

RICHARDSON, JACQUES C. 006102

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This file highlights **differences**  
**between the 2025 release, and previous releases.**

**Red:** Newly revealed in 2025.  
**Blue:** Present in earlier releases, but not in 2025.  
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Notes:

Black text on a blue background indicates content  
that was previously redacted using black ink.

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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SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED 5 April 1972	
1. SERIAL NUMBER 006102		2. NAME (Last-First-Middle) <i>Richardson, Jacques</i>									
3. NATURE OF PERSONNEL ACTION RESIGNATION					4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 05 14 72			5. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS V TO V C TO V		V TO C C TO C		7. FINANCIAL ANALYSIS NO. CHARGEABLE 3136-1231			8. LEGAL AUTHORITY (Completed by Office of Personnel)				
9. ORGANIZATIONAL DESIGNATIONS DDP/EUROPEAN DIVISION, FOREIGN FIELD FRENCH AREA PARIS STATION PARIS ANNEX					10. LOCATION OF OFFICIAL STATION PARIS, FRANCE						
11. POSITION TITLE OPS OFFICER					12. POSITION NUMBER 0668		13. CAREER SERVICE DESIGNATION D				
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS			15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 15 8		17. SALARY OR RATE \$31,554				
18. REMARKS 24065											
19. SIGNATURE OF REQUESTING OFFICIAL <i>William C. Cooley, C/E/Pers</i>				DATE SIGNED 8 Aug		20. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>W. H. Luster</i>				DATE SIGNED 9 Aug 72	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
21. ACTION CODE 45		22. EMPLOY CODE 10		23. OFFICE CODING NUMERIC ALPHABETIC		24. STATION CODE		25. INTEGREE CODE		26. HOOTRS. CODE	
27. DATE OF BIRTH MO. DA. YR. 01 20 24		28. DATE OF GRADE MO. DA. YR.		29. DATE OF LET MO. DA. YR.		30. RETIREMENT DATA 1-ESC 2-DCSN 3-FICA 4-BURE		31. SEPARATION DATA CODE TYPE MO. DA. YR.		32. SECURITY REQ. NO.	
33. VET PREFERENCE CODE 0-None 1-5 PT. 2-10 PT.		34. SERV. COMP. DATE MO. DA. YR.		35. LONG. COMP. DATE MO. DA. YR.		36. CAREER CATEGORY CODE 0-WAIVER 1-REG 2-REG/OPT 3-INELIGIBLE		37. SOCIAL SECURITY NO.		38. STATE TAX DATA CODE 1-YES 2-NO	
39. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)		40. LEAVE CAT. CODE		41. FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS		42. STATE TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS		43. DATE APPROVED 9 AUG 1972		44. O.P. APPROVAL Dow H. Luster	
45. POSITION CONTROL CERTIFICATION 8-9-72 Mw										DATE APPROVED 9 AUG 1972	

SECRET

(If Not Called For)

## REQUEST FOR PERSONNEL ACTION

DATE PREPARED

10 JULY 1970

1. SERIAL NUMBER 006102		2. NAME (Last-First-Middle) <i>Richard A. Taylor</i>	
3. NATURE OF PERSONNEL ACTION EXTENSION OF PRA NTE 24 FEB 1971		4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 07 20 71	5. CATEGORY OF EMPLOYMENT REGULAR
6. FUNDS V TO V CF TO V XX CF TO CF	7. FINANCIAL ANALYSIS NO. CHARGEABLE 1136-1231	8. LEGAL AUTHORITY (Completed by Office of Personnel)	
9. ORGANIZATIONAL DESIGNATIONS DDP/EUR FOREIGN FIELD FRENCH AREA PARIS STATION <b>PARIS ANNEX</b>		10. LOCATION OF OFFICIAL STATION PARIS, FRANCE	
11. POSITION TITLE OPS OFFICER (14)		12. POSITION NUMBER 0668	13. CAREER SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (GS, F, R, etc.) GS	15. OCCUPATIONAL SERIES 0136.01	16. GRADE AND STEP 15 7	17. SALARY OR RATE \$ 27,463
18. REMARKS cc: PAYROLL NTE 24 FEB 1971 * PRA Per HR 20-17 EU (6)			
18A. SIGNATURE OF REQUESTING OFFICIAL WILLFORD C. TAYLOR, C/Pers		DATE SIGNED 7/12/70	18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER John Maclean
DATE SIGNED 14 Jul 1970			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL			
19. ACTION CODE 37 10	20. EMPLOY CODE 446.20	21. OFFICE CODING NUMERIC ALPHABETIC EGR	22. STATION CODE G-166
23. INTEGRITY CODE 3	24. MOOTHS CODE 07 20 71	25. DATE OF BIRTH MO. DA. YR.	26. DATE OF GRADE MO. DA. YR.
27. DATE OF LST MO. DA. YR.	28. DATE OF LST MO. DA. YR.	29. DATE OF LST MO. DA. YR.	30. DATE OF LST MO. DA. YR.
31. DATE OF LST MO. DA. YR.	32. DATE OF LST MO. DA. YR.	33. DATE OF LST MO. DA. YR.	34. DATE OF LST MO. DA. YR.
35. VET PREFERENCE CODE 0-NONE 1-5 YR. 2-10 YR.	36. SERV. COMP. DATE MO. DA. YR.	37. LONG COMP. DATE MO. DA. YR.	38. CAREER CATEGORY CODE 0-NONE 1-YES 2-NO
39. FEDERAL HEALTH INSURANCE CODE 0-NONE 1-YES 2-NO	40. STATE HEALTH INSURANCE CODE 0-NONE 1-YES 2-NO	41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NONE 1-NO DREAM IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)	42. LEAVE CAT. CODE 0-NONE 1-YES 2-NO
43. FEDERAL TAX DATA CODE 0-NONE 1-YES 2-NO	44. STATE TAX DATA CODE 0-NONE 1-YES 2-NO	45. POSITION CONTROL CERTIFICATION 7-28-70 mw	46. OFF. APPROVAL DATE APPROVED 14 Jul 1970

