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S E C R E T DEFERRED TELEPHUCH 190843Z WASHINGTON 208255 TO: PARIS.

FROM: EXFXS INFO EXDYPERS, EXD/HF, DRYCPD, CCS/CSB, DED/NOC

SUBJECT: ADMIN BEHANK NOGAME - THOMAS B. CASASIN (P)

- 1. ACCORDING TO MOC ON THOMAS B. CASASIN, RTACTION OBLIGATION TO REIMBURSE CASASIN FOR COST OF SHIPPING UP TO ONE THOUSAND
 (1000) POUNDS OF MHES FROM FRANCE TO WODUAL, EXPIRED AS OF 31
 DECEMBER 1977. ACCORDING COMMITMENTS, INCLUDING EXTENSION OF
 CASASIN'S SERVICES UNDER MOC, EXPIRED 31 DEC 77 ALSO.
- 2. FYI: UNSAVANT PROJECT FOR CASASIN WAS TERMINATED AT END OF FY 76 REPEAT FY 76. PROJECT FILE BEING CLOSED AS ALL ASPECTS OF THIS CASE TERMIN ATD.
- 3. FILE: 029-006-252/2; 201-0933259. E2 IMPDET.>
 ORIG: E/F/S (SANDY DELONG X9487 14 APR 78); COORD: C/E/D/PERS.
 (DUTER), E/D/BF (YOW), OP/CPD (BROOKS), CCS/CSB (FOR INFO),
 DED/NOC (FOR INFO); REL: C/E/F (HORNSTEIN). CL BY 061308.

END OF MESSAGE

MEMORATION OF ORAL COOMITMENT

TO: OFFICE OF FRANCE	The second with the second
VIA: CHTEF, EUR AND GONTRACT PER	SCHIEL DIVISION
FROM: CONTRACT APPROVING OFFICER,	് അത്ത്ത് പ്രധാന സ്ത്രീസ് സ്വീസ് സ്വീഡി ക്രിഡ് സ്ക്രീഡി വിവര് ക്രിഡ് ആര് സ്വീസ് ക്രവ്യാസ് വര് വിവര് വിവര് വിവര്
SURJECT: EGAGE:ENT OF	(Independent Contractor)
1. TERM AND ACTIVITY CHARGE - SULJ	ect individual has been engaged under oral contract
on obligation is altitory	Fifeerive 1 July 1975 EXXXXXXXXXXXXXX un
completed but Kat To Exc.	ced 31 Divatiber 1977. COD
obtained. Type (former Career de	late security approval for subject's use has been ated
3. CITIZENSHIP - Subject (1s) (15.7)	NOT) a WODUAL Citizen.
4. COMPENSATION - Subject will be p	old nothing per in
currency. Describe any other compen	esation in the nature of bonus comultments, gifts,
loans, currency conversions or other	<u> </u>
E TAYER P. 1.1.	tion when appropriate FLAT PATE
 TAXES - Explain method of collection. (N/A, FR 20-18d applies, to be 	
6. QUARTERS AND/OR SUBSISTENCE - Qu	arters Allowance N/A per
Subsi	stence Allovance per
7. OPERATIONAL EXPENSES - N/A	
a. Travel expenses (vill) (vill	not) be reimbursed. Fixed Payment
Regular Accountings	. Allowance of per
b. Other operational expenses	(will) (will not) be reimbursed.
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Type Expense Type Expense	Method of Accounting
OTHER COMMITMENTS - *Describe 3	SHEAD will reinburse CASASE! for costs of shirmert
of up to 1.000 (one thousand) notices	GEAD will reinburse CASASE for costs of shipment of the at the concusion of cover englement
from Paris. Prince to America Actual	., (Scheduled for 31 May 1977)
. CONTINGENT OBLIGATIONS - (Not pro	mised Subject but may have to be met) *Describe
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	-
O COMMITMENTS OTHER THAN THOSE DESCR	THED ABOVE HAVE BEEN MADE TO SUBJECT.
	SIGNED: Thursdillower
	Case Officer
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EVIEWED:	APPROVED: Letter (Language
Special Contracting officer	Field Contracting Officer
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ip assistance, emergency assistance,	, bonus payments, and other unusual Items.
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UNCLASSIFIED

MEMORANDUM FOR: Director of Personnel

VIA: Deputy Director for Operations

FROM: Chief, European Division

SUBJECT:

Request for Extension of the Services of Thomas B. GASASIN (P), Retired Annuitant, under a Memorandum of Oral Commitment

1. Action Requested: Your approval is requested to extend the services of Thomas B. CASASIN (P) under a Memorandum of Oral Commitment for the period 1 July 1975 to 31 December The only compensation to CASASIN would be money equivalent to shipment costs for a maximum of 1,000 pounds of personal effects from Paris, France, to the United States. Since CASASIN is an Independent Contractor, the amount of money given CASASIN will be considered taxable income for tax year 1977.

Basic Data and Background: CASASIN, born 20 January 1924, has been employed by the Agency since 1949. Twelve years of this period were spent as a Staff Employee, seven of which were at Headquarters and five years, 1955-1960, were spent in Tokyo. In 1962 CASASIN was assigned to Paris under nonofficial cover as a Staff Agent. In 1972 he was converted to Career Associate status to coincide with his cover employment with a position he attained on his own initiative. retired as a GS-15, Step 10, on 30 June 1974 and with proper Headquarters approvals was utilized by Paris Station as an Independent Contractor, effective 1 July 1974. His compensation was in accordance with the 90 percent provision of HR 20-13 a(1) (c) (1).

3. Staff Position: Due to his growing employment involve-CASASIN requested, and the Paris Station agreed, not to renew his written Independent Contract, due for renewal 1 July 1975. However, since CASASIN is willing to meet informally

> E2 IMPDET CL BY 057567

with the Station, the Station requests a Momorandum of Oral Commitment to be effective for the period CASASIN remains in employ, which is expected to terminate in 1977.

CASASIN's experience as an Operations Officer and, specifically, experience and operational contacts derived through his present employment position in Paris are sufficiently valued by the Paris Station to request the continuation of CASASIN's services under a Memorandum of Oral Commitment.

4. Recommendation: Your approval is requested to continue CASASIN's services under a Memorandum of Oral Commitment for the period 1 July 1975 to 31 December 1977 with total compensation being money equivalent to the cost of shipping a maximum of 1,000 pounds of personal effects from Paris, France, to the United States.

William W. Wells Chief, European Division

CONCUR: Deputy Director for Operations	17 F/7 /47
APPROVED:	SS FET con
m Director of Personnel	Date
DISAPPROVED:	er Star S

Director of Personnel	Date

MEMORANDUM FOR: Chief, Contract Personnel Division

THROUGH : Career Management Group; Contract Personnel Branch

SUBJECT: Thomas B. CASASIN (P)
Termination of contract

This is to advise you that Thomas B. CASASIN'S (P) contract expired 30 June 1975. It is requested that CASASIN'S contract be terminated effective that date.

Gerald K. Hughes, Jr. Chief, Personnel Section European Division

APPROVED:

Special Contracting Green

E2 IMPDET CL BY 027164 CONFIDENTIAL

28 JUN 1974

MEMORANDUM FOR : Deputy Director for Management and Services

SUBJECT

Request for Voluntary Retirement.

Mr. Jacques C. Richardees

Casasin Hanas B.

- 1. This memorandum submits a recommendation for your approval in paragraph 3.
- 2. The employee named above has applied for voluntary retirement under the provisions of Headquarters Regulation 20.50h.

Grade: GS-15 Equiv. Position: Career Associate

Career Service : Operations
Office/Division : Europe Division
Date Requested for Retirement: 28 June 1974

Age at that Date : 50
Years of Creditable Service : 30
Years of Agency Service : 24
Years of Qualifying Service : 19

23. The applicant's Career Service and the CIA Retirement Board recommended that the request be approved. I endorse these recommendations.

B. De Felice

A Director of Personnel

4. The recommendation contained in paragraph 3 is approved:

As/ Martia I. Drorpman "

Deputy Director for Management and Services

Date

CONFIDENTIAL

3589 (4-74

2.2 IMPLET CL 8. 0.2665

- Return to Director of Porsonnel

- 2 DD/M&8 1 D/Pers 1 Applicant 1 OPT

- 1 ROB Soft File 1 ROB Reader

OP/RAD/ROB/WFMediganeam/3257 (27 June 1974)

CERTIFICATION BY THOMAS B. CASASIN CAREER ASSOCIATE, AS TO EXPENDITURES OF ADMINISTRATIVE ALLOWANCE

I certify that the Administrative Allowance payments made to me in accordance with the provisions of the Addendum to the Agency contract dated 5 August 1972 and any amendments and extensions thereto have, to the best of my knowledge and belief, been used substantially for the purpose for which provided and have not accrued to my personal advantage or enrichment.

SIGNED

Date

Thomas B. Casasia

EZIMPDET. CL by: 063837

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TE WHEN CASASIN WILL CONCLUDE UNCAIRD EMPLOYMENT. SECTION I (C) NOC STATUS REPORT FORWARDED REF B STATES HE ON THREE-YEAR EXTENSION CONTRACT WITH UNCAIRD TO END JUNE 1977. ADVISE - EZ IMPDET - A

> EINOC GEORGE MARLING (PHONE) E/BF P yew

16 MAY 75 BARBARA GENTILE

E 2 IMPDET CL BY:

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T 011029	EĮ A530	PAGE 81-81 TOR: 1318432 MAY 75	IN 578647 Pari 56054

S E C R E T 1310032 MAY 75 STAFF CITE PARIS 56954 TO I DIRECTOR. HODEEP ADMIN

- 1. THEMAS 8. CASASIN HAS GIVEN NOTICE THAT HE DOES NOT INTEND TO RENEW HIS CONTRACT WHICH TERMINATES 30 JUNE 1975. HE CITES HIS GROWING INVOLVEMENT AT UNCAIRD AS THE REASON.
- 2. HE HAS AGREED TO FUTURE MEETINGS WITH STATION

 OFFICERS ON AN INFORMAL BASIS. FOR HIS CONTINUING

 COOPERATION HE ASKS ONLY THAT HIS ENTITLEMENT FOR

 SHIPMENT OF HEE TO THE U.S. BE KEP OPEN UNTILHE

 CONCLUDES HIS UNCAIRD EMPLOYMENT. STATION WILL HRITE

 A MOC COVERING THIS CONTINGENCY. PLEASE ADVISE YOUR CONCURRENCE.

 E-2 IMPDET

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	DATE:	Hay 1975
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MEMORANDUM FOR: Director of Finance		
ATTENTION : Chief, Compensation and		1 (1 M) 1
THROUGH : Chief, Contract Personn	el Division	
SUBJECT : Tax Assessment for	Thomas 3. CARUSIN	
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			DATE:	Decreier 1974
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NEMORANDUM I	OR: Director of Fi	nance		
ATTENTION	: Chief, Compens	ation and	Tax Division	
THROUGH	: Chief, Contrac	t Fersonne	1 Division	
SUBJECT	: Tax Assessment	for To	omais-n. Cisistri (in	
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gross taxabl	e Agency entitlemen	ts has∽bèe	x nonessment of this n approved as indicu- nal's gross taxable	ted below.
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Chief, Contra	Rogers C. Brooks	oni -	Date	-
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MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT : Thomas B. CASASIN

PERIOD COVERED: January - June 1974

Although I have been the Station case officer for Subject only since January 1974, I have been acquainted with his performance for the Station for the past 5 1/2 years through my assignment in the French Branch at Headquarters and, for the past 2 1/2 years, as the Station officer responsible for UNCAIRD operations. I have always considered CASASIN to be a highly skilled, experienced senior case officer thoroughly devoted to the work of BKHERALD. He is becoming increasingly effective in his present cover position at UNCAIRD, operating against both Soviet and PRC targets, and I am delighted that he has agreed to continue his cooperation with the Station as a field agent following his retirement from BKHERALD effective 30 June 1974. CASASIN can look back with pride over his years of service with BKHERALD but he can also look forward to additional years of highly useful, productive work for Paris Station.

CASASIN's attitude can best be summed up by a comment on my first operational meeting with him following his official retirement. He instinctively went immediately to a discussion of operations, not of retirement. I am confident that CASASIN will continue to be a highly motivated, effective asset of Paris Station, and I wish him well.

John H. Kenney Operations Officer

SECTION D

The attached Memorandum in Lieu of a Fitness Report should be read in conjunction with the NOC Status Report on Subject for the period ending 31 March 1974; these reports overlap somewhat in the period covered. As has been indicated by both Russell N. SKOGSBERC who prepared Section I, and George T. HEMSLEY, who prepared Section III of the NOC Status Report, Subject is an impressive officer who has developed superb cover for himself but who has been only reasonably effective in identifying, developing and turning over useful access agents to the Station. While endorsing the general thrust of the Memorandum in Lieu of a Fitness Report, the undersigned also feels that Subject should bring a sharper focus to bear on developing in-depth relationships with those persons who have the potential of becoming quality access agents to priority targets. Subject meets and knows many people in his milieu, including Sovicts; he reports in considerable volume on these contacts. We encourage him to concentrate on a few of these contacts and to plumb them to their depths. The undersigned joins SKOGSBERG in wishing Subject well and in paying recognition to his motivation and his attitude.

Subject's Specific Duties remained essentially as described in his previous Fitness Report (for the period 1 January - 31 December 1973). I would rate him on these Specific Duties as he was previously rated.

/s/ Oleg Selsky
Operations Officer

CONFIDENTIAL

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*	SPECIAL NOTE. Fitness Reports must be prepared with due regard for security considerations. For example, in the case of administrative and supported and others whose duties do not in themselves reveal sources of information and methods of aperation, it is normally expected that a complete and realistic statement of specific duties may be reported in Section B. However, the nature, source, purpose or disparent or information or operations will not be included. On the other hand, the description of specific duties of certain other employees may jeopardize security and should not be fully reported on this form. In these cases, general statements of specific duties will be included in Section B indicating the level of responsibility.						
ı	INSTRUCTIONS						
.	The following items of the Fitness Report will NOT be completed by field personnel. SECTION A; items 2, 3, 7, and 8. SECTION D, items 1, 2, and 3 (Only in respect to "Typed or Printed Name and Signature")						
	including Section [[[]]] Thomas B. CASASIN						
	. I CERTIFY THAT, INCIPT FOR PTEM CHITTED UNDER THE ABOVE INSTRUCTIONS, ALL ITEMS APPEARING ON THE ATTACHED FITNESS REPORT HAVE BEEN COMPLETED UNDER PROVISIONS OF CURRENT INSTRUCTIONS OR REGULATIONS.						
	OATE TYPED ON PRINTED NAME AND SIGNATURE OF SUPERVISOR (IN PROUDUNYO) CHUE E. Haviere Lev Russell N. SKOGSBERG						
	Edward J. HEROSIAN COLVERS (Crow						
5	ONFIDENTIAL 62, IMPDET CL. BY. 007622						

			DATS:	
			CTC NO	110
MEMORANDUM	FOR: Director	of Finance		The state of the s
ATTENTION	: Chief, C	orgensation a	na Tax Division	
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IRROUGH .				
SUBJECT	: Tax Asses	essent for	Tromas 8. CASASII	
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CITE PARIS 51247 (HEMSLEY ACTING)

TO: DIRECTOR.

ADMIN PERS

REF: DIRECTOR 599151

EDWIN &. HAURONIC HITNESSED SIGNING OF CASASIN'S

CONTRACT. E2 IMPDET.

MEMORANDUM FOR: Chief, Contract Personnel Division

THROUGH

CMG/CP

SUBJECT

Inclusion of HHE shipment in contract for Independent Contractor, Thomas B. CASASIN (P)

1. It is requested that the new contract for Thomas B. CASASIN (P) include shipment of HHE for him and his dependents and POV as well as storage of household effects.

2. CASASIN retired from the Agency 28 June 1974, and by regulation is entitled to movement of HHE up to one year. An extension of an additional six months can be requested, but beyond that CASASIN would not be covered.

- 3. EUR has been granted approval to hire CASASIN under a Paris Station project. His cover job contract has been approved until May 1977, at which time he plans to return to the United States.
- 4. Therefore, EUR recommends his contract include the benefits of shipment of HHE, POV, and storage of goods to his place of legal residence upon the successful completion of his services.

George W. Owens Chief, Personnel Section European Division

CONCUR:

CMC/CP

19 JUL 1974

Date

E2 IMPDET CL BY 033769

CONFIDENTIAL

UNCLASSIFIED ENTIAL ROUTING AND RECORD SHEET SUBJECT: (Operation) CSB 74-254 5029 27 June 1974 DATE OFFICER S 1. OP/CPD 5E-69 Hqs. This individual is being retained as an independent contractor after retirement. 7. 9. 10. 11. 13. 14. 15.

CONFIDENTIAL

INTERNAL USE ONLY

UNCLASSIFIED

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SECRET

CSB 74-254.

26 June 1974

NEMORANDUM FOR: Chief, Retirement Affairs Division

SUSJECT:

Mr. Jacques G. Richardson

- 1. This is to advise you that Mr. Richardson will be placed under the covert annuity plan administered by the Cover and Commercial Staff effective upon his retirement in June 1974. He has also been placed under the Combined Group Investments (C.G.I.) plan for hospitalization insurance.
- 2. All future correspondence with Mr. Richardson will be handled through the Cover and Commercial Staff.

GEORGE S. POWELL
// Chief
Cover Support Branch
Cover & Commercial Staff

E2 IMPDET CL BY 063851 Sal. 3:000 90% 32 400 ant 22-24 K. 8000 in with 90% sule Uge 50 Haller Thomas B. CASASIN 65-15 10

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2 6 JUL 1974

MEMORANDUM FOR: Director of Personnel

THROUGH : Deputy Director for Operations

SUBJECT : Request for Approval to Utilize

Thomas B. CASASIN (P) as an Independent

Contractor *

REFERENCE : DD/P 6-1818, 2 May 1966

- 1. Action Requested: The European Division requests approval to utilize Thomas B. CASASIN (P) as an Independent Contractor subject to the terms regarding employment of annuitants as set forth in the reference. CASASIN has just opted for retirement under the Agency Retirement Program effective 28 June 1974.
- 2. Basic Data or Background: CASASIN, born 20 January 1924, has been employed by the Agency since 1949. He held several positions in Headquarters and from February 1955 until October 1960 served in Tokyo. Until his departure for Paris he served as a Branch Chief in the then SR Division. In 1962 CASASIN was assigned to Paris under non-official cover as a Staff Agent to work on the Soviet target. He remained a Staff Agent until his conversion to Career Associate status in 1972.
- 3. Staff Position: In 1972, with Paris Station approval, CASASIN on his own initiative obtained an editorial position with IDENTITY. This cover job affords him the unique opportunity to establish and maintain contact and access to a variety of target personalities. Despite a heavy cover load, he has been able to make useful operational contributions

E2 IMPDET CL BY 055747

Roosevelt

to the overall Station effort against the Soviet Bloc and more recently, the PRC target. His current appointment with IDENTITY has recently been extended until 31 May 1977. We would like to continue to utilize CASASIN's professional talents and his natural sustained access to priority targets in IDENTITY. CASASIN will retire at the GS-15 step 10 level. In accordance with Agency regulations CASASIN's proposed gross annual contract salary of \$8,000 plus his annuity will not exceed ninety percent of his salary at the time of retirement.

4. Recommendation: It is requested that approval be granted to employ Thomas B. CASASIN (P) as an Independent Contractor.

Archibald B. Roosevelt, Jr. Chief, European Division

CONCUR:

Deputy Director for Operations

APPROVED:

Director of Personnel

Date

Date

Date

CONFIDENTIAL

7 AUG 1974

NEWORANDUM FOR: Chief, Contract Personnel Division

THROUGH : CNG/CP

SUBJECT : Termination of Contract for Thomas B.

CASASIN (P)

This is to inform you that Career Associate Thomas B. CASASIN (P) retired from the Agency on 28 June 1974. His contract is terminated effective as of that date.

> George W. Owens Chief, Personnel Section European Division

Distribution:
Original & D- Adse.

APPROVED:

/s/ Charles W. Sandman

EZ IMPDET CL BY 033769

CONFIDENTIAL

MENORANDUM FOR:	Office of Finance			
FROM :	Administrative Allowan	ce Committe		
SURVECT :	Fixed Allowance Amendm	ent for		المراجع المراج المراجع المراجع المراج
	Career Associate,	Thomas B	. CASASIN	
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dollar appreciat	ion, the fixed allowance	e for Subje	ct is revi	sed by
substituting the	figure \$13.741		for the fig	gu re
\$14,981				
2. A11	other provisions of the	e current A	llowance Co	ommittee
Addendum remain	in full force and effect	t. ·	*	•
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Allowance	e Committee			

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E2IMPDET CL by: 063837

ANENDMANT TO ALLOWANCE COMMONTE ADDENDUM

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	高州 "阿安尼山			CTC NO.	210
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·	MEMORANDUM FOR: D	irector of Finance			
ſ	ATTENTION : C	hief, Compensation	and Tax Div	ision	
	THROUGH : C	hief, Contract Per	sonnel Divis	ion	
	SUBJECT : T	ax assessment for_	Thomas	B. CASASIN	(b)
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	gross taxable Agend An acknowledged Let	tter of Tax Instruct	s been approvention rised of this	ed as indicated for assessment.	ated below. orwarded. The
-	is to be applied to	the individual's	gross taxabl	e earnings.	
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TO: PARIS.					
ADMIN FINANCE WODE	EP		andre (

- 1. REQUEST THOMAS B. CASASIN FORWARD HQS ASAP COPIES OF HIS COVER PAY STATEMENTS FOR FEB & MARCH 73.
- 2. LATEST COVER PAY STATEMENTS INDICATE INCREASE ALLOWANCE OF

 \$26.047 PAR MONTH HADE IN FEB OR MARCH 73. COVER PAY OFFSET 1 FEB 73

 THRU 15 SEPT 73 WAS \$12.641.28. ANALYSIS BASED ON COVER PAY

 STATEMENTS IN HAND HAS FOR APRIL. BY YEAR YEAR AND STATEMENT IN THE TOTAL TO
- 3. IF PROPOSED METHOD OF REFUND REPAYMENT CITED PARA 2 ABOVE UNACCEPTABLE TO CASASIN, PLEASE ADVISE. E2 IMPDET.H

CUMEINENTIT

URJECT :	Fixed Allowance Amendmen	하후 그리 사가 쓰다는 아름 문제를
· · · · · · · · · · · · · · · · · · ·	Career Associate, Th	omas B. CASASDI
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	for the figure	g13,494
2. All ot		
2. All ot	ther provisions of the co	
2. All ot	ther provisions of the co	arrent Allowance Committee

ET

E2IMPDET CL by: 026715

27 June 1973

MENURANDEM FOR: Office of Finance

IUN/Contract Personnel

SURVICT Changes in Financial Analysis Number

Personal Services of Thomas B. CASASIN (P)

OBJECT CLASS:

from Financial Analysis Number 3131-4292

EUR DIVISION BUDGET OFFICER

SECRET

D TRANSMITTAL - FITNESS REPORT INSTRUCTIONS following Items of the Eliness Report will NOT be completed by field personnel preparing the report for transmittal to SECTION A, Items 1, 6; and 7 SECTION D, Items 1, 2, and 3 Conly in respect to Typed or I. I CFRÍTÍFY THAT, EXCLPT FOR ITLHS O'HTTFD UNDER THE A'OVA' INSTRUCTIO NESS REPORT MAVE BEEN COMPLETED UNDER PROVISIONS OF CURRENT INSTRU THE ATTACHED FIT-DATE Joseph II. RILANDER DATE 13 31

SPECIAL NOTE

Fitness Reports must be prepared with due regard for security considerations. For example, in the case of administrative and support personnel and others whose duties do not in themselves reveal sources of information and methods of operation, it is normally expected that a complete and realistic statement of specific duties may be reported in Section B. However, the nature, source, purpose or disposition of information or operations will not be included. On the other hand, the position titles and description of specific duties of certain other employees may jeopardize security and should not be fully reported on this form. In these cases, general statements of specific duties will be included in Section B indicating the level of responsibility.

FORM 450 OBSOLETE PREVIOUS EDITION

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M-Marginal	taken or recommended	t in some aspects. The reasons to should be described.	or assigning this rating should be sta	ited in Section C and remed	dial actions
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S-Strong		erised by exceptional proficienc			
O-Outstanding	Performance is so excep work as to warrant spec	tional in relation to requirement ial recognition,	s of the work and in comparison to t	he performance of others do	oing similar
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ORM 45 ORSOLETE PREVIOUS EDITION

SECRET

11 15

SECTION C	NARRATIVE COMMENTS
overall performance. State suggest for foreign language compensate basis for determining future period foreign and	weaknesses demansmorts in current position keeping in proper perspective their relationship to estima made for improvement of work performance. Give recommendations for training. Comming of requirement of the most performance of managerial or surprise of the provide best of requirement. Managerial or surprise of the provide best owned action. Managerial or supervisors duties and cost consciousness requirement and lynds must be commented on, if applicable. Their pages is needed to complete of algorithms.
During the period co	vered by this report, subject began a new job in an upper level,
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	· ·
A solid cover eliquity for BEHERALD activity	on is useful only to the extent that it serves as a base
	ct has done a full time job for REHERALD. He has
maintained an intensi	vn dislogue with one Soviet official, frequent contact
with others, and he i	developing additional Soviet contacts in his
Be has	also established initial contacts with Chinese officials
and his laid the toun	dation, through the cover organi ation, to develop and
been effective and in	genious in devising direct access to this difficult
target and to others	baving access.
tooks estoyed tankdus	SCI of his operational effort to the Soviet and Chinese
targets. His operation	oual reporting reflects these priorities and it is timely,
SECTION D	CERTIFICATION AND COMMENTS
1.	BY EMPLOYEE
	CERTIFY THAT I HAVE SEEN SECTIONS A. B. AND C'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
	·
	OFFICIAL TITLE CF SUPERVISOR TYPED OR PRINTED NAME AND SIGNATURE
DATE	OPPICIAL TITLE 2" SUPERVISOR TYPED OR PRINTED NAME AND SIGNATURE
	s, s, Joseph I. Saltsman
L	BY REVIEWING OFFICIAL
OMMENTS OF REVIEWING OFFICIA	
During the period und	er review, this BOC moved into a highly a maitive but
potentially very valu	able new cover situation, in which he has infinitely
	iet and Chinese targets. The NOC is also superbly equipped
	sition, by virtue of previous experience, linguistic ative knowledge of the field of endeavor. Be should, in
our judgment, do a fi	
Organization as well.	
	pecific duties set forth in the first section of this.
report, this reviewer	would not have rated specific duty number two at the "O"
ATE	OFFICIAL TITLE OF REVIEWING OFFICIAL : 1 THEO OR PRINTED NAME AND SIGNATURE
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•	/s/ Hugh R. Montgomery
	CCORT.

SECTION C

NARRATIVE COMMENTS

complete and literate. Despite his relative isolation as a NOC, he is well aware of priority objectives, concentrates his efforts in these areas and does not waste time on operationally marginal activities.

As is normal in a NOC situation, subject has no supervisory duties with BNHERALD personnel but his cover job provides supervisory responsibility. Subject is meticulous in presentation of financial accountings and his operational expenses are modest. There are no administrative problems related to this project.

SPOULON D (cont'd) REVIEWING OFFICIAL

level; in point of fact, it would, in the writer's opinion, merit a solid "S", but no more. Recognizing that such ratings are perforce subjective, and that the rating officer has a closer, almost daily experience factor, nonetheless, the reviewer simply does not believe that the written record of the NOC's accomplishments on the specific targets will support an "O" rating at this time. Even accepting the limitations which the cover situation imposes upon the NOC, hears still not performed in a manner which would correspond to the literal definition of "O".

Other than this divergency, the reviewer shares the laudatory comments set forth in the narrative on this NOC. He is all the things the rater has stated and more: highly intelligent, versatile, linguistically extremely well qualified, and professionally experienced in his cover role. He has begun very well to utilize this new cover position on the Organization's behalf, and it is quite accurate to note that the NOC landed this particular plum (in terms of competition for the cover vacancy) solely on the basis of his own demonstrated talents in the cover context.

In sun, this is an experienced, effective NOC, whose ner cover affords him an expanded natural access to a host of the Station's primary targets; he has begun to exploit this access in a sound, logical fashion, and the period ahead should further document the utility of his key situation to our operational programs. In fairness to all concerned, it is simply too early in this new position to attempt a definitive judgment of the depth of access which can be derived from it.

Comments by Chief, EUR France:

Although concurring with an overall rating of "S", I consider the "O" ratings for specific duties numbers one and two to be somewhat high and I recommend an "S" for both. Casasin certainly has maintained his cover and we anticipate he will be able to preserve it in his new job. He has just begun to initiate contacts with Soviet personnel of operational interest and it remains to be seen 'ow effectively Casasin can exploit this situation' Frederick A. Allner, Jr.

C/E/F

SECRET

ATTACHMENT - FITNESS REPORT - Thomas B. CASASIN (P)

NOCAD MB REVIEWING OFFICER COMMENTS:

Whether Specific Duty No. 1 is rated "O" (as by the Station rater and reviewer) or "S" (as by the EUR Division reviewer), the fact remains that CASASIN is melding his overt life and operational activity against a primary Station target with a degree of success not often achieved by Agency Officers.

CASASIN's response to requirements based in NOCAD administrative and managerial responsibilities has been prompt and efficient; in this additional specific duty we rate his performance "Strong".

In view of his initiative and competence in a demanding and sensitive NOC assignment, NOCAD agrees with CASASIN's overall performance rating of "Strong".

1.0 APR 1973.

/s/ Charles J. Beckman

Charles J. Beckman Chief, NOCAD/Management Branch

MEMORANDUM	FOR: Office of Finance	· The way and the state of the
FROM	: Administrative	Allowance Committee
SUBJECT	: Fixed Allowance	Amendment for
	Caroor Apose at	Thomas B. CASASDI
1. Effective	e 14 February 1973	, to offset dollar depreciation,
the fixed allowand	ce for Subject is revise	d by substituting the figure 813,654
for the figure	12, 234	
2. All othe	r provisions of the cur	rent Allowance Committee
Addendum remair	in full force and effect	. .
·		UNITED STATES GOVERNMENT
		BY KINT C Rish Muzels. Contracting Officer
APPROVED:		
Allowance C		. •

SECRET

EZIMPDET CLby 026715 MEMORANDUM FOR: Official Personnel File

SUBJECT : Richardson, Jacques F.

CASASIN T.B.

1. Studies in Intelligence is the Agency's quarterly professional journal. It publishes a wide variety of unique material—historical, analytical, technical, etc.—on all aspects of intelligence both as a profession and as a function of national security and foreign policy. Employees whose writings are accepted for publication make a valuable contribution to the Agency's work which ought to be reflected in their official files.

2. Accordingly, the Board of Editors wishes to record the fact that Studies in Intelligence has published the following material submitted by Mr. Richardson:

Article: "What to Do with Defectors" - Vol. V, No. 4 (Fall 1961)

Letter to the Editor - Vol. IX, No. 4 (Fall 1965)

HUGH T. CUNNINGHAM Charman, Board of Editors

Studies in Intelligence

Distribution:

0 - Subject's Official File

1 - NOCAD/Pers

Thomas B. Casasin

Dote	Action	Congersation	Gode
15 MAY 72	Career Agent	33,260	C5 - 15/
7 JAN 73	API	34,971	GS · 15

AMENDMENT TO ALLOWANCE COMMITTEE ADDENDUM For Career Agent, Thomas B. CASASIN

Mr. Thomas B. Casasia

Dear Mr. Casasia:

Effective 7 September 1972, paragraph (A) entitled "Fixed Allowance" of your Allowance Committee Addendum dated 18 April 1972, is amended by substituting the figure \$12,234 for the figure \$11,769 to reflect your total HHE storage cost.

All other provisions of your Allowance Committee Addendum remain in full force and effect.

Note: CASASIN was converted from Staff Agent to Career Agent status, effective is May 1972. The conversion does not affect any provisions of his Allowance Committee Addendum dated 18 April 1972.

EZIMPDET CLby 027015

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		FIELD REASSIGNMEN	T QUESTIONNAIRE	
		DO NOT COMPLETE: FOR	HEADQUARTERS USE ONLY	
Inomas	B. Casasin	26 Sopt 73	David E. Murphy	3 Oct 73
20 Oct	HE ADOUANTERS	OPAT 4785	DATE RECEIVED BY CAREER SERVICE	
		TO BE COMPLETED	BY DOLOYEE	
20 Jan 24	DESIGN AND CO	Car Assoc, GS15	Parls	S. CHIPT FOR COVER UTICA I. D
10 Sep	62 a/a 1		th date of FIRST to. DESIRED DA AFTER LEAV	TE TO REPORT TO DUTY

7. NUMBER AND AGES OF DEPENDENTS WHO WILL TRAVEL WITH YOUR

1 day hter, aged 20 (alreedy actually back at her university)

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

My two-year contract with UNCAIPD ends officially 14 Fey 1974; it is, theoretically, rescusble.

 LIST YOUR WAJOR DUTIES DURING CURRING TOUR fier special note on transmittal form). (also attach personal cover questionnaire in accordance with CSI-F 240-8)

Eave continued by spotting and assessment functions, uninly of HERAS. He and TAPELS individuals on a selected backs but of third and fourth sationals as well. Have concentrated on two particular PERAMES targets, while assuming now cover responsibilities and managing a fairly large-scale, authorise cover property in the field of mass communication. Have also responded to Etation investigative meeds in fields other than my own, and have maintained a continuing relationship with a high-level, well placed PERAMES political-technical campercent perconality. Have also developed a minor, yet well-placed Distribution perconality in the field of technical innovation and management.

Have arranged to travel to various venues of technical and scientific meetings for appropriate coverages of personalities or substance, as the case required.

10. TRAINING DESIRED:

INDICATE SHAT TRAINING YOU BELIEVE YOU SHOULD HAVE DURING THE HEXT SEVERAL YEARS

I believe that there is none indicated at the present time, especially in view of the time and schedule demanded by my cover functions.

SECRET

Microscope succe Microscope successory Epichamo successory OWOLL 1

It think that in view of the difficulty of obtaining through legitimate means, the kind of sover configuration to have at the precent time, I should stay where I said that, leadouncters may wish to live consideration to my moving to a position analogous to the one I have in sincipation which is comparable in access and coverent to what we know to be the case in Unicalism.
I would like, at any rate, to be able to continue to use the French language operationally.
118. INDICATE IF YOU DESIRE TO EXTEND YOUR CURRENT TOUR BY CHECKING IN APPROPRIATE BOX. ALSO INDICATE PREFERENCE FOR NEXT REGULAR ASSIGNMENT BY INSERTING 1. 2. 8.3 (for let; 2nd. and 3rd choice) IN REMAINING BOXES. COMPLETE ALL ALTERNATE CHOICES AND OPTIONS IN ALL CASES EVEN THOUGH YOU ARE REQUESTING AN EXTENSION OF YOUR TOUR.
E EXTEND TOUR 6 to 12 MONTHS AT CURRENT STATION TO COL 74 - Apr 75
BE ASSICNED TO HUMENS EQUITATION OF CUTY THEFTCATE SIND CHOICE OF DIVISION STAFF OR OFFICE.
BE ASSIGNED TO ANOTHER FILD STATION; INDICATE CON GEOGRAPHIC AREA O
TE RETURN TO MY CURRENT STATION
TO BE COMPLETED BY FIELD STATION
12. IN CONSIDERATION OF THE EXPERIENCE AND PERSONMENT OF THE EMPLOYEE AND HIS PREFERENCE FOR NEXT ASSIGNMENT, INDICATE YOUR RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING:
Station recommends approval of entension - If CASASIN retains present, excellent cover with, it
is a natural for coverage of primary targets.
TO BE COMPLETED BY APPROPRIATE HEADQUARTERS OFFICE
13. IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE, HIS PREFERENCE FOR NEXT ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF YOUR COMPONENT, INDICATE YOUR COMPONENT'S AFCOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING.
Hes approves home leave in April 1974 and new tour.
DATE 19 1971 TITLE Parantic Offignature limitate Galey
FOR USE BY CAREER SERVICE
4. APPROVED ASSIGNMENT:
House leave in Atril 1114 followed by a new tour.
CABLE NO DATED:
CAREER SERVICE REPRESENTATIVE:

FITNESS REPORT MOTE Servisor or Reviewing Official may assign a higher if CONSOENTIAL is not adequate for the report when comp	
SECTION A. GENERAL INFORMATION	
1. EMPLOYEE NUMBER 2. MAME (bost, first, middle) 3. DATE OF BIRTH 4. SEX 5. GR	ADE & SD
	15 D
7. CITICIAL POSITION TITLE Career Associate DDO/EUR DOO/EUR	
10. TYPE OF APPOINTMENT 11. TYPE OF REPORT	
CAREER CAREER RESERVE ANNUAL 21-MONTH REASSIGN	SPECIAL
12. PEPORTING PERICO (France) 13. DATE REPORT DUE IN Q.P.	, ,
SECTION B PERFORMANCE EVALUATION	
U-Uniquifactory Performance is unacceptable. A rating in the caregory requires immediate and positive remedial across. The nature	of the ochon
could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe or proposed in Section C.	action taken
M—Morginal Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and exercised.	redial actions
P-Proficient Performance is satisfactory Desired results are being produced in the manner expected.	•
5- Strong Performance is character and the exceptional proficience	
O Outstanding Performance is no exercisonal in relation to requirements of the work and in comparison to the performance of others work as to warrant special recognition.	doing similar
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 performs EACH specific duty. Cansider CNLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be their ability to supervise indicate number of employees supervised).	
SPECIFIC DUTY NO. 1	RATING LETTER
Maintenance of effective NOC status and functioning as a WOMACE officer in this situation.	Ó
SPECIFIC DUTY NO. 2	RATING
Exploits his natural access to Soviet personnel for operational needs.	P
BPECIFIC DUTY NO. 3	RATING
	LETTER
Exploits his wide range of contacts inside and outside his cover organization for operational purposes.	ין
OFECIFIC DUTY NO. 4	RATING
	LETTER
Makes imaginative use of cover position to meet Chinese officials at international conferences.	s
PECIFIC DUTY NO. 8	RATING LETTER
Operational reporting.	s
PECIFIC DUTY NO. 6	RATING
	LETTER
	ı
OVERALL BEDEOBALLY OF THE CHROSTIC POCITION	
OVERALL PERFORMANCE IN CURRENT POSITION	RATING
ake into account everything about the employee which influences his effectiveness in his current position such as performance of executic duties.	LETTER

FORM 45N

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E-2, IMPDET CL 37 007622

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NARRATIVE COMMENTS

Ingrate signif cant strengths ar weaknesses demontrated in auffant position beaung in prace perspective their relationship to excit performance State tuggestions mode for improvement of work performance. Cisé recommendations les tribinings to be on toroge insquare competence. It rendiced for turient painting. Amolify or explain tenings ultim in section B to provide best basis for determining (littue personnel extent). Majorer of performance of managerial or supersuary duties and cost consciouse is in the basis of personnel space, equipment and funds, must be commented on, it applicable. It

During the period covered by this report, Subject has settled into his new cover job as an upper-level executive in an international organization. This salary offsets approximately 40% of the cost of maintaining this NOC in Paris. His cover is, however, excellent for other than financial reasons: Subject's experience and skills are such that he is admirably qualified to perform the job and is doing outstanding work in the eyes of his peers and supervisors, all of whom are unwitting. More importantly, it places him in a situation where he has normal, daily contact with numerous Soviet officials and by skillful use of his cover job he concocts logical reasons for contacting Chinese officials to whom he does not have natural access. In addition to direct contact to target individuals, Subject uses his position to spot and assess co-workers having access to Station targets.

The area of Subject's performance most in need of strengthening is follow-up development of operational targets. His cover situation is comewhat unique for an NOC in that it puts him in daily contact with his priority target group: Soviet officials and other potential agents having direct access to Soviet officials. This access is not fully exploited. He should make a concerted effort to expand social and/or business contacts with the four or five Soviet officials who work in close proximity to him and to seek out and assess eight or ten third

CERTIFICATION AND COMMENTS SECTION D BY EMPLOYEE I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT SIGNATURE OF EMPLOYEE 15 Feb 74 /s/ Thomas B. CASASIN BY SUPERVISOR IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION DATE OFFICIAL TITLE OF SUPERVISOR TYPED OR PRINTED NAME AND SIGNATURE /s/ Oleg N. Selsky Operations Officer for Joe Irl Saltsman BY PEVIEWIN'S OFFICIAL

I concur with the supervisor's letter ratings and with the substance of his narrative comments. Put as simply as possible, Subject has done an outstanding job in establishing superb access cover; it now remains for him and the Station to exploit it operationally. On the basis of his ability during the reporting period to establish meaningful relationships with target Soviets or to spot and assess leads to potential agents who can, Subject's retention is this assignment would not be justified in terms of costs. The 40% rebate does make this effort entirely defensible, however, but Subject should understand that we expect more concrete results now that his cover position has been

Solidified. 12 Feb 74

Deputy Chief of Station /s/ John W. Berg

CONFIDENTIAL

SECTION C - Narrative Contents (continued)

country nationals who work in the same offices as these Soviet officials. The objective is more first hand reporting by Subject on Soviet officials and assessment reports on several of his co-workers who can be selected and recruited (based on his assessment reports) by other case officers to serve as access agents to Soviet officials.

Despite long service as an NOC, Subject's knowledge of and responsiveness to Organization priorities and requirements has not weakened. He concentrates on priority targets and his operational reporting is complete, on target and highly literate.

As is normal in an NCC position, Subject has no supervisory duties over Organization personnel although his cover job does include supervisory responsibilities. Subject is meticulous in his presentation of financial accountings and his operational expenses are modest. There are no administrative problems related to this project.

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FITNESS REPORT - FIELD TRANSMITTAL SPECIAL NOTE: Fitness Reports must be prepared with die regard for servire considerations: For example, in the case of administrative and supersonnel and others whose duties do not in themselves reveal sources of information and methods of operation, it is normally expethed a complete and realistic statement of specific duties may be reported in Section B. However, the nature, source, purpose or disting of information or operations will not be included. On the other hand, the description of specific duties of certain other playees may jeopardize security and should not be tully reported on this farm. In these cases, general statements of specific dwill be included in Section B indicating the level of responsibility. INSTRUCTIONS The following items of the Fitness Report will NOT be completed by field personnel. SECTION A, items 2, 3, 7, and 8 SECTION D, items 1, 2, and 3 (Only in respect to "Typed or Printed Name and Signature") 1. I CERTITY THAT, EXCEPT FOR ITINS ONLITTED UNDER THE AROUST INSTRUCTIONS OR REGULATIONS. Thomas B. CASASIN Thomas B. CASASIN Thomas B. CASASIN SECTION D, items 1, PROPERTY OF THE TIME OF COMPLETED UNDER PROVISIONS OF CURRINT INSTRUCTIONS OR REGULATIONS. REPORT MAY BEEN COMPLETED UNDER PROVISIONS OF CURRINT INSTRUCTIONS OR REGULATIONS. TYPED OR PRINTED NAME AND STANTURE OF SUPERVISOR (in paradonym) Reginald M. GUNION TYPED OR PRINTED NAME AND STANTURE OF REVILERING OFFICIAL (in pseudonym)			CONFIDENTIAL			
Fitness Reports must be prepared with due regard for security considerations: for example, in the case of administrative and supersonnel and others whose duties do not insthemselves reveal sources of information and methods of operation, it is normally expetited and complete and realistic statement of specific duties may be reported in Section B. However, the nature, source, purpose or distinct of information or operations will not be included. On the other front; the description of specific duties of certain other playees may jeopardize security and should not be fully reported on this form. In these cases, general statements of specific dwill be included in Section B indicating the level of responsibility. INSTRUCTIONS The following items of the Fitness Report will NOT be completed by field personnel. SECTION A, items 2, 3, 7, and 8 SECTION D, items 1, 2, and 3 (Only in respect to "Typed or Printed Name and Signature") 1. LICENTITY THAT I HAVE SEEN DATE THOMAS B. CASASIN 2. LICENTITY THAT I HAVE SEEN DATE THOMAS B. CASASIN 2. LICENTITY THAT, FECTOR TIME OWNER PROVISIONS OF CURRINT INSTRUCTIONS OF REFURENCE OF REFURENCE ON PRINTED NAME AND SIGNATURE OF SUPERVISOR (in partitions) REPORT HAVE BEEN COMPLETED UNDER PROVISIONS OF CURRINT INSTRUCTIONS OF REFURENCE OF REVIEWING OF ICENTIONS TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR (in partitions) Reginald M. GUNION TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OF ICENT (in preudon)		FITNESS REPO	DRT - FIELD TRANSM	ÌTTĂL.	10 70 74	
Derionnel and others whose duties do not inthemselves reveal sources of information and methods of operation, it is normally expethed a complete and realistic statement of specific duties may be reported in Section B. However, the nature, source, purpose or distingt of information or operations will not be included. On the other hand, the description of specific duties of certain other playees may jeopardize security and should not be fully reported on this form. In these cases, general statements of specific dutil be included in Section B indicating the level of responsibility. INSTRUCTIONS The following items of the Fitness Report will NOT be completed by field personnel. SECTION A, items 2, 3, 7, and 8 SECTION D, items 1, 2, and 3 (Only in respect to "Typed or Printed Name and Signature") 1. I CERTIFY THAT I HAVE SLEN DATE THOMBAS B. CASASIN 2. I CERTIFY THAT FECTIFIED TIMES OMITTED UNDER PROVISIONS OF CURRENT INSTRUCTIONS. ALL ITEMS APPEARING ON THE ATTICHED FITH REPORT HAVE BEEN COMPLETED UNDER PROVISIONS OF CURRENT INSTRUCTIONS OR REGULATIONS. DATE TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR (in participally) Reginald M. GUNION TYPED OR PRINTED NAME AND SIGNATURE OF REVILWING OF ICIAL (in pseudonym)			SPECIAL NOTE		.1	•
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Reginald M. GUNION TYPED OR PRINTED NAME AND SIGNATURE OF REVILHING OFFICIAL (In pseudonym) 12 21. 74	REPORT HAVE BEEN COMPLETED U	DER PROVISIONS OF LU	RRINT INSTRUCTIONS OR R	GULATIONS.	<u> </u>	11%
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George T. HEMSLEY TO TUME	"12 2h 74	= = = =	W	1 /the	(eudonym)	~
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1 August 1972

MEMORANDUM FOR: Chief, Transactions & Records Branch

FROM

: Contract Personnel Division ...

SUBJECT

CASASIN, TB

Contact C/CPD prior to servicing any request for verification of Agency service.

/s/ Don H. Luctucher

Dow ii. Lucticher
Chief
Confract Personnel Division

NOTE: Subject converted from Staff Agent status to Career Agent status
effective 15 May 1972; this should be placed in his terminated
Staff Agent file.

SECRET

GROUP I - Excluded from automatic downgrading and declassification;

1 August 1972

MEMORANDUM FOR: Chief, Insurance Branch/BSD/OP

This is to advise that Thomas B. CASASIN (P)
has been employed under an Agency personal services contract
effective 15 May 1972 . The contract authorizes
participation in Civil Service Retirement, FEGLI and Federal
Health Insurance.

Subject's contract is the administrative responsibility of DDP/EUR

/s/ Pow H. Inglambar

Dow H. Luctscher
Chief
Contract Personnel Division

Former Staffer (Stf Agnt)

SECRET

GROVP 1 - Engleded from automatic descriptation and declaration to

		FITNESS	REPORT			<u>-</u>	UO6102	NUMBER
SECTION A	71 V. 7.	. 7		NERA		25°		<u> المنافظة ا</u>
1. NAME	(Last)	(First)	(Middle)	4 .	TE OF BIRTH	3. BE X	4. GRADE - 9. 30	
	asasin	Thomas	В.		Jan 24	<u>, M</u>	GS-15 D	
	S Office	•			P/EUŘ/F	A 3310 NAME I	Paris	N
O. CHECK ILL TY			 		HECK (X) TYPE	OF RE PO		
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CAREEN	OVISIONAL (Se	inetrucitane - Se	ernan C)	X	ANNUAL	1 12	REASSIGNMEN	TEMPLOVE
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I. DATE REPORT	. , -			- ·	EPORTING PER			· .
	March 197		DEDEADLANG		April 71	- 31 M	arch 1972	· · · · · ·
U-Unsatisfactory		···	PERFORMANO				medial action. The nature o	<u>:</u>
M-Marginal P-Proficient S-Strong	or proposed in S Performance is a taken or recomm Performance is a Performance is a	leficient in some as leficient in some as lended should be di atisfactory. Desired haracterized by exi	pacts. The regions riched, results are being preferenced proficience	for assign	ing this rating of	ould be sto pected.	or to separation. Describe of	dial actions
Q-Outstanding		o exceptional in rela Nt special recogniti		ts of the	work and in com	parison to th	ne performance of others d	oing similar
		Treperor recognition	SPECIF	וכ חוו	ries			
	lintenance	of effectiv		4		aing		RATING
PECIFIC DUTY NO	, 11			* =: *				RATING
Ma	intains di	rect contac	t with MHI	IARS	H person	el.		S
up	ovides spo with addit	tting repor						RATING
ECIFIC DUTY NO.	Station.							RATING
n -	' · نه داسمسه	CL. 42						LETTER
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ECIFIC DUTY NO.	8							RATING
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ECIFIC DUTY NO.	• -			•				RATING LETTER
:		•			,		10197	x
		OVERALL P	ERFORMANC	E IN C	JRRENT PO	SITION	100	
mance of specifi	c duties, prod s or talents. B	uctivity, conduct asped on your kn	t on job, cooper owledge of emp	rativene layee's	11, pertinent overall perfo	personal (rmance du	position such as per- vaits or habits, and ring the rating period, level of performance.	RATING LETTER

Reviewed by OP/SPD/PPE

SECRET

COMMENTS

CTION	•		- N'A'D	DAT	'ıv	c

echnisses demonstrated in current position hosping in proper perspective their relationship & e for improvement at work performance. Give recommendations for training. Comme for current position. Amplify or explain ratings given in Section B to provide best oction Monne: provide monne m. Mailagerial or supervisory duties and core conficious estable. If extra space is needed to complete

During the period covered by this report subject's job with a scientific publication was terminated for economy reasons. He has now, by his own efforts and with no BKTRUST help, obtained a similar position (as of mid-March the contract has not been signed but it is almost certain that he has the job) with an international organization. The job is at a professional level with a salary that will offset approximately 40% of the total cost of this activity. His French fluency and background in scientific journalism were instrumental in obtaining this job. Subject's operational security is good and all indications are that his cover security is superb.

Despite a full time cover job, and completely unwitting employer, subject has maintained a high output for BKTRUST. He has maintained trequent and meaningful contact with two MHHARSH nationals in Paris and with an MHHARSH couple in another European city. The flow of spotting reports is equal in number and quality to those produced when his cover work was less demanding. One person spotted and assessed by subject was successfully recruited by an "inside" case officer. Subject's cover situation precludes the possibility of his recruiting.

/continued/

SECTION D	CERTIF	ICATION AND COM	MENTS		
1.		BY EMPLOYEE			
	ERTIFY THAT I HAVE	SEËN SECTIONS A, B, A	ND C OF THIS REPOR	7	
OATE	/s/ Thom	ias B. CASASII	V		
2.		BY SUPERVISOR	, N. 14.		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HA	S NOT BEEN SHOWN TO	EMPLOYEE, GIVE EX	PLANATION .	
DATE	OPPICIAL TITLE OF SUPERVISOR OPS Officer		TYPED OR PRINTED NAME AND SIGNATURE		
24 March 1972	ops off	icer	/s/ Joe II	RL Saltzman	
3.	87	REVIEWING OFFICIAL			
See Atta	ched Sheet.				
27 March 1972	DCOS	REVIEWING OFFICIAL	/s/ Hugh Mo	name and signature entgomery	

SECTION C NARRATIVE (continued)

It has been noted in past titness reports that subject was weak in long-range, operational development of a target. The ease and probable success of an extended development is a function of the personalities involved. During this reporting period subject has conducted a sustained development of an MHHARSHER despite their different ages and divergent personalities thus demonstrating improvement in this area.

It some times appears that subject's reporting could be more precise and more closely attended to BKTRUST objectives. This is probably the result of time limitations, and the NOC officer's knowledge of BKTRUST needs is lessened by his relative isolation.

As is normal in a NOC situation, subject has no supervisory duties with BKTRUST personnel. His cover job provided supervisory responsibility. Subject is meticulous in presentation of financial accountings and his operational expenses are modest.

Section 3 - Comments by Reviewing Official

The career of this NOC officer has reached a crucial juncture; if, as we currently anticipate, he succeeds in landing the position for which he appears to have the inside track, he will gain access to an institution and its employees which could prove to be invaluable. His new function will permit the widest possible access to a variety of targets, and with careful guidance, his utility as a spotter and assessor should improve very substantially.

The report notes that this officer has conducted a lengthy dialogue with an MiHARSH target; it is quite accurate that our NOC has handled himself well in a situation where disparity in age and background renders the relationship somewhat incongruous. Nonetheless, accuracy requires that we record that the NOC's interlocutor has obviously not maintained this ongoing relationship solely for altruistic motives, and has, in point of fact, on one occasion suggested that the NOC might wish to "help" him in the preparation of restricted distribution reports on the local situation, even though the particular topic was in itself totally innocuous. For these reasons we continue to monitor this relationship with great care, particularly since we simply cannot assess its longer range viability and the direction it is likely to take.

In sum, the NOC has done the best he could under somewhat trying circumstances, exacerbated by the severe economic problems of his erstwhile employer, which led to the NOC's being separated from that position at the end of last year. Through his own efforts, the NOC learned of the vacancy for which he has applied, and by assiduous and discriminating manipulation of his extensive connections on the local scene, has managed to maneuver himself into becoming the leading candidate for the post. If he is accepted for this position, his value to the Organization will unquestionably increase by a quantum leap, and we are consequently optimistic concerning his future ability to make an impressive contribution to Organizational goals on the local scene.

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- 1. UNITED STATES CIVIL SERVICE COMMISSION BACKGROUND INVESTIGATION CASASIN) HAS BEEN CANGELLED.
- 2. ALSO TAKING MEASURES BACKSTOP PRIOR EMPLOYMENT. BUT REGRET IT NOT POSSIBLE BACKSTOP WITH FEDERAL RECORDS CENTER. IF UNCAIRD QUERIES FRO ITS RESPONSE WILL BE -"NO RECORD."
- 3. IF UNCAIRD RUSRIES SKOGSBERG DELEGATION RE FRC RESPONSE. PRESUME SKOSSBERG CAN ARRANGE REPLY THAT MERC IN ERROR" BECAUSE CSC INVESTIGATION CONSISTENT CASASIN'S CURRICULUM VITAE.

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RELEASING OFFICER

- 1. FOLLOWING IS STATUS REPORT ON TALKS WITH CASASIN RECONVERSION TO CAREER AGENT:
- A. PROCESSING FOR CONVERSION DISCUSSED AT LENGTH WITH CASASIN AND HE AGREEABLE TO TERMS AND CONDITIONS OF CONTRACT.

 WHICH NOW IN PROCESS. CONTRACT WILL BE FORWARDED WHEN RECEIVED.
- B. IN ORDER CONVERT CASASIN TO CAREER AGENT IT NECESSARY

 TO ALLOW HIM RETAIN PORTION OF COVER SALARY IN LIEU OF 10% LOSS

 OF STAFF STATUS PAY AND TO MOVE HIM FROM GS-15/8 TO 15/10 LEVEL.

 ABOVE WILL BE SPELLED OUT FULLY IN CONTRACT.
- C. CASASIN WILL BE TRANSFERRED TO BELLE UPON DATE
 OF HIS ACCEPTANCE BY UNCAIRD.
- 2. SHOULD CASASIN NOT BE ACCEPTED BY UNCAIRD, HQS RECOMMENDATION, SUBJECT TO STATION CONCURRENCE, UOULD BE FOR CASASIN
 TO REMAIN PARIS AS STAFF AGENT FOR RELATIVELY BRIEF PERIOD TO

 COMPLETE CURRENT OPS ASSIGNMENTS. FOLLOUING THIS PERIOD CASASIN
 WOULD BE PETURNEDWIGG FOR REASSIGNMENT. REQUEST STATION COMMENT.

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Attachment #1

Item 44. Operational Expenses

Reimbursement for payment of fringe benefit programs of cover organization (including retirement, health, and life insurance) when it is determined by the Agency that membership therein is necessary for cover and/or security.

Attachment 12

Item 50. Offset of Income

In accordance with IN 20-129(2b), CASASIN will initially be permitted to retain \$1449 of his cover income without offset. Upon successful completion of three years service under this contract, the offset will be further reduced by \$551, which totals \$2000.

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FROM: Office of Medical Services

SUBJ: Interim Medical Disposition

This is to advise that the medical processing of NCC.... VOLTA Williams is incomplete awaiting receipt of supplemental medical information or completion of corrective medical action. Final medical disposition will be issued when this matter is resolved.

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DATE TYPED AME & SIGNATURE OF REQUESTING-OPERAT. DATE TYPED NAME & SIGNATURE OF CONTRACT APPROVING OFFICER

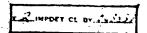
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Mr. Thomas B. Casasin

Dear Mr. Casasin:

The United States Government, as represented by the Contracting Officer, hereby contracts with you as an Independent Contractor to render professional services of a confidential nature under the following terms and conditions:

- 1. Fee. For professional services rendered hereunder, you will be paid a fee calculated at the rate of \$8,000 per annum. Payments will be made as requested by you in writing in a manner acceptable to the Government.
- 2. Taxes. As an Independent Contractor, monies paid you under paragraph one (1) above constitute taxable income for Federal tax purposes and you must satisfy your Federal tax liability thereon. Such income may be paid you by or through a cover facility. Because of cover, operational and security considerations, the Tax Board or this organization is authorized to make certain determinations and establish procedures (including tax withholdings) which will result in the full satisfaction of your Federal income and Social Security tax obligations. It is specifically understood and agreed that such determinations and procedures, whether oral or written, constitute an integral part of this contract and are legally incorporated herein by reference.
- 3. Travel. You will be advanced or reimbursed funds for travel and transportation expenses for you and your dependents to and from your permanent post of assignment and for you alone for authorized operational travel. In addition, you will be entitled to storage of such household and personal effects as are not shipped in conformance with applicable organization policies and procedures. You may be entitled to per diem in lieu of subsistence in the course of all travel performed hereunder and when authorized for you alone while on temporary duty away from your permanent post of assignment. Upon your satisfactory completion of services hereunder, you will be authorized transportation expenses for you, your dependents and your household and personal effects to your recorded permanent place of legal residence in the United States. All travel, transportation and per diem provided for under this paragraph must be properly authorized and expenses incurred herewith are subject to payment and accounting in substantial compliance with Government regulations or your cover facility, whichever is directed by the Government.
- 4. Operational Expenses. You will be advanced or reimbursed funds for necessary operational expenses including, but not limited to, entertainment and the purchase of information, as specifically approved by the Government. Such funds will be subject to payment and accounting in substantial compliance with applicable Government regulations.
- 5. Repayment. It is recognized that your failure to account for or refund any monies advanced you hereunder shall entitle the Government to withhold the total amount of such indebtedness or any portion thereof from any monies due you under the terms of this contract in such manner as it deems appropriate.
- 6. Execution of Documents. If, during your utilization hereunder, you assume the custody of Government funds or take title of record to property of any nature whatsoever and wherever situate, which property has in fact been purchased with monies of the U. S. Government, you hereby recognize and acknowledge the existence of a trust relationship, either express or constructive, and you agree to execute whatever documents may be required by this organization to evidence this relationship.



- 7. Status. Your legal status under this agreement is that of an independent Contractor. Nothing contained herein shall be construed as implying the creation of an employee-employer relationship.
- 8. Requirements. Requirements levied upon you by this organization hereunder are a part of this contract provided they are not inconsistent with the terms hereof.
- 9. Unauthorized Commitments. No promises or commitments pertaining to rights, privileges or negotiated benefits other than those expressly stipulated in writing in this agreement or any amendment thereto shall be binding on the Government.
- 10. Secrecy. By virtue of personal knowledge acquired during this and any previous association, you will become privy to employees, associates, plans, programs, methods and the like of this organization, in particular, and the U. S. Intelligence Community, in general. As a direct consequence of this knowledge, you agree to keep forever secret all classified information so obtained; to refrain from presenting a paper, writing for publication; making a speech through any media or forum, or other public statement on the subject of intelligence, factual or fictional, without prior authorization by the Government. Violation of such secrecy may subject you to criminal prosecution under the espionage laws of the U. S. and other applicable laws and regulations.

UNITED STATES GOVERNMENT

By /S/ Charles W. Sandram
Contracting Officer

ACCEPTED:
Thomas B. Casasin
Thomas B. Casasin
WITNESS:
· . •
APPROVED:

RCB/14 74

Mr. Thomas B. Casasin

Dear Mr. Casasin:

The United States Government, as represented by the Contracting Officer, hereby contracts with you for your services as a Career Agent under the following terms and conditions:

- l. Status. Your status is that of a Government employee under contract and, as such, your rights and benefits are governed by the provisions of this agreement. It is specifically understood that you are not entitled to rights and benefits pertaining to appointed staff status, except as provided herein.
- 2. Cover: In the performance of your services hereunder, you will act under cover suitable to conceal your relationship with the Government. It is expressly understood and agreed that any and all documents which you may execute in the course of such cover employment are subordinate to this agreement and any contradiction of terms which may in any way amplify, extend or restrict your rights and/or obligations hereunder shall be resolved by this agreement which shall always be dominant.
- 3. Compensation. In full consideration for your services as a Career Agent, and subject to the provisions set forth in paragraph four (4) below, you are guaranteed payment of a basic salary of \$33,260 per annum, the equivalent of a GS-15/10. In addition, you are herein authorized legislative salary adjustments and a post differential in substantial conformance with rules and regulations applicable to Government appointed personnel. Your Federal Tax liability, benefits, retirement and the like shall be based upon said basic salary.

4. Disposition of Cover Emoluments.

(a) Earned Cover Income.

- (1) Earned cover income is herein defined as income (including benefits in kind) received by you from your cover activities, which income does not have as its source the Government (this organization) or for which reimbursement from the Government has not nor will be sought by the cover activity.
- (2) Earned cover income in an amount initially computed at the .ate of \$1449 per annum may be retained by you in addition to your basic contractual salary for the first three consecutive years of successful service hereunder; thereafter, at the rate of \$2000 per annum.
- (3) Earned cover income in excess of that set out in subparagraph two (2) above will be offset and thereby reduce your basic contractual salary by a like amount.

- (4) You will initially report to this organization, upon assumption of cover status and thereafter on an annual basis, your rate of cover compensation. Any changes during the year will also be reported. This organization will pay your basic contractual salary (initially \$33,260) until such time as reports indicate cover income in excess of that set out in sub-paragraph two (2) above. You will thereafter be paid at your full rate of compensation less anticipated carned cover income based on the last report. Adjustments, if any, will be made following receipt of the yearend report. Failure to timely submit reports may result in a delay or suspension of contractual payments due you hereunder.
- (b) Other Cover Emoluments. With the exception of earned cover income, emoluments (including benefits in kind) received from or through your cover activities are the property of the Government and will be disposed of at such times and in such a manner as the Government may prescribe.
- 5. Taxes: (a) As an employee of the Government, you must satisfy your rederal tax liability on the taxable income paid to you under paragraph three (3) above. Such income may be said you by or through a cover facility. Because of cover, operational and security considerations, the Tax Committee of this organization is authorized to make certain determinations and establish procedures which will result in the full satisfaction of your Federal income tax liability on said income. It is specifically understood and agreed that such determinations and procedures, whether oral or written, constitute an integral part of this contract and are legally incorporated herein by reference.
- (b) You will not be required to bear the expense of foreign taxes on income paid or guaranteed you by the Government under paragraph three (3) above. You will be reimbursed for such foreign taxes paid by you, consistent with your cover.
- 6. Allowances. You will be entitled to: (a) Living quarters allowances in conformance with regulations of this organization applicable to its appointed personnel. In the event you are furnished quarters by your cover facility or the Government you will not be entitled to the living quarters allowances herein indicated.
- (b) Cost-of-living allowances in conformance with applicable regulations of this organization including, but not limited to, a post allowance or, if applicable, an equalization allowance in lieu thereof, a supplementary post allowance, a transfer allowance, a home service transfer allowance and a separation allowance.

- 7. Travel. You will be advanced or reimbursed funds for travel and transportation expenses for you, your dependents, your household effects and your personal automobile to and from your permanent post of assignment, and for you alone for authorized operational travel. In addition, you will be entitled to storage of such household and personal effects as are not shipped in conformance with applicable Covernment regulations. You will also be authorized shipment of household effects; presently stored in Paris, France, for combination with such household offects as are presently in storage within continental United States. You may be entitled to per diem in lieu of subsistonce in the course of all travel performed hereunder and, when authorized, for you alone while on temporary duty away from your permanent post of assignment. All travel, transportation and per diem provided for under this paragraph must be properly authorized, and expenses incurred hereunder are subject to expreent and accounting in compliance with applicable Government regulations or according to the established policies of your cover facility. whichever is directed by the Government.
- 8. Operational Expenses. You will be advanced or reimbursed funds for necessary operational expenses including but not limited to payment of fringe benefit program costs, of your cover organization (including retirement, health and life insurance) when it is determined by this organization that membership therein is necessary for cover and/or security, also entertainment and the purchase of internation, as specifically approved by the Government. Such funds will be subject to payment and accounting in compliance with applicable Government regulations or according to the established policies of your cover facility, whichever is directed by the Government.
- 9. Repayment. It is recognized that your failure to account for or refund any monies advanced you horeunder shall entitle the Government or your cover facility to withhold the total amount of such indebtedness or any portion thereof from any monies due you under the terms of this contract in such manner as it deems appropriate.
- 10. Benefits. (a) By virtue of your employment relationship with the Government hereunder, you are entitled to coverage under the Federal Employees' Compensation Act, as amended. Claims by you, your heirs, or legal representatives under this paragraph will be processed by this organization in accordance with its procedures in such manner as not to impair security.
- (b) You will be entitled to sick, annual, and home leave (including travel expenses incident thereto) equal to and subject to the same rules and regulations applicable to Government appointed employees. Annual leave may only be taken at times and places approved in advance by appropriate representatives of the Government or cover officials. All accrued but unused leave credited to your account under previous employment with the United States Gövernment will be transferred to the leave account established for you under this agreement.
- (c) You will be entitled to the continuance of pay and allowances in a manner similar to that set forth in the Missing Persons Act.

- (d) Your participation in the Retirement and Disability System of this Organization is preserved by virtue of your transfer without a break in service from a position of employment wherein qualification for such status was achieved. Contributions into the Retirement and Disability Fund will be deducted from the basic compensation due you hereunder.
- (c) You are herein authorised continued coverage under the Federal Employees' liealth Denesits Act. This organization is presently authorized to bear a portion of the premium cost, you will bear the remainder. Your financial contribution will be effected either by payroll deduction or by direct remittance at periodic intervals to be established by this organization.
- (f) You are herein authorized continued coverage under the Federal Employees' Group Life Insurance Act unless you have previously executed a written waiver of said coverage. This organization is presently authorized to bear a portion of the premium cost, you will bear the remainder. Your financial contribution will be effected either by payroll deduction or by direct remittance at periodic intervals to be established by this organization.
- (g) (1) This organization is authorized to may the cost of necessary hospitalization and related travel expenses for illness or injury incurred by a United States-citizen full-time Contract Employee in the line of duty while abroad.
- (2) This organization may pay certain necessary costs of hospitalization and related travel expenses for illness or injury incurred by the dependents of a United States citizen full-time Contract Employee permanently assigned abroad, while they are located abroad.

It is understood and agreed that the eligibility and extent of the participation by you and your dependents in the above medical programs will be in conformance with the rules, regulations, and policies of this organization in effect at the time an illness or injury is incurred, that all claims will be submitted only to this organization and that adjudication of such claims by this organization shall be final and conclusive.

- (h) You will be entitled to claim reimbursement for loss of personal property pursuant to applicable Government regulations.
- II. Offset. Emoluments (including benefits in kind) received from or through your cover activities are the property of the U. S. Government. Procedurally, such emoluments will be offset against amounts due you under this agreement and are acknowledged to be payment by the Government hereunder and for federal income tax purposes. If cover emoluments exceed those due you under this contract, you will dispose of the excess amount in conformance with governmental instructions.

- 12. Execution of Documents. If, in the performance of services under this contract, you assume the custody of Government funds or take title of record to property of any nature whatsoever and wherever situate, which property has in act been purchased with monies of the U.S. Government, you hereby recognize and acknowledge the existence of a trust relationship, either express or constructive, and you agree to execute whatever documents may be required by the Government to evidence this relationship.
- 13. Secrecy. (a) You will be required to keep forever secret this contract and all classified information which you may obtain by reason hereof (unless released in writing by the Government from such obligation), with full knowledge that violation of such secrecy may subject you to criminal prosecution under the espionage laws of the United States and other applicable laws and regulations.
- (b) In the event you marry or remarry during the term of this contract, you agree to advise this organization at least one hundred twenty (120) days in advance of such contemplated marriage, or otherwise as soon as known, and to furnish such personal history data on your prospective spouse as may be required by this organization. You understand and agree that should this organization determine that your marriage would limit or otherwise impair your usefulness to the Covernment, this contract may be terminated.
- 14. <u>Instructions</u>. Instructions received by you from the Government in briefing, training or otherwise are a part of this contract and are incorporated herein, provided that such instructions are not inconsistent with the terms hereof.
- 15. Reassignments. During your period of service under this agreement, it may be necessary for this organization to terminate an assignment for easons beyond your control. In such event, you will be given every consideration for other assignments appropriate to Career Agents.
- 16. Unauthorized Commitments. No promises or commitments pertaining to rights, privileges or benefits other than those expressly stipulated in writing in this agreement or any amendment thereto shall be binding on the Government. Specifically, you herein acknowledge that this organization makes no commitment, either express or implied, that appointed employment status will be offered you at the conclusion of or during your period of contractual service.
- 17. Term. This contract is effective as of 15 1/2 1/1/2 and shall ontinue thereafter for an indefinite period unless sooner terminated:
 - (a) Upon ninety (90) days' actual notice by either party hereto,
 - (b) Upon actual notice to you in the event the results of an initially required medical examination are determined by this organization to be unsatisfactory, or

SECTED.

(c) Without prior notice by the Government, in the event of a breach of this contract by your violation of the security provisions hereof or by your otherwise rendering yourself unavailable for acceptable service.

Termination of this agreement will not release you from the obligations of any security oath you may be required to take.

UNITED STATES GOVERNMENT

John Bern. Ison

BY_

Contracting Officer

ACCEPTED:

Morean B. Caracia

Thomas B. Casasin

WITNESS:

APPROVED:

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AMENDMENT TO

SUPPLEMENT TO STAFF AGENT PERSONNEL ACTION FOR THOMAS B. CASASIN

Mr. Thomas B. Casasin

Dear Mr. Casasin:

Reference is made to your Staff Agent Supplement, effective 5 August 1962.

Effective 27 September 1965, all reference to income is deleted from that supplement and the following provision is substituted:

Taxas. As an appointed employee of the Government you must satisfy your Federal income tax liability on taxable income paid to you. Such income may be paid you by or through a cover facility. Because of cover, operational and security considerations the Tax Committee of this organization is authorized to make certain determinations and establish procedures which will result in the full satisfaction of your Federal income tax liability on income directly received as a result of your Federal employment. Such determinations and procedures constitute an integral part of your Staff Agent administration.

BY Personnel Officer

Clopy fonchia to field Timet 452637

Dark Salan O ADMIN RERS TORSY WODEEP Thomas B. CASASIN REF: PARIS 27701, 27 April 1972 A As reported in reference, CASASIN begins his UNCAIRD job on 5 June 1972. Forwarded USC are a Curriculum, Vitae which he prepared for UNCAIRD and a completed form required for an LNLUTE socurity clearance. Regmald M. GUNION Atlachment: 1. As stated, USC Distribution: 15 Mary 72 2 63= C/EUR w/att USC 1- Nee RCG CS COPY COST RELEGIENT TO DISPARCH STMESSE AND NUMBER 6 YAS 1972 OFPA-95019 4 May 1972

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Paughter 9. List any of your relatives employed by the United Hations or its Specialized Agencies: Dannée les noms de ceux de vos parents qui sont employes par les Nations Unies ou une des Institutions : disfes.

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11. If employed, you will be required to pass a medical examination. Have you any disabilities which might limit your prospective field of work or prochedyour undertaking any necessary travel by air ?

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12. For what type of work or for which specific post do you wan to be considered t - Quel genre d'emplor ou quel poste frécis vous interesse?

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SECTION C NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in propet perspective their relation king to a verall performance. State suggestions made for improvement of work performance. Give recommendations for training: Comment of work performance. Give recommendations for training: Comment on foreign, longwage competence, if required for current position. Amplify or explain ratings given in Section B to provide best basis for determining furner personnel action. Monner of performance of managerial or supervisory duties and cost consciousness in the way of personnel, exact, squipment and lynds, must be commented on, if applicable. If extre space is needed to complete Section C, otrach a separate sheet of paper.

During the period under review, Subject managed to gain full-time employment as a senior executive of an HBSPRITE government subsidized scientific publication at a time of economic slowdown when jobs were not easy to get. He did this with out help from Headquarters or the station: Such an achievement is a tribute to Subject's fluency in French, his ability to write, his general scientific know-how and his good buisness sense. Over half of his salary therefore is now paid by this company. In converting to full-time employment, a major adjustment, Subject's contribution to the Station operations in the MHHARSH and TPFAST fields against which he is targetted temporarily decreased somewhat. Subject continued, however, to maintain contact with three local MHHARSH officials and initiated contact with three others. He also continued to search for new leads to personalities in the priority areas assigned to him. Subject has the capability to call on local scientists or technicians of just about any nationality with the possible exception of TPPAST citizens. He has used this nearunique potential well.

Subject has had occasional difficulty switching from "professional" or intellectual subjects in his development of MHHARSH personalities or access prospects to more down-to-earth interests necessary ---con't-

SECTION D	CERTIFICATION AND CO	DMMENTS
B. S.	BY EMPLOYEE	
	CERTIFY THAT I HAVE SEEN SECTIONS A. I	B, AND C OF THIS REPORT
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9 June 1971	/s/ Thomas B. CASASIN	·
2.	BY SUPERVISOR	
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	Handling Officer	/s/ Francis S. Sherry
3.	BY REVIEWING OFFICE	IAL

OMMENTS OF REVIEWING OFFICIAL

The Staticn submitted comments on Subject officer recently in OPPT-16549 (8 April 1971), to which we should add that Subject has, largely on his own merits, acquired a solid and potentially highly useful cover employment. However, this new employment will demand a very substantial amount of time and energy from Subject, and the unanswerable question at the moment relates to his availability for Organizational tasks. We shall need additional time and careful working with this officer to determine the answer, since the fiscal outlay from the Organization to support his continued stay in Paris is still quite

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FITNESS REPORT

section C (continued)

to the development of human relations. His forte is therefore more in the field of spotting and making operational contacts than in that of more than short-range operational development. Subject's operational situation makes it impossible for him to attempt recruitments. Thus, his very real achievements are not by essence of the spectacular variety.

Subject's reporting has been satisfactory and continue to be copious. He could, however, further improve the selectivity of the leads provided the Station and make more of an effort to "digest" the information contained in his reports.

Although Subject has, at present, no supervisory function, he has repeatedly requested such a responsibility. He is careful with operational expenses and has exercised good security.

During the period under review, additional efforts have been made to make full use of Subject's potential and integrate him further in the work of the station component with which he works. He is a particularly valuable asset for the Station programs directed against the local MHHARSH and TPFAST targets.

Section D (continued)

substantial. In a word, is it worth it? We do not yet know, although our initial impressions are favorable.

On the fitness report itself, this rater would have preferred an "S" rating for specific duty number one; Subject may ultimately deserve an "O", but it does not seem warranted at the present time. Moreover, I believe the overall rating would more properly have been in the higher range of the "P" category, rather than "S", but it is of course a subjective judgment of the rating officer, who is more intimately and directly involved with Subject on a frequent basis.

In sum, the cover is superb, and only time will reveal to what extent the cover requirements permit a full measure on behalf of the Organization. We are following this aspect closely and will be commenting upon it subsequently as we gain experience and knowledge.

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Indicate significant strengths of the desires demonstrated in current position keeting, in proper perspective their relation in its overest performance. Give recommendations for training, Comment and foreign language commentees, it required for current position. Amplify or explain ratings given in Section 8 to provide their basis for determining future personnel actions. Maining of performance of mining for a supervisory dates and was too section in the use of personnel space, equipment and funds, must be commented on it applicable. If ear's space is needed to complete Section C, attach a separate sheet of perfect.

The comments of the rating officer are limited to the period from Coloper 1969 to March 1970 during which he worked with Subject. The previous rating officer has added his comments to allow coverage of the total indicated period from April 1969 to March 1970. During this period Subject was integrated in a new train assigned to the local S&T and Communical inningshi target. Subject's recent activity has been very productive indeed. Subject used the excellent petential given to him by his cover to skillfully spot and assess access agent candidates. As Subject's operational situation in Paris precludes making recruitment, the most promising of thece candidates, was placed in contact with a Station officer during social events Susject organized. At the same time, Subject continued his efforts to develop personal rela tionship with several MENASHers. The beginning of personal, as opposed to purely professional, relations with a major MIMARSH target enabled him to obtain insight in to the target's beliefs and personality which was the best the Station had to doze Subject also managed to establish contact with two other MMMRSH representatives of interest. This, in one case, required almost six menths to accomplish via a combine tion of patience, skill and determination. Subject in an experienced officer. He is cost conscious and practices good security. The Staller san no other arest with the necessary scientific and editorial know-how, fluent French and local knowledge to replace Subject. In view of this and the recent progress made by Subject in response to very specific requirements and his willingness to try to establish personal and, hopefully, social relations with access prospects and MHMARSH targets, the Station recently recommended that he be extended in Paris. At the same time, to Station recommended that Subject's cover be reinforced by full-time employment with

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SECTION D	CERTIFICATION AND CO	OMMENTS
1.	BY EMPLOYEE	
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DATE	SIGNATURE OF EMPLOYEE	
2.	BY SUPERVISOR	I A
VONTHS EXPLOYEE HAS BEEN UNDER MY SUPERVISION	IF TH'S REPORT HAS NOT BEEN SHOWN	
4		•
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED HAME AND SIGNATURE
	Prodict Officer	/s/ Provide Cherry
3.	SY REVIEWNS OFFICE	AL / /

CONVENTS OF REVIEWING OFFICIAL

As previous Station correspondence and fitness reports will reflect, this officer has been the subject of varying evaluations and projections in recent years. In fairness to him, however, it is equally true that an officer under non-official cover reflects, in the level and quality of his performance, the amount and type of juidance, direction and push he receives from the responsible inside case officer. Making allowances for these variables, this officer's past record has not been impressive; however, it is also correct to note that he has improved substantially during the latter part of the period under review; and that if the Station can would out some fiscal arrangement which will reduce the heavy financial input

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Section D3 continued

from the Organization, his continued presence at this Station definitely appears to be warranted for a sufficient period to reach more definite conclusions concerning the level of sustained performance over a somewhat longer period than that reflected by this report.

On balance, we are pleased that this officer has responded so well to greater case officer direction and that he has undertaken somewhat more aggressive efforts to expand his range of contacts in immediate proximity to the primary Station targets. This officer does bring many talents to bear on his operational activity: he has absolutely fluent French, a solid and exploitable cover, and a vast range of contacts in the local community. Remetheless, it will require additional time to explore these contacts in depth, select those which appear to be operationally viable, and pursue them actively either to the point of recruitment by another officer or elimination from further development, for whatever reason.

In sum, in spite of the recognized and commendable improvement in this officer's performance during the period under review, the reviewer submits that the letter grade for specific duties 2 and 4 would more properly have been a 'P', and that the overall rating, at this point, would more accurately be set at a level between "P" and "S", probably closer to the former than the latter.

This reviewing comment has been read by the officers who prepared the Fitness Report.

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TION C	NARRATIVE COMMENT	Š

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During this reporting period subject had very massally increased the tempo of his activities and contacts. Hany agent prospects have been acreened and contacts were established with people of interest to several elements of the Station. Subject is particularly thorough and outstanding on specific investigations where he utilized cover in a skillful and imaginative way. He has improved in terms of people development but in this respect he is still best with people in a professionally related context rather than a contrived social context. As mentioned in the previous report subject's cover assignment does not allow him to make recruitments. Subject has a high degree of cost consciousness and does not exercise any supervisory responsibilities.

SECTION D	CERTIFICATION AND COMM	ENTS
1.	BY EMPLOYEE	
	CERTIFY THAT I HAVE SEEN SECTIONS A. B. AN	ID C OF THIS REPORT
DATE	SIGNATURE OF EMPLOYER	
11 June 1969	/s/ Thomas B. CASASIN	1,
2.	BY SUPERVISOR	
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO E	IMPLOYEE, GIVE EXPLANATION
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
5 June 1969	Ops Officer	
3.	BY REVIEWING OFFICIAL	
COMMENTS OF REVIEWING OFFICE	AL,	
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I do not concur in this rating. I would have given the employee STRONG in the performance of his cover responsibilities, that is to say in the manner in which he has created and expanded his cover. I would have restricted mysolf to PROFICIENT, however, in assessing his exploitation of that cover for operational purposes. For a fuller treatment of that staff agent's performance, suggest that reference be made to the NOC Status Report, submitted 26 May 1969, via OFFA-89925.

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
23 June 1969	Chief of Station	/s/ David kE. Hurphy

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FITHESS REPORT	•	\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\	EMPLOYER SE	RIAL NUMBER
		<u> </u>	006102	
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ODS Officer	DOP/FUR/EX	POPRE PORT	Pario	· • ; · · · · ·
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11. DATE REPORT DUE IN O.P.	18. REPURTING P	RIOD (Frame I	3 = 300	لخصا
	1 April	1967	31 March	1969
SECTION B PERFORMANC	E EVALUATION	. 1		
probation, to reassignment or to separation. Of A - Adgavate Performance means all requirements. It is entire excellence. P - Professor S - Strong Performance is more than satisfactory. Desired Color Outstanding Performance is a exceptional in relation to rea	rely satisfactory and diresults are boing p oficiency. quirements of the wa	d to characters	zed naither by a	·
others doing similar work as to warront special	recognition.			
SPECIF	IC DUTIES	·		
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Develops cover pretexts to meet operational interest in the SAT	WOLADY and	third n		PATING LETTER
PECIFIC DUTY NO. 3		· · · · · · · · · · · · · · · · · · ·		RATING
Responds to Station ad-hoc requirements to the stat	irements on	the loc	al inter	ral 8
Develops potential agent prospective the point where they can be reco		-	_	LETTER
PECIFIC CUPA GATES	<u>.</u>			RATING
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ECIPIC DUTY NO. 6				RATING
OVERALL PERFORMANCE	IN CHIDDENT P	OSITION		
ake into account everything about the employee which influences is remarce of specific duties, productivity, conduct on job, cooper sticular limitations or talents. Based on your knowledge of empace the letter in the rating box corresponding to the statement who	his effectiveness in ativeness, pertinen loyee's overall per	his current po t personal tra formance duri	its of habits, or ng the rating pe	ried,

FORM 45 . OBSOLETE PREVIOUS EDITIONS.

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SECTION C

NARRATIVE COMMENTS

Indicate significant strangths of weaknesses demonstrated in current position keeping in proper perspective their relationship to everall personness. State-suggestions made for improvement of work performance. Give recommendations for training. Commend on basisful language competence; if required for current position. Amplify or explain ratings given in Section B.to provide best basis for determining future personnel action. Manner of performance of managerial or supervisery duties must be described, if applicable.

Since the last reporting period Subject's efforts were directed by the Station toward the spotting, developing and assessing WOLADY SAT agent candidates in terms of recruitment and inclusion in the Station's SAT spotting network.

Subject has done thorough and at times imaginative spade work in this field despite the fact that the mission was not as successful as anticipated. Recent progress however would indicate that the next reporting period would be more productive.

Subject continues to respond to ad-hoc specific assignments in an exemplary manner.

Because of the nature of his cover assignment Subject is not authorized to make recruitments.

Subject has a high degree of cost consciousness. He does not exercise any supervisory responsibilities under his cover assignment.

SECTION D	CERTIFICATION AND COMMENTS	
1	BY EMPLOYEE	
10	CERTIFY THAT I HAVE SEEN SECTIONS A, B	, AND C OF THIS REPORT
DATE	SIGNATURE OF EMPLOYEE	
24 Oct. 1968	/s/ Thomas B. CASASIN	
2.	BY SUPERVISOR	· · · · · · · · · · · · · · · · · · ·
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN	TO EMPLOYEE, GIVE EXPLANATION
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
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1.	BY REVIEWING OFFICE	AL
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2476	OFFICIAL TITLE OF REVIEWING OFFICIA	L TYPED OR PRINTED NAME AND SIGNATURE
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•	Chief ofStation	/s/ David E. Murphy .

3. It is difficult to place in the proper perspective the contribution of this senior staff agent to Paris Station operations. On the one hand, Subject has established superb cover in the scientific and technical field which should have afforded him virtually unlimited access to persons of interest to us, both soviet and potential access agents. In evaluating the manner in which the employee set up and managed this cover, I would tend to agree with his comments to the fitness report on the demands on him although these comments are somewhat overdrawn.

The principal difficulty has been the time it has taken to relate the cover potential to the specific operational requirements of the Station. We have not received from CASASIN as leads and assessment reports to persons of operational interest in the SET field as we think he could have produced. It may be that the earlier listing of the project (viewed as a regional undertaking) contributed to this.

Recently we have noted significant improvement in that we have received responses to requests we have made for assessment and development of potential access agents within a cover context. We hope, therefore, that this last year of CASASIN's stay will be the most productive ever. It is unfortunate that the cover sust and because of the cover company's decisions over which we had no control.

/s/ David E. Murphy

ADDENDLM, Form 45 (Fitness Report), for period March 67-March 68.

Section D

As the individual being rated, I would like to add some remarks to those prepared by the rating officer.

The assignment I have includes managerial responsibilities which (a) are essential to the continued existence and security of the cover mechanism as a vehicle for operational exploitation, and (b) are not necessarily visible to those "on the inside."

In the case of (a), I must engage in a constant orchestration of the cover and the facilities it offers. This means maintaining a managerial equilibrium to insure that cover work will not become, of itself, so demanding that it negates the cover's utility to the CS. In effect, the top officers and middle managers of the cover corporation (who are not cleared and witting) have to be satisfied that their demands are met (or cannot be), or else manipulated in order to neutralize or reject their demands. After all, the cover position is to them a legitimate, normal, workaday post in their firm. What work is done at their bidding, it follows, must be accomplished according to the high standards of thoroughness and accuracy which they have set.

In the case of (b) -- which derives from (a) -- and can prove to be so demanding that the needs of the CS could no longer be served the incumbent is required to manage a span of human contacts at several levels in order to preserve his cover position and enhance its value to the CS. This means planning, directing and managing the work of multinational, multicultural teams of technical correspondents, as well as meetings and negotiations to improve the [cover firm!s] relations with similarly widespread individuals at the levels of editor-in-chief, publisher, corporate vice-president, president, and chairman of the board. These levels are scattered not only through industry, but have their analogs as well in government, higher education, and prefessional societies.

Having previously managed both a CS base and the principal deniedareas operating component of a major field Station, I can report quite honestly that my present managerial responsibilities exceed the former -- despite the apparent lack of "supervisory responsibilities" in my present position.

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FORM 45 OBSOLETE PREVIOUS EDITIONS

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Subject continues to maintain a secure effective cover mechanism. In this reporting period the whole thrust and objectives of this cover facility have been changed from pursuit of targets designated by Bandquarters at international conferences to pursuit of the local Seviet presence. This has caused a major readjustment and Subject is now beginning to produce the type of local that help the Station achieve its local operational objectives.

Subject continues to show a well organised methodical approach to his cover and operational tasks.

SECTION D	CERTIFICATION AND CO	MMENTS
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I,	CERTIFY THAT I HAVE SEEN SECTIONS A. B	3, AND C OF THIS REPORT
DATE	SIGNATURE OF EMPLOYEE	
2.	BY SUPERVISOR	
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DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
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3.	BY REVIEWING OFFICE	
of his werk emisph a have the impression, guidance and is not cover work, which es case, rather linited	as I am informed of it by his however, that the employee by any means simply drifftin an be a temptation when an em I contact with his colleagues	player's efforts and know little supervisor in the Station. I is responding to his supervisor's sq along paths indicated by his player has, as is true in this who work under official cover sa m on the basis of limited knowledge.
	er fan	
PATE	OFFICIAL TITLE OF REVIEWING OFFICIA	TYPED OR PRINTED NAME AND SIGNATURE

EMPLOYEE SERIAL NUM FITNESS REPORT 006102 SECTION A GENERAL 2. DATE OF BIRTH BRADE T D 20 Jan. 1924 . **H** 15 CASASTE Thomas 7. OFF/DIY/BR OF ASSIGN 6. OFFICIAL POSITION TITLE Ops Officer DDP/WE/French Paris P. CHECK (X) TYPE OF APPOINTMENT IO. CHECK (X) TYPE OF REPORT T REASSIGNMENT SUPERVISO CAREER RESERVE INSTIAL CAREER-PROVISIONAL (See Instructions - Section C) REASSIGNMENT CHPLOVER ANNUAL SPECIAL (Specify): SPECIAL (Specifyl) I. DATE REPORT DUE IN O.P. L REPORTING PERIOD (Fr 1 April 1964 - 2 June 1965 SECTION B PERFORMANCE EVALUATION Performance ranges from whally inadequate to slightly less than satisfactory. A reting in this category requires positive remedial action. The nature of the action could range from counseling, to farther training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C. W - Week A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized to their by defictioney nor P . Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner. S - Strong Performance is characterized by exceptional proficiency. O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition. SPECIFIC DUTIES List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONL'S effectiveness in performance of that duty. All employee with supervisory responsibilities MUST be rated on their ability to supervisor (indicate number of employees expervised). SPECIFIC DUTY NO. 1 Contact, cultivation and assessment of, and collection of biographic and operational intelligence on Soviet scientific and technical targets, and on other Soviets and other nationalities to whom he has access through his 0 cover. specific DUTY No. 2 Spotting and assessment of potential operational assets to be RATING used against the targets specified under Specific Duty No. 1. 8 SPECIFIC DUTY NO. 3 Execution of operational assignments as directed by Hgs and field RATING stations concerned, whether of a KUTURK. KURTLE or KUTESK nature. RATING Specific Duty No. 4 Preparation or acquisition of gover firm written material as operational information to increase his access and flexibility in furtherance of 0 Specific Duties Nos. 1 through 3. specific outvio. 3 Planning, directing and managing overseas bureau of cover firm, RATING with emphasis on exploitation of the cover to meet operational requirements. 0 SPECIFIC CUTY NO. 6 RATING OVERALL PERFORMANCE IN CURRENT POSITION erything about the amplayee which influences his effectiveness in his current position such as per formance of specific duties, productivity, conduct on job, corperativeness, pertinent personal mairs or habits, and particular limitations or talents. Based on your knowledge of employee's averall performance during the caring period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance. 0

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SECTION C	NARRATIVE COMMI	
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ATE	SIGNATURE OF EMPLOYEE	AND CO. THIS REPORT.
1 June 1965	/s/ Thomas B. Casasin	
	BY SUPERVISOR	
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ALE	OFFICIAL TIYLE OF SUPERVISOR	TYPED OF PRINTED HAME AND SIGNATURE
1 June 1965	Ops Officer	/s/ James M. Flint
	BY REVIEWING OFFICIA	ıL
on this Fitness R vishing to detrac formance, I feel higher than those	eviewing Officer in the field hasport, I would like to make a t from enything the Supervisor obliged to note that the retin	comment of my own. Without has said about Subject's per- ugs given him in this report are unch Chief in this Division, and,
		t E. Owen Reviewing Officer

approaches to operational problems and personalities, and expends considerable effort in maintaining a level of specialized knowledge sufficient to backstop his cover and to ensure the maximum explcitation of his contacts with target organizations and individuals. His command of spoken, written, and technical French is excellent.

From the point of view of supervision, this employee in his present position requires guidance only insofar as to identify specific targets and for him to protect himself in situations where he does not have, by virtue of his not having access to official files, specialized information. Otherwise, he requires no supervision other than the periodic provision of policy and operational directives.

This employee has always been conscious and punctillious in his preparation of operational and administrative reports, including financial accountings, and his reporting in general, despite the burdens imposed by the necessity for minimizing the risks inherent in the lack of access to classified storage, leaves nothing to be desired.

Other than the funds for operational activities, this employee currently has no responsibility for the programming and use of personnel, space, equipment, and funds.

with respect to dedication to his job, this employee has practically speaking single-handedly built his present cover/operational position despite a number of negative factors inherent to his situation such as relative isolation, meager opportunity for contact with his professional group, and expensive area of assignment, and an exposed cover situation where the necessity for living cover is compounded by the necessity of avoiding mistakes which might jeopardize cover. His dedication to and enthusiasm for accepting the challenge of this assignment, and his willingness to continue on in it, deserve particular mention, particularly since he would perhaps justifiably feel that his present assignment may leave him outside the mainstream of competitive organization progression.

This employee's health and family situations leave nothing to be desired, as his proven mobility in the execution of operational assignments attests.

It should further be noted that with respect to the problem endemic to deep-cover assignments of allocation of time between cover work and operational activity, this employee comes very close to the happy norm of making cover work complement operational work, and making operational work contribute where possible to the enhancement of cover.

While this employee's assignment to date has essentially been a che-man show, it is recommended that serious consideration be given to expanding the eperational complex which he has created in order to capitalize on his experience, the work he has put in to date, and his own management capabilities.

*(Section 3) - No special recognition of Subject's "Outstanding" overall performance is being requested at this time.

HAIL KOO"

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OFFICE OF PERFORME!

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1		FITNE	SS REPORT				EMPLOYER BERIA	L NUMBER
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ECTION B	#4X.I	 	PERFORMAN					, -
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in the same	the assess		d unwitting d	levelo	pment of e	stablish	ned targets	RATING LETTER
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ike into account ever rmance of specific rticular limitations ace the letter in the	rything about to duties, produc or talents. Bas	he employe tivity, con sed or you	e which influences duct on job, coope knowledge of em	his efforativent	ectiveness in hi ss, pertinent i overall perfor	is current po personal tra mance duri	its or habits, and ng the rating period	. 8

FORM 45 OBSOLETE PREVIOUS EDITIONS

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SECTION C

NARRATIVE COMMENTS

Indicate eignificant strengths or weaknesses demanstrated 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 languages competence, threquited for current position. Amplify or explain ratings given in Section B to provide best basis for determining future personnal action. Mainter of performance of maintenantial or action of the provider best of determining future personnal action. applicable.

This employee combines the relatively rare combination of a senior and broadly experienced intolligence officer under working gover providing both long-term status in his country of residence (and in Europe in general) and access for a variety of operational functions, including spotting, assessing, contact with Soviet bloanationals of specific interest, investigative messures, assessment in depth of estensibly cover-company hired persons, and attendance at a broad range of national and international specialized meetings. Development of the capability operationally to exploit his cover has been the achievement of the employee himself. In so doing he has at the same time achieved genuine acceptance by his cover company associates (most of whom are unwitting) and his colleagues in his cover profession and related professions.

In undertaking operational tasks this employee has consistently shown Littlative imagination, security conscioushous, and application of both operational and substantive background to the problem at hand. He has put a conscious effort into improving his already excellent command of the French language, and his grasp of a variety of apocialized scientific and technical fields has been achieved basically as a result of his own efforts.

His management of operational reporting, finances, and the administrative problems connected with his cover status has been exemplary.

It should be noted that during the reporting period, this employee has not had the benefit at all times of specific pinpointed operational direction. As of the end of the percenting regular Handquarters against control of his potiuities against

SECTION D	CERTIFICATION AND	COMMENTS apocific Seviet targets on a
1.	BY EMPLOYE	E Europe-kida basis.
	I CERTIFY THAT I HAVE SEEN SECTIONS	
DATE	SIGNATURE OF EMPLOYEE	
25 May 1061	/s/ Thomas B. CASASTN	
2.	BY SUPERVISO	
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Righteen		•
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
25 May 1964		/s/ James Plint
3	BY REVIEWING OFF	ICIAL
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DATE	OFFICIAL TITLE OF REVIEWING OFFI	CIAL TYPED OR PRINTED NAME AND SIGNATURE
25 May 196h	Cps. Officer	/a/ Robert F. Oven

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300	NAME OF EMPLOYEE (Frue)	9 Doc 1963 James Plint	27 Dec 1963
O. NOT	NAME AND SIGNATURE OF OFFICIAL AUTHORIZED TO AUTHENTICATE RIG		DATE
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		TO BE COMPLETED BY EMPLOYEE	
	DATE OF BIRTH 2. GRADE 3	I, CURRENT POSITION TITLE AND GRADE	10 September 1962
	Jan 1 24 GHAT US-15 known)	perations our rest. was 45	TURE FROM FIELD September 1905
•.	OTHER DUTY STATIONS OR FIELD BA	SES DURANG CURRENT TOUR PROTES	TO ENPECTED DATE OF ARRIVAL AT HEADQUARTERS PCS

WRITE A DESCRIPTION OF YOUR MAJOR DUTIES DURING THE CURRENT TOUR OF DUTY (and apocial note on Transmittal Form)

Staff agent assigned to a major oversess station, exploiting the cover provided by a major firm of technical periodical publishers. I take my instructions from a section clief within the station, and report in smithing on the programs of my cover development and its operational amplification.

For eparational reasons, I develop and assess operational leads in the FI, CI and CA areas, principally against denied area targets. I also handle local investigations and such cases as the station determines will fit into my cover, or which if can otherwise handle in alias. I travel to other field stations to handle such tasks as they request or liq directs. I handle all cover tasks as they appear.

A. WRITE A BRIEF DESCRIPTION OF THE TYPE OF WORK YOU WOULD PREFER FOR YOUR NEXT ASSIGNMENT IF IT DIFFERS FROM THAT INDICATED IN ITEM NO. 8. ABOVE. IF YOU HAVE MORE THAN ONE PREFERENCE, INDICATE YOUR CHOICES.

I would like to continue to serve essentially in the same scapacity as described above, although I would like eventually to add more supervisory and managerial functions to my responsibilities. I would like to expand the operating base provided by the cover organization by taking one several journeymen case officers to work with me against both deaded area and heat country targets, and to make the cover facility and the access it provides of more versatile use to both the station and to KUDOVE as a whole.

My second choice would be to return to Eq. and use the knowledge and experience I have gained in my present job to (1) select staff personnel who will be placed in non-official cover, (2) select the cover mechanisms propare, (3) train our personnel for the proper discharge of their total homeomethic times while service while service with the set of the service with the set of the set of the service with the set of
The completion of work toward a master's or doctor's degree in the physical or life sciences, or in the management/administration of the sciences and their personnel.

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g, PREFERENCE FOR NEXT (ASSIGNMENT (continued)	
C. INDICATE YOUR PREFERENCE FOR NEXT ASSIGNMENT IN THE BOXES BELOW:	By Instating numbers 1, 2 AND 3 (for let, 2nd and 3rd choice)
AETURN TO MY CURRENT STATION . Aften	e a one-year extension of my present tou
	OF DUTY. WITH RESPECT TO POSSIBLE ASSIGNMENT IN HEADQUARTERS.
IST. CHOICE OTR 2ND.	CHOICE Comp Group and CHOICE Office Paraconnel
SE ASSIGNED TO ANOTHER FIELD STATION.	PITH BESPECT TO POSSIBLE REASSIGNMENT TO MOTHER FIELD STATION
	CHOICE Druggela san. CHOICE Hore Lon land/Cana
10. NOW MUCH LEAVE DO YOU DESIRE BETWEEN ASSIGNMENTS	
II. INDICATE THE NUMBER AND RGE OF DEPENDENTS THO THE	INDICATE NUMBER OF WORK DAYS
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114. INDICATE ANY CHANGE IN YOUR PERSONAL OR FAMILY ASSIGNMENT	SITUATION THICH SHOULD BE CONSIDERED IN CETERMINING YOUR MEXT
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	HEET, TO INCICATE COMPLETION OF ABOVE PORTION OF THIS FORM.
	SUPERVISOR AT FIELD STATION
	ORMANCE OF THE EMPLOYEE, HIS EXPRESSED PREFERENCE FOR NEXT STATION, IMPICATE YOUR RECOMMENDATION FOR HIS NEXT ASSIGNMENT
9-7- No. 19-7-	
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at this time.	se officers working under him is not feasible
4. SIGNATURE: COMPLETE ITEM NO. 3-2, TRANSMITTAL SK	MEET, TO INDICATE COMPLETION OF THIS PORTION OF THE FORM.
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8. NAME OF CAREER SERVICE OFFICER OR PERSONNEL OFFIC	component to which he is currently assisted, indicate your rives. The for anyther tour. SR Concurs.
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6. OFFICIAL POS	TION TITLE		23 Jan 1021	ASSIGNMENT	CURRENT	STATION	
Ops	Officer		DDP/8R		- Par	ام	
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P - Proficient	Policemanca 18	more than satisfactory. Desired	results are being pr	oduced in a	scofici ent ind	inner.	
S - Strong	Performance is	characterized by exceptional pro	fictency.				
O - Outstanding		so exceptional in relation to req milar work as to warrant special (k and in com	parison to th	e perform	once of
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FORM 45 OBSOLETE PREVIOUS EDITIONS

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l	BY EMPLOYEE	
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15 May 1963	SIGNATURE OF EMPLOYEE	
2.	BY SUPERVISOR	
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6) months		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
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ep or printed name and signature /s/ Edward Ryan

OPS Official TITLE OF REVIEWING OFFICIAL

20 May 1963

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SECTION C

NARRATIVE COPPENTS

The assignment of this employee to the field under non-official cover was designed to compensate for the loss of an employee in an official cover slot which was out from the Station's ODACID allotment of personnel positions.

During the reporting period this employee has accomplished with success the convincing establishment of his cover in a complex milieu, and has been accepted as legitimate by his professional colleagues, the persons whom he meets under cover, and the French authorities. It should be noted that his ability to assume his cover has been largely the result of his own efforts over a period of years to acquire and maintain a familiarity with the general scientific field.

During the reporting period he has developed a wide circle of contacts in the scientific and journalistic fields and applies a long background in a variety of assignments in KUDOVE to the determination and assessment of operational potential among these contacts. At the same time his cover organization, in which only four persons are witting of his actual status, has shown itself to be more than satisfied with his performance of his cover duties.

This employee requires a minimum of detailed operational supervision; it is necessary in specific cases only to indicate the operational or informational objectives.

From the point of view of administrative support, his attention to detail and meticulousness reduce the problems of his support by the Station to a minimum.

This employee uses the French language continuously, and his facility is such as to permit him to handle himself excellently in a broad range of complex technical subjects. He has in addition undertaken specialized French language training to develop this capability further. His operational reporting is excellent both with regard to clarity and pertinence.

In the immediate future he will be assigned case work, for the most part in fields where it will complement, and be complemented by, his independent operational activities and cover work.

6 August 1962

Memorandum in Lieu of Fitness Report

Subject:

W

My last statements concerning the performance of should be extended to cover the remainder of his service as Chief of SR/6. He departed headquarters for a field assignment 31 July 1962.

QUENTIN C. JOHNSON Chief of Operations and Plans SR Division

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HOWARD J. OSBORN

CONCUR:

HOWARD J. OSBORN Chief, SR Division

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SECTION C EVALUATION OF O	VERALL PERF									
Take into account everything about the employee water is, productivity, conduct on job, cooperativene your knowledge of employee's everall performance statement, which most accurately reflects his level	se, pertinent peri during the rating of performance.	ional traits or hab period, place the	its, porticula	r limitation	s or taionts. Ba s corresponding	sed on to the				
Performance in many important res Performance meets most requireme Performance clearly meets busic re Performance clearly exceeds basic Performance in every important res Performance in every respect is out	nts but is deficte equirements, requirements, poct is superlor,	at requirements," int in one or more	important res	spects.	FATIN					
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OCES HIS JOB WITHOUT STRONG SUPPORT					×	4				
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THER (Specify):	1		Transfer of	355	- x	+				
	SECTION "E" OF	REVERSE SIDE		ا استحمید						

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STOTIONE NARRATIV: ESCRIPTION OF MANNER OF JOB PER MANCE
Stress strengths and weaknesses demonstrated in current position. Indicate suggestions frade 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.

Hall River Additional Management of Soviet matters and generally is

very well informed. He continually demonstrates much initiative and a high degree of productivity. He is stimulating to his associates, businesslike and delegates work easily. He appears very self-confident and he is dynamic.

Mr. Appears a very large and key branch engaged in a wide variety of activities, a difficult job which he does well.

SECTION F	CERTIFICATION AND	COMMENTS
1.	BY EMPLOYE	E ·
	ertify that I have seen Sections A, E	
9 November 1961	SIGNATURE OF EMPLOYEES	por personal participation of the second
2.	BY SUPERVISO	DR 🗼
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IP THIS REPORT HAS NOT BEEN SHOW	YN TO EMPLOYEE, GIVE EXPLANATION
Twelve	<u> </u>	
	IF REPORT IS NOT BEING MADE AT TH	IS TIME, GIVE REASON.
EMPLOYEE UNDER MY SUPE	RVÍSION LESS THAN SÓ DAYS	REPORT MADE WITHIN LAST 80 DAYS
OTHER (Specify):		
9 November 1961	SR/Chief of Plans and Op	erations CITATIN COMONICA
3.	BY REVIEWING OFF	ICIAL
	IMPLOYEE ABOUT THE SAME EVALUATION	ж
I WOULD HAVE GIVEN THIS I	IMPLOYEE A HIGHER EVALUATION.	<u> </u>
	IMPLOYEE A LOWER EVALUATION.	
 		MILIAR WITH THE EMPLOYEE'S PERFORMANCE.
COMMENTS OF REVIEWING OFFICE	^L	
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ZINOV	OFFICIAL TITLE OF REVIEWING OFFIC	TAL TYPED OR PRINTED HAME AND SIGNATURE
**196j	Chief, SR Division	JOHN M. MAURY

		SECRÉT LE SON	- 5 M. J. T. T. T. 4 3 1 6
Cacaria	IELD REASSION	MENT QUESTIONNAIR.	
	NOT COMPLETE	FOR HEADQUAPTERS USE ONL	. Y
AUTHENTICATION OF SIGNATURES AND			
NAME OF CAPACITY ((1446))	9/15/55	John Paker) DATE (from item a- 3)
RAWE AND SIGNATURE OF OFFICIAL AT A THORIZED TO AUTHENTICATE SI	ONATURES" AND	Andrew L. Busby	6/30/60
d - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 -	TO BE COME	ETED BY, EMPLOYEE	
1. DATE OF BIRTH	/2: GRADE	3. CURRENT POSITION TITLE	
20 January 1924	S-14	Operations Off	1087
DI	Toloro, Japa		
OTHER DUTY STATIONS OR FIELD BASE			7. EXPECTED DATE OF DEPARTU
			15 June 1900
. WRITE A DESCRIPTION OF YOUR MAJOR			
Chief of hajor Externel Ge			
station (fokyo). As such,	as Loadonstyro	to station reduch to	e obstarions.
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ecinel under			Porsonnal
ere divided functionally w	luda II, Fi, a	ed CI soctions.	·
Initiate and launch new FI	. PP and CI one	rations union best av	alloble independent
es carego de Mall ao eserca			Hanage and
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insure that marginal and no	m-productive &	tivities are terrina	ted. An case officer
on my own operations, too.	e maria de la		A A . A
Naintsin lisicon with other stations positive execulise	. As acencies.	Provide operational o	support to other fer has
PREFERENCE FOR NEXT ASSIGNMENT:	id and the results	Salt MATOREST CONTROL	an entre an carrier.
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by next choice would be to learn — and which needs the graph, above.	go to an erea w a requiraments	hose language I do no of the challenge stat	t know but could nod in the first para-
ty next choice would be to	petatri to dapan	, where I could use m	y Japaness knowledge.
ly next choice would be an a intelligence level.	essignment to a	special training cou	ree at the national
y lest choice would be reas	seignment direc	Lly to Resequenters.	_
would especially enjoy on other personnel with the dir B. Indicate that Thaining you set (refer to catalog of courses, if	IEVE YOU SHOULD -44	which I can coming of a recent of that open of the control of the	n-the-job training of allocal propriets. UN VALUE TO THE ORGANIZATION
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Scaler Officers' Cours		the state of the s	g the second of the second
ppropriate additional langu sutside edvanced graduate so		ional relations.	
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FORM NO. 202

SECRET

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6. PARICERCE FOR HELT ASSIGNATAT (continued)	
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tes choics. Eastern Burge, Africa	or lear best
Latin America, Southess	
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TO. HOW MUCH LEAVE DO YOU DESIRE BETWEEN ASSIGNMENTS?	
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Wife: Herriotte, 52	
Descriteres Pamela, 10; Mic	challe, 7
12. SIGNATURE: COMPLETE ITEM NO. 3-1, TRANSMITTAL SHE	ET, TO INDICATE COMPLETION OF ABOVE PORTION OF THIS FORM.
TO BE COMPLETED BY S	UPERVISOR AT FIELD STATION
	FORMANCE OF THE EMPLOYEE, HIS EXPRESSED PREFERENCE FOR NEXT
ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF THE S AND TRAININGS	TATION, INDICATE YOUR RECOMMENDATION FOR HIS NEXT ASSIGNMENT
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TO BE COMPLETED BY APPROPR	TATE SUPERVISOR AT HEADQUARTERS
	ORNANCE OF THE EMPLOYEE, HIS EXPRESSED PREFERENCE FOR HEXT
ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF THE RECOMMENDATIONS FOR HIS NEXT ASSIGNMENT AND TRAININ	DIVISION TO MICH HE IS CURRENTLY ASSIGNED, INDICATE YOUR
APPROXIMENTALISMS IN HIS NEXT RESIDENTLY MIS INCINIA	
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S. MAME OF SUPERVISOR	\$1 GNATURE!
Andrew L. Rushy	
TITLE	DATE
Chief, SR/Personnel	30 June 1960
7. REMARKS (additional comment)	
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SECTION E HARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

Stress strongthe and weaknesses demonstrated in current pastion. 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 feature personnel extens.

In most respects, this officer is one of the best I have known in this agency. He has a broad and deep knowledge of his tarjet ared, as well as of his "host" country; an excellent and proven degree of operational "know-how"; the ability to write and speak includy and effectively and with apparent ease; and a very high degree of notivation and devotion to duty. He can be expected to continue his dynamic and inspirative pursuit of a most difficult target. It is my opinion that this officer has great potential and is ready for increased responsibilities which would involve the proportion for which he has been recommended. As for training, a good managerial course might help to bring into even sharper focus his many talents.

This report has been prepared in accordance with FE Division standards which recognize the principle of rating the individual against the group. Thus an average rating reflects an entirely satisfactory performance.

	CHONF	CERTIFICATION AND COM	REN 13								
		BY EMPLOYEE									
	I cor	rtify that I have seen Sections A, B, C, i	D and E of this Report.								
DAT	23 June 1960										
2. BY SUPERVISOR											
MON	THE EMPLOYEE HAS BEEN ER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO	EMPLOYEE, GIVE EXPLANATION								
		IF REPORT IS NOT BEING MADE AT THIS TIM	IE, GIVE REASON.								
	EMPLOYEE UNDER MY SUPERY	ISION LESS THAN 90 DAYS	REPORT MADE WITHIN LAST 90 DAYS								
	ОТИER (Specify):										
DAT	23 June 1960	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED, NAME AND SIGNATURE [CLC W typ: Loa algoed on Lider Bulle(9) transmittel								
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SECTION E	NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE
work. Give recommendations	ses demonstrated in current position. Indicate suggestions made to employee for improvement of his for his training. Describe, if appropriate, his patential for development and for assuming greater replain, if appropriate, ratings given in SECTIONS B, C, and D to provide the best besis for determining
herd worki egainet e drive, exc	ntimes as one of the most capable, professional and ng of the branch chiefs in the Station. Working tough denied area problem, he demonstrates imagination, client area background and knowledge, and a high degree
of product	ivity. He definitely has the potential for an even more
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ECTION F	CERTIFICATION AND COMMENTS
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	certify that I have seen Sections A, B, C, D and E of this Report.
27 April 1959	signature or employee eleman on transmittal
•	BY SUPERVISOR
ONTHE EMPLOYEE HAS BEEN NOER MY SUPERVISION	IP THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION
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	ERVISION LESS THAN 80 DAYS REPORT MADE WITHIN LAST 60 DAYS
OTHER (Specify):	
ATE 7 August 2000	OFFICIAL TITLE OF SUPERVISOR TYPED OR PRINTED NAME AND SIGNATURE WILLIAM Halson
7 April 1959	DC Tokyo Statien signed on transmittal
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iss duties during the r	ating period. Compare h	in CNLY with	others doing simil	er work at a	similar level of respon-
ibility. Factors othe	r than productivity will	be taken in	to account later in	Section D.	"
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d. Compare in your mind, when possible, the	individ	dual being, rated with oth	ers performing the se	e duty et
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intrengths and weaknes	ses. It is also organisation ifiél in Regulation 20-170.	policy that you show le It is recommended that y	rt lof this report to the employee except ou read the entire form before completing
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SECTION AT	on 30 days after the date ind	GENERAL	ion v perow.
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b. Hate performance on each specific duty cons	ildering O	MLY effectiveness in	performance of this specific	daty.
c. For supervisors, ability to supervise will	-always be	roted as o specific'd	luty (do not raté es supervi	iors thise
who supervise a secretary only). d. Compare in your mind, when possible, the	individu	al being rated with	others performing the same	duty at a
rimilar level of responsibility.		· · · · · · · · · · · · · · · · · · ·	2 *	
e. Two individuals with the same job title	may be pe	erforming different di	itles. If so, trate them on	different
duties. 1. De specific. Examples of the kind of dutie	a sias mis	shi he rated ava:		
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7		INSTRUCTIONS
FOR THE	UNINISTRAT	IVE OFFICER: Consult current instructions for completing this report.
ment and rated emp to be con hold and	personnel loyer. It pleted onl complete a	This report is a privileged communication to your supervisor, and to appropriate career manage officials concerning the potential of the employer being rated. It is NOT to be shown to it is recommended that you read the entire report before completting any quastion. This report is a recommended that you read the entire report before completting any quastion. It has report if a safer the employer has been under your supervision FOR AT-LEAST 90 DAYS. If less than 90 days feer the 90 days has elsowed. If this is the INITIAL REPORT on the employer, however, it MUST be reded to the CP no later than 30 days after the due date indicated in item 8 of Section "E" below
SECTION,	E.:	GENERAL
	ICHAHDSO	Jacques 20 Jan. 1924 H DI
		RANCH OF ASSIGNMENT a. OFFICIAL POSITION TITLE Area Operations Officer
	do stat	EPORT DUE IN OP 9 PERIOD COVERED B'. THIS REPORT (Inclusive dates)
CS-14		1 October 1956 to 30 September 1757
10. TYPE	F REPORT	INITIAL REASSIONNENT-SUPERVISOR SPECIAL (Specify)
		A ARRUAL REASSIGNED T-CHPLOTES
SECTION I		CERTIFICATION
A. THIS DA		CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGMENT OF THE INDIVIDUAL BEING RATED B. TYPED OR PRINTED NAME AND SIGNATURE OF SURERIISON'S OFFICIAL TITLE
25	257	I lloved CEOBOR May Cook Tokyo
		OFFICIAL: I HEVE REVIEWED THIS REPORT AND NOTES ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.
16 00	£ 1957	Edward Marelins Chief SOV Branch Japan
SECTION (<u>. </u>	ESTIMATE OF POTENTIAL
		ME GREATER RESPONSIBILITIES ing others of his grade and type of assignment, rate the employee's potential to assume greater
7 RATING NUMBER	2 - HAS R 3 - MAKIN 4 - READY 5 - WILL I 6 - ALREAI 7 - AN EXC	DY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED LEACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED G PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES PPOBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING DY ASSUMING MIGE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL EXPTIONAL PERSON WHO IS ONE OF THE FEW WHO SMOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER RESPONSIBILITIES
. SÚPERVI	SORY POTENT	TIAL
nswer ^k isi Suitable t to express	PES, indicat RAINING. 1 ing your or	this question: Hes this person the sbility to be a supervisor? Yes No If your te below your opinion or guess of the level of supervisory ability this person will reach AFTER indicate your opinion by placing the number of the descriptive rating below which comes closest sinion in the appropriate column. If your rating is based on observing him supervise, note your column. If based on opinion of his potential, note the rating in the "potential" column.
DESCRIPT RATING NUMBER	1 · 8E	IVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION Lieve Individual would be a weak supervisor in this kind of Situation Lieve Individual would be an average supervisor in this kind of Situation Lieve Individual would be a strong supervisor in this situation
ACTUAL"	POTENTIAL	MESCRIPTIVE SITUATION
2		a deout bouth the Basic 10s (truck drawers, stanographers, technicians or professional spe- cialists of various hinds) unter contact sith inucotate subocomates is facoular (Paret line supervisor)
3		A 4ROUP OF SUPERVISORS ONG CIRECT THE BRSIC JOB (Second line supervisors)
	3	A GROUP, THO MAY OR MAY BOT BE SUPERSISORS, THICH IS RESPONSIBLE FOR MAJOR PLATS, ORGANIZATION AND POLICY (Executive level)
3		SHEN CONTACT OUTH IMMEDIATE SUBORDINATES IS NOT FROMENT
3		SHEN INMEDIATE SUSCIDINATES, VCLIALLIES VOE DIAEGZE VND METO CYDELAT COONDISELION
3		BHEW IMMEDIATE SUBDIDINATES INCLUDE NEWBERS OF THE OPPOSITE SER
		OTHER (Spec -)

TORM NO. 45 (Part II) OF FORMS 45 AND 454 BEICH SECRET

Potential

Í IND	ICATE THE APPROXIMATE NUMB	* won this t	HE MATER EMPLOYEE HAS BEEN U	Nt TOUR	SUPERSION
4. COM	HENTS CONCERNING POTENTIAL	·- :		• • •	
1 1	Subject is well suited	for this	business and the bus	iness fo	or him. He should
	progress steadily to po				
				1, 724	
		<u> </u>			
SECTIO	N N. NING OR OTHER DEVELOPMENTAL EX	PERIENCE !	FUTURE PLANS		
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ş	iormal refresher a/o pro	Maranor	A grammes as talente	4	
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i	***	<i>:</i> ,			
	<u></u>		` ·		
2. NOTE	OTHER FACTORS, INCLUDING PERS.	SYAL CIRCU	MSTANCES, TO BE TAKEN INTO A	CCOUNT IN	INDIVIDUAL'S FITURE ASSIGNMEN
N	o limiting factors or p	ersonal	circumstances known	to the r	ator
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			T.		-
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SECTION	1 1	DES	CRIPTION OF INDIVIDUAL		
DIRECTIO	MS: This section is provided	d es' en ei	d to describing the individu	al as you	see him on the job. Interpre
the wor-	ds literally. On the page be of each statement is a con- number which best tells how a	elow are a under the	series of statements that heading "category." Read e	apply in s ach statem	ome degree to most people. I ent and insert in the box th
	A . HAVE NOT CBSERY				E DESCRIPTION APPLIES TO TH
	INDIVIDUAL 1 - APPLIES TO THE	HADIVIDUAL	L TO THE LEAST POSSIBLE DEGR	EC	
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CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
Α	T. ABLE TO SEE ANOTHER'S POINT OF VIEW	5	11. H45. HEGH STANDARDS OF ACCOMPLISHMENT	A	21. IS EFFECTIVE IN GISCUS- SIONS WITH ASSOCIATES
	2. CAN WARE DECISIONS 34 WIT			1	22. IMPLEMENTS DECISIONS OF.
4	Q ON THEN NEED ARISES	_A		3	\$480LC95 0/ 0#R /EEL1865
5	3. HAS INITIATIVE		13. ACCEPTS RESPONSIBILI- TIES	3	23. IS THOUGHTPUL OF OTHERS
5	4. IS SHALVTIC IN HIS TYPES.	3	14. ADMITS HIS CRACES	<u> </u>	24. WORKS WELL UNDER PRESSUR
5	5. STRIVES CONSTAUTLY FOR NEW EMOBILEDSE AND LOCAS	A	15. RESPONDS WELL TO SUPER- VISION	A	25. DISPLAYS JUDGEST
	6. KHOTS OMEN TO SEER ASSISTANCE	5	IS. DOES HIS JOB WITHOUT STRONG SUPPORT		28. IS SECURITY CONSCIOUS
9	7. CAN SET ALONS WITH PERPLE	5	17. COMES UP TITH SOLUTIONS TO PROSLEMS	5	27. 18 VERSATILE
	8. HAS WEWORY FOR FACTS		18. IS OBSERVANT		28. HIS CRITICISM 18 CON- STRUCTIVE

SECRET

سيطيعه درين بالرساء الاسلام

COMPLETES ASSIGNMENTS FITHIN ALLOWABLE TIME LIMITS 29. FACILITATES SMOOTH OPERA TION OF MIS OFFICE 30. DOLS NOT ECQUISE STRONG AND CONTINUOUS SUPERSI-SION

		FITNESS RE	PORT (P	art I)	PERFORM	ANCE	
				UCTION			
this evaluation to you note where he standi	This repour supe	ort is designed rvisor end senio rou. Completion	to help you or officials. of the report	Organi Con	your evaluation sation policy re help you prepar	of your sub- quires that e for a di	ordinete end to trensmit you inform the subords scussion with him of his it to the conloyee encope e form before completing granded to the Office of
SECTION A.				SRAL		3,57	
RICHARI		JACQUES	(Middie)	. تـ ا	i or siste [ab. 1924	3 3EX	4. SERVICE DESIGNATION
3. OFFICE/DIVISION/DR			•		ICIAL POSITION T		
Japan Saation	A CHEST	MOOD)	. PERIOD C		a Operations		
GS-14					5 to 30 Sept	1-1-	
10. TYPE OF REPORT (Check one)	Y	191744	44451GN			BPECIAL	(Specify)
SECTION 0.			CERTIF			.1	, , , , , , , , , , , , , , , , , , , ,
NOT:			MAS NOT BEEN	SHOWN 1	O THE INDIVIOUAL	RATED. IF	NOT SHOWN, EXPLAIN BHY
A. CHECK (X) APPROPRIA		EMENTS:					-
X THIS BEFORE BLELES		0 PH 0 P H D 4 3 0 /	T#16 1HD1+		18 21. JAUG (VION)		
THIS REPORT BEILEC	VI 30 # 8.		* 07 443667				i seconse (Spocify).
AND WEARNESSES SO	THAT HE	2005 CHEST HE	S TTREMOTHS Stands.				
B. THIS DATE 15 November 1950	.l	ARD MARELIUS		TURE OF	I I		et Branch
2. FOR THE REVIEWING O	FFICIAL:	TO A BETTER UNDE	STANTIAL DIF	FERENCE THIS R	OF OPINION WITH		
n e					gen e chan t		NUED ON ATTACMED SHEET
I certify that any sub-	tentiel	difference of o	arnion with t	he suns	evisor is cafler		
A. THIS DATE 21 November 1956	8. 149		WE AND SIGNAT	<u>_</u>	REVIEWING C. OF		E OF REVIEWING OFFICIAL
SECTION C.			PERFORMANC	E EVALI	ATION		
I. RATING ON GENERAL PE						1 J 1. N 1	<u>.</u>
DIRECTIONS: Consider (his duties during the r sibility. Factors othe	ating per than	eriod. Compare	him ONLY with I be taken in i	others to acco	doing similar w unt later in Sec	ork at a su	milar level of respon-
2 - BARELY A CARPY OU 3 - PERFORMS 4 - PERFORMS 8 - A FINE P	DEQUATE T RESPOI MOST OF DUTIES ERFORMAN HIS DU	IN PERFORMANCE; NSIBILITIES, FINIS DUTIES ACCI IN A COMPETENT, NCE: CARNIES OUT	ALTHOUGH HE: EPTABLY: OCCA EFFECTIVE MAI MANY OF HIS	HAS HAD BIONALL' INER. RESPONS	SPECIFIC GUIDAN REVEALS SOME AF BILITIES EXCEPTI	REA OF BEAKE]
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DIRECTIONS. a. State in the spaces below up to air, of the Place the most important first. In not inc. b. Rase performance on each specific duty cons. c. For supervisors, stillty to superviso will who supervisors a servetery only). d. Compare in your mind, when possible, the similar level of responsibility. e. Two individuals with the same job title duties. f. Be specific. Famples of the kind of duties. ORAL MRITERING	tinte mini altering (always be individually be ; a that wi	or on unimportant dutités. Suly effectiveness in perfor raided as a specific duty (, und being rated with other verforming different duties.	emonics of this specific do not rate as supervi	e duty. sore those duty at a different
GIVING LECTURES COMPUCTING SWINARS RETTING TECHNICAL REPORTS COMPUCTING EXTERNAL LIAISON TYPING TAKING DICTATION	DEVELOP ANALYSS WANAGES OFERATE COURDIN WRITES PREPARE IN furthe	S NEW PROGRAMS S INCUSTRIAL REPORTS FILES S RADIO ATES SITH OTHER OPPICES RECULATIONS S CORRESPONDENCE I II SUPERVIOUS CONSIDERS	PREPARES SEMARIES TRAVSI ATES GENUAL DERRIEFING SOURCES REFTS BANKS DELVES TRICK MAINTAINS ALR COMDITI EVALUATES SIGNIFICANO	ONING E OF DATA
1 - INCOMPETENT IN THE PERFORMANCE 2 - BARELY ADEQUATE IN THE PERFORM DITY RATING 3 - PERFORMS THIS DUTY ACCEPTABLY NUMBER 4 - PERFORMS THIS DUTY IN SUCH A THAT HE IS A DISTINCT ASSET ON	MAÑCE ÖF ENT MANN I FINE M	THIS FOUND IN VERY LAR JOBS 7 - EXCELS ANYON ER THIS DUTY	S DUTY IN AN OUTSTAND! FEE INDIVIDUALS HOLD E I RHOW IN THE PERFO	ING SIMI-
Deputy to Branch Chief	404864	Supervising		RATING
	5		·	4
Conducts Foreign Lisison	RATING NUMBER	Prepares correspondences	ndence and	NATING NUMBER
Propares and manages projects	RATING NUMBER	Handles admin rout	ine	RATING NUMBER
. MARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMA	NCE			
Subject has really superb natura in terms of mental capacity, psycholo and people he comes against. He to ability among other natural aptitudes the best, he is a bit shy of humor and qualities which mitigate more against	gical ps thi On perso	bent and affinity for s off with industry s the debit side and me nal understanding in	the things and language saured against some situations,	
SECTION D. SUITABILITY FOR	CURREN	T JOB IN ORGANIZATION	· · · · · · · · · · · · · · · · · · ·	
PRECTICNS: Take into account here everything yestament personal characteristics or habits, speciared personal characteristics or habits, speciared personal characteristics or habits, speciare him with others doing similar work of shout the personal of th	DU KNOW I	about the individualproc is or talentsand how he evel, ied iefted him if I had known wh but with no weaknesses suf in the Organization gins coulerements of the organiza	Fits in with your to at 1 ANDS NOS FICIENTLY CUTSTANDING	em. Com-
Subject is an all around per his present secondary, response	rfor ne i	capablesof a primar	y, in place of	IF VES.
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FOR THE	AMINISTRA	TIVE OFFIC	ER: Consult cu	rrent i		sons for completing	a this	report.	
mont and rated ea- to be go hold and	i personnel ployce. It opleted onl resplete s	l'official t'is recom ly after (t) efter the 9	s concerning the mended that you he employee has 10 days has elso	ie (pote zead (t) been u sed, 1	ntial d he enti nder yo f this	I the employee bear re report before co ur supervision PAP is the INITAL PER	ng rajo omplet AT Li Oktor	red, It is ling any AST 90 DA i the empl	ppropriate career mana a MIT to be shown to question. This report yes, if less than 90 day oyes, however, it BUST a 8 of Section "2" belo
SECTION	£.	<u> </u>		 .	GEN	ERAL			
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SECTION			H. 200.			POTENTIAL	1 04	101 01	-po:
	· ·	ME GREATER	RESPONSIBILIT						
				kind of	re spon	sibility encounters	ed at	the vario	ential to assume greate us levels in his kind o
IRECTION	9 - MARIN 4 - READY 5 - WILL 6 - ALREA 7 - AN ER LEVEL 150RY POTEN	IG PROCRESS FOR TRAIN PROBABLY // DY ASSUMIN CEPTIONAL RESPONSIB	S. BUT NEEDS MO KING IN ASSUMIN ADJUST QUICKLY KG MORE RESPONS PERSON WHO IS BILLITIES	RE TIME G GREATI TO MORE 181ÉITIE ONE OF	BEFORE IN RESPON RESPON IS THAN THE FEI	ONSIBILITIES SIBLE DUTIES WITHOU EXPECTED AT HIS PR B WHO SHOULD BE CON	TO AS	THER TRAIL LEVEL ED FOR EAC	TER RESPONSIBILITIES NING REV ASSUMPTION OF HIGHE
SUITAILE 1 O EXPLESI	FFAINING.	Indicate y pinson in l" column.	our opinion by the appropriate If based on o	pircing column pinion	the number of his	mber of the descri- our rating is based potential, note th	ptive on o	rating be bactving b	low which comes closes im supervise, note you protential column.
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SECRET Six Subject has a high all around potential. With respect to supervision, below, he tends to support subordinates from his own energy rather more than to bring them along the hard way, and a normal tendency to avoid the categorical "no" - both teniencies easily correctable.

SECTION H.

FUTURE PLANS

TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANTED FOR THE INDIVIDUAL

Routine refresher training as appropriate.

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

All normal. No limiting factors.

SECTION 1.

DESCRIPTION OF INDIVIDUAL

INECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the world literally. On the page below are a series of statements that apply in some degree to most people: To the left of each statement is a box under the healing "category," Read each statement and insert in the box the category number which lest tells how much the statement applies to the person covered by this report.

R. MAVE NOT OBSERVED THIS: HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE A. HAVE NOT OBSERVED THIS! HENCE CAN GIVE NO OPINION AS TO INDIVIDUAL

1. APPLIES TO THE INDIVIDUAL TO THE FEAST POSSIBLE SESPEE

2. APPLIES TO INDIVIDUAL TO ALMITED DEGREE

3. APPLIES TO INDIVIDUAL TO AN ADDRE DEGREE

4. APPLIES TO INDIVIDUAL TO AN ADDRE AVERAGE DEGREE

5. APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE

CATEGORY NUMBER

CATEGORY		CATEGORY	STATEMENT	CATEGORY	STATEMENT
4	P. ABLE TO BEE ANDTHER'S	5	11. HAS NIGH STANDARDS OF ACCOMPLISHED	4	21, (IS EFFECTIVE IN BISCUS- ISIONS BITM ASSOCIATES
4	2. CAN WARE DICISIONS ON HIS OND WHEN MEED ANISES	4	12. Shows Onliginalify	3	22. IMPLEMENTS DECISIONS OF
5	3. HAT 1417147146	4	17. ACCEPTS RESPONSIBILITA TERS	3	23. IS THOUGHTful OF GTHERS
5	4. IS AVALYTIC IN HIS THING- ING	3	td. Advits will teroes	4	24. PORES TELL UNDER PRESSURE
5	5 TIRIVES CONSTAUTLY FOR NEW SUDDLEDGE AND IDEAS.	4	15. RESPONDS REIL TO SUPER- VIEIQU	4	25. DISPLAYS JUDGEMENT
4	6. ENGUS WHEN TO SEER ASSISTANCE	5	16. BOLS WIS JOS WITHCHT STROWG-SUPPORT	4	26. IS SECURITY CONSCIOUS
3	7. CAN SET ALONG BITH PEOPLE	5	17. COULS UP BITH SOLUTIONS TO PERSLEMS	5	27. 15 VERSATILE
5	8. HAS WEWERY FOR FACTS	5	18. 15 09510VAN7	4	28. WIS CRITICISM IS CON- STRUCTIVE
5 -	9. GETS THIMES DOWN	5	ty. Tuines clearly	4	29. FACILITATES SWOOTH-OPERA- TION OF HIS OFFICE
'x	TO- CAN CAPE BITM EMERS" CITS	5	20. Completes assignments Olympu allouages find Linery	5	30. DOES NOT REQUIRE STRANS AND CONTINUOUS SUPERSY- STOR

FIELD FITHESS: REPORT

The Petness Bosort to an isportant loctor in organization personnel management. It were to provider

1. The argustation expection board with interestion of value when considering the application of an
individual for monorchip in the career staff; and

individual for anaborable in the career etail; and 2. A periodic record of job performance so im sid to the offective utilisation of personnel.

INSTRUCTIONS

TO THE PIRD ADDITISTRATIVE OF PERSONNEL OPPICES: Consult current field educative instructions requested by his day-to-day activities. If this individauthor was been under your supervision for less than 30
days, you will collaborate, if practicable, with his
provious supervision to make sure the report is accurate
accomplete.

TO THE PIRD SPECTION: Read the entire form before
attempting to complete my item. As the supervisor who
artified, directs and revisor the most of the individual,
you have primary responsibility for evaluating his
be frequent discussions of his work, so that in a genotrengtha, weaknesses, and on-the-job effectiveness as

IT IS OPTIONAL MINTHER OR NOT THIS FITNESS REPORT IS SHOWN TO THE PERSON BEING RATED

SECTION I DATE OF BIRTH 2. SEX 3. SERVICE DESIGNATION Jacques Richardson 20 Jan. 1924 M DI GRADE 3. STATION DESIGNATION (Current) GS-14 USSR Base, Tokyo DUE DATE OF THIS REPORT 7. PERIOD COVERED BY THIS REPORT (Inclusive dates) 30 September 1955 17 February - 30 September 1955 SECTION II (To be coepleted by field supervisor) 2. DATE ASSUMED RESPONSIBILITY FOR POSITION CURRENT POSITION 19 February 1955 Chief, USSR Rase, Tokyo

STATE THE SPECIFIC ASSIGNMENTS OR TASKS THICH ARE TYPICAL OF THOSE GIVEN TO THE EMPLOYEE DURING THE PAST THREE TO SIX MONTHS (List in order of frequency)

As Chief of Operating Base:

- Manage and direct all operations against target area, and monitor products.
- Supervise system of development and exploitation of operational leads.
- Supervise proper administration and support of operations, including finances.
- Conduct or supervise effective liaison with other CIA elements, with other Government agencies abroad and, when appropriate, with representative of other governments.
- B. As Senior SR Division Officer in Area:
 - Consult with or advise other CIA and non-CIA units on target area, government, and IS characteristics.
 - 2. Make available to other CIA and non-CIA units area specialists, as required.

SECTION III (To be completed at headquarters only)

FOR HEADQUARTERS USE ONLY DO FOT COMPLETE

AUTHENTICATION C	OF REPORT AND SIGNATURES
1. NAME OF BATER (Frue) .	Z. HAME OF REVIEWING OFFICIAL IN FIELD (True)
Carleton E. Swift	W. Lloyd George
3. THIS REPORT TO THE I	INDIVIDUAL BEING RATED.
	MINISTRATIVE OR PERSONNEL OFFICER AT HEADQUARYERS ATE FITNESS REPORT AND SIGNATURES
7 Nov. 1955 Phyll	is M. Landrum

COMPLETE FOR HEADQUARTE

SECRET

JSE ONLY

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SECTION IV

This section is provided as an aid in describing the individual. Your description is not favorable or unlaverable in itself but exercise its meaning in relation to a particular job or assignment. The descriptive words are to be interpreted lifecally.

interpreted fireraity.

On the left hand side of the page below are a series of statements that apply in some degree to most people. On the right hand side of the page are four major categories of descriptions. The scale within each category is distinct fine if you so desire. Look at the statement on the left school blocks: this is to ellow you to make finer distinctions if you so desire. Look at the statement on the left school beat to left hus much the statement applies to the perianneys are retired. Placing an "X" in the "Not Observed" calumn means you have no opinion on whether a phrase applies to an individual. Placing an "X" in the Does Not Apply "column means that you have the definite opinion that the description is not at all suited to the individual.

STATEMENTS		, .	, ,	,			CA	TEĞO	RIES	٠.			-		
	E	NOT OB+ SERVED	DOES NOT APPLY	APP	LIES LIMI DEGR	G31	API R	LIES LASON DEGR	TO A	ABO	LIES VE AV DEGRE	ERAGE	· ou	LIES FSTANI DEGRE	DING
A. ABLE TO BEE ANOTHER'S POINT OF VIEW.	AMP L	·		\times				L		, -		<u> </u>		\prod	
B. PRACTICAL.	Š				<u> </u>	Ŀ	L	<u>I. </u>	Ι.,		\boxtimes	L			
1. A GOÓD REPORTER OF EVENTS.											<u> </u>	<u> </u>		\succeq	1_
2. CAN MAKE DECISIONS ON HIS OF THEY REED ARISES.								E					X		
S. CAUTIOUS IN ACTION.					Ĺ	Ľ,		Ŀ				X	-		
4. HAS INITIATIVE.													X		
5. UNEMOTIONAL.	╝												\geq		
6. AMALYTIC IN HIS THINKING.															\times
7. CONSTANTLY STRIVING FOR MEN RHOWLEDGE AND IDEAS.		· -		i										\times	·
. BOCIAL LEVELS.	۱ [\geq		
. HAS SENSE OF HUMOR.	[-				\leq		\Box	
10. KNOWS WHEN TO SEER ASSISTANCE	<u>.</u>												\ge		
II. CALM														X	
2. CAN GET ALONG WITH PEOPLE.	_											\bowtie			
3. MEMORY FOR FACTS.							\Box				\prod		X		
4. GETS THINGS DONE,							ŢĪ			\square				X	<u>. </u>
S. KEEPS ORIENTED TOWARD LONG TERM GOALS.										\Box					\times
4. CAN COPE WITH EMERGENCIES.									-	\Box			\preceq	\Box	
7. HAS HIGH STANDARDS OF ACCOMPLISHMENT.							\Box			\Box				\leq	
B. HAS STAMINA, CAN KEEP GOING A LONG TIME.					\Box								\leq	\Box	
. HAS DIDE RANGE OF INFORMATION	·L				\Box									XĮ	
. SHOWS ORIGINALITY.	\prod			\prod	\Box							_}	X		
ACCEPTS RESPONSIBILITIES.				\prod										\times	\Box
. ADMITS HIS ERRORS.					\Box								\leq		
. RESPONDS MELL TO SUPERVISION.				\perp	\Box				:_ .					ZĮ.	\exists
. EVEN DISPOSITION.				I			\perp			\Box	·I		ST.		
. ARLE TO DO HIS JOB WITHOUT							I								

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		7.	7			i i			1	1	Ť	_	7	
28. CAN THINK ON HIS FEET.			1_				<u> </u>	1	<u> </u>	نــــــــــــــــــــــــــــــــــــــ	<u> </u>	1	<u> </u>	X
27. COMES UP WITH SOLUTIONS TO PROBLEMS.														
28. STIMULATING TO ASSOCIATES, A										Ī	Ī	×	1	
29. TOUGH MINDED.				Ì			Ī — —	Γ		Γ		X	1	
30. 085ERVANT.				Ϊ							Ť		1	
SI. CAPABLE.	1					-				-				
SE CLEAR THINKING.						==		-			<u> </u>		<u> </u>	$\overline{\overline{}}$
33. COMPLETES ASSIGNMENTS WITHIN				1		<u> </u>								\cong
ALLOWABLE TIME LIMITS. 34. EVALUATES SELF REALISTICALLY.					-	- 1								
35. WELL INFORMED ABOUT CURRENT	F					=			_				\rightrightarrows	
CYCHIS	-				==		<u> </u>						즺	=
34. DECIBERATE.			\models	<u> </u>	_		==‡						싁	=
ASSOCIATES.					_	!		=				\preceq		=
38. IMPLEMENTS DECISIONS REGARD. LESS OF DOW FEELINGS.								_			$\stackrel{\times}{\hookrightarrow}$			=
39. THOUGHTFUL OF OTHERS.			ļ			L			ļ				$\stackrel{\checkmark}{\bowtie}$	_
40. WORKS PELL UNDER PRESSURE.									L			\boxtimes		_
41 DISPLAYS JÜDGEMENT.						\mathbb{I}			\Box				$-\mathbb{D}$	\leq
48. GIVES CREDIT WHERE CREDIT IS DUE.							, [XI	
43. HAS DRIVE.					\Box	\Box	\Box		\Box			X	\Box	\Box
44. IS SECURITY CONSCIOUS.				\Box		I						X	\Box	
45. VERSATILE.			\Box	I		\Box			\Box				X	
46. HIS CRITICISM IS CONSTRUCTIVE.			İŢ			\perp		工					X	
47. ABLE TO INFLUENCE OTHERS.						I			\Box		X		Ì	
48. FACILITATES SMOOTH OPERATION OF HIS OFFICE.			I			I						X	\mathbb{T}	
49. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION.			I	\prod		I	\Box				\Box		XI.	
BO. A GOOD SUPERVISOR.						Ī	Ī	\pm	Ī	Ī		X	T	
			SECTI	ON Y										\dashv
A. WHAT ARE HIS OUTSTANDING STRENGT	HST			<u>-</u> -			· · ·							-
Capable operations office	er with b	road u	ınder	stan	ding	of	Sovi	et p	юрј	ens.	,			
							,							
							-							
B. WHAT ARE HIS OUTSTANDING WEAKNES	SEST			·	····			•						一
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														١,

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C INDICATE IF YOU THINK THAT I NGLE STRENGTH OR DE	ARRESS OUTHER ONS ALL ER CONSIDERATIONS:
	•
· ·	
D. DO YOU FEEL THAT HE REQUIRES CLOSE SUPERVISIONS	
. BO TOO PEEL THAT HE HEODINES CLOSE SUPERVISION?	O TO TES. OF YES, SHY?
[•
E. SHAT TRAINING DO YOU RECOMMEND FOR THIS INDIVIDUAL?	
E. SHAT THAINING DO TOO RECOMMEND FOR THIS TRUITINGACT	
	•
F. DTHER COMMENTS (Endicate here general traits, apocifi	s behits as characteristics and assessed affective in
report but which have a bearing on effective utilizat	
CCAT	IAN WE
	ION VI
	in the next eppropriete box under subsections A.B.C.&D
A. DIRECTIONS: Consider only the skill with which the person has performed the duties of his job and rate	C. DIRECTIONS: Based upon that he has said, his actions, and any other indications, give your opinion of this
bia eccordingly.	person's attitude toward the organization.
1. DOES NOT PERFORM DUTIES ADEQUATELY: HE IS	1. MAS AN ANTAGONISTIC ATTITUDE TOWARD THE ORGAN- IZATION. WILL DEFINITELY LEAVE THE ORGANIZATION
2. BARELY ADEQUATE IN PERFORMANCE: ALTHOUGH HE	AT THE FIRST OPPORTUNITY.
MAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES	2. MAS STRONG REGATIVE ATTITUDE TOWARD ORGANIZA-
COMPETENTLY.	FZATION AS A TEMPORARY STOP UNTIL HE CAN GET
3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY: OCCA- SIONALLY REVEALS SOME AREA OF WEAKNESS.	SOMETHING BETTER. 3. TENDS TO HAVE AN UNFAVORABLE ATTITUDE TOWARD
d. PERFORMS DUTIES IN A TYPICALLY COMPETENT.	THE ORGANIZATION BOTHERED BY MINOR FRUSTRA-
B. A FINE PERFORMANCE, CARRIES OUT MANY OF MIS	TIONS: WILL OUIT IF THESE CONTINUE.
RESPONSIBILITIES EXCEPTIONALLY WELL.	FERENT NAS "WAIT AND SEE" ATTITUDE WOULD
4. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING	LEAVE IF SOMEONE OFFERED HIM SOMETHING BETTER.
MANNER THAT HE IS EQUALLED BY FEW OTHER PER- SONS KNOWN TO THE RATER.	ZATION MAKES ALLOWANCES FOR RESTRICTIONS
IS THIS INDIVIDUAL BETTER QUALIFIED FOR WORK IN SOME	IMPOSED BY WORKING FOR ORGANIZATIONTHINKS IN TERMS OF A CAREER IN THE ORGANIZATION.
OTHER AREA? 200 HO TES. SE VES. THAT?	DOCK &. DEFINITELY HAS FAVORABLE ATTITUDE TOWARD THE
1 2 2 mm	ORGANIZATION BARRING AN UNEXPECTED OUTSIDE -
	CAREER IN THE ORGANIZATION.
	7. MAS AN ENTHUSIASTIC ATTITUDE TOWARD THE ORGAN- 12ATION. GILL PROBABLY NEVER CONSIDER WORKING
	ANY PLACE BUT IN THE ORGANIZATION.
• • • • • • • • • • • • • • • • • • • •	
B. DIRECTIONS: Considering others of this person's grade	D. DIRECTIONS: Consider everything you know about this
and type of essignment, how would you rate him on potentiality for assumption of greater responsibili-	person is making your reting, skill in job duties, conduct on the job, personal characteristics or
ties normally indicated by promotion.	habits, and apocial defects or talonts.
1. HAS REACHED THE HIGHEST GRADE LEVEL AT WHICH	1. DEFINITELY UNSUITABLE . HE SHOULD BE SEPARATED.
SATISFACTORY PERFORMANCE CAN BE EXPECTED.	
2. IS MAKING PROGRESS, BUT NEEDS MORE TIME IN PRESENT GRADE BEFORE PROMOTION TO A HIGHER	2. OF DOUBTFUL SUITABILITY. WOULD NOT HAVE AC-
GRADE CAN BE RECOMMENDED.	
S. IS READY TO TAKE ON RESPONSIBILITIES OF THE	AVERAGE BUT WITH NO WEARNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION.
SOME AREAS.	4. A TYPICAL EMPLOYEE. HE DISPLAYS THE SAME SUSTA-
4. WILL PROBABLY ADJUST QUICKLY TO THE MORE.	BILITY AS MOST OF THE PEOPLE IS KNOW IN THE
RESPONSIBLE DUTIES OF THE NEXT HIGHER GRADE.	ORGANIZATION. S. A FINE EMPLOYEE - HAS SOME OUTSTANDING
HIGHER GRADE.	STACHGTHS.
# AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEB	G. AN UNUSUALLY STRONG PERSON IN TERMS OF THE
went.	DOOC 7. EXCELLED BY ONLY A FEW IN SUITABILITY FOR BORK
\$ ^{**} ,	IN THE ORGANIZATION.

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	PERS	ONNEL EVALUATI	ON REPORT	
Land Strain	1	· ,·	er Ligger	
lione 1 through & will	be completed by Ac	doinistrative of Person	sel Officee	
At mane (Lost)	, (Fîřst)	. imiddiel 2. Seage	Berieds fram titter	
Richardson	Jac mas 150	9.	Area Oper Offi	On BY
w. OFFICE	STAFF ZE BIBIS	104 BRANCA	1 No 300 06 K	LE IF FIELD, SPECIFF STAT
אַכּתַ	58		nu	<u> </u>
5. PERIOD COVERED BY RE	PORT	. TIPE OF REPORT	Admus!	
From To		[Initial		nt of Supervisor
18 July 1953 17	102x 2954		- neasaignme	int of supervisor
Itoma 7 through 10 will		<u>`</u>		
18 July 53 - 31 Ja		ORDER OF IMPORTANCE	ITH A BATEF DESCRIPTION	N OF EACH. OHIT MINOR OUT
a. Manage and dir	<u>Mail</u> Sist the estimi	Ittes of an overs	see appreiting has	nah.
h. Acciet the div	talon oblat of	P onerations in t	er lo valerale er	wani continued oper
e. Agglet the div	iston chief to	naccomal progra	mains in support	of branch and field
station activi		· handanan da aba		÷
1 Pab 54 - 17 Jul		•		-
a. Establish nav	domestic setir	rities branch.	•	•
b. Develop and mar	nage operation	al progrem of the	le branch, insuri	ng (1) continuity of
treatment by o	valified perso	nnel (2) proces	sing of intellige	nce requirements, and
(3) expedition	Lo sesseros e	finished intalli	genes.	•
o. Hultilateral 1:	to othe nominal	ther elements of (IA, the Covernme	nt, and foreign IS.
8. LIST COURSES OF INSTR	UCTION CONFLETED I	DURING REPORT PERICOL		•
Hame of Course	Loc	ation	Length of Course	Date Completed
Counterespionage (Madi (gra	ngton	3 weeks	22 January 1954
CE course (advance	ed phase) appr	oximately every	dz weeks.)	hour lecture at the
9. IN WHAT TYPE OF WORK	AGE LEO BELGARIA	Too me		**************************************
S. IN MUNI IELS OF MONK	ARE TOU PRIMARIES			
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ent where I could sibility to manage	apply the var	in recent years.	d CE techniques	it has been my respon
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SECRET. SECURITY INFORMATION

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22. IN WHAT RESPECT IS THIS PERSON'S PERSONNANCE ON PRESENT HOS WOST HOTICEABLY GOOD OR OUTSTANDING	
This efficer has been outstanding as a staff officer. He is unusually his balancing of jurisdictional equities. This ability reflects a broad however, and should not be construed so as to limit his future duties.	
13. Ch WHAT ASPECT OF PERFORMANCE SHOULD THIS PERSON CONCENTRATE EFFORT FOR SELF IMPROVEMENT?	
This officer's devotion to his duties and professional convictions some him toward inflexible declarations of position. This fault, a minor one considerable potential, will be corrected by increased responsibility and	in officers of
COMMENT ON THIS PERSON'S ABILITY TO NANDLE GREATER RESPONSIBILITIES NOW OR IN THE PUTURE.	
This officer is prepared for promotion and for increased responsibilit or staff duties.	108 in Commenc
	•
5. ARE THERE OTHER DUTIES WHICH BETTER SUIT THIS PERSON'S QUALIFICATIONS? (Recommend appropriate re-	essignment, if
Richardson is presently well placed. See below.	
at the state of th	
. WAT TRAINING OR ROTATION DO YOU RECOMMEND FOR THIS PERSON?	
: 1º PERFORMANCE DURING REPORT PERIOD HAS BEEN UNSATISFACTORY, THERE IS ATTACHED COPY OF MEMORANDUM	NOTIFTING THIS
. Tols PERSONNEL EVALUATION REPORT HAS BEEN DISCUSSED WITH THE PERSON EVALUATED. ADDITIONAL COMMEN	TS INCLUDING
CCMMENT ON ITEMS 1, 8 AND 9, ARE SHOWN BELOW UNDER ITEM 20.	•
29 July 54 lende sik	
29 July 54 len de dik	
V DATE SIGNATURE OF SUPERVI	509
I MAYE REVIEWED THE ABOVE REPORT. (Comments, if any, are shown in item 20.)	
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2 July 54 July 64	
DATE SIGNATURE OF REVIEWING CON	FICIAL
COMMENTS: (If necessary, may be continued on reverse side of cover sheet.)	
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SECRET SECURITY INFORMATION

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or fell Andrew	división D	-64-co	Day. Into	1.0	itic secure station
5. PERIOD COTTRED BY REPORT TO	all for the or	iltiel egsignment	Adnus		Special Special
Trees Through 10 will be Espetered	by the person	eveloated			
d. Supervise and manner B' ised personnel at Mg and in elopment. c. Detect and explice activities with appropriation activities with appropriativisions, senior staffs, an of new personnel, continued able incumbent personnel on tional and administrative were secured. g. Adapt changing the of the branch, raiding the leave continuously all requirements.	the field of are potentiate branches delegants employment a loan basis traited with field attuation branch be iroments improvents imp	tations. b all operati s, inter-i outside his and rotati to other-d int the britting and p eat serve i posed on the	. Edrect and onal leads. ivision ectivision ectivities of incumbe lyisions etc. and sections arollors to the needs of	coordinato d. Coordi rities with the Determinate personne f. Apport and desks the organise the field of transmit	all project donnate intra-divis appropriate no the suitabilial, and make avaition the opera- , and their per- ation and opera-
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22 October 1953				. 1	
3743				SIGNATURE	
tens II through 12 will be completed					
During this period has he could be all branch Chief, in recognit has elapsed to be able to licewore, his handling of point of view and there i direction of operational.	ichardson wa Lion of his o ovaluate h the irunch i .s overy rea	s premoted extremoly im fully o has been u son to bel	from wept.y good pursorm n all aspects mismally good tevo that in	branch Gd ance. Not soi his as i from a ma the planni	enough time w position. negoment ng and
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FORM 80. 37-151 MAT 1952

SECRET SECURITY INFORMATION

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procedures.			٠.	7	
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MMENT ON THIS PERSON'S ABILE	TT TO MANDLE GR	EATER RESPONSIBILITI	ES NON ON IN	THE FUTUAL.	
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PERFORMANCE DURING REPORT PESON OF UNSATISFACTORY PERFORMENT ON ITEMS 7, 8 AND 9, AR 26 October 1953 DATE LIVE REVIEWED THE ABOVE REPORT	d position i	n the not-too-d	IS ATTACHED O	OPY OF MEMORANGUM ADDITIONAL COMMENT	SINCLUDIN

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SECURITY INFORMATION

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	PERSONNEL EVA	LUATION REP	PORT	
Items I through 6 will be t	capieted by Administrative	or Personnel Office	cer	
RICHARDSON,	Jacques G.		ition title . (Dep. Chief)
• OFFICE DINF		-5 Par Bast		IF FIELD, SPECIFY STATION
9. PERIOD COVERED BY REPORT	8-53 Initie		Adnual Reassignment c	Special Supervisor
Items 7 through 10 will be	coopleted by the person eval	lusted		
sent, I act as Branch tion for approval of sussion with each of single mission PP), proparation of insonnel needs, etc. As Branch for control of maintaining liaison without or document. A stations on TDY. Super	all basic plans, progression (7) dosk chiefs a under any given progression progression for work requirements, ope into the appropriate staffs as ist or direct, as r	rans, and pro- of the purpos ject, includir ogistic and i ding directly cilligence, an and other Di equired, spec	jects. This is as and proceed as target and liscal require with the Divi d reports. A visions who m dific mission	wolves thorough dis- lures for accomplish- lysis (whether FI or ments, specific per- sion's Intelligence m responsible for not coordinate any planning at overseas
8. LIST COURSES OF INSTRUCTI			0,0100, 1001	· · · · · · · · · · · · · · · · · · ·
Name of Course	Location	length of	Course '	Date Completed
International Politics 102	, Graduste School Georgetown Universi Washington.		3 hours!	5 June 1952
				,
o. IN WHAT TYPE OF WORK ARE am primarily interest and PP Activities out and his differs from my precomes so involved in themtion to project meakground and experies	ted in the conception, and south resent assignment esset administrative detail magement and agent he	defications tarrit entially in the that he came	ude, KNOWLEDGE, S hat a Branch (not-always giv ems. Otherwi:	Chief or his Deputy to his undivided
}•			. Se	
7 February 19	953		i Yh W	
DATE	**		SIGNATURE	
tees 11 through 18 will be c				
i. Priefly describe this pers hief, Mr. Richardson h is timely and afficien ants and reports has b ast year. Mr. Richards	as performed his duti t preparation of inte	es, taken as Uligence anne tanding. Dur	a whole, in a xes, logistic ing three to	superior manner. and fiscal require four months of the

Chief, Mr. Richardson has performed his duties, taken as a whole, in a superior manner. His timely and efficient preparation of intelligence annexes, logistic and fiscal requirements and reports has been particularly outstanding. During three to four months of the past year, Mr. Richardson has acted as Branch Chief. The review of Branch operations under Kr. Richardson's direction, during the writer's absence, indicated his complete competence in supervising Branch activities. His supervision of the planning and preparation for approval of basic plans and projects of the seven (7) deak chiefs has been superior. Mr. Richardson also participated in the planning and dispatch of a difficult operational mission, acting in the capacity of Senior Case Officer. On this mission his liaison with representatives of one of the Military Services was conducted in a manner which enhanced cooperation between that S ice and this Agency.

FORM NO. 97-151

SECRET

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SECRET RECURITY INFORMATION

	PRESENT JOB MOST RETICEABLY GOOD OR OUTSTANDINGS
	ably outstanding with respect to his thorough know-
100go of overy activity of the shaden	He was in position to assume direction of Brunch Limself thoroughly briefed on Division policies and
inlaming in order to give timely instruc	stion and guidance to the Branch overseas stations.
13. ON WHAT ASPECT OF PERFORMANCE SHOULD THIS PERSON	
	ground in two (2) languages, French and Japanese. He
would benefit substantially by learning	the Russian language. He is meticulous with res-
poet to his attention to details, someti	mes to the point of concealing the breader picture
	Richardson to direct his attention to the broad
scope of Branch activities rather than t	
IN. COMMENT ON THIS PERSON'S ABILLITY TO HANDLE GREAT	er responsibilities now or in the ruture. N ume the duties of the chief SF Division representa -
Mr. Alghardon is lully qualified to accept the station. In order to as	nume this responsibility in the most efficient
manner. it is recommended that Mr. Richa	rdson serve a minimum period of time of approximate
ly six (6) months as the assistant to th	e present chief of the field station.
15. ARE THERE OTHER DUTIES WHICH BETTER SUIT THIS PER	RSON'S QUALIFICATIONS? IRecommend appropriate reassignment, if
	n a staff function for either F1 or PP activities.
inis does not mean, nowever, that his processing.	esent duties are not better suited to his qualifi-
cations.	•
16. WHAT TRAINING OR ROTATION DO YOU RECOMMEND FOR 1H	is proving
	ded for overseas assignment in the Far East during
	i command of the Japanese language, having served
in Japan proviously with the United State	es Army. His duties at Heudquarters nave been so
pressing that his departure for overseas	assignment is being delayed until an adequate
replacement my be trained.	
17. IF PERFORMANCE DURING REPORT PERIOD HAS BEEN UNSAT PERSON OF UNSATISFACTORY PERFORMANCE.	TISFACTORY, THERE IS ATTACHED COPY OF MEMORANDUM MOTIFYING THIS
TA THE BENEAUTE CHAINATION OF POOT MAC BEEN DISCUSES	D WITH THE PERSON EVALUATED. ADDITIONAL COMMENTS INCLUDING
COMMENT ON ITEMS 7, 8 AND 9, ARE SHOWN BELOW UNDER	
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March 31 1953	More Mireralle
March 3/ 1953	Jenge Miscivally
9. I HAVE REVIEWED THE ABOVE PEPORT. (Comments, 11 as	ny, are shoen of Item (26.1
9. I HAVE REVIEWED THE ABOVE PEPORT. (Comments, If as	ny, are shoen of Item 20.1
9. I HAVE REVIEWED THE ABOVE SEPORT. (Comments, If as	ny, are shown of Item (36.1) Ozural & Durand
9. I HAVE REVIEWED THE ABOVE SEPORT. (Comments, If as	ny, are shown of Item 20.1 SIGNATURE OF SUPERVISOR Druck Durand SIGNATURE OF REVIEWING OFFICIAL
9. I HAVE REVIEWED THE ABOVE PEPORT. (Comments, If as CATE CATE C. COMMENTS: (If necessary, may be continued on reverse	ny, are shown of Item(36.1) SIGNATURE OF SUPERVISOR DILLAN DULLAN SIGNATURE OF REVIEWING OFFICIAL 10 side of cover sheet.)
9. I HAVE REVIEWED THE ABOVE SEPORT. (Comments, If as	ny, are shoen of Item 20.1 SIGNATURE OF SUPERVISOR SIGNATURE OF REVIEWING OFFICIAL 10 side of cover sheet.)
9. I HAVE REVIEWED THE ABOVE SEPORT. (Comments, If as	ny, are shoen of Item 20.1 SIGNATURE OF SUPERVISOR SIGNATURE OF REVIEWING OFFICIAL 10 side of cover sheet.)
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9. I HAVE REVIEWED THE ABOVE SEPORT. (Comments, If as	ny, are shoen of Item 20.1 SIGNATURE OF SUPERVISOR SIGNATURE OF REVIEWING OFFICIAL se side of cover sheet.)

THROUGH

Chief of Station, Paris.

SUBJECT

Notification of Designation as a Participant in the Organization Retirement and Disability System

Book Dispatch 5096, dated 12 August 1965

Recent correspondence on the above subject informed you that I had determined that you met the criteria specified in the applicable regulation for designation as a participant in the Organization Retirement and Disability System. On the basis of this determination and your recently executed election to remain in the System, your designation as a participant was made effective 10 April 1966.

RICHARD B. EGAN

Thomas B. CASABIM

THROUGH

Chief of Station, Paris

SUBJECT

Designation as a Participant in the Organization Retirement and

Disability System

Book Dispatch 5096 dated 12 August 1965

- 1. Based on a review of your record and the recommendations of the Head of your Career Service and of the Organization Retirement Board, I have determined that you meet the criteria. for designation as a participant in the Organization Retirement and Disability System.
- 2. The regulation governing this retirement system provides that "Any participant who has completed fifteen years of service with the Organization and whose career at that time is adjudged by the Director of Personnel to be qualifying for the system may elect to remain a participant in the system for the duration of his employment by the Organization and such election shall not be subject to review or approval by the Director." Since you have already completed fifteen years of service with the Organization, your right to this election vests upon your designation as a participant and must be exercised immediately.
- 3. If you should elect not to remain a participant in the system, you will be continued under the Civil Service Retirement System. Once your election has been made, you do not have the privilege of changing it at some later date.
- 4. It is requested that you indicate your election by checking in the appropriate box and signing below. The original of this memorandum should be returned to Headquarters as soon as possible.

RICHARD B. EGAN

Exercise of option of participant with fifteen years of service:

I elect to remain in the Organization Retirement and Disability System for the duration of my employment by the Organization.

I elect NOT to remain a participant in the Organization Retirement and Disability System for the duration of my employment by the Organization.

Signature

Date

	SERIA NO"(1-6)	LA	GUA	GE PR	•	Filled In)	AWA	iDS DATA	2. ID NO. 8707
3. NAME (7-24	LAST	FIRST		MEDICALE	1	E OR DIVISION	S. LANGUA		6. LANG. CODE (25-27)
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15. INELIGIBLE (EASON)							FOR A PROFICIENCY AV	VARD OF \$ 100 . 0 . (40-4
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	4.	•				17. I CERTIFY TO	AT FUNDS AF	E AVAILABLE	
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. 4. 17 44.7

1. PERSONNEL SERIAL NO. (1-6) LANGUAGE PROFICIENCY AND AWARDS DATA C6105 3. NAME (7-24) LAST 4 OFFICE OR DIVISION & LANG. CODE (25-27) लियोग्य देहरू । 370 ត្តក្រស់ មាន**ខ** 10. DATE OF BERTH P. GRADE 11. REASON FOR TAKING TEST 12. TEST SCORES READING (24) PRONUNCIATION (36) UNDERSTANDING (38) APPLY FOR AWARD ESTABLISH SKILL LEVEL 13 ELIGIBILITY (39) TYPE OF AWARD (A) ELEMENTARY INTERMEDIATE BASED ON TRAINING THAT WAS DIRECTED OF OR VOLUNTARY (V) ACHIEVEMENT READING (R) SPEAKING (S) COMPREHENSIVE (C) MAINTENANCE NA 16. I CERTIFY THIS EMPLOYEE FOR A PROFICIENCY AWARD CY \$ (40-45) 15. INELIGIBLE (REASON) SIGNATURE Arand disapproved by CS Board 17. I CERTIFY THAT FUNDS ARE AVAILABLE REMARKS OBLIGATION REF. NO. CHARGE ALLOTMENT NO.

FORM 1273

.5-60

OBSOLETE PREVIOUS

SIGNATURE

(10-45)

TLO COPY

S-E-C-E-E-T (When filled in)

THAINING REPORT

Prench Basic Reading, Speaking, Writing-II

100 hours, part-time, 9 Apr 62 - 15 Jun 62

students

Student: Harriette D. Richardson (Dependent)

EOD Date: (wife of Jacques Richardson - SR)

Year of Birth: 192

Cffice :

COUPLE OBJECTIVES - CONTENT AND METHODS - Instructors W. Ray Rackley

This is the second phase in a three-phase basic sequence of 30 weeks, each phase lasting 10 weeks.

The general aim of this course is to provide a thorough grounding for the student who has previously had either a reading course in French or an insufficient introduction to the language. The major objectives of this phace of the course are to develop an ability: (1) to distinguish and pronounce satisfactorily all the sounds of the language; (2) to use effectively a modest stock of French sentences and expressions; (3) to comprehend normal—speed spoken French in a variety of everyday non-technical situations; (4) to begin to read and write basic French, applying the spoken vocabulary and grammatical material previously learned.

Classes are held 2 hours per day, 5 days a week, requiring minimum of 10 hours of preparation per week. To receive the maximum benefit from this course each student should plan to devote at least two thirds of the class preparation time doing drill in the language laboratory.

ACHIEVEMENT RECORD

Student progress is evaluated primarily on oral recitation in the form of drills and free conversation based on memorized material. In addition, several tests are given during the course. This student's rating is indicated by the asterisk.

Unsatisfactory

Satisfactory

Excellent

Incomplete

Mrs. Richardson was definitely a superior student. Her pronunciation was excellent and she had a solid command of the structure of French. She was somewhat hesitant in new language situations, but she more than made up for this through diligent and profitable laboratory and home preparation.

FOR THE DIRECTOR OF TRAINING: /8/4; MAY MACKLEY
Chief Instructor

26 July 1962

Date

ETERNITION BATTER EVENTUAL BAI BRANCE STRIME

S-E-C-R-E-T (When filled in):

	· · · · · · · · · · · · · · · · · · ·		SECRET		Rister
	REPORT OF TRAIL	TING AT NON-C		Ý	DATE
ATTN: Fegistrar	of Training	rision		7. 0. Sichardson SR 6 (DD/P) SC18 -5098	
1. INSTITUTION ATTEN	060	Wi		->/8	2. DATES OF TRAINING
· .				·	10-16 June 1962
This was a tories. Al encouraged of informat I believe to three-he	procial writing have published an expellent common tall guest le of the tight ive, directive it could have b	in the field in the field in the field itention of opeakers ha tolonguage, and persua sen fuller. The contact	d training of tochnic of tochnic of tochnic of tochnic of tochnic of the second of the	prescriptions and manage to delive wariety, in the schedule workshops	h industry as con- hnical writing. I writing labora- yer. The writing to three categories was full, although should be expanded histry was especiall
-12,	- -				
Pour our pu niques in th meet and bec field, and (one known by po o) to learn ner	aining object aid compare i ersone through techniques i	hout the nin the field	ith those in ind ation in the tec d of communication	hnical writing ng technical,
three object Requirements to attend th	ives were met. -Targets, as we is same institu	I recommend all as analys nto in future	that office from SR pages. I	t is well worth t	orts and SR/ the epportunity
I CERTIFY THAT	1 ATTENDED THE	TRAINING PRO	JUKAM DESCR	TRED ABOVE.	

**** 1C49 ******************

SECRET

NOTE: The original will be forwarded to the Office of Personnel for inclusion, in your official for er, 2 copies will be for OTR us

(34-45

Jacques U. Richardson

. . .

	-		SECRET			· · · · · · · · · · · · · · · · · · ·
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3. NAME (7 24) LAST		FIRST		MIDDLE	4 OFFICE	OR DIVISION	5 LANG	UAGE		6. LANG. CODE (25-27)
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7 DATE OF TEST 48-51		8. ANNIVERSA	RY DATE		9 GRADE		10 DATE	OF BURTH		
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emans +3 yrc.) 6 new 60		(2 yrc.	i cld	ಕರಾವ ಕ್ರ :	, 1 _{.27}	OBUGATION RE	NO.		CHANGE	ALLOTMENT NO.
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TRAINING REPORT

MANAGEMENT COURSE NO. 64

40 hours, part-time

18 students

Student: Jacques Richardson

Year of birth: 1924

FOD Date: September 1956

Grade: 14

Office: 5R

COURCE OBJECTIVES - CONTENT AND METHODS

The Management Course is designed to familiarize scnior line and staff managers with both the theory and the practical problems of management in CIA. The underlying assumption of the course is that management development is a process of growth on the jeb. The course, however, enables the participants to examine their job activities in an environment where, guided by the instructors, they can critically examine their own actions, exchange ideas with managers from other components, and develop an understanding of the complex relationships that exist among the people, the pattern of organization, and the purposes of the Agency. The course approaches the problems of management in the Agency by discussing the formal and informal structures, concepts of leadership and communication, the problems of personnel management, and theories of planning and controlling. These subjects are related as closely as possible to the activities of the class members.

The content of the course is developed through lectures, case and group discussions, filmed presentations, and problem-solving exercises.

ACHIEVEMENT RECORD

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

FOR THE DIRPLITOR OF TRAINING:

Chief Instructor

20 February 1961

CONFIDENTIAL (When filled in)

TRAINING REPORT

Clardestine bervices Review No. 31

do hours, full-time

20 November - 9 December 1960

43 students

Student: Jacques G. Richardson

Year of birth: 1924

EOD Date: November 1949

Grade: **GS-14**

Office: DDP/SR/6

COURSE CEJECTIVES - CONTENT AND PETHOLO

This course aims to develop in the Clandestine Services officers, and others, recently returned from the field in up-to-date exercises of the role of CIA in the United States intelligence community, the relations of the ID/I area with the CB and the support available from the offices of the ID/S. Recently this course has been designated as an alternate pre-requisite for CIA officers nominated for certain external training.

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

ACHIEVEVENT RECORD.

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

FOR THE DIRECTOR OF TRAININGS

21 December 1960

SR/5

NAME RICHARDS	CV. J. cones u	Div	S.	/5
SUBJECT	. •	Basic Famil	liarisation	
DATES TRAINED	PRON	2	TO	3 December 19
		•		
EVALUATI ON:				
Did good work.	Appears to h	ayo a good v	inderstæidin	g of the basic
principles invol	ved. His at	titude incla	ss ruflecte	d his interest
in the work.				ı
	والمراجد المراجد	ا ام الحداد منسون	-	
	•	4		
Note: This cour	se is only for	or familiari	zation. It	does not
qualify student				
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Distribution: 1 - TLO / 1 - OTR/Registrar 1 - TSS/TD files

TSS EVALUATION

name_	Jáck řídchárdson		Div	કરો	
			,		
SUBJEC	Audio			<u>.</u>	<u> </u>
. ,					,
DATES	TRAINED	FROM 20 No.	1. 1954	TO _3	Dec. 1954

EVALUATION: Although lacking a background in electronics, Mr. Richardson was able to grasp the instructions given and correctly interpret it. I feel that Mr. Richardson would be able to correctly evaluate audio opportunities and to equip and direct such an operation with the exception of the telephone tap. Mr. Richardson is not qualified to perform maintenance on the equipment.

CARL S. MOOREVILLE

Please return three copies of this form to TSS/TD.

Distribution:

1 - TLO / 1 - OTR/Registrar

1 - TSS/TD files

CSO A SOLUTION STORY

S-7-C-7-1-7

TRAINING EVALUATION

Counterespience Course No. 20

RICEATOSON, J	acques G.		2 January 1954 ates of Cource
20 Jan. 1924	10 June 1949	GS-13	DD/P/SR-5
Date of Sirth	E0D	Grade or Rank	

Chief of geographic branch.

Projected Assignment or Present Position

The Counter-spionage Course is a specialized course of three weeks' duration designed to expose the student to CS principles and practices and to indestrinate him therein. The course is conducted on a seminar, round-table basis. Emphasis is placed on student participation during staff and guest lectures. Ample time is allotted for reading the extensive material provided.

Each straint is required, starting mid-way in the second week, to give a presentation before the class. This how-long presentation is based on a problem assignment given the student by the stuff. Exception is made where students have the field or headquarters experience in CE or a related field; such a student is permitted to give a cra-hour lacture based on specific experience. The "canned" problems are selected to tost students! ability to de CE research, collate, make logical analyses, and present ideas effectively to a seminar group.

This evaluation is based primarily on the student presentation, and to a lesser degree on participation in seminar discussions when conducted by the staff.

RICHARDSON, Jacques G.

- 1. Mr. Richardson ranked first in a strong group. He applied himself effectively throughout the course. His seminar contributions aided materially. He drew freely on a sound operational background and was by all odds the top student.
- 2. Student Presentation: Mr. Richardson presented a case with which he was familiar from his own experience. It was a first-rate performance. The material was very well organized and crisply presented. So effective in fact, that Mr. Richardson will be called upon to give the same discussion in subsequent CE courses.
- 3. In my opinion Mr. Richardson is fully qualified to act as senior CE officer.

Chief Instructor, CS Course

TRAINING EVALUATION

In the conocial to whom this report is entructed is personally responsible for it. Atthough ne may within his discretize show it to other members of his staff, the report should never be shown to the student whom it concerns.	opinions of Histed only about the s	the various , with no re- tudent, work	es the findings, observations, a instructors during the course ference to other facts or finding e complete data is evaluable in ng Division and may be examined
	after conta	cting the Réc	ords and Schaduling Officer.
RICHAROSON			
STUDENT'S WE STUDENTS	DATE OF REP	ORT 2	Hay 1950
TRAINING COLESE! Advanced Operations V	D1V IS 10N	OPC/ YED	GRADE 08-7
TRAINING PERIOD 27 MAPON - 21 April 1950	PROJECTED AS	SIGNMENT AS	s't Pol. Varfare Officer
1. Prescamance record. The following grades show the	. saktibamane	 	and to alone of the and avenue.
tions. The total possible score is proben down to indicate			· • ·
adjectival rating is based on the following scale: 0 to 59			•
Excellent: 92 to 1006 Superior.			
•	•		•
	P011	ble Score	* Achieved Score
FACTS 421 Comprehension of mission of OSO	• • • • •	1401	30
Comprehension of mission of UPC		(40)	30
131 Comprehension of operational procedures .	• • • • •	(25)	16
tel comprehension of operational policy		1257	16
5 th USSR and Communicm (clandestine aspects)		(20)	15
SXELLS LET Evaluation of operational data		(30)	24
t7) Operational planning		(30)	24
481 Operational mechanics		1301	23 .
(3) Personality analysis		(30)	21
GCI Personality manipulation	ا الربيد الأساس الأساس الأساس الأساس الأساس الأساس الأساس الأساس الأساس الأساس الأساس الأساس الأساس الأساس الأ الربيد الأساس الماس	1301	16
TOTAL		(300)	215
•		•	
Overall adjectival exting			· · Satisfactory (7%)
		4	
2. TRAIT CHARACTERISTICS RECORD. The following indica			·
Instructors suring the training period. The observations in			
ing as met) as his reactions to various problems and situati			
trait has not been observed, the lower numbers indicating be	low average,	and the high	er indicating above average.
•		Rating	
(1) Addity to get along and work with people			,
428 43211ty to grasp instructions		<u>}</u>	
(3) Enthúslasm and Interest in work		2	
(w) insustriousness			•
19) Practical Intelligence		<u>.</u>	
(E# Astuteness		2	
(7) Azartability		5	
167 Effectiveness			•
(9) Stability		B	•
(LC) telefative			
4127 Imagination		g	
(12) smillty to handle and direct people		6	
		•	•
3. Clament. 170 be used only in cases of outstanding st	trengths or w	tsessonise	
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		CHEEF INS	TRUCTOR
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REVIEWEL. CHIEF, TRO		Files	
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TRAINING !	EVALUATION	
1. The official to show this report is entrusted is sersonally responsible for it. Although he say, within his discretion, and it to other embers of his staff, the recort should never be shown to the student show it concerns. RICAARDS ON	opinions of the surface i listed only, aits no rese about the studence were the files of the training	the findings, observations or messectors during the course rence to other facts or findin ecoclete details in civilized and may be examined res and scheduling Officer.
STUDENT'S WA	DATE OF REPORT 10 AFT	11 1950
TRAINING CRESS Operations	DIVISION OPC/FED	GRADE 7
TRAINING PERIE 20 Petruary - 17 Barch 1950	PROJECTED ASSIGNMENT ABST	t Fol. Harfarn Officer
1. Pre-Newarce RECORD. The following grades show the tions. The setal possible score is broken down to incident adjectival rating is based on the following scales: © to 19 Excellent: \$7 to 1906 Superior.	the relative neighting of	various factors. The oversit
	fossible Score	Achieved Score
(1) Comprehension of basic principles of clansestine expensions	(40)	28
t2) use 2" tradecraft tability to apply principles		
ad standestine operational,	(50)	32
131 Ability to evaluate operational data		15
(4) Azitity to use operational data		14 19
(5) Planeing a control of the contro	•	17
(8) Personality analysis		42
the administration to operational emergencies		21
197 Attention to detail	•	14
(10) Organization and presentation of written operation		
material	(20)	16
10111	(300)	218
Overall asjectival rating Satisfactory (73%)		•
2. Trait CHARACTERISTICS RECORD. The following indical instructors curing the training period. The observations in as self as his reactions to various problems and situations, trait has not seen observed, the lower numbers indicating be	clude the student's partlei A scale of 0 to 10 is use	pation and conduct in training d, C indicating that the
(1) ablifty to got along and work with people		
12) sailing to grasp instructions		
150 intrustasin and interest in nork		•
(W) Inexistriousness		
(§) Practical Intelligence	£	
161 Astatemess		
(7) Adoptopility		
[9] \$10\$iiity	4	-
(101 Initiative		
Illi Imagination	2	
1121 ability to mandle and direct people		*
3. Comment. Its be used only in cases of outstanding a	trongths or mothrosses?	,
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•	Ca16. 1	NSTRUCT?*

APPROVED.

FORM BO. 81-06

TRAINING EVALUATION

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	ficial to show this report is entrusted is	Z. Tre-report	summerizes the fine	lings, observations,
Personally	responsible for it, sattaguan ne may within	opinions of the	'excloss Instructor	s during the course
	tion show it to other nemicrs of his staff, the		•	other facts or finel
100018 8100	ild mover be shown to the student show it			data is available in
. concerns.	•			and may be examined
	· ;	efter contection	g the Records and S	creduting Officer.
	RICHAROSON			-
STUDENT'S N	AM	DATE OF REPORT	10 February 19	50
TRAINING CO	USSI Staff Orientation V	DIVISION OP	C/FBD	GRADE CS-7
		· ,		Political
TRAINING PE	9100 9 January - 7 February 1950	PROJECTED: ASSIG	West Marfare (Dificer
			•	
1. PE	RFORMANCE RECORD. The following grades show the	schlevement of	the student in clas-	problems and examin
	total possible score is broken down to indicate			
adjectival	rating is based on the following scales: 0 to 5	S uneatlafactory	60 to 798 Satisfac	tory 80 to 895
Excellents	90 to 1008 Superfor.			
	Problems	- 3	Possible Score	Achieved Score
(1)	Reporting of Information		(30)	20
(2)	Message Writing		· (5)	l4
(3)	Interviews: Procurement of Information	ation	(25)	r 14
(L)	Interviews: Personality Handling.		(25)	16
(3)	Mapping and Sketching		(30)	26
(6)	Observation and Description		(30)	. 25
-	Objective Tests			
(7)	Intelligence Tools and Objectives.		(25)	18
(8)	Reporting Mechanics		(20)	15 .
(9)	CIA Security Regulations		(10)	9
(10)	USSR and Communism	•••••	(50)	31
	TOTAL		(250)	178
•	. On		Sat	la fact own
	Overall adjectival rating	••••••	***************	TOTOCOLA
				•
	•			
2. 704	IT CHARACTERISTICS RECORD. The following indice	tes the various s	ersonality traits a	s observed by the
	during the training period. The observations in		*	•
	is his reactions to various problems and situati			

		tating
(2)	ability to get along and work with people	6
(2)	Ability to greep instructions	5 .
131	Enthusiasm and interest in work	7
(4)	industriousness	7
(5)	Practical Intelligence	7
163	Astuteness	7
(7)	Adaptability	Š
183	Effectivenese	7
193	Stability	Š
1101	Iniciativo	6
1223	imagination	Õ
(12)	ability to handle and direct people	6

FORM BO. 51-67 JAB 1950

AMENDMENT TO ALLOWANCE COMMITTEE ADDENDUM For Stall Agent, (Thomas B. CASASIN)

Mr. Thomas B. Casasin

Dear Mr. Casasin:

Effective 25 May 1970, your current Allowance Committee Addendum, as amended, is further amended by substituting the following for sub-paragraph (B) entitled "Other Allowance Entitlements":

(B) One-Time Payment. You are herein authorized a onetime, non-taxable Agency payment of \$235 in lieu of your entitlement to reimbursement for the round-trip educational travel of your daughter from

Payment of this amount will be by deposit to your bank account. This payment and the fixed allowances as set out in subparagraph (A) above are in lieu of your Agency overseas allowance entitlements except that upon your return to a domestic permanent post of assignment you will be entitled to a home service transfer allowance in conformance with applicable Agency regulations.

All other provisions of your Allowance Addendum, as amended, remain in full force and effect.

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BY_					
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APPROVED:

Allowance Committee

SEURET

ADDINDUM TO STAFF AGENT SUPPLEMENT For Thomas B. CASASIN, Effective 5 August 1962

Mr. Thomas B. Casasin

Dear Mr. Casasin:

The Agency Allowance Committee is authorized to modify the entitlements of a Staff Agent for cover, operational or security reasons. Based upon that authority, on 7 June 1906, the Committee made the following determinations which will apply to your Agency overseas assignment in Paris. France under non-official cover. These determinations supersede and modify any provisions of your present Staff Agent Supplement which conflict therewith:

- (a) Fixed Allowance. Iffective the day of your return to Paria you are herein authorized a non-accountable, non-taxable fixed allowance calculated at the rate of \$7,580 for the following year, i.e., for a one year period. If required, advances may be granted by an Agency authorizing official. This fixed allowance is in lieu of your Agency overseas allowance entitlements except that upon your return to a domestic permanent post of assignment you will be entitled to a home service transfer allowance in conformance with applicable Agency regulations. Agency fixed allowances are also in lieu of entitlements to (1) reimbursement for the overseas operational use of your POV and common carriers in and around Paris and (2) storage of your HHE. Cuarters will not be furnished you by the Government or by your cover facility during the period covered by these fixed allowances.
- (b) Exemption from Cifset. During this one year period of your overseas assignment, you are herein authorized to retain, without offset, the housing and cost-of-living allowances of your cover facility.
- (c) Requirement of Cortification. You agree to certify, when requested, that payments made to lou as set forth herein have been expended for the purpose for which made and have not accrued to your personal advantage or enrichment. You will repay any amount for which you cannot provide such a certification. You understand that you are not required to make financial accountings for amounts received under (a) above.

UNITED STATES GOVERNMENT

BL

APPROVED:

Allowance Committee

Thomas B. asasın

ACKNOWLEDGED:

will be followed to preserve the security of your cover position. (a) The grous empluments that you receive from your cover activities will be retained by you as an offset against the gross emoluments due you from this organization. He except as provided in paragraph 4 below. your cover emoluments ever exceed those due you as a Staff Agent, the overage is to be remitted to this organization on a monthly basis, unless a different period is specified. (b) Your Federal income fance will be withheld and reported in conformance with MR 70.33 or any subsequent regulations or procedures promulgated by this organization. For your information, this organization shall withhold from the gross payments due you Federal income taxes in an amount which, when added to the income taxes withheld by your cover facility will equal the tax withholdings normally made from your grove taxable compensation with this organization. If there is no after-nital or if it is insufficient, you will be required to make tax comittances in conformance with hB 20-6664. Also, that fesurace together with R 30-720 covers the procedures to be followed in order to receive relimbirsement for foreign accorne taxes imposed upon you. (c) This organization will deduct from the gross payments due you an amount equivalent to an and one half per cent (6 1/2%) of your gross salary for contribution to the Civil Service Retirement Fund, This amount will be defacted from the differential due you by this organization. If there is no differential as if it is insulticient, you will be required to make direct monthly specitorities or a tiration in satisfaction of the required contributions, (d) If permanent quarters are not furnished your quarters allows cace will be granted at the madistant rate established for your post of assignment. family crates and grade. No accounting for this allowance will be required. If your position requires that you make contribution to the Social Security Fund, such contributions will be at your expense. However, involuntary contributions for Lover facility programs, such as insurance and retire; ment, may be considered items of expense to this organization, and in

Supplement to Stall Agent, Personnel Action

In view of your contemplated cover assignment, you have been designated a Staff Agent. The purpose of this Supplement is to call your attention to existing policies which are particularly material to you while you are so designated and to set forth certain rights and obligations

respectively, and you are cotifled to receive the sulary, allowances and other benefits applicable thereto, however, coreas procedural variations

1. Payroll Administration. As indicated in your Staff Agent Fersonnel

Elicotive

and GS-110

Thomas U. Casasin_

incident to your status as an appointed employee.

Action, your present halary and grade are \$13,510

Thomas B. Casasin

Dear Mr. Casasin

such case may mornes you receive as a result of your participation is such programs must be returned to this organization. Whether participation in a particular cover facility program is involuntary will be determined by this organization.

- districted Cover Premium Pay. You are hereby authorized Conalternal Cover Premium Pay in conformance with applicable organizational testimes. For your information currently this premium pay is ten percent of your base halary, represents additional taxable compensation to a you and is applicable for that period of time you are assigned under noncofficial cover.
- 3. Equalization Allowance. You are hereby authorized an equalization allowance in accordance with applicable organization issuances.
- 4. Travel Expenses. You will be entitled to travel, transportation and storage in conformance with the regulations of this organization. HR 30-2c provides that travel expenses of integrated personnel will be allowed in accordance with the regulations of their cover organizations of HR 22, whichever allows the greater amount.
- 5. Travel Fenalties: You herein agree that your assignment abroad will be for a minimum of from the date of your arrival at your permanent post of duty, unless such assignment shall be sooner terminated by the Government for its convenience. Your violation of such agreement may result in regulatory travel penalties. HR 22-6 provides that if the agreement is violated during the first year of duty abroad, expenditures for travel and transportation to the post, including per diem while at headquarters and storage of effects, shall be reimbursed by the employee. If the agreement is violated after the first year of duty, but before the completion of the minimum tour agreed to above, return travel at Government expense shall not be allowed.

at Gov	ernment expense shall not be allowed.
٧.	AGREED:
refeas- knowle cution	6. Secrecy. You will be required to keep forever secret this Supple and all information which you may obtain by reases hereof (unless ed in writing by the Government from such obligation), with full dge that violation of such necessy may subject you to critinial prosesunder the Espionage Laws, dated 25 June 1948, as amended, and applicable laws and regulations.
	UNITED STATES GOVERNMENT

BY Fersonnel Officer

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Chief of Station, Paris

Chief, EUR Administrative/Fersonsel/Modical Dependents of Thomas B. CASASIK

The Cffice of Medical Services has advised that Thomas B. CASASIN's dependents did not take physical examinations prior to their PCE return to Paris. So that CASADIN's dependents may be fully covered under the Overseas Medical Program, it is essential that arrangements be made for their physicals to be taken in the field and the results forwarded to Headquarters as soon as possible.

Daniel J. Laurigan

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Experience in the hamiling of employee emergencies has shown that the absence of certain personal data after delays and compli-cates the settlement of estate and financial matters. The information requested in this section may prove very useful to your family or atterney in the event of your disability or death and will be disclosed only when circumstances warrant. ARLINGTON CLARENDON TRUST CO., JIKOUES G. RICHARDSON HARRIETTE D. RICHARDSON |
HAVE YOU COMPLETED A LAST WILL AND TESTAMENTY | YES WHO. (11 "Yes" whose HAS IN ADDITIONAL DATA AND/OR CONTINUATION OF PRECEDING ITEMS

SEPARATE

BIOGRAPHIC DATA SHEET

DOB: 20 January 1924 NAME: RICHARDSON, Jacques Gabriel

Date of Grade 16 January 1955 GRADE: GS-14

Wife . MARITAL STATUS: Married DEPENDENTS:

Daug - age 11

CAREER SERVICE DESIGNATION: D Daug - age 8

EDUCATION:

1940-42 Sir George Williams College, Canada - French

Trinity College, Conn. - French (year)
Univ of Michigan - BA (1947); Oriental Civilization, Japanese 1942 1945

1951-52 Georgetown Univ. - International Relations

PRIOR OBGANIZATIONAL EMPLOYMENT:

Jacoby Photographers, Montreal, Canada - Photo Tech (part-time). T. Eaton Co., Ltd (dept store), Montreal, Canada - Salesman 1941-42

(part-time).

1943-48 Military Service, U. S. Army, 1st Lt. (1946-48, G-2 Japan).

LANGUAGE PROFICIENCY:

- Reading and Writing - Elementary; Speaking - Pative (Oct 1960).
- Reading and Speaking - Elementary; Writing - Intermediate. French

MILITARY RESERVE STATUS: NONE

ORGANIZATIONAL TRAINING:

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SEPARATE COVER ATT:

BIOGRAPHIC DATA SHEET

RICHARDSON, Jacques Gabriel

ORGANIZATIONAL EMPLOYMENT:

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Jan	1952
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	1954
Feb	1955
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Map	1956
Oc+	1957
Oct	1960

PERSONNEL EVALUATION:

Fitness Report, 10 April 1958 - 31 March 1959 "Subject continues as one of the most capable, professional and hard working of the branch chiefs in the station. Working against a tough denied area problem, he demonstrates imagination, drive, excellent area background and knowledge, and a high degree of productivity. He definitely has the potential for an even more responsible position." Fitness Report, 1 April 1959 - 24 June 1960 "In most respects, this officer is one of the best I have known in this agency. He has a broad and deep knowledge of his target area, as well as of his 'host country'; an excellent and proven degree of operational 'know-how'; the ability to write and speak lucidly and effectively and with apparent ease; and a very high degree of motivation and devotion to duty." Fitness Report, July 1960 - October 1961 "Subject supervises a very large and key branch engaged in a wide variety of activities, a difficult job which he does well."

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1 February 1962.

MEMORANDUM FOR: Central Cover Group/Non-official Cover

VIA

SR/99

CITE IE CT

Cover requirements for Thomas B. CASASIN (P)

- 1. Infersation keyed to your format "Nonofficial Cover Request for Individual" is transmitted herewith.
- 2. SR would like to have a durable, permanent cover established for Thomas B. CISASIN as quickly as possible. CASASIN is presently a staff employee in Headquarters. He will be available to develop and undertake cover preparations as soon as Cover Group has completed the necessary arrangements.
- 3. It will be convenient for CISASIN to discuss cover plans and preparations with you whenever you wish. Miss Ruth Paul (ext. 3839) will serve as Headquarters case officer and will be pleased to provide any supplementary information you may require.

John Gerry Chief, SR/2

Attachment: As stated in Para 1, 2 cy

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UNITED STATES GO. ERNMENT Memorandum

Mary

E/Pers.

Registrar/OMS

SUBJECT:

Richardson, Jacques G.

Subject has been evaluated by OMS and found to be qualified

for proposed assignment.

UNITED STATES GG. ERNMENT Memorandum

TO

Mary E/Pers.

DATE:

3 October 1967

3 October 1967

FROM :

Registrar/OMS

SUBJECT:

Dependents of Richardson, Jacques

No medical disposition. Dependents will be evaluated when

physicals are received.

SECRET

il Coptenting 1960

MEMORANDUM FOR:

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ATTENTION

Socialty Of Local

SUBJECT

over Backstop

REFERENCE

Form 1322, dated 9 September 1960.

which utilizes the

1. In compliance with above reference, official cover backstopping

has been established for the above-named individual. All information concerning this cover arrangement is available in the Official Coverand Liaison Section, CCD.

- 2. It is requested that OCL/CCD be notified when this cover arrangement is no longer required. Any changes in the Subject's Head-quarters status should be coordinated with this office for the determination of need for continued documentation and cover.

IS PAUL P. STEWART

JOSEPH M. ADAMS Chief, Official Cover & Liaison, CCD

cc: Personnel Security Division, Office of Security

704 1554

SECRET

(9-11)

<u>(</u> 1)				
(2)	Staff employee, GS-14, Step 5; total compensate publicly within range of current actual current actual		r cover	should to
(3)	Employee: fully cleared; wife previously had Cont overtly affiliated with CIA aware of employee's status.	SA for co		work in se is
(4)	Medical status CK	1		•
(5)	Employee has had psychological assessment and Results presumably satisfactory.	technical	l intervi	love.
(6)				
-				
(6) 7) 8)	New cover can be assumed at any time. Proposed departure data overseas is roughly sus	ser 1962	, but is	flexibl
7)	New cover can be assumed at any time.	to suppor	tany op	erationa
7) 8) 9)	New cover can be assumed at any time. Proposed departure date overseas is roughly sus SR/Support and SR/COA funds will be available	to suppor	tany op	erationa

В.

- (3) Educations Bi, U of Michigan; graduate work in international relations at Georgetown University.
- (4) Professional experiences part-time work during college years as apprentice and journeyman photo technician; part-time work as photo equipment salesman; newspaper assistant editor, about \$2,100 per annum; assistant to chief, planning division of housing authority of major city, \$3,100 per annum; employed since then by CIA, pay range of \$3,800 to \$13,250 per annum.
- (5) Outside interests: photography, including own processing; writing, editing non-fiction and some fiction; gardening and do-it-yourself wood and metal working; interest in mechanics and electricity; interest in organization, management, and administrative planning; member, British Interplanetary Cociety; former associate member, American Astronautical Society; former member, Japan Rocket Society. Interested in sports cars and other high quality automobiles and trucks. Skiing, swimming, horseback riding, biking, camping, alpiriam.
- (6) Objective personality evaluation: An exceedingly well-equipped operations officer, combining an excellent knowledge of the target area and of the base country with proven operational know-how and a mature, dynamic, self-confident personality. Has a great facility to express himself in writing and orally. Very effective in dealing with people on various levels, poised and businesslike.
- (7) Financial status: almost wholly dependent upon job income. Cutstanding debt is mortgage on house
- (8) Previous foreign residence: Canada, 5 years; Japan, 8 years. Tourism and official travel (including war service) for shorter periods to the UK, France, Belgium, The Netherlands, West Germany, Switserland, Italy, Austria, Denmark, Japan, Korea, Okinawa, Hong Kong, Thailand, Burma, Malaya, British North Borneo, Australia, and the Philippines.
- (9) Speaks Fronch and Japanese (tested in both).

C. Eccurity Considerations

- Employed by CIA 12 years and two months. Security approval is TOP SECRET dated 10 June 1949.
- (2) Employee will know specifically of CIA interest.
- (3) Luployee has had normal steff employee access to CIA buildings.

(6)	There are no other known problems bearing on security.	
(8)	After the forthcoming tour, it is hoped that the employee will be ab to continue in a non-official cover capacity, or convert to the most appropriate official cover dictated by operational and administrative planning needs.	
(9)	This is a request for permanent cover.	
10)	Theodore G. Driscoll, 722 S. Royal Street. Alexandria, Virginia. Pather-in-law of employee.	
11)		
2)		

D. Operational Information

(1) Type of Operation

FI-CA management of large group of agents earlier recruited by others for REDWOOD purposes, including termination of marginal assets.

Spotting, assessment, and reporting potential new recruits.

Recruitment of agent-candidates <u>outside</u> the country of assignment when necessary.

Clandestine support and communications of own and others! operations.

Other tasks set out by Station, within cover and time-available capability.

(2) Location

Paris, France. Alternates: Brussels, Belgium; Luxeabourg; Geneva, Switzerland.

(3) Employee should be relatively free to travel on short trips to nearby countries of Western and Middle Europe. Times and intervals will probably be dictated by the Paris Station.

(4) Special groups the employee should be able to contact

Although it is not essential, it would be desirable if the employee's cover permitted him to initiate and maintain contacts in the scientific, technological, commercial and engineering fields.

- (5) Income directly attributable to cover should be in the range of \$10,000 per annum, with supplementary income attributable to commissions, retainers, piece work fees, personal resources, etc.
- (6) Employee should be able to devote upward of 30 hours per week to operational duties.

(7)			
(8)			

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