOOL ATTENDED		ADDRESS City, State, Country			YEARS ATTENDED From To		GRADUATE		
							<input type="checkbox"/> YES <input type="checkbox"/> NO		
COLLEGE OR UNIVERSITY STUDY									
NAME AND LOCATION OF COLLEGE OR UNIVERSITY	SUBJECT		YEARS ATTENDED FROM TO	DEGREE RECEIVED	YEAR RECEIVED	NO. SEM / QTR	HRS (Specify)		
	MAJOR	MINOR							
1.									
2.									
3.									
4.									
5. 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									
<div style="border: 1px solid black; padding: 5px; min-height: 100px;"> <p>UNCLASSIFIED</p> </div>									
TRADE, COMMERCIAL AND SPECIALIZED SCHOOLS									
NAME AND ADDRESS OF SCHOOL		STUDY OR SPECIALIZATION		FROM	TO	NO. OF MONTHS			
1.									
2.									
3.									
OTHER NON-AGENCY EDUCATION OR TRAINING NOT INDICATED ABOVE									
NAME AND ADDRESS OF SCHOOL		STUDY OR SPECIALIZATION		FROM	TO	NO. OF MONTHS			
1. American Mission School, Athens, Greece		Greek Language		57/2	57/4	3 mo.			
2.									
3.									
4.									
5.									
AGENCY-SPONSORED EDUCATION									
Specify which, if any, of the education shown in Section III was Agency sponsored									
NAME AND ADDRESS OF SCHOOL		STUDY OR SPECIALIZATION		FROM	TO	NO. OF MONTHS			
1.									
2.									
3.									
4.									
5.									

SECRET

Pre 1960 - PHS, CLEARANCE
request &
appl. forms

RECORD OF
PREVIOUS GOVERNMENT
SERVICE RETURNED TO
FEDERAL RECORDS CENTER IN
ST. LOUIS, MO.

DATE May 1970