SECRET



XK.P

SECRET

(U New Filled In)

REQUEST FOR PERSONNEL ACTION						DATE PREPARED	
1. SERIAL NUMBER 006102		2. NAME (Last-First-Middle) Richardson, Richard				25 FEB 1969	
3. NATURE OF PERSONNEL ACTION EXTENSION OF PRA NTE: 1 year				4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 02/25/69		5. CATEGORY OF EMPLOYMENT REGULAR	
6. FUNDS V TO V CF TO V XX CF TO CF		7. FINANCIAL ANALYSIS NO. CHARGEABLE 9136 1231		8. LEGAL AUTHORITY (Completed by Office of Personnel)			
9. ORGANIZATIONAL DESIGNATIONS DDP/EUR FOREIGN FIELD CENTRAL REGION PARIS STATION ANNEX, PARIS				10. LOCATION OF OFFICIAL STATION PARIS, FRANCE			
11. POSITION TITLE OPS OFFICER				12. POSITION NUMBER 0668		13. CAREER SERVICE DESIGNATION D	
14. CLASSIFICATION SCHEDULE (GS, F.B., etc.) GS		15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 15 8 7		17. SALARY OR RATE 2,373.34 \$ 23,075	
18. REMARKS							
18A. SIGNATURE OF REQUESTING OFFICER WILLFORD C. TAYLOR, C/E/Pers				DATE SIGNED 2/26/69		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER A. B. B. B.	
DATE SIGNED 3-4-69							
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
19. ACTION CODE 37	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC ALPHABETIC 44 LDC EUR	22. STATION CODE 24065	23. INTEGREE CODE 3	24. HQ/RTS CODE 01/20/24	25. DATE OF BIRTH MO. DA. YR. 01/20/24	26. DATE OF GRADE MO. DA. YR.
27. DATE OF LEI MO. DA. YR.	28. NTE EXPIRES MO. DA. YR. 02/24/70	29. SPECIAL REFERENCE S 2	30. RETIREMENT DATA CODE 1-YES 2-NO	31. SEPARATION DATA CODE TYPE MO. DA. YR.	32. CORRECTION CANCELLATION DATA MO. DA. YR.	33. SECURITY REQ. NO.	34. SEX
35. VET. PREFERENCE CODE 0-NO 1-5 PT 2-10 PT	36. SERV COMP DATE MO. DA. YR.	37. LONG COMP DATE MO. DA. YR.	38. CAREER CATEGORY CAR RES PROV. TEMP CODE 1-YES 2-NO	39. FEGLI HEALTH INSURANCE CODE 0-BAIWER 1-YES	40. SOCIAL SECURITY NO.		
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)		42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE 1-YES 2-NO		44. STATE TAX DATA FORM EXECUTED CODE 1-YES 2-NO		
45. POSITION CONTROL CERTIFICATION 3-7-69 m w				46. O.P. APPROVAL DATE APPROVED 3/7/69			

SECRET

(If Not Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
1. SERIAL NUMBER 006102				2. NAME (Last, First, Middle) Richard F. Westerman	
3. NATURE OF PERSONNEL ACTION REASSIGNMENT				4. EFFECTIVE DATE REQUESTED MONTH: 02, DAY: 20, YEAR: 67	
5. CATEGORY OF EMPLOYMENT REGULAR				6. LEGAL AUTHORITY (Completed by Office of Personnel)	
7. FINANCIAL ANALYSIS NO. CHARGEABLE 7136-1231				8. LOCATION OF OFFICIAL STATION PARIS, FRANCE	
9. ORGANIZATIONAL DESIGNATIONS DDP/EUR FOREIGN FIELD CENTRAL REGION PARIS STATION ANNEX, PARIS				10. POSITION NUMBER 0668	
11. POSITION TITLE OPS OFFICER (14)				12. CAREER SERVICE DESIGNATION D	
13. CLASSIFICATION SCHEDULE (G.S., F.B., etc.) GS				14. OCCUPATIONAL SERIES 0136.01	
15. GRADE AND STEP 15-6				16. SALARY OR RATE \$ 20,585	
17. REMARKS XRA-per HR-21c (2) for duration of present tour. 21-17D(8) Slotting for new T/O.					
18A. SIGNATURE OF REQUESTING OFFICIAL Richard F. Westerman, CTE/Personnel				18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER D. M. Sullivan	
DATE SIGNED				DATE SIGNED 2 MAR 1967	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19. ACTION CODE 32	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC: 013600, ALPHABETIC: 2465	22. STATION CODE	23. INTEGRITY CODE	24. MONTHS CODE 3
25. DATE OF BIRTH MO. DA. YR. 01 20 24	26. DATE OF GRADE MO. DA. YR.	27. DATE OF LEI MO. DA. YR.	28. DATE EXPIRES MO. DA. YR. 03 16 69	29. SPECIAL REFERENCE 82	30. RETIREMENT DATA 1-EN, 2-FIL, 3-NONE
31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA TYPE, MO. DA. YR.	33. SECURITY REQ. NO.	34. SEX	35. NET PREFERENCE 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	39. REG. HEALTH INSURANCE 0-WAIVER, 1-YES	40. SOCIAL SECURITY NO.	41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NONE, 1-62, 2-63, 3-64, 4-65, 5-66, 6-67, 7-68, 8-69, 9-70	42. LEAVE CAT. CODE
43. FEDERAL TAX DATA FORM EXECUTED, CODE, NO. TAX EXEMPTIONS	44. STATE TAX DATA FORM EXECUTED, CODE, NO. TAX EXEMPTIONS	45. POSITION CONTROL CERTIFICATION 3-3-67	46. O.P. APPROVAL D. M. Sullivan	DATE APPROVED	

FORM 1152, USE PREVIOUS EDITION

SECRET

GROUP 1  
EXCLUDED FROM AUTOMATIC DOWNGRADING  
AND DECLASSIFICATION

(4)

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED							
XVB										29 March 1966							
1. SERIAL NUMBER		2. NAME (Last, First, Middle)															
006102		Richardson, Jeffrey															
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE REQUESTED		5. CATEGORY OF EMPLOYMENT									
DESIGNATION AS A PARTICIPANT IN THE CIA RETIREMENT AND DISABILITY SYSTEM						MONTH DAY YEAR 04 10 66		REGULAR									
6. FUNDS		V TO V		V TO CF		7. COST CENTER NO. CHARGE ABLE		8. LEGAL AUTHORITY (Completed by Office of Personnel)									
CF TO V		X		CF TO CF		6136-1031		PL 88-643 Sect. 203									
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION											
DIP/WE FOREIGN FIELD PARIS STATION INTERNAL OPERATIONS SECTION						PARIS, FRANCE											
11. POSITION TITLE						12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION									
OPS OFFICER						0885		D									
14. CLASSIFICATION SCHEDULE (GS, LH, etc.)				15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE									
GS				0136.01		15 5		\$19,415									
18. REMARKS																	
EMPLOYEE WILL RECEIVE NOTIFICATION FROM THE DIRECTOR OF PERSONNEL OF THIS DESIGNATION.																	
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		22. STATION CODE		23. INTEGRER CODE		24. HQTRS. CODE		25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI	
28 10		50600		ALPHABETIC		24045				3		MO. DA. YR. 23 2 66		MO. DA. YR. 02 03 63		MO. DA. YR. 01 31 65	
28. NTE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION CANCELLATION DATA		EOD DATA		33. SECURITY REQ. NO.		34. SEX			
MO. DA. YR. 1 1 82				1-CE 2-TXA 3-BONE		CODE 2		TYPE MO. DA. YR.									
35. YET PREFERENCE		36. SERV. COMP. DATE		37. LONG. COMP. DATE		38. CAREER CATEGORY		39. FEGLI HEALTH INSURANCE		40. SOCIAL SECURITY NO.							
CODE 0-NONE 1-5 PT 2-10 PT		MO. DA. YR. 1 1 82		MO. DA. YR. 1 1 82		CAP/RESV PROV. TEMP		CODE 0-BUYER 1-YES		HEALTH INS. CODE							
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA				44. STATE TAX DATA							
CODE 0-NONE 1-NONE IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)				CODE 1-YES 2-NONE		FORM EXECUTED CODE 1-YES 2-NONE				NO. TAX EXEMPTIONS CODE 1-YES 2-NONE				FORM EXECUTED CODE 1-YES 2-NONE			
45. POSITION CONTROL CERTIFICATION						46. OF APPROVAL						DATE APPROVED					
04-01-01						See memo signed by D/Pers dated 31 MAR 1966						31 MAR 1966		DK			

FORM 1-62 1152 USE PREVIOUS EDITION

SECRET

GROUP 1  
EXCLUDED FROM AUTOMATIC DOWNGRADING  
AND DECLASSIFICATIONOP-2  
1-68

**SECRET**  
(U) New Edition 1-64

REQUEST FOR PERSONNEL ACTION						DATE PREPARED 10 FEBRUARY 1964	
1. SERIAL NUMBER <b>006102</b>		2. NAME (Last-First-Middle) <i>Richard J. Jones</i>					
3. NATURE OF PERSONNEL ACTION <b>REASSIGNMENT</b>				4. EFFECTIVE DATE REQUESTED MONTH: <b>02</b> DAY: <b>15</b> YEAR: <b>64</b>		5. CATEGORY OF EMPLOYMENT <b>REGULAR</b>	
6. FUNDS V TO V CF TO V		V TO CF CF TO CF		7. COST CENTER NO. CHARGEABLE <b>4136-6250-1012</b>		8. LEGAL AUTHORITY (Completed by Office of Personnel)	
9. ORGANIZATIONAL DESIGNATIONS <b>DDP WE PARIS STATION INTERNAL OPERATIONS SECTION</b>				10. LOCATION OF OFFICIAL STATION <b>PARIS, FRANCE</b>			
11. POSITION TITLE <b>OPS OFFICER</b>				12. POSITION NUMBER <b>0885</b>		13. CAREER SERVICE DESIGNATION <b>D</b>	
14. CLASSIFICATION SCHEDULE (GS, LP, etc.) <b>GS</b>		15. OCCUPATIONAL SERIES <b>0136.01</b>		16. GRADE AND STEP <b>15 4</b>		17. SALARY OR RATE <b>\$ 17,210</b>	
18. REMARKS FROM: DDP WE/PARIS STATION/0886. PRA IN ACCORDANCE WITH HR 20-21c (2) FOR DURATION OF TOUR. <i>NTE 11/30/67 03/14/66</i>							
18A. SIGNATURE OF REQUESTING OFFICIAL <i>George Mogannam</i> <b>GEORGE MOGANNAM, AC/WE/PT</b>				DATE SIGNED <i>6/12/64</i>		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>John Collins</i>	
DATE SIGNED <i>10/20/64</i>							
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
19. ACTION CODE <b>31</b>	20. EMPLOY CODE <b>10</b>	21. OFFICE CODING NUMERIC: <b>50600</b> ALPHABETIC: <b>WE</b>		22. STATION CODE <b>54065</b>	23. INTEGRAL CODE <b>3</b>	24. DDGTS CODE <b>61/12/24</b>	25. DATE OF BIRTH MO. DA. YR.
26. DATE OF GRADE MO. DA. YR.		27. DATE OF LEI MO. DA. YR.		28. DATE OF BIRTH MO. DA. YR.		29. DATE OF GRADE MO. DA. YR.	
30. SPECIAL REFERENCE <b>1-82</b>		31. RETIREMENT DATA 1-ESC 2-FICA 3-NONE		32. SEPARATION DATA CODE		33. CORRECTION CANCELLATION DATA MO. DA. YR.	
34. VET PREFERENCE CODE: 0-NONE 1-5 PT 2-10 PT		35. SERV. COMP. DATE MO. DA. YR.		36. LONG. COMP. DATE MO. DA. YR.		37. CAREER CATEGORY CODE: 0-WAIVER 1-YES	
38. PREVIOUS GOVERNMENT SERVICE DATA CODE: 0-NONE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)		39. LEAVE CAT. CODE		40. FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS		41. STATE TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS	
42. POSITION CONTROL CERTIFICATION <i>2/19/64</i>				43. OP APPROVAL <i>[Signature]</i>		44. DATE APPROVED <i>11/11/64</i>	



SECRET

(When filled in)

REQUEST FOR PERSONNEL ACTION						DATE PREPARED 11 AUGUST 1963	
1. SERIAL NUMBER <i>XXB</i> <i>66152</i>		2. NAME (Last-First-Middle) <i>Richardson, Deque</i>					
3. NATURE OF PERSONNEL ACTION <b>REASSIGNMENT</b>				4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR <i>10 12 63</i>		5. CATEGORY OF EMPLOYMENT <b>REGULAR</b>	
6. FUNDS 		V TO V CF TO V		V TO CF CF TO CF		7. COST CENTER NO. CHARGEABLE <b>4136-6250-1012</b>	
9. ORGANIZATIONAL DESIGNATIONS <b>DDP WE PARIS STATION EXTERNAL OPS SECTION</b>				10. LOCATION OF OFFICIAL STATION <b>PARIS, FRANCE</b>			
11. POSITION TITLE <b>OPS OFFICER</b>				12. POSITION NUMBER <i>0086</i>		13. CAREER SERVICE DESIGNATION <b>D</b>	
14. CLASSIFICATION SCHEDULE (GS, LR, etc.) <b>GS</b>		15. OCCUPATIONAL SERIES <b>0136.01</b>		16. GRADE AND STEP <b>15 4</b>		17. SALARY OR RATE <b>16,005</b>	
18. REMARKS <b>FROM: DDP SR FOREIGN FIELD/WE AREA/France/Paris/0240</b> <b>PRAed IN ACCORDANCE WITH HR 20-580, PARA 4 (b). for 2 yrs.</b> <b>COPIES SENT TO FINANCE AND SECURITY.</b>							
19A. SIGNATURE OF REQUESTING OFFICIAL <i>George Mogannam</i> <b>GEORGE MOGANNAM, AC/WE/PT</b>				DATE SIGNED <i>15 Oct 63</i>		19B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>John Collins</i>	
19C. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>John Collins</i>							
NOTE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
20. ACTION CODE <i>2710</i>		21. OFFICE CODING NUMERIC ALPHABETIC <i>50660 WE</i>		22. STATION CODE <i>24065</i>		23. INTEGRAL CODE <i>3</i>	
24. DATE OF BIRTH MO. DA. YR. <i>10 12 63</i>		25. DATE OF GRADE MO. DA. YR.		26. DATE OF LEI MO. DA. YR.		27. DATE OF LEI MO. DA. YR.	
28. NTE EXPIRES MO. DA. YR. <i>10 12 65</i>		29. SPECIAL REFERENCE <i>84</i>		30. RETIREMENT DATA 1 - CCC 2 - FICA 3 - NONE		31. SEPARATION DATA CODE TYPE NO. DA. YR.	
32. CORRECTION CANCELLATION DATA TYPE NO. DA. YR.		33. SECURITY REQ. NO.		34. SER		35. SOCIAL SECURITY NO.	
36. SERV. COMP. DATE MO. DA. YR.		37. LONG. COMP. DATE MO. DA. YR.		38. CAREER CATEGORY CODE NO. DA. YR.		39. FECLTY/HEALTH INSURANCE CODE NO. DA. YR.	
40. PREVIOUS GOVERNMENT SERVICE DATA CODE NO. DA. YR.		41. LEAVE CAT. CODE		42. FEDERAL TAX DATA FORM EXECUTED CODE NO. DA. YR.		43. STATE TAX DATA FORM EXECUTED CODE NO. DA. YR.	
44. POSITION CONTROL CERTIFICATION <i>W. Kearney 10/22/63</i>		45. O.P. APPROVAL <i>Robert D. Morgan</i>		46. DATE APPROVED <i>15 Oct 63</i>			

FORM 1152 OBSOLETE PREVIOUS EDITION  
4-62 AND FORM 1152

SECRET

GROUP 1  
EXEMPT FROM AUTOMATIC DOWNGRADING  
AND DECLASSIFICATION

141

**SECRET**  
(When Filled In)

<b>REQUEST FOR PERSONNEL ACTION</b>						DATE PREPARED <b>23 January 1963</b>	
1. SERIAL NUMBER <b>000001</b> 2. NAME (Last-First-Middle) <b>Robert L. Busby</b>							
3. NATURE OF PERSONNEL ACTION <b>Promotion</b>				4. EFFECTIVE DATE REQUESTED MONTH <b>02</b> DAY <b>03</b> YEAR <b>63</b>		5. CATEGORY OF EMPLOYMENT <b>Regular</b>	
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. CHARGE-ABLE <b>3134 4008 1000</b>		8. LEGAL AUTHORITY (Completed by Office of Personnel)	
9. ORGANIZATIONAL DESIGNATIONS <b>DDP/SR - FOREIGN FIELD Western European Area France Paris</b>				10. LOCATION OF OFFICIAL STATION <b>Paris, France</b>			
11. POSITION TITLE <b>Ops Officer</b>				12. POSITION NUMBER <b>0240</b>		13. CAREER SERVICE DESIGNATION <b>D</b>	
14. CLASSIFICATION SCHEDULE (GS, LP, etc.) <b>GS</b>		15. OCCUPATIONAL SERIES <b>0136.01</b>		16. GRADE AND STEP <b>15 4</b>		17. SALARY OR RATE <b>\$ 16005</b>	
18. REMARKS From same slot.  PRA in accordance with HR-20-21c(3) for a period not to exceed 2 years.							
19A. SIGNATURE OF REQUESTING OFFICIAL <b>A. Busby</b>				DATE SIGNED		19B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <b>Wm. Collins</b>	
ANDREW L. BUSBY, C/SR/PERSONNEL				DATE SIGNED <b>23 Jan 63</b>			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
19. ACTION CODE <b>22</b>	20. EMPLOY CODE <b>10</b>	21. OFFICE CODING NUMERIC <b>0000</b> ALPHABETIC <b>SR</b>	22. STATION CODE <b>0000</b>	23. INTER-DATE CODE <b>3</b>	24. POSTING CODE <b>01</b>	25. DATE OF BIRTH MO. <b>02</b> DA. <b>03</b> YR. <b>63</b>	26. DATE OF GRAD MO. <b>02</b> DA. <b>03</b> YR. <b>63</b>
27. DATE OF EXPIRY MO. <b>02</b> DA. <b>03</b> YR. <b>63</b>		28. SPECIAL REFERENCE <b>80</b>		29. RETIREMENT DATA 1 - CSC 2 - FICA 3 - NONE		30. SEPARATION DATA CODE <b>EOD DATA</b>	
31. VET. PREFERENCE CODE <b>1</b> 1 - NONE 2 - 5 PT. 3 - 10 PT.		32. SERV. COMP. DATE MO. <b>02</b> DA. <b>03</b> YR. <b>63</b>		33. LONG. COMP. DATE MO. <b>02</b> DA. <b>03</b> YR. <b>63</b>		34. MIL. SERV. CREDIT/LOD 1 - YES 2 - NO	
35. SOCIAL SECURITY NO.		36. FEELT / HEALTH INSURANCE CODE <b>0</b> 0 - NONE 1 - YES		37. HEALTH INS. CODE		38. SOCIAL SECURITY NO.	
39. PREVIOUS GOVERNMENT SERVICE DATA CODE <b>1</b> 1 - NO PREVIOUS SERVICE 2 - NO BREAK IN SERVICE 3 - BREAK IN SERVICE (LESS THAN 12 MO) 4 - BREAK IN SERVICE (MORE THAN 12 MO)		40. LEAVE CAT. CODE		41. FEDERAL TAX DATA FORM EXEMPTED CODE <b>1</b> 1 - YES 2 - NO		42. STATE TAX DATA FORM EXEMPTED CODE <b>1</b> 1 - YES 2 - NO	
43. POSITION CONTROL CERTIFICATION <b>MAC</b> <b>8 FEB 1963</b>				44. O.P. APPROVAL <b>Wm. B. Rogers</b>			
45. DATE APPROVED				46. DATE APPROVED			

SECRET

(When Filled In)

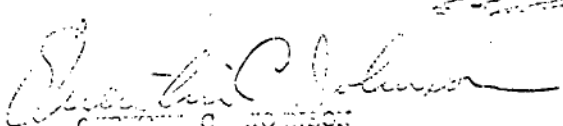
X: B				REQUEST FOR PERSONNEL ACTION				DATE PREPARED 9 July 1962			
1. FORM NO. 100-10		2. NAME (Last-First-Middle) <i>James L. Collins</i>						3. REFERENCE			
3. NATURE OF PERSONNEL ACTION Excepted Appointment (Career)				4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 08 05 62				5. CATEGORY OF EMPLOYMENT Regular			
6. FUNDS		V TO V		V TO CF		7. COST CENTER NO. CHARGEABLE 3034 4008 1000		8. LEGAL AUTHORITY (Completed by Office of Personnel) <i>Adm.</i>			
9. ORGANIZATIONAL DESIGNATIONS DDP/SR Western European Area France Paris				10. LOCATION OF OFFICIAL STATION Paris, France							
11. POSITION TITLE Ops Officer				12. POSITION NUMBER 240				13. CAREER SERVICE DESIGNATION D			
14. CLASSIFICATION SCHEDULE (GS, LD, etc.) GS		15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 14 06		17. SALARY OR RATE SIC 1350					
18. REMARKS Last day at Headquarters will be 31 July 1962 Departing U. S. around end of August 1962. 259's submitted. Copy furnished Office of Security. C. 7/54 WE concurrence on the telephone by Roland Rubin, Acting DC/WE Lm Collins											
18a. SIGNATURE OF REQUESTING OFFICIAL <i>Andrew L. Bussey</i> ANDREW L. BUSEY, C/SR/PERSONNEL				DATE SIGNED		18b. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>Lm Collins</i>				DATE SIGNED 24 July 62	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE 13	20. EMPLOY CODE 10	21. OFFICE CODE NUMERIC 01601	22. STATION CODE ALPHABETIC SR 24065	23. MILEAGE CODE	24. NOTES CODE 3	25. DATE OF BIRTH MO. DA. YR. 01 20 24	26. DATE OF DEATH MO. DA. YR. 01 16 55	27. DATE OF LAST MO. DA. YR. 01 08 61	28. DATE OF RES. MO. DA. YR.	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1 - COC 2 - FICA 3 - NONE
31. DATE EXT. RES. MO. DA. YR.		32. SEPARATION DATA DATE CODE		33. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.		34. SOCIAL SECURITY NO. 66102 M1		35. VET. PREFERENCE CODE 1			
36. SERV. COMP. DATE MO. DA. YR. 03 07 44		37. LONG. COMP. DATE MO. DA. YR. 11 20 49		38. MIL. SERV. CREDIT/ID 1 - YES 2 - NO C		39. FEEL/HEALTH INSURANCE CODE 1		40. SOCIAL SECURITY NO. 642-20-5339			
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 1				42. LEAVE CAT. CODE 8		43. FEDERAL TAX DATA CODE C C -		44. STATE TAX DATA CODE F -			
45. POSITION CONTROL CERTIFICATION						46. O.P. APPROVAL <i>Joseph B. Ragan</i> 7/24/62			DATE APPROVED		


6101.  
6 August 1932

Memorandum in Lieu of Fitness Report

Subject: ~~XXXXXXXXXXXXXXXXXXXX~~

My last statements concerning the performance of  
should be extended to cover the  
remainder of his service as Chief of SR/3. He de-  
parted headquarters for a field assignment 31 July  
1932.

  
WILLIAM C. JOHNSON  
Chief of Operations and Plans  
SR Division

CONCUR:   
HOWARD J. CHESSE  
Chief, SR Division



SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
1. SERIAL NUMBER 006102				2. NAME (Last-First-Middle) RICHARDSON/JAQUES	
3. NATURE OF PERSONNEL ACTION Resignation				4. EFFECTIVE DATE REQUESTED C 5 04 62	
5. CATEGORY OF EMPLOYMENT Regular				6. LEGAL AUTHORITY (Completed by Office of Personnel)	
7. FUNDS X A TO V V TO CF CF TO V CF TO CF				8. POST CENTER NO. CHARGE \$234 1300 1000	
9. ORGANIZATIONAL DESIGNATIONS DDP/SR SR/6 Office of the Chief				10. LOCATION OF OFFICIAL STATION Washington, D. C.	
11. POSITION TITLE Ops Officer (Sr Ch)				12. POSITION NUMBER 0250	
13. CAREER SERVICE DESIGNATION D				14. CLASSIFICATION SCHEDULE (GS, LP, etc.) GS	
15. OCCUPATIONAL SERIES (GRACE AND STEP) 0136.01 11 06				16. SALARY OR RATE 13516	
17. REMARKS Copy furnished Vouchered Payroll.					
18. SIGNATURE OF REQUESTING OFFICER ANDREW L. BUSSY, C/SR/PERSONNEL				19. SIGNATURE OF CAREER SERVICE APPROVING OFFICER 7/24/62	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
20. ACTION CODE 45		21. EMPLOYER CODE 10		22. DATE OF BIRTH 1/01/2024	
23. DATE OF DEATH		24. DATE OF DEATH		25. DATE OF DEATH	
26. DATE OF DEATH		27. DATE OF DEATH		28. DATE OF DEATH	
29. DATE OF DEATH		30. DATE OF DEATH		31. DATE OF DEATH	
32. DATE OF DEATH		33. DATE OF DEATH		34. DATE OF DEATH	
35. DATE OF DEATH		36. DATE OF DEATH		37. DATE OF DEATH	
38. DATE OF DEATH		39. DATE OF DEATH		40. DATE OF DEATH	
41. DATE OF DEATH		42. DATE OF DEATH		43. DATE OF DEATH	
44. DATE OF DEATH		45. DATE OF DEATH		46. DATE OF DEATH	
47. DATE OF DEATH		48. DATE OF DEATH		49. DATE OF DEATH	
50. DATE OF DEATH		51. DATE OF DEATH		52. DATE OF DEATH	
53. DATE OF DEATH		54. DATE OF DEATH		55. DATE OF DEATH	
56. DATE OF DEATH		57. DATE OF DEATH		58. DATE OF DEATH	
59. DATE OF DEATH		60. DATE OF DEATH		61. DATE OF DEATH	
62. DATE OF DEATH		63. DATE OF DEATH		64. DATE OF DEATH	
65. DATE OF DEATH		66. DATE OF DEATH		67. DATE OF DEATH	
68. DATE OF DEATH		69. DATE OF DEATH		70. DATE OF DEATH	
71. DATE OF DEATH		72. DATE OF DEATH		73. DATE OF DEATH	
74. DATE OF DEATH		75. DATE OF DEATH		76. DATE OF DEATH	
77. DATE OF DEATH		78. DATE OF DEATH		79. DATE OF DEATH	
80. DATE OF DEATH		81. DATE OF DEATH		82. DATE OF DEATH	
83. DATE OF DEATH		84. DATE OF DEATH		85. DATE OF DEATH	
86. DATE OF DEATH		87. DATE OF DEATH		88. DATE OF DEATH	
89. DATE OF DEATH		90. DATE OF DEATH		91. DATE OF DEATH	
92. DATE OF DEATH		93. DATE OF DEATH		94. DATE OF DEATH	
95. DATE OF DEATH		96. DATE OF DEATH		97. DATE OF DEATH	
98. DATE OF DEATH		99. DATE OF DEATH		100. DATE OF DEATH	
43. POSITION CONTROL CERTIFICATION 7/24/62					

SECRET

(When Filled In)

## EMPLOYEE NOTICE OF RESIGNATION

RESIGN EFFECTIVE 4 August 1962 FOR THE FOLLOWING REASON:  
(Date)*To accept private employment.*

MY LAST WORKING DAY WILL BE -

DATE SIGNED

SIGNATURE OF EMPLOYEE

*4 August 62**23 July 62**Request H. Richardson*

FORWARD COMMUNICATIONS, INCLUDING SALARY CHECKS AND BONDS, TO THE FOLLOWING ADDRESS (Number, Street, City, Zone, State)

## INSTRUCTIONS

Items 1 thru 7  
and  
Items 9 thru 18a

The initiating office should fill in each of the referenced items. Items 3 thru 7 and 9 thru 18 require information which pertains only to the action requested, and NOT to the current status of the employee unless specific items remain unchanged.

Item 5 - "Category of Employment" should show one of the following entries:

Regular	Summer	WAE
Part Time	Detail Out	Consultant
Temporary	Detail In	Military
Temporary - Part Time		

Item 9 - "Organizational Designations" should show all levels of organization pertinent to identifying the location of the position:

FIRST LINE  
 Major Component (Director, Deputy Director, etc.)  
 Office, Major Staff, etc.  
 Division or Staff (subordinate to first line)  
 Branch  
 Section  
 Unit

Item 11 - "Position Title" should reflect the standard abbreviated title given in the most current edition of the Position Control Register or reported on Form 261, Staffing Complement Change Authorization.

Item 18b - Signature should be that of the official authorized to approve for the Career Service to which the employee belongs. If more than one Career Service is involved, the gaining Career Service should approve and the other Career Service should concur in Item 18, Remarks.

ROUTING - The original only of this form will be forwarded to the Office of Personnel through the appropriate Career Service official(s). In the case of requests specified in HB 20-800-1, which require advance approval of or notification to the Office of Security or the Office of the Comptroller, one copy only will be sent to the Office(s) concerned.

SECRET

1 Aug 67

NOTIFICATION OF PERSONNEL ACTION					
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)			
06102		RICHARDSON JACQUES			
3. NATURE OF PERSONNEL ACTION			4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT
RESIGNATION			MO. DA. YR. 8 04 67		REGULAR
6. FUNDS		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY	
<input checked="" type="checkbox"/> V TO V <input type="checkbox"/> CF TO V		<input type="checkbox"/> V TO CF <input type="checkbox"/> CF TO CF		1234 1000 1001	
9. ORGANIZATIONAL DESIGNATIONS			10. LOCATION OF OFFICIAL STATION		
11. POSITION TITLE			12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION
OPS OFF CLR BR IN			15		0
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)		15. OCCUPATIONAL SERIES		17. SALARY OR RATE	
GS		0106.01		4 5 135%	
16. REMARKS					
SIGNATURE OR OTHER AUTHENTICATION					

SECRET

(When Filled In)

DATE PREPARED			REQUEST FOR PERSONNEL ACTION										V to V		V to UV	
Mo	Da	Yr											UV to V		UV to UV	
09	12	60											XX			
1. Serial No.			2. Name (Last-First-Middle)				3. Date of Birth			4. Vet. Pref.		5. Sex		6. CS - EOD		
006102			JACQUES G. RICHARDSON				01 20 24			None-0 1 to P-2		1 M				
7. SCD			8. CSC Retmt.				9. CSC Or Other Legal Authority				10. Apmt. Affidav.		11. FEGLI		12. LCD	
Mo Da Yr			Yes-1 No-2				Code				Mo Da Yr		Yes-1 No-2		Code	

## PREVIOUS ASSIGNMENT

14. Organizational Designations				Code		15. Location Of Official Station				Station Code	
DDP SR FAR EAST AREA TOKYO STATION SOVIET BRANCH						TOKYO, JAPAN					
16. Dept.-Field		17. Position Title		12. Position No.		19. Serv.		20. Occup. Series			
Dept. - Usld.- Frgn. -		Code		OPS OFFICER ER CH		189		GS		0136.01	
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade		25. PSI Due		26. Appropriation Number	
14 4		\$ 12,990		D		Mo Da Yr 1 11 61		Mo Da Yr 5 7 61		1134 7000 3000	

## ACTION

27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Date	
REASSIGNMENT TRANSFER OF FUNDS				Mo Da Yr 10 02 60		REGULAR					

## PRESENT ASSIGNMENT

31. Organizational Designations				Code		32. Location Of Official Station				Station Code	
DDP SR SR 6 OFFICE OF THE CHIEF						WASH., D. C.					
33. Dept.-Field		34. Position Title		35. Position No.		36. Serv.		37. Occup. Series			
Dept. - Usld.- Frgn. -		Code		OPS OFFICER - ER CH		50 D-15		GS		0136.01	
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade		42. PSI Due		43. Appropriation Number	
14 4		\$ 12,990		D		Mo Da Yr		Mo Da Yr		1234 1000 1000	

## SOURCE OF REQUEST

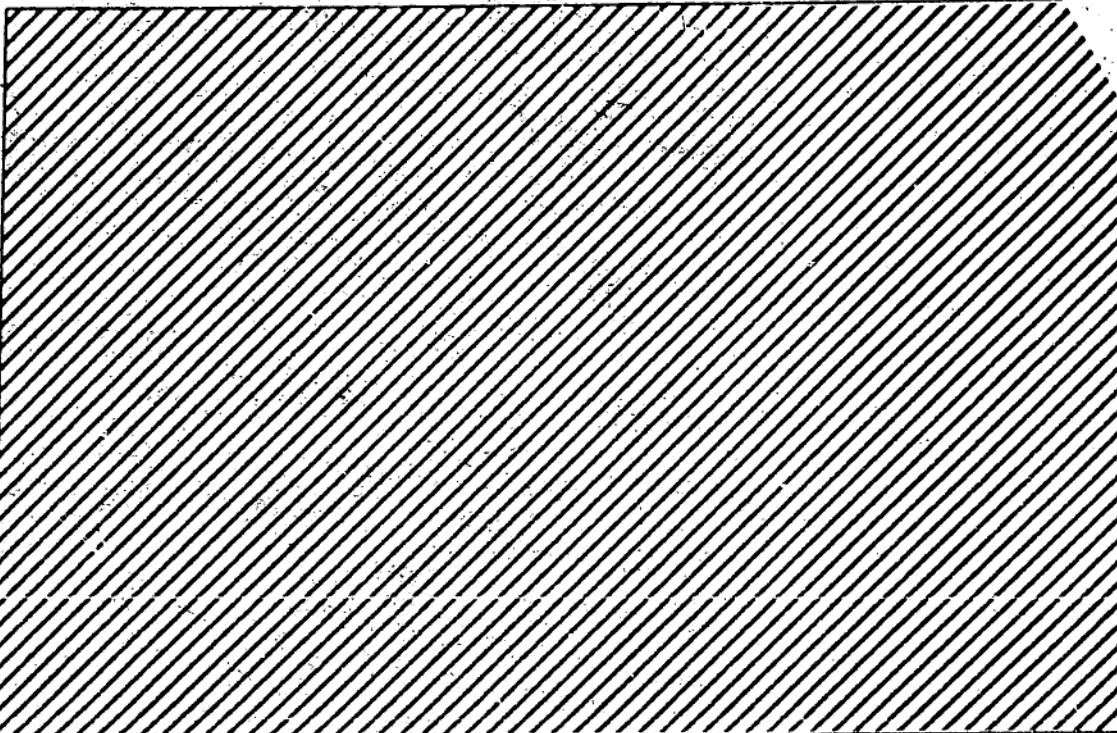
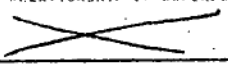
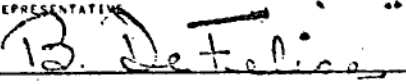
A. Requested By (Name And Title)				C. Request Approved By (Signature And Title)			
ANDREW L. RUSBY CH/SR/PERSONNEL				<i>A. Busby</i>			
B. For Additional Information Call (Name & Telephone Ext.)							
E. C. JOHNSON 11407							
CLEARANCES							
Clearance		Signature		Date		Clearance	
A. Career Board		<i>Busby</i>		4/16/60		D. Placement	
B. Pos. Control				10-15-60		E.	
C. Classification						F. Approved By	

Remarks: Two copies of this action have been forwarded to the Office of Security.

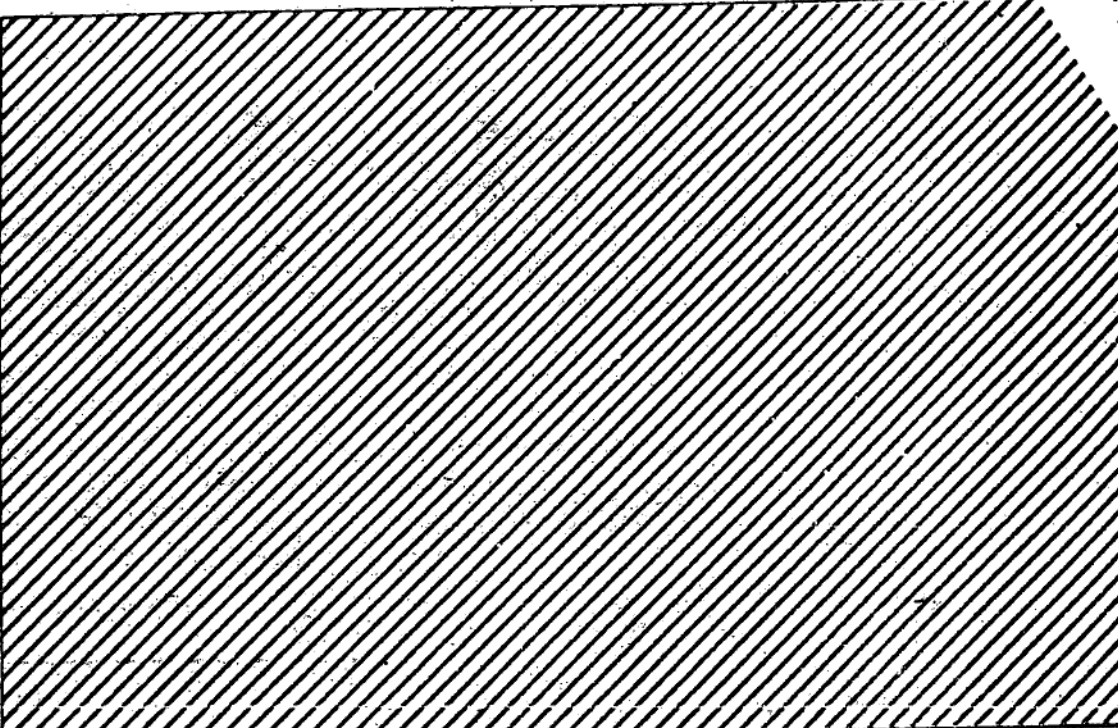
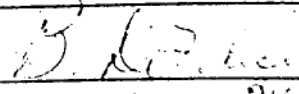
RECEIVED  
CSFD  
10-5-60  
4/15/60  
141



SECRET  
(When Filled In)

		
NAME OF EMPLOYEE (Last-First-Middle)	NAME AND RELATIONSHIP OF DEPENDENT*	CLAIM NUMBER
<i>Richardson</i> <i>Jacques G.</i>		<i>59-41</i>
<p>There is on file in the Casualty Affairs Branch, Benefits and Casualty Division, Office of Personnel, an Official Disability Claim File on the above named employee (or his dependent*) for an illness, injury, <del>or</del> death incurred on <u><i>3 November 1958</i></u></p> <p>This notice should be filed in the employee's Official Personnel Folder as a permanent cross-reference to the Official Disability Claim File.</p>		
DATE OF NOTICE	SIGNATURE OF BCD REPRESENTATIVE	
<i>28 AUG 1958</i>		
NOTICE OF OFFICIAL DISABILITY CLAIM FILE		

SECRET  
(When Filled In)

		
NAME OF EMPLOYEE (LAST-FIRST-MIDDLE)	DATE OF BIRTH	CASE OR CLAIM NUMBER
RICHARDSON, Jacques G.	Unk	58-201
<p>There is on file in the Casualty Affairs Branch, Benefits and Casualty Division, Office of Personnel, an Official Disability Claim File on the above named employee for an illness, injury, or <del>death</del> incurred on <u>4 Feb 1958</u>.</p> <p>This notice should be filed in the employee's Official Personnel Folder as a permanent cross-reference to the Official Disability Claim File.</p>		
DATE OF NOTICE	SIGNATURE OF HCD REPRESENTATIVE	
15 July 1958		
NOTICE OF OFFICIAL DISABILITY CLAIM FILE		

SECRET

STANDARD FORM 52  
PROPOSED BY THE  
U. S. CIVIL SERVICE COMMISSION  
GENERAL INVESTIGATIVE PERSONