

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

CUSTODIAL UNIT/LOCATION: _____

DELETIONS, IF ANY: PERSONNEL MATTERS OUTSIDE TIME
FRAME

[illegible]

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VITALE, GUY

BEING A WINNER

"Diff Files" for NARA 2025 Documents Release JFK Assassination Records

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Red: Newly revealed in 2025.
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Black: Unchanged between versions.

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Notes:

Black text on a blue background indicates content
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I did my best to be accurate in revealing what is new,
but please confirm with the original sources
where accuracy is essential.

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JFKdiffs.com

SECRET

(U. S. Sec. 1.1.1.1)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED	
1. SERIAL NUMBER		2. NAME (Last-First-Middle)						17 Feb 69			
003620		VITALE, GUY									
3. NATURE OF PERSONNEL ACTION				4. EFFECTIVE DATE REQUESTED			5. CATEGORY OF EMPLOYMENT				
RETIREMENT (VOLUNTARY) UNDER THE CIA RETIREMENT - CIA & DISABILITY SYM				MONTH DAY YEAR 02 28 69			REGULAR				
6. FUNDS		7. FINANCIAL ANALYSIS NO		8. LEGAL AUTHORITY (Completed by Office of Personnel)			9. ORGANIZATIONAL DESIGNATIONS				
X		9235 0620		P.L. 88-643 Sect. 233			DDP/WH WH/COG OPERATIONS BRANCH WH SECTION				
10. LOCATION OF OFFICIAL STATION		11. POSITION TITLE		12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION		14. CLASSIFICATION SCHEDULE (F.S. I.B. etc.)			
WASH., D.C.		INTELLIGENCE ASST		1685		D		GS			
15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE		18. REMARKS					
0301.26		08 6		\$ 8984		Last working day is 28 February 1969. 1152 telecoord. w/Paul Seidel, R.D. - dnmw 3/3/69 *Intel ASST occupying Intel ANALYST SLOT*					
19. SIGNATURE OF REQUESTING OFFICIAL		DATE SIGNED		19. SIGNATURE OF CAREER SERVICE APPROVING OFFICER		DATE SIGNED					
Henry L. Berthold C/WH/Personnel		17 Feb 69		[Signature]		20 Feb 69					
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
21. ACTION CODE		22. EMPLOY CODE		23. OFFICE CODING		24. STATION CODE		25. INTEGRITY CODE			
45		10		NUMERIC ALPHABETIC							
26. NTE EXPIRES		27. SPECIAL REFERENCE		28. RETIREMENT DATA		29. SEPARATION DATA CODE		30. CORRECTION CANCELLATION DATA			
MO. DA. YR.		1-CC 2-ORCA 3-FICA 4-NONE		CODE		TYPE		MO. DA. YR.			
								EOD DATA			
31. VET. PREFERENCE		32. SERV. COMP. DATE		33. LONG. COMP. DATE		34. CAREER CATEGORY		35. FEDERAL HEALTH INSURANCE			
CODE		MO. DA. YR.		MO. DA. YR.		CODE		CODE			
0-NONE 1-5 YR 2-10 YR						CODE		HEALTH INS. CODE			
36. PREVIOUS CIVILIAN GOVERNMENT SERVICE		37. LEAVE CAT. CODE		38. FEDERAL TAX DATA		39. STATE TAX DATA		40. SOCIAL SECURITY NO.			
CODE		CODE		FORM EXECUTED		FORM EXECUTED		CODE			
0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)				1-YES 2-NO		1-YES 2-NO		CODE			
41. POSITION CONTROL CERTIFICATION		42. OP APPROVAL		DATE APPROVED							
		3-6-69 JE		[Signature]							

FORM 3-67 1152 USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

(4)

SECRET

(If Not Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
1 SERIAL NUMBER		2 NAME (Last-First-Middle)		17 Feb 69	
003620		VITALE, GUY			
3 NATURE OF PERSONNEL ACTION			4. EFFECTIVE DATE REQUESTED		5 CATEGORY OF EMPLOYMENT
RETIREMENT (VOLUNTARY) UNDER THE CIA RETIREMENT - CIA & DISABILITY CY			MONTH DAY YEAR 02 28 69		REGULAR
6 FUNDS			7. FINANCIAL ANALYSIS NO CHARGEABLE		8 LEGAL AUTHORITY (Completed by Office of Personnel) P.L. 33-643 Sec. 233
<input checked="" type="checkbox"/> V TO V <input type="checkbox"/> CF TO V <input type="checkbox"/> V TO CF <input type="checkbox"/> CF TO CF			9235 0620		
9 ORGANIZATIONAL DESIGNATIONS			10. LOCATION OF OFFICIAL STATION		
DDP/WH WH/COG OPERATIONS BRANCH WH Section			WASH., D.C.		
11 POSITION TITLE			12 POSITION NUMBER		13 CAREER SERVICE DESIGNATION
INTELLIGENCE ASST (S)			1685		D
14 CLASSIFICATION SCHEDULE (GS, F.R. etc)		15 OCCUPATIONAL SERIES		17 SALARY OR RATE	
GS		0301.26		08 6 \$ 8984	
18. REMARKS					
<p>Last working day is 28 February 1969.</p> <p>1152 telecoord. w/ Paul Seidel, R.B. - dtd 3/3/69</p> <p>*Intel Asst according Intel Analyst slot *</p> <p>1 - Finance</p> <p><i>Pydew...</i></p>					
18A SIGNATURE OF REGULATING OFFICIAL		DATE SIGNED		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER	
Henry L. Berthold C/WH/Personnel		17 Feb 69		[Signature]	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING	22. STATION CODE	23. INTEGRITY CODE	24. MOOTRS CODE
45	10	NUMERIC ALPHABETIC			
25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LEI	28. DATE OF BIRTH		
MO. DA. YR.	MO. DA. YR.	MO. DA. YR.	MO. DA. YR.		
1 16 17					
29. SPECIAL REFERENCE	30. RETIREMENT DATA	31. SEPARATION DATA CODE	32. CORRECTION - CANCELLATION DATA	33. SECURITY REQ. NO.	
				34 SEX	
35 VET PREFERENCE	36. SERV. COMP. DATE	37 LONG COMP. DATE	38. CAREER CATEGORY	39. FECA/HEALTH INSURANCE	
CODE	MO. DA. YR.	MO. DA. YR.	CODE	CODE	
0-NONE 1-5 PT. 2-10 PT.					
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE	42. LEAVE CAT CODE	43. FEDERAL TAX DATA	44. STATE TAX DATA		
CODE	CODE	FORM EXECUTED	FORM EXECUTED		
0-NONE 1-NONE 2-BRIEF IN SERVICE (LESS THAN 3 YEARS) 3-BRIEF IN SERVICE (MORE THAN 3 YEARS)		1-YES 2-NONE	1-YES 2-NONE		
45. POSITION CONTROL CERTIFICATION			46. OP APPROVAL		
			DATE APPROVED		

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

(4)

JLB: 10 MAR 69

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

SECRET

28 FEB 1969

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

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

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

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

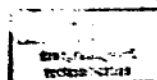
Robert S. Wattles
Director of Personnel

Distribution:
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1 - D/Fers
1 - OP Files
1 - Soft File
1 - ROB Reader

OP BSD ROB/PJSeidel:jef

(27 February 1969)

SECRET



S E C R E T (When Filled In)	
CERTIFICATION OF SEPARATING EMPLOYEE	Name (Last-First-Middle) VITALE, GUY
MEMORANDUM FOR THE RECORD - ATTACH TO OFFICIAL PERSONNEL FOLDER	
I hereby acknowledge the receipt of the following forms and/or information concerning my separation from CIA as indicated by check mark:	
✓	1. Standard Form 8 (Notice to Federal Employee about Unemployment Compensation).
✓	2. Standard Form 55 (Notice of Conversion Privilege, Federal Employees' Group Life Insurance).
	3. Standard Form 56 (Agency Certification of Insurance Status, Federal Employers' Group Life Insurance Act of 1954).
	4. Standard Form 2802 (Application for Refund of Retirement Deductions).
✓	5. Form 2595 (Authorization for Disposition of Paychecks).
	6. Applicable to returnee (resignee from overseas assignment). I have been advised of my right to have a medical examination before my separation from this Agency and of the importance of such a medical check to my health and well-being. <input type="checkbox"/> Appointment arranged with Office of Medical Services. <input type="checkbox"/> Appointment for Office of Medical Services examination declined.
	7. I have been informed of "conflict of interests" policy of the Agency and foresee no problem in this regard concerning my new employment.
	8. Form 71 (Application for Leave).
	9. CSC Pamphlet 51 (Re-employment Rights of Federal Employees Performing Armed Forces Duty).
	10. Instructions for returning to duty from Extended Leave or Active Military Service.
Signature of Employee Guy Vitale	Date Signed 28 Feb. '69
Address (Street, City, State, Zip Code) 1730 "H" St. N.E. Wash. D.C.	Correspondence <input type="checkbox"/> Overt <input checked="" type="checkbox"/> Covert
S E C R E T	

SECRET

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

SECRET

(When Filled In)

SPF: 20 FEB 69

NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER 003620		2. NAME (LAST FIRST MIDDLE) VITALE, GUY	
3. NATURE OF PERSONNEL ACTION DESIGNATION AS PARTICIPANT IN CIA RETIREMENT AND DISABILITY SYSTEM		4. EFFECTIVE DATE MO DA YR 02 23 69	
5. CATEGORY OF EMPLOYMENT REGULAR		6. FINANCIAL ANALYSIS NO. CHARGEABLE 9235 0620 0000	
7. CSC OR OTHER LEGAL AUTHORITY PL 88-643 SECT. 103		8. ORGANIZATIONAL DESIGNATIONS DDP/WH	
9. LOCATION OF OFFICIAL STATION WASH., D.C.		10. POSITION NUMBER	
11. SERVICE DESIGNATION D		12. CLASSIFICATION SCHEDULE (GS, LB, etc.)	
13. OCCUPATIONAL SERIES		14. GRADE AND STEP 08	
15. SALARY OR RATE		16. REMARKS	

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODING NUMERIC ALPHABETIC		22. STATION CODE		23. INTEGRAL CODE		24. MONTH CODE		25. DATE OF BIRTH MO DA YR		26. DATE OF GRADE MO DA YR		27. DATE OF LEI MO DA YR	
28. INT. EMP. RES.		29. SPECIAL REFERENCE		30. RETIREMENT DATA 1. CSC 2. CDA 3. FICA 4. NONE		31. SEPARATION DATA CODE		32. CORRECTION / CANCELLATION DATA TIME MO DA YR		33. SECURITY REQ. NO.		34. SEX		35. VET. PREFERENCE CODE 1. NONE 2. 10 PT 3. 10 PT		36. SERV. COMP. DATE MO DA YR	
37. LONG. COMP. DATE MO DA YR		38. CAREER CATEGORY CAR RELY PROF TEMP		39. FEGLI / HEALTH INSURANCE CODE 1. YES 2. NO		40. SOCIAL SECURITY NO.		41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 1. NO PREVIOUS SERVICE 2. BREAK IN SERVICE (LESS THAN 3 YRS.) 3. BREAK IN SERVICE (MORE THAN 3 YRS.)		42. LEAVE CAT. CODE		43. FEDERAL TAX DATA FORM EXECUTED 1. YES 2. NO		44. STATE TAX DATA FORM EXECUTED 1. YES 2. NO		45. STATE CODE	

SIGNATURE OR OTHER AUTHENTICATION

FORM 5-60 1150
MAY 10-67

Use Previous Edition

SECRET

FVD

GROUP 1
Excluded from automatic
downgrading and
declassification

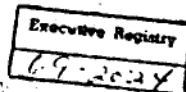
(When Filled In)

SECRET

REQUEST FOR PERSONNEL ACTION										DATE PREPARED	
1. SERIAL NUMBER 003620										2. NAME (Last-First-Middle) VITALE, GUY	
3. NATURE OF PERSONNEL ACTION DESIGNATION AS A PARTICIPANT IN THE CIA RETIREMENT AND DISABILITY SYSTEM						4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 2 23 69		5. CATEGORY OF EMPLOYMENT REGULAR		6. LEGAL AUTHORITY (Completed by Office of Personnel) PL 83-643 Sect. 203	
7. FUNDS X V TO V CF TO V		8. V TO CY CF TO CY		9. COST CENTER NO. CHARGEABLE 9235 - 0620		10. LOCATION OF OFFICIAL STATION WASHINGTON, D.C.					
11. POSITION TITLE DDP/WII						12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION D			
14. CLASSIFICATION SCHEDULE (U.S. F.R. No. 1)				15. OCCUPATIONAL SERIES		16. GRADE AND STEP S		17. SALARY OR RATE S			
18. REMARKS											
18A. SIGNATURE OF REQUESTING OFFICIAL				DATE SIGNED		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER				DATE SIGNED	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODING NUMERIC ALPHABETIC		22. STATION CODE		23. INTEREST CODE		24. MONTHS CODE	
25. DATE OF BIRTH MO. DA. YR.		26. DATE OF REUSE MO. DA. YR.		27. DATE OF LEI MO. DA. YR.		28. DATE OF RETIREMENT MO. DA. YR.		29. DATE OF SEPARATION MO. DA. YR.		30. DATE OF CANCELLATION MO. DA. YR.	
31. NTE EXPIRES MO. DA. YR.		32. SPECIAL REFERENCE 1-12C 3-12C 1-12C		33. RETIREMENT DATA CODE 2		34. SEPARATION DATA CODE TYPE		35. CONNECTION CANCELLATION DATA MO. DA. YR.		36. SECURITY REQ. NO.	
37. VET. PREFERENCE CODE 0- NONE 1- 1 PT 2- 10 PT		38. SERV COMP DATE MO. DA. YR.		39. LONG COMP DATE MO. DA. YR.		40. CAREER CATEGORY CODE 1- YES 2- NO		41. REG. HEALTH INSURANCE CODE 1- YES 2- NO		42. SOCIAL SECURITY NO.	
43. PREVIOUS GOVERNMENT SERVICE DATA CODE 0- NO PREVIOUS SERVICE 1- NO BREAK IN SERVICE 2- BREAK IN SERVICE (LESS THAN 3 YEARS) 3- BREAK IN SERVICE (MORE THAN 3 YEARS)				44. LEAVE CAT. CODE		45. FEDERAL TAX DATA FORM EXECUTED CODE 1- YES 2- NO				46. STATE TAX DATA FORM EXECUTED CODE 1- YES 2- NO	
47. POSITION CONTROL CERTIFICATION						48. DATE APPROVED 13 FEB 69				49. DATE APPROVED	

SECRET

69-1750



17 APR 1969

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


Dear Mr. Vitale:

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

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

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

Sincerely,


Richard Helms
Director

Distribution:

0 - Addressee

1 - ER

1 - C/EAB/OS

1 - D/Pers

1 - OPF

1 - ROB

1 - ROB Reader

Originator:

Director of Personnel

Concur:

SIGNED

2 APR 1969

C/EAB/OS

QP/RAD/ROB/PJSeldel:jef (1 April 1969)

SECRET

MEMORANDUM FOR : Director of Central Intelligence
SUBJECT : Request for Voluntary Retirement
Guy Vitale

1. This memorandum submits a recommendation for your approval; this recommendation is contained in paragraph 4.
2. Mr. Guy Vitale, GS-08, Intelligence Analyst, Western Hemisphere Division, Clandestine Services, has applied for voluntary retirement under the provisions of Headquarters Regulation 20-50j, to be effective 28 February 1959.
3. Mr. Vitale has been designated a participant in the CIA Retirement and Disability System and meets the technical requirements for voluntary retirement under the System. He is 51 years old with over 28 years of Federal service. This service includes over 21 years with the Agency of which 5 years were in qualifying service. The Head of the Clandestine Services Career Service and the CIA Retirement Board have recommended that his application for voluntary retirement be approved. I endorse these recommendations.
4. It is recommended that you approve the voluntary retirement of Mr. Guy Vitale under the provisions of Headquarters Regulation 20-50j.

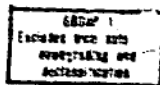
Robert S. Wattles
Director of Personnel

The recommendation contained in paragraph 4 is approved:

Director of Central Intelligence

Date

SECRET



SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
1. SERIAL NUMBER 003620		2. NAME (Last-First-Middle) VITALE, Jay			
3. NATURE OF PERSONNEL ACTION REASSIGNMENT			4. EFFECTIVE DATE REQUESTED MONTH: 12, DAY: 28, YEAR: 68		5. CATEGORY OF EMPLOYMENT REGULAR
6. FUNDS X V TO V CF TO V			7. COST CENTER NO. CHARGEABLE 6235-1162		8. LEGAL AUTHORITY (Completed by Office of Personnel)
9. ORGANIZATIONAL DESIGNATIONS DDP/HH WH/C Miami Operations Branch PM Section			10. LOCATION OF OFFICIAL STATION Washington, D.C.		
11. POSITION TITLE INTELL. ASST. (D)			12. POSITION NUMBER 1506		13. CAREER SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (GS, LR, etc.) GS (07)		15. OCCUPATIONAL SERIES 0301.23		16. GRADE AND STEP 03 (4)	
17. SALARY OR RATE \$ 7553					
18. REMARKS From WH/C/MOB, PM Sec., #1142 P.R.A. per HR 20-21c(3) NTE December 1967.					
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;"> Recorded By CSPD f.p. </div>					
19A. SIGNATURE OF REQUESTING OFFICIAL ROBERT D. CASHMAN, C/WH/Pers.		DATE SIGNED 12-20-68		19B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER -H. J. G. [Signature]	
DATE SIGNED 21 DEC 1968					
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19. ACTION CODE 37	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC: 51500, ALPHABETIC: 608	22. STATION CODE 25015	23. INTEGRAL CODE	24. MOOTING CODE
25. DATE OF BIRTH MO. DA. YR. 10/16/17		26. DATE OF GRADE MO. DA. YR.		27. DATE OF LEI MO. DA. YR.	
28. NTE EXPIRES MO. DA. YR. 12/27/67		29. SPECIAL REFERENCE 1-ESC, 2-HER, 3-NOM, 83		30. RETIREMENT DATA CODE	
31. SEPARATION DATA CODE		32. CORRECTION, CANCELLATION DATA TYPE		33. SECURITY Rtg. NO.	
34. SEX		35. VET. PREFERENCE CODE: 0-NONE, 1-5 PT, 2-10 PT			
36. SERV. COMP. DATE MO. DA. YR.		37. LONG COMP. DATE MO. DA. YR.		38. CAREER CATEGORY CODE: CAP RES, PWCR TEMP	
39. FEDERAL HEALTH INSURANCE CODE: 0-WAIVER, 1-YES		40. SOCIAL SECURITY NO.			
41. PREVIOUS GOVERNMENT SERVICE DATA CODE: 0-NONE, 1-BREAK IN SERVICE, 2-BREAK IN SERVICE (LESS THAN 3 YEARS), 3-BREAK IN SERVICE (MORE THAN 3 YEARS)		42. LEAVE CAT. CODE		43. FEDERAL TAX DATA FORM EXECUTED: 1-YES, 2-NONE	
44. STATE TAX DATA CODE: 1-YES, 2-NONE		45. TAX EXEMPTIONS CODE		46. STATE TAX CODE	
47. POSITION CONTROL CERTIFICATION 122365H		48. O.P. APPROVAL [Signature]		DATE APPROVED 12-23-68	

SECRET

MEMORANDUM FOR: Mr. Guy Vitale

20 October 1965

THROUGH : Head of D Career Service

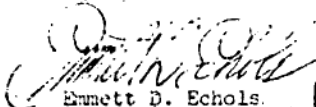
SUBJECT : Notification of Non-eligibility for Designation as a
Participant in the CIA Retirement and Disability System

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

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

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

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


Emmett D. Echols
Director of Personnel

SECRET

Group 1
Excluded from automatic
downgrading
and declassification

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED	
1. SERIAL NUMBER 003620		2. NAME (Last-First-Middle) VITALE, Guy								12 December 1962	
3. NATURE OF PERSONNEL ACTION PROMOTION					4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 01 20 63			5. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS X V TO V CF TO V		V TO CF CF TO CF		7. COST CENTER NO. CHARGEABLE 3232-1000-1000			8. LEGAL AUTHORITY (Completed by Office of Personnel)				
9. ORGANIZATIONAL DESIGNATIONS DDP Task Force W FI/CI Branch					10. LOCATION OF OFFICIAL STATION Washington, D.C.						
11. POSITION TITLE OPS OFFICER					12. POSITION NUMBER 0683		13. CAREER SERVICE DESIGNATION D				
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS			15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 08 (3)		17. SALARY OR RATE \$6500				
18. REMARKS Promotion recommendation attached. Fitness Report submitted previously.											
<div align="right"> Recorded by CCPD <i>live</i> </div>											
104. SIGNATURE OF REQUESTING OFFICIAL Louis W. Armstrong				DATE SIGNED 14 Dec 62		105. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>H. J. ...</i>				DATE SIGNED 11/7/63	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE 32 10		20. EMPLOY. CODE 61300		21. OFFICE CODING TFW		22. STATION CODE 75013		23. INTERSEE CODE 1		24. DATE OF BIRTH 10/16/17	
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REQUEST FOR PERSONNEL ACTION						DATE PREPARED	
1. SERIAL NUMBER 003620		2. NAME (Last-First-Middle) VITALE, Guy				• 12 December	
3. NATURE OF PERSONNEL ACTION PROMOTION					4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR		5. CATEGORY OF EMPLOYMENT REGULAR
6. FUNDS X V TO V		V TO CF		7. COST CENTER NO. CHARGE-ABLE 3232-1000-1000		8. LEGAL AUTHORITY (Completed by Office of Personnel)	
CF TO V		CF TO CF					
9. ORGANIZATIONAL DESIGNATIONS DDP Task Force W FI/CI Branch					10. LOCATION OF OFFICIAL STATION Washington, D.C.		
11. POSITION TITLE OPS OFFICER (D)					12. POSITION NUMBER 0583		13. CAREER SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS (09)		15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 03 (3)		17. SALARY OR RATE \$6500	
18. REMARKS Promotion recommendation attached. Fitness Report submitted previously.							
18A. SIGNATURE OF REQUESTING OFFICIAL LOUIS W. ARISTROME, C/TFW/Pers.				DATE SIGNED		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER	
						DATE SIGNED	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
19. ACTION CODE		20. EMPLOY. CODE		21. OFFICE CODING: NUMERIC ALPHABETIC		22. STATION CODE	
23. INTEREST CODE		24. MONTHS CODE		25. DATE OF BIRTH MO. DA. YR.		26. DATE OF DEATH MO. DA. YR.	
27. DATE OF LEI MO. DA. YR.		28. RETIREMENT DATA 1 - CSC 3 - FICA 5 - NONE		29. SEPARATION DATA CODE		30. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.	
31. SECURITY REQ. NO.		32. SER		EOD DATA			
33. VET. PREFERENCE 0 - NONE 1 - 5 yr. 2 - 10 yr.		34. SERV. COMP. DATE MO. DA. YR.		35. LONG. COMP. DATE MO. DA. YR.		36. CAREER CATEGORY CAR/RESV PROV/TEMP	
37. FEELI / HEALTH INSURANCE 0 - NEITHER 1 - YES		38. SOCIAL SECURITY NO.					
39. PREVIOUS GOVERNMENT SERVICE DATA CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)				40. LEAVE CAT. CODE		41. FEDERAL TAX DATA FORM EXECUTED CODE 1 - YES 2 - NO	
				42. STATE TAX DATA FORM EXECUTED CODE 1 - YES 2 - NO		43. STATE CODE CODE MILITARY EXEMP. STATE CODE	
44. POSITION CONTROL CERTIFICATION				45. O.P. APPROVAL 		DATE APPROVED	

FORM 1152 OBSOLETE PREVIOUS EDITIONS AND FORM 1152A.

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(When Filled In)

REQUEST FOR PERSONNEL ACTION						DATE PREPARED 12 March 1962			
1. SERIAL NUMBER 003620		2. NAME (Last-First-Middle) VITALE, Guy (IMT)							
3. NATURE OF PERSONNEL ACTION REASSIGNMENT AND TRANSFER TO VOUCHERED FUNDS					4. EFFECTIVE DATE REQUESTED MONTH 03 DAY 18 YEAR 62		5. CATEGORY OF EMPLOYMENT REGULAR		
6. FUNDS <input checked="" type="checkbox"/> V TO V <input type="checkbox"/> V TO CF <input checked="" type="checkbox"/> CF TO V <input type="checkbox"/> CF TO CF		7. COST CENTER NO. CHARGEABLE 2235-1400-1000		8. LEGAL AUTHORITY (Completed by Office of Personnel)					
9. ORGANIZATIONAL DESIGNATIONS DDP/WH Branch 4 FI/CI Sec.					10. LOCATION OF OFFICIAL STATION Washington, D. C.				
11. POSITION TITLE INTELL ASST					12. POSITION NUMBER 0685		13. CAREER SERVICE DESIGNATION D		
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS (A)			15. OCCUPATIONAL SERIES 0301.28		16. GRADE AND STEP 07 (3)		17. SALARY OR RATE \$ 5685		
18. REMARKS From: DDP/EE/CS/Dev.Compl., D.C. Security Approval: [Signature] 3/6/62 CONCURRENCE: Frank Driscoll (per phone) EE/Personnel Officer 1 copy to Security									
19. SIGNATURE OF REQUESTING OFFICIAL JAMES DURHAM, WH/4 Pers. Officer				DATE SIGNED		20. SIGNATURE OF CAREER SERVICE APPROVING OFFICER [Signature]		DATE SIGNED	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL									
21. OFFICE CODING NUMERIC 16 ALPHABETIC 16		22. STATION CODE 16		23. INTEGRITY CODE		24. MONTHS CODE 1		25. DATE OF BIRTH MO. 10 DA. 16 YR. 17	
26. DATE OF GRADE MO. DA. YR.		27. DATE OF LET MO. DA. YR.		28. DATE OF DEPARTURE MO. DA. YR.		29. DATE OF CORRECTION/CANCELLATION DATA MO. DA. YR.		30. DATE OF SECURITY NO.	
31. RETIREMENT DATA 1 - YES 2 - NO		32. DEPARTURE DATA CODE		33. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.		34. SECURITY NO.		35. SEX	
36. VET. PREFERENCE CODE 0 - NONE 1 - 5 YR. 2 - 10 YR.		37. SERV. COMP. DATE MO. DA. YR.		38. LONG. COMP. DATE MO. DA. YR.		39. MIL. SERV. CREDIT/ALCO 1 - YES 2 - NO		40. FEGLI / HEALTH INSURANCE CODE CODE 0 - NEITHER 1 - YES HEALTH INS. CODE	
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 12 MOS) 3 - BREAK IN SERVICE (MORE THAN 12 MOS)		42. LEAVE CAT. CODE		43. FEDERAL TAX DATA FORM EXEMPTED CODE NO. TAX EXEMPTIONS 1 - YES 2 - NO		44. STATE TAX DATA FORM EXEMPTED CODE NO. TAX EXEMPTIONS 1 - YES 2 - NO		45. STATE CODE	
46. POSITION CONTROL CERTIFICATION [Signature] 03/2/62						47. O.P. APPROVAL [Signature]		DATE APPROVED	

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

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

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

PRESENT ASSIGNMENT													
31. Organizational Designations						Code		32. Location Of Official Station				Station Code	
CS/CS DEVELOPMENT COMPLEMENT EE DIVISION						5258		WASH., D.C.				75013	
33. Dept. - Field		34. Position Title		35. Position No.		36. Serv.		37. Occup. Series					
Dept. - USMld - Frgn -		Code 1				661260							
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade		42. PSI Due		43. Appropriation Number			
		\$		D		Mo. Da. Yr. Mo. Da. Yr.		Mo. Da. Yr. Mo. Da. Yr.		0320 1998			


SOURCE OF REQUEST													
A. Requested By (Name And Title)						C. Request Approved By (Signature And Title)							
J. E. Personnel													
Additional Information (Name & Telephone Ext.)													
Annell M. Weiland X3884													
CLEARANCES													
Clearance		Signature		Date		Clearance		Signature		Date			
A. Career Board		[Signature]		14 1960		Placement		[Signature]		14 1960			
B. Pos. Control						E.							
C. Classification						F. Approved By		[Signature]		6-15-60			
Remarks In-casual FCS RETURNEE													

Pre 1960 Requests for
Personnel Action

SECRET
(When Filled In)

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

SECRET
(When Filled In)

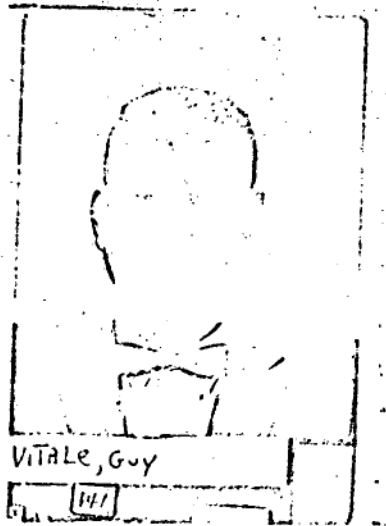
PERS. SERIAL NO. 03620		BIOGRAPHIC PROFILE (PART 2)	
NAME (Last-First-Middle) VITALE, Guy (nm)		DATE OF BIRTH Oct 1917	
23. SUMMARIES OF EVALUATIVE REPORTS FOR THE PAST TWO YEARS			
 <p>VITALE, Guy</p>			
24. SUMMARY OF CAREER PREFERENCE OUTLINE AND/OR FIELD REASSIGNMENT QUESTIONNAIRE			
25. IDENTITY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

SECRET
(When Filled In)

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

SECRET

(When Filled In)

PERS. SERIAL NO. 03620		BIOGRAPHIC PROFILE (PART 2)	
NAME (Last-First-Middle) VITALE, Guy (nm)		DATE OF BIRTH 16 Oct 1917	
<div data-bbox="438 441 821 966">  <p>VITALE, Guy</p> <p>141</p> </div>			
24. SUMMARY OF CAREER PREFERENCE OUTLINE AND/OR FIELD REASSIGNMENT QUESTIONNAIRE			
25. IDENTITY OF OTHER DOCUMENTS WHICH SHOULD BE REVIEWED IN DETAIL			
26. ADDITIONAL INFORMATION Commendation 1960 from Ch, ES Logistics for services rendered while on a temporary assignment to EE Division Logistics Office.			
27. DATE REVIEWED 6 Feb 1969		28. PROFILE REVIEWED BY hc	

SECRET
(When Filled In)

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

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

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

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

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

SECTION D

CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

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

DATE

7/18/68

SIGNATURE OF EMPLOYEE

J. Vitale

2.

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

9

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

DATE

18 July

OFFICIAL TITLE OF SUPERVISOR

TYPED OR PRINTED NAME AND SIGNATURE

Alva King

3.

BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

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

DATE

13 July 1968

OFFICIAL TITLE OF REVIEWING OFFICIAL

C/WH/COG/OS

TYPED OR PRINTED NAME AND SIGNATURE

Thos. J. Barrett

SECRET

SECTION C/Continued

NARRATIVE COMMENTS

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


Robert J. Weatherwax

SECRET
(When Filled In)

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

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

SECRET

12

11 May 1960

File K-1:849

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

SUBJECT : VITALE, Guy, rmi

1. Cover arrangements are in process, and ~~///~~ have been completed for the above-named Subject.
2. Effective 1 April 1960, it is requested that your records be properly blocked ~~//////////~~ to deny ~~//////////~~ Subject's current Agency employment to an external inquirer.
3. ~~//////////////////////~~

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

cc: SSD/OS

THIS MEMO MUST REMAIN
OUT OF FILE--

FORM 1-58 1580a

(4-13-40)

5760
612

SECRET

(When Filled In)

ALB: 10 MAR 69

NOTIFICATION OF PERSONNEL ACTION					
DEF					
1. SERIAL NUMBER 003620		2. NAME (LAST FIRST MIDDLE) VITALE GUY			
3. NATURE OF PERSONNEL ACTION RETIREMENT VOLUNTARY UNDER CIA RETIREMENT AND DISABILITY SYSTEM			4. EFFECTIVE DATE 02 08 1969		5. CATEGORY OF EMPLOYMENT REGULAR
6. FUNDS X V TO V CF TO V			7. Financial Analysis No. Chargeable 0235 0620 0000		8. ESE OR OTHER LEGAL AUTHORITY F.L. 88-643 SECT. 233
9. ORGANIZATIONAL DESIGNATIONS DDP/WH WH/COG OPERATIONS BRANCH WH SECTION			10. LOCATION OF OFFICIAL STATION WASH., D.C.		
11. POSITION TITLE INTELLIGENCE ASST			12. POSITION NUMBER 1685		13. SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (GS 18-40)		15. OCCUPATIONAL SERIES		17. SALARY OR RATE	
GS		0301.26		8984	
18. REMARKS					

1. LAST NAME VITALE		FIRST NAME GUY		INITIAL(S)		2. APPOINTMENT DATA Entered on duty 9-13-49 Subject to Sec. 203(d), 1951 Leave Act Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Ceased to be subject to Sec. 203(d) on _____ Annual Leave Bal. _____		3. TOTAL SERVICE FOR LEAVE (as of date of separation) Years 26 Months 1 Days 4 <input type="checkbox"/> More than 15 years	
4. DATE AND NATURE OF SEPARATION 2-28-69 RETIREMENT CIARDS									
SUMMARY OF ANNUAL AND SICK LEAVE (HOURS)						SUMMARY OF HOME LEAVE (DAYS)			
5. Balance from prior leave year ended 1-11-19 69						14. Date arrival abroad for HL purposes			
6. Current leave year accrual through 3-08-19 69						15. Current balance as of 19			
7. Total						16. 12-month accrual rate			
8. Reduction in credits, if any (current year)						17. Dates leave used, prior 24 months			
9. Total leave taken						18. Monthly accrual date			
10. Balance						19. Calendar days credit for next accrual date			
11. Total hours paid in lump sum 274 hrs						20. Date basic service period completed			
12. Salary rate(s) \$8984						MILITARY LEAVE			
13. Lump sum leave dates from 0830 3-3-69 to 4-18-69 1030 (Hours)						21. Dates during current calendar yr. to			
26. Identified by <i>W.E. Siz</i> 11/17/69 (Signature) (Date)						22. Dates during preceding calendar yr. to			
FOR CHIEF PAYROLL 143-2595 (Telephone)						ABSENCE WITHOUT PAY			
						LWOP or AWOL or Furlough/Suspension (Hours)			
						23. During leave year in which separated			
						24. During step-increase waiting period which began on 1-14-68			
						25. During 12-month HQ accrual period (date):			

SCD
10-24-42Standard Form 1150
November 1965
1150-106

RECORD OF LEAVE DATA TRANSFERRED

U.S. CIVIL SERVICE COMMISSION
FPM SUPPLEMENTS 296-31 AND 990-2

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTIONS 212 AND 216 OF THE 90-206 AND EXECUTIVE ORDER 11413 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A-DCI DIRECTIVE DATED 9 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 14 JULY 1968

NAME	SERIAL	GRN	FUNDS	GS-STEP	OLD SALARY	NEW SALARY
VITALE GUY	005520	51	300	V GS 08 0	\$ 8,614	\$ 8,984

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER 005520		2. NAME (LAST-FIRST-MIDDLE) VITALE GUY	
3. NATURE OF PERSONNEL ACTION A. ASSIGNMENT		4. EFFECTIVE DATE 05 05 68	
5. CATEGORY OF EMPLOYMENT		6. FINANCIAL ANALYSIS NO. CHARGEABLE	
7. CSC OR OTHER LEGAL AUTHORITY		8. LOCATION OF OFFICIAL STATION WASH., D.C.	
9. ORGANIZATIONAL DESIGNATIONS DIRP/WH DIVISION WH SECTION		10. LOCATION OF OFFICIAL STATION WASH., D.C.	
11. POSITION TITLE INTEL ANALYST		12. POSITION NUMBER 1485	
13. CAREER SERVICE DESIGNATION D		14. CLASSIFICATION SCHEDULE (GS, TB, etc.) GS	
15. OCCUPATIONAL SERIES 0132.35		16. GRADE AND STEP 0A	
17. SALARY OR RATE		18. REMARKS	

SIGNATURE OR OTHER AUTHENTICATION

POSTED

11/17/68

C/WH/CCG

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

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

EFFECTIVE DATE OF PAY ADJUSTMENT: 3 JULY 1966

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

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

EFFECTIVE DATE OF PAY ADJUSTMENT: 8 OCTOBER 1967

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
VITALE GUY						

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 89-301
PURSUANT TO AUTHORITY OF FCI AS PROVIDED IN THE CIA ACT OF 1949,
AS AMENDED, AND A-DCI POLICY DIRECTIVE DATED 1 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 OCTOBER 1965

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
VITALE GUY	003620	51	500	V GS 08 4	\$ 7,290	\$ 7,553

G-33

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours	
003620		VITALE GUY		51 500 V			
5. OLD SALARY RATE				6. NEW SALARY RATE			
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date
GS 08	4	\$ 7,553	01/19/64	GS 08	5	\$ 7,791	01/15/66
7. TYPE ACTION							
PSI LSI ADJ.							
8. Remarks and Authentication							
/ / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS <i>ST</i> AUDITED BY							
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.							
SIGNATURE: <i>[Signature]</i>				DATE: 23 Nov 65			
PAY CHANGE NOTIFICATION							

PJH: 29 DEC 65

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)									
003620		VITALE GUY									
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
REASSIGNMENT						NO. DA YR 12 28 65		REGULAR			
6. FUNDS		X		V TO V		V TO CF		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY	
				CF TO V		CF TO CF		6235 1162 0000		50 USC 403 J	
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION					
DDP/WH WH/C MIAMI OPERATIONS BR/PM SECTION						WASH., D.C.					
11. POSITION TITLE						12. POSITION NUMBER		13. SERVICE DESIGNATION			
INTELLIGENCE ASST						1506		D			
14. CLASSIFICATION SCHEDULE (GS, LR, etc.)				15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
GS				0301.28		08 4		7553			
18. REMARKS											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INTEGREE CODE	24. HOURS CODE	25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI
37	10	51500	WH	75013		1	MO DA YR	10 16 17	MO DA YR		NO. DA YR
28. HIE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA		33. SECURITY REQ. NO.	
NO. DA YR 12 27 67		83		1 - CSC 2 - FICA 3 - NONE		TYPE		MO DA YR		EOD DATA	
35. VET. PREFERENCE		36. SERV. COMP. RATE		37. LONG. COMP. DATE		38. CAREER CATEGORY		39. FEGLI / HEALTH INSURANCE		40. SOCIAL SECURITY NO.	
CODE		NO DA YR		NO DA YR		CAN HIND PRIN TEMP		CODE CODE		O - WAIVER 1 - YES	
0 - NONE 1 - 5 PT. 2 - 10 PT.											
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA		44. STATE TAX DATA			
CODE						FORM EXECUTED CODE		NO TAX EXEMPTIONS		FORM EXECUTED CODE	
0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE LESS THAN 3 YRS 3 - BREAK IN SERVICE MORE THAN 3 YRS						1 - YES 2 - NO				1 - YES 2 - NO	
SIGNATURE OR OTHER AUTHENTICATION											
POSTED 12296											

FORM 11-62 1150

Use Previous Edition

SECRET

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

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

OCS 05/27/65

1 SERIAL NUMBER

2 NAME (LAST FIRST MIDDLE)

003620

VITALE GUY

3 NATURE OF PERSONNEL ACTION

• EFFECTIVE DATE

5 CATEGORY OF EMPLOYMENT
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REASSIGNMENT

05 - 31 - 65

FUNDS

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Y 10 M

10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100 101 102 103 104 105 106 107 108 109 110 111 112 113 114 115 116 117 118 119 120 121 122 123 124 125 126 127 128 129 130 131 132 133 134 135 136 137 138 139 140 141 142 143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160 161 162 163 164 165 166 167 168 169 170 171 172 173 174 175 176 177 178 179 180 181 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202 203 204 205 206 207 208 209 210 211 212 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240 241 242 243 244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262 263 264 265 266 267 268 269 270 271 272 273 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293 294 295 296 297 298 299 300 301 302 303 304 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325 326 327 328 329 330 331 332 333 334 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351 352 353 354 355 356 357 358 359 360 361 362 363 364 365 366 367 368 369 370 371 372 373 374 375 376 377 378 379 380 381 382 383 384 385 386 387 388 389 390 391 392 393 394 395 396 397 398 399 400 401 402 403 404 405 406 407 408 409 410 411 412 413 414 415 416 417 418 419 420 421 422 423 424 425 426 427 428 429 430 431 432 433 434 435 436 437 438 439 440 441 442 443 444 445 446 447 448 449 450 451 452 453 454 455 456 457 458 459 460 461 462 463 464 465 466 467 468 469 470 471 472 473 474 475 476 477 478 479 480 481 482 483 484 485 486 487 488 489 490 491 492 493 494 495 496 497 498 499 500 501 502 503 504 505 506 507 508 509 510 511 512 513 514 515 516 517 518 519 520 521 522 523 524 525 526 527 528 529 530 531 532 533 534 535 536 537 538 539 540 541 542 543 544 545 546 547 548 549 550 551 552 553 554 555 556 557 558 559 560 561 562 563 564 565 566 567 568 569 570 571 572 573 574 575 576 577 578 579 580 581 582 583 584 585 586 587 588 589 590 591 592 593 594 595 596 597 598 599 600 601 602 603 604 605 606 607 608 609 610 611 612 613 614 615 616 617 618 619 620 621 622 623 624 625 626 627 628 629 630 631 632 633 634 635 636 637 638 639 640 641 642 643 644 645 646 647 648 649 650 651 652 653 654 655 656 657 658 659 660 661 662 663 664 665 666 667 668 669 670 671 672 673 674 675 676 677 678 679 680 681 682 683 684 685 686 687 688 689 690 691 692 693 694 695 696 697 698 699 700 701 702 703 704 705 706 707 708 709 710 711 712 713 714 715 716 717 718 719 720 721 722 723 724 725 726 727 728 729 730 731 732 733 734 735 736 737 738 739 740 741 742 743 744 745 746 747 748 749 750 751 752 753 754 755 756 757 758 759 760 761 762 763 764 765 766 767 768 769 770 771 772 773 774 775 776 777 778 779 780 781 782 783 784 785 786 787 788 789 790 791 792 793 794 795 796 797 798 799 800 801 802 803 804 805 806 807 808 809 810 811 812 813 814 815 816 817 818 819 820 821 822 823 824 825 826 827 828 829 830 831 832 833 834 835 836 837 838 839 840 841 842 843 844 845 846 847 848 849 850 851 852 853 854 855 856 857 858 859 860 861 862 863 864 865 866 867 868 869 870 871 872 873 874 875 876 877 878 879 880 881 882 883 884 885 886 887 888 889 890 891 892 893 894 895 896 897 898 899 900 901 902 903 904 905 906 907 908 909 910 911 912 913 914 915 916 917 918 919 920 921 922 923 924 925 926 927 928 929 930 931 932 933 934 935 936 937 938 939 940 941 942 943 944 945 946 947 948 949 950 951 952 953 954 955 956 957 958 959 960 961 962 963 964 965 966 967 968 969 970 971 972 973 974 975 976 977 978 979 980 981 982 983 984 985 986 987 988 989 990 991 992 993 994 995 996 997 998 999 1000 1001 1002 1003 1004 1005 1006 1007 1008 1009 1010 1011 1012 1013 1014 1015 1016 1017 1018 1019 1020 1021 1022 1023 1024 1025 1026 1027 1028 1029 1030 1031 1032 1033 1034 1035 1036 1037 1038 1039 1040 1041 1042 1043 1044

7 CGST 24028 NO CHARGEABLE

1. CSE OR OTHER LEGAL AUTHORITY

9 ORGANIZATIONAL DESIGNATIONS

DDP/WH DIVISION
WH C MIAMI OPS BR PH SEC

10 LOCATION OF OFFICIAL STATION

CASH, D. C.

11 POSITION TITLE

OPS OFFICER

12 PGSA-CM NUMBER

1142

13. CAREER SERVICE DESIGNATION

5

14. CLASSIFICATION SCHEDULE (GS, IB, etc.)

GS

15 OCCUPATIONAL SERIES

0136.01

16 GRASP AND STEP

08

17. SUBJECT 22 RATE

10. REMARKS

POSTED

6-10-65 ~~7/11~~

SIGNATURE OF OTHER AUTHENTICATION

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

[illegible]

1 Serial No 2 Name 3 Cost Center Number 4 LWOP MONTHS

003620 VITALE GUY 49 300 V 37F

5 OLD SALARY RATE 6 NEW SALARY RATE 7 TYPE ACTION

Grade	Step	Salary	Last Eff Date	Grade	Step	Salary	Effective Date	PSI	LSI	ADL
GS 08	3	\$ 6810	01/20/63	GS 08	4	\$ 7020	01/19/64			

8 Remarks and Authentication

/ / NO EXCESS LWOP
 / / IN PAY STATUS AT END OF WAITING PERIOD
 / / LWOP STATUS AT END OF WAITING PERIOD
 CLERKS INITIALS AUDITED BY *flr*
 SALARY CONTINGENT ON CONGRESSIONAL APPROVAL

I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS
 OF AN ACCEPTABLE LEVEL OF COMPETENCE.

SIGNATURE: *Charles V. Vitale* DATE: *3/25/63*

PAY CHANGE NOTIFICATION

Form 560
9-61

Obsolete Previous
Edition

(451)

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

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

BAB: 18 JAN 63

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)									
003620		VITALE GUY									
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
PROMOTION						01 20 63		REGULAR			
6. FUNDS		7. TO TO		8. TO TO		9. COST CENTER NO. CHARGEABLE		10. CSC OR OTHER LEGAL AUTHORITY			
X		V TO V		V TO CF		3232 1000 1000		50 USC 403 J			
11. ORGANIZATIONAL DESIGNATIONS						12. LOCATION OF OFFICIAL STATION					
DDP TASK FORCE W FI/CI BRANCH						WASH., D. C.					
13. POSITION TITLE						14. POSITION NUMBER		15. CAREER SERVICE DESIGNATION			
OPS OFFICER						0683		D			
16. CLASSIFICATION SCHEDULE (GS, LR, WR)				17. OCCUPATIONAL SERIES		18. GRADE AND STEP		19. SALARY OR RATE			
GS				0135.01		09 3		6500			
20. REMARKS											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
21. ACTION CODE	22. EMPLOY CODE	23. OFFICE CODE	24. STATION CODE	25. INTEREST CODE	26. HONORARY CODE	27. DATE OF BIRTH	28. DATE OF GRADE	29. DATE OF LEI	30. SECURITY REG NO.	31. SEX	
22	10	61300	75013		1	10 16 17	01 20 63	01 20 63			
32. NTE EXPIRES		33. SPECIAL REFERENCE		34. RETIREMENT DATA		35. SEPARATION DATA CODE		36. CORRECTION/CANCELLATION DATA		37. SECURITY REG NO.	
								EOD DATA			
38. VET. PREFERENCE		39. SERV. COMP. DATA		40. LONG COMP. DATE		41. CAREER CATEGORY		42. FEGLI / HEALTH INSURANCE		43. SOCIAL SECURITY NO.	
CODE		NO. DA		NO. DA		CODE		CODE		CODE	
0 - NONE						CAN. RESV		0 - WAIVER		HEALTH INS CODE	
1 - 5 PT						PROV. TEMP		1 - YES			
2 - 10 PT											
44. PREVIOUS GOVERNMENT SERVICE DATA				45. LEAVE CAT.		46. FEDERAL TAX DATA		47. STATE TAX DATA			
CODE				CODE		FORM EXECUTED		FORM EXECUTED			
0 - NO PREVIOUS SERVICE						1 - YES		1 - YES			
1 - NO BREAK IN SERVICE						2 - NO		2 - NO			
2 - BREAK IN SERVICE (LESS THAN 3 YRS)											
3 - BREAK IN SERVICE (MORE THAN 3 YRS)											
SIGNATURE OR OTHER AUTHENTICATION											
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> POSTED 02/21/63 </div>											

FORM 4-62 1150

Use Previous Edition

JAN 1963

SECRET

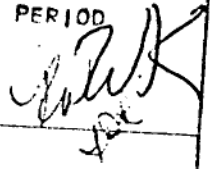
GROUP 1
EXCLUDED FROM AUTOMATIC
DOWNGRADING AND
DECLASSIFICATION

(When Filled In)

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

NAME	SERIAL	ORGN	FUNDS	OLD GR-ST SALARY	OLD GR-ST SALARY	NEW GR-ST SALARY	NEW GR-ST SALARY
VITALE GUY	003620	A1000	V	07 4	\$ 5850	07 4	\$ 6095

232-1000

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

SECRET
(When Filled In)

1. Social No.		2. Name		3. Cost Center Number		4. LWOP Hours	
003620		VITALE GUY		000/EE		UV	
5. OLD SALARY RATE				6. NEW SALARY RATE			
Grade	Step	Salary	Last Pbl. Date	Grade	Step	Salary	Effective Date
GS	07 2	\$ 5,520	09/04/60	07	3	\$ 5,685	09/03/61
							7. TITL ACTION FSI LSI ADJ
							X
8. Remarks and Authentication							
<p>2-0-0-0</p> <p>NO NO EXCESS LWOP</p> <p>IN PAY STATUS AT END OF WAITING PERIOD</p> <p>IN LWOP STATUS AT END OF WAITING PERIOD</p> <p>602 9/26/61</p>							
<p align="center">PAY CHANGE NOTIFICATION</p>							

Form 560

Obsolete Previous Edition

SECRET

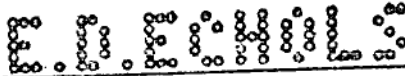
(4-61)

ABM: 20 MAR 62

SECRET
(When Filled In)

OCF												NOTIFICATION OF PERSONNEL ACTION																			
1. SERIAL NUMBER						2. NAME (LAST-FIRST-MIDDLE)																									
003620						VITALE GUY																									
3. NATURE OF PERSONNEL ACTION												4. EFFECTIVE DATE				5. CATEGORY OF EMPLOYMENT															
REASSIGNMENT AND TRANSFER TO VOUCHERED FUNDS												03 18 62				REGULAR															
6. FUNDS						7. COST CENTER NO. CHARGEABLE						8. CSC OR OTHER LEGAL AUTHORITY																			
X						2235 1400 1000						50 USC 403 J																			
9. ORGANIZATIONAL DESIGNATIONS												10. LOCATION OF OFFICIAL STATION																			
DDP WH BRANCH 4 FI CI SEC												WASH., D. C.																			
11. POSITION TITLE						12. POSITION NUMBER						13. CAREER SERVICE DESIGNATION																			
INTELLIGENCE ASST						0685						D																			
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)						15. OCCUPATIONAL SERIES						16. GRADE AND STEP																			
GS						0301.28						07 3																			
												17. SALARY OR RATE																			
												5685																			
18. REMARKS																															
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL																															
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODING		22. STATION CODE		23. INTERSEE CODE		24. MAPPING CODE		25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LST															
16		10		64450 WH		75013				1		10 16 17																			
28. NTE EXPIRES				29. SPECIAL REFERENCE				30. RETIREMENT DATA				31. SEPARATION DATA CODE				32. CORRECTION CANCELLATION DATA				33. SECURITY REQ NO				34. SER							
MO. DA. YR.																															
35. VET. PREFERENCE				36. SERV. COMP. DATE				37. LONG. COMP. DATE				38. MIL. SERV. CREDIT LCD				39. PEOPLE / HEALTH INSURANCE				40. SOCIAL SECURITY NO											
CODE				MO. DA. YR.				MO. DA. YR.				1-YES 2-NO				CODE				1-YES 2-NO											
1-5 PT 2-12 PT																															
41. PREVIOUS GOVERNMENT SERVICE DATA								42. LEAVE CAT.								43. FEDERAL TAX DATA								44. STATE TAX DATA							
CODE								CODE								CODE								CODE							
1-NO 2-YES								1-YES 2-NO								1-YES 2-NO								1-YES 2-NO							
1-NO 2-YES								1-YES 2-NO								1-YES 2-NO								1-YES 2-NO							
SIGNATURE OR OTHER AUTHENTICATION																															

SECRET
(WHEN FILLED IN)

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

FORM 5-58

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

SECRET

OFFICIAL PERSONNEL FOLDER (4)

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

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

/S/ EMMETT D. ECHOLS
DIRECTOR OF PERSONNEL

SECRET
(When Filled In)

ARE: 10 JUNE 1960

NOTIFICATION OF PERSONNEL ACTION

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

PREVIOUS ASSIGNMENT

14. Organizational Designations DOP EE ATHENS STATION OPERATIONS STAFF RECORDS INTEGRATION SECTION				Code 5231		15. Location Of Official Station ATHENS, GREECE				Station Code 29501	
16. Dept. - Field Dept - 1 USMID - 3 Frgn - 5 5		17. Position Title INTELL ASST		18. Position No. 1809		19. Serv. GS		20. Occup. Series 0301.28			
21. Grade & Step 07 1		22. Salary Or Rate \$ 4980		23. SD DS		24. Date Of Grade Mo. Da. Yr. 09 10 159		25. PSI Due Mo. Da. Yr. 09 10 160		26. Appropriation Number 0139 9350 3018	

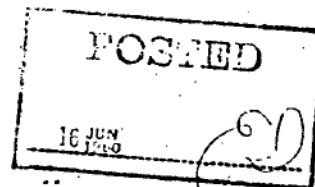
ACTION

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

31. Organizational Designations CS/CS DEVELOPMENT COMPLEMENT EE DIVISION				Code 5288		32. Location Of Official Station WASH., D. C.				Station Code 75013	
33. Dept. - Field Dept - 1 USMID - 3 Frgn - 5 1		34. Position Title INTELL ASST		35. Position No. 061260		36. Serv. GS		37. Occup. Series 0301.28			
38. Grade & Step 07 1		39. Salary Or Rate \$ 4980		40. SD D		41. Date Of Grade Mo. Da. Yr. 09 10 159		42. PSI Due Mo. Da. Yr. 09 10 160		43. Appropriation Number 10320 1998	

44. Remarks
CASUAL (PCS RETURNEE)



Pre 1960 Notifications
of Personnel Action

SECRET
(When Filled In)

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

SECRET

(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</p>			
<p>Mr. Vitale since he was assigned to me ^{AUG 6} initially on a part-time basis and later as a full time assistant has performed adequately as an input analyst in addition to his proficient work as a Records Officer and General support assistant. The quality of his input has been good and his production has helped considerably in cutting down the size of the input backlog. Mr. Vitale also continues to perform the Records Officers function for the branch with a sound knowledge of general records procedures. His attitude and attendance record continue to reflect a willingness to assist the branch in whatever way necessary. In addition Mr. Vitale's valuable background knowledge on a former vital portion of the branch's effort continues to be utilized to a considerable extent. He gets along well with his colleagues and contributes to the smooth running of the office.</p> <p>Mr. Vitale is presently within 2 years of retirement or 4 years, if he does not receive an overseas assignment. He has told the career panel, he would accept an overseas assignment to either Vietnam or Laos. In view of his experience with paramilitary operations, it is felt this would be a more fitting assignment for him than the present one, even though he has been performing quite satisfactorily.</p>			
SECTION D		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE		
2/18/68	<i>Ray Vitale</i>		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
9			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
18 July		<i>Alva King</i> Alva King	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
I concur in the evaluation of this employee as presented above.			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
13 July 1968	C/WH/COG/OS	<i>Thos. J. [Signature]</i> Thos. J. [Signature]	

SECRET

SECTION C/Continued

NARRATIVE COMMENTS

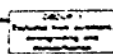
For approximately four months during 1967, Mr. Vitale worked with me in providing Headquarters' support to JMWAVE in its conduct of special operations into PBRUMEN. In such a role, Mr. Vitale's knowledge of the history, mechanics, requirements and PBRUMEN personnel of these operations was invaluable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

Robert J. Weatherwax
Robert J. Weatherwax

File Control

SECRET
(When Filled In)

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



SECRET

(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position, keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</p> <p style="text-align: right;">AUG 31 9 26 AM '67</p> <p>Mr. Vitale continues to perform his duties as an operational support assistant capably. His background knowledge of Cuban paramilitary operations has provided the Branch with very useful continuity. His ability and experience in locating material and in handling records for headquarters support to WH/COG Special Operations contribute substantially to the Branch's operational support effort. Mr. Vitale carries out his assigned duties in a willing, loyal and highly dependable manner. He recently has been given an additional assignment on the CUIS Machine Input Program which he is handling in a highly efficient manner. He gets along well with his colleagues and contributes to the smooth running of the office. He does not have supervisory responsibilities, but does show concern for efficient and economical use of government property.</p>			
SECTION D CERTIFICATION AND COMMENTS			
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE		
25 Aug '67	Guy Vitale		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
12			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
25 August 1967	Section Chief, PM Operations	Ernest Chiocca	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p>As noted in the last Fitness Report, I concur generally in the supervisor's ratings of Mr. Vitale's performance as listed; but I must again note that these are duties which could be performed by a more junior clerical type and that Mr. Vitale should not be considered as performing GS-8 level Intelligence Assistant work at a Proficient rating. Indeed, he is, in my opinion, not qualified for such a role and his official position title should be changed to prevent any misunderstanding as to the somewhat unique nature of his value to the Agency.</p>			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
28 AUG 1967	C/WH/COG/MO	Robert A. Ortman	

SECRET

SECRET
(When Filled In)

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

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

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

JUL 26 4 07 PM '66

Mr. Vitale's principal qualification is his background knowledge of the operational history of Cuban paramilitary operations. This has afforded the branch considerable continuity. He is a very willing worker who gets along well with fellow employees. His knowledge of and experience in handling records and locating material makes him valuable in headquarters support of WH/Cuba paramilitary case officers - a task he performs in a loyal and dependable manner.

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE 11 July 1966	SIGNATURE OF EMPLOYEE <i>Guy Vitale</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 10 months	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE	OFFICIAL TITLE OF SUPERVISOR C/WH/C/MO/PM	TYPED OR PRINTED NAME AND SIGNATURE <i>Bryan Mills</i> Bryan Mills
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL I have had opportunity to observe subject's performance closely for nine months and while I generally concur in his supervisor's ratings of the duties as listed, it should be noted that these same duties could be performed equally well by a more junior Intel Clerk or Intel Assistant and, therefore, the overall rating as a GS-8 Intel Assistant does not accurately reflect his capability. In my opinion it would be very difficult, if not impossible, for subject to perform competitively with other Intel Assistants at a GS-8 level, and I recommend his position title be changed to Ops Support Assistant, a role in which he performs capably.		
DATE 25 July 1966	OFFICIAL TITLE OF REVIEWING OFFICIAL C/WH/C/MO	TYPED OR PRINTED NAME AND SIGNATURE <i>Robert A. Ortman</i> Robert A. Ortman

SECRET

SECRET

(When Filled In)

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

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

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

Mr. Vitale's longevity on the project makes his services increasingly valuable. This is particular true in briefing and orienting new officers. He continues to do an exceptional job in assisting his office on a most complex project where many of his colleagues have transferred primarily because of the many demands and frustrations caused by this extraordinary project. Mr. Vitale continues to be a most loyal, cooperative and willing worker, getting along well with all hands. His maturity and many years of experience in his field, in addition to his great general knowledge, make him a most valued employee when compared to colleagues of similar rank. It is because of this that I have again rated Mr. Vitale very high. Although Mr. Vitale has no supervisory responsibilities and fully realizing his limited potential as a senior operations officer, I feel he is still undergraded and should be promoted to the next higher grade at the earliest opportunity. Because Mr. Vitale's job and performance have remained almost exactly the same as during the previous year, this fitness report is also very similar.

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE 13 July 65	SIGNATURE OF EMPLOYEE <i>Ray Vitale</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 46 months	IF THIS REPORT WAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 13 July 1965	OFFICIAL TITLE OF SUPERVISOR C/WH/C/MO/PM	TYPED OR PRINTED NAME AND SIGNATURE <i>Calvin Hicks</i> Calvin Hicks
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL The reviewing official does not use the same rating scale as the supervisor; therefore, would rate subject one letter lower in the first three duties and P in the overall performance. Subject is conscientious, pleasant and has an excellent "stay-on-the-job" approach.		
DATE 20 July 1965	OFFICIAL TITLE OF REVIEWING OFFICIAL C/WH/C/MO	TYPED OR PRINTED NAME AND SIGNATURE <i>Walter T. Cini</i> Walter T. Cini

SECRET

SECRET
(When Filled In)

FITNESS REPORT					EMPLOYEE SERIAL NUMBER 49300 005620	
SECTION A GENERAL						
1. NAME (Last) VITALE (First) Guy (Middle)			2. DATE OF BIRTH 16 Oct 17	3. SEX M	4. GRADE GS-08	5. SD D
6. OFFICIAL POSITION TITLE Ops Officer			7. OFF/DIV/BR OF ASSIGNMENT DDP/SAS		8. CURRENT STATION Washington, D.C.	
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT			
<input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) <input type="checkbox"/> SPECIAL (Specify):			<input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> ANNUAL <input type="checkbox"/> SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P. 31 July 1964			12. REPORTING PERIOD (From- to-) 1 July 1963 - 30 June 1964			
SECTION B PERFORMANCE EVALUATION						
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>						
SPECIFIC DUTIES						
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).						
SPECIFIC DUTY NO. 1 Processes name traces and clearances; traces and maintains agent 201 files.						RATING LETTER O
SPECIFIC DUTY NO. 2 Conducts research for preparation of reports and plans.						RATING LETTER S
SPECIFIC DUTY NO. 3 Maintains office files on a complex project.						RATING LETTER S
SPECIFIC DUTY NO. 4 Prepares cable or dispatch replies to name trace requests.						RATING LETTER P
SPECIFIC DUTY NO. 5 Records Officer - Insures compliance with CS records, directives and authorizes destruction of CS documents.						RATING LETTER P
SPECIFIC DUTY NO. 6						RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION						
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						RATING LETTER S

SECRET

(When Filled In)

OFFICE OF PERSONNEL

SECTION C

NARRATIVE COMMENTS

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

MAIL ROOM

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

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE July 23, 64	SIGNATURE OF EMPLOYEE <i>Mr. Vitale</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 34 months	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 15 July 1964	OFFICIAL TITLE OF SUPERVISOR C/WH/SA/MOB/PM	TYPED OR PRINTED NAME AND SIGNATURE Calvin W. Hicks
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL Undersigned concurs in the ratings of the specific duties and performance in current position of Mr. Vitale. Mr. Vitale has been concerned with the Cuban effort for several years and his personal knowledge of past events is extremely helpful.		
DATE 28 July 1964	OFFICIAL TITLE OF REVIEWING OFFICIAL C/WH/SA/MOB	TYPED OR PRINTED NAME AND SIGNATURE Colonel Arthur A. Maloney

SECRET

SECRET

(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
81				003620	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle) VITALE Guy			2. DATE OF BIRTH 16 Oct. 1917	3. SEX Male	4. GRADE GS-8
6. OFFICIAL POSITION TITLE Ops. Officer			5. SD D		
7. OFF/DIV/BR OF ASSIGNMENT DDP/S.A.S.			8. CURRENT STATION Washington, D.C.		
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) <input type="checkbox"/> SPECIAL (Specify):			<input checked="" type="checkbox"/> INITIAL <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P. 31 July 1963			12. REPORTING PERIOD (From - to) 1 July 1962 to 30 June 1963		
SECTION B PERFORMANCE EVALUATION					
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					RATING LETTER
SPECIFIC DUTY NO. 1 Processes name traces and clearances. Traces and maintains agent 201 files.					S/O
SPECIFIC DUTY NO. 2 Conducts research for preparation of reports and plans.					S
SPECIFIC DUTY NO. 3 Maintains office files on a complex project.					S
SPECIFIC DUTY NO. 4 Prepares cable or dispatch replies to name trace requests.					P
SPECIFIC DUTY NO. 5 Records Officer - Insures compliance with CS records, directives and authorizes destruction of CS documents.					P
SPECIFIC DUTY NO. 6					RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER S
9 AUG 1963					

SECRET

SECRET
(When Filled In)

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

SECRET

(When Filled In)

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

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER <div style="border: 1px solid black; padding: 2px;">12345678</div>	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle) <div style="border: 1px solid black; padding: 2px;">J. Edgar Hoover</div>			2. DATE OF BIRTH <div style="border: 1px solid black; padding: 2px;">30 Oct, 1895</div>		3. SEX <div style="border: 1px solid black; padding: 2px;">M</div>
5. SERVICE DESIGNATION <div style="border: 1px solid black; padding: 2px;">FBI</div>		6. OFFICIAL POSITION TITLE <div style="border: 1px solid black; padding: 2px;">Director</div>		7. OFF/DIV/BR OF ASSIGNMENT <div style="border: 1px solid black; padding: 2px;">ASAC</div>	
8. CAREER STAFF STATUS			9. TYPE OF REPORT		
<input type="checkbox"/> NOT ELIGIBLE <input type="checkbox"/> MEMBER <input type="checkbox"/> DEFERRED <input type="checkbox"/> PENDING <input type="checkbox"/> DECLINED <input type="checkbox"/> DENIED			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT/SUPERVISOR <input type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT/EMPLOYEE		
10. DATE REPORT DUE IN O.P. <div style="border: 1px solid black; padding: 2px;">31 Aug 67</div>		11. REPORTING PERIOD From <div style="border: 1px solid black; padding: 2px;">1 Aug 66</div> To <div style="border: 1px solid black; padding: 2px;">31 Aug 67</div>			
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
1 - Unsatisfactory		2 - Barely adequate		3 - Acceptable	
4 - Competent		5 - Excellent		6 - Superior	
7 - Outstanding					
SPECIFIC DUTY NO. 1		RATING NO.		SPECIFIC DUTY NO. 2	
				Research Work Required in the Preparation of Reports.	
		5		5	
SPECIFIC DUTY NO. 3		RATING NO.		SPECIFIC DUTY NO. 4	
Assistant to C/O (leg man)		5		Maintenance of Office Files	
		5		6	
SPECIFIC DUTY NO. 5		RATING NO.		SPECIFIC DUTY NO. 6	
Safehouse Keeper		7		Intel Ass't.	
		7		5	
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.					
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.					RATING NO. <div style="border: 1px solid black; padding: 5px; width: 40px; margin: 0 auto;">5</div>
SECTION D DESCRIPTION OF THE EMPLOYEE					
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee					
1 - Least possible degree		2 - Limited degree		3 - Normal degree	
4 - Above average degree		5 - Outstanding degree			
CHARACTERISTICS		NOT APPLICABLE	NOT OBSERVED	RATING	
				1	2
GETS THINGS DONE					
RESOURCEFUL					
ACCEPTS RESPONSIBILITIES					
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES					
DOES HIS JOB WITHOUT STRONG SUPPORT					
FACILITATES SMOOTH OPERATION OF HIS OFFICE					
WRITES EFFECTIVELY					
SECURITY CONSCIOUS					
THINKS CLEARLY					
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS					
OTHER (Specify):					

SEE SECTION "E" ON REVERSE SIDE

SECRET

(When Filled In)

SECTION E

NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

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

Subject is very versatile and can be utilized effectively on an assignment involving heterogeneous duties. His ability to function as an agent handler is extremely commendable. Subject is able to communicate equally well with "high or low level agents." He further demonstrated his usefulness in the preparation of research papers and the maintenance of files. Supervisor feels that Subject's productivity and effectiveness is dependent on whether he is in a position that he personally likes (It should be noted that Subject is 44 yrs old).

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

SECTION F

CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

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

DATE

28 Feb. 62

SIGNATURE OF EMPLOYEE

Guy V. Vitale

2.

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

9 months

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

Employee at top

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

EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS

REPORT MADE WITHIN LAST 90 DAYS

OTHER (Specify):

DATE

12 Feb 62

OFFICIAL TITLE OF SUPERVISOR

C/O

TYPED OR PRINTED NAME AND SIGNATURE

Thomas G. Clines
THOMAS G. CLINES

3.

BY REVIEWING OFFICIAL

I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.

I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.

I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.

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

COMMENTS OF REVIEWING OFFICIAL

Subject was assigned activities for which reviewing official was responsible for a period of two months.

DATE

13 Feb. 62

OFFICIAL TITLE OF REVIEWING OFFICIAL

IN Operations Div.
11-1/4

TYPED OR PRINTED NAME AND SIGNATURE

Glen J. Farnsworth
GLEN J. FARNSWORTH

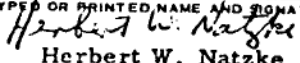

SECRET

SECRET
(When Filled In)

705-1500 FITNESS REPORT				RECEIVED COED		EMPLOYEE SERIAL NUMBER					
SECTION A											
GENERAL											
1. NAME (Last) VITALE		(First) Guy		2. DATE OF BIRTH 10/16/17		3. SEX M					
4. SERVICE DESIGNATION DS		5. OFFICIAL POSITION TITLE Intelligence Assistant		6. GRADE GS-7							
				7. OFF/DIV/RR OF ASSIGNMENT EE/Germany (casual)							
8. CAREER STAFF STATUS				9. TYPE OF REPORT							
<input type="checkbox"/> NOT ELIGIBLE <input checked="" type="checkbox"/> MEMBER <input type="checkbox"/> DEFERRED				<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT/SUPERVISOR							
<input type="checkbox"/> PENDING <input type="checkbox"/> DECLINED <input type="checkbox"/> DENIED				<input type="checkbox"/> ANNUAL <input checked="" type="checkbox"/> REASSIGNMENT/EMPLOYEE							
10. DATE REPORT DUE IN O.P.		11. REPORTING PERIOD		12. SPECIAL (Specify)							
		From 1 May 60 To 15 Nov 60									
SECTION B											
EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES											
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).											
1 - Unsatisfactory 2 - Barely adequate 3 - Acceptable 4 - Competent 5 - Excellent 6 - Superior 7 - Outstanding											
SPECIFIC DUTY NO. 1 Process name traces				RATING NO. 3		SPECIFIC DUTY NO. 4					
SPECIFIC DUTY NO. 2 Process POA's.				RATING NO. 4		SPECIFIC DUTY NO. 5					
SPECIFIC DUTY NO. 3				RATING NO.		SPECIFIC DUTY NO. 6					
						RATING NO.					
SECTION C											
EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION											
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.											
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.							RATING NO. 3				
SECTION D											
DESCRIPTION OF THE EMPLOYEE											
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee											
1 - Least possible degree		2 - Limited degree		3 - Normal degree		4 - Above average degree		5 - Outstanding degree			
CHARACTERISTICS					NOT APPLICABLE	NOT OBSERVED	RATING				
							1	2	3	4	5
GETS THINGS DONE											
RESOURCEFUL									X		
ACCEPTS RESPONSIBILITIES								X			
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES								X			
DOES HIS JOB WITHOUT STRONG SUPPORT								X			
FACILITATES SMOOTH OPERATION OF HIS OFFICE									X		
WRITES EFFECTIVELY										X	
SECURITY CONSCIOUS									X		
THINKS CLEARLY										X	
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS									X		
OTHER (Specify):									X		
SEE SECTION "E" ON REVERSE SIDE											

SECRET

(When Filled In)

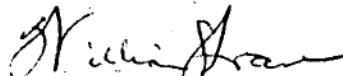
SECTION E			NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE		
<p>Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for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

SECRET

14-00000

Section 3. Comments of Reviewing Official:

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


William J. Graver
Chief, EE/Germany

SECRET

Pre 1968 Fitness Reports

SECRET

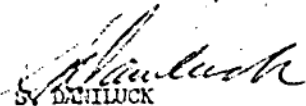
2 June 1960

MEMORANDUM FOR: Chief, EE Personnel

SUBJECT : Commendation - Mr. Guy Vitale

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

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


S. J. DEHILUCK
Chief, EE Logistics

SECRET

Pre 1960 FRQ &
Certifications for insurance
and retirement

SECRET

When Filled In

OFFICIAL USE ONLY (Do Not Fill In)

QUALIFICATIONS SUPPLEMENT TO PERSONAL HISTORY STATEMENT

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

SECTION I

BIOGRAPHIC AND POSITION DATA

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

SECTION II

AGENCY OVERSEAS SERVICE

AREA	TYPE TOUR	FROM	TO
GREECE Vieques Island, Puerto Rico	PCS-52 TDY-10 days	97/01/01 61/4/01	60/01/24 61/04/10

OVERSEAS DATA

CODED

DATE: 10 Jul 67 **INITIALS:** APT

SECTION III

EDUCATION

DEGREE	MAJOR FIELD	COLLEGE	YEAR
NO COLLEGE DEGREE ON RECORD			

SECRET

GROUP 1
Excluded from automatic
downgrading and declassification

67 JUL ENTD (4-51)

SECRET

When Filled In

SECTION III							EDUCATION (Cont'd)	
HIGH SCHOOL		COLLEGE OR UNIVERSITY STUDY			TRADE, COMMERCIAL AND SPECIALIZED SCHOOLS		OTHER NON-AGENCY EDUCATION OR TRAINING NOT INDICATED ABOVE	
LAST HIGH SCHOOL ATTENDED	ADDRESS City State Country	YEARS ATTENDED From-To	GRADUATE <input type="checkbox"/> YES <input type="checkbox"/> NO		NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION	FROM	TO
		MAJOR	MINOR	YEARS ATTENDED FROM TO	DEGREE RECEIVED	YEAR RECEIVED	NO. SEM / QTR HRS (Specify)	
1.								
2.								
3.								
4.								
5. IF A GRADUATE DEGREE HAS BEEN NOTED ABOVE WHICH REQUIRED SUBMISSION OF A WRITTEN THESIS INDICATE THE TITLE OF THE THESIS AND BRIEFLY DESCRIBE ITS CONTENT								
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MARITAL STATUS

SECTION X

[illegible]

SECTION XI

PROFESSIONAL SOCIETIES AND OTHER ORGANIZATIONS

DATE

SIGNATURE OF EMPLOYEE

Fred V. Hale

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Pre 1960 - PHS, CLEARANCE
request &
appl. forms

14-00000

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

DATE May 1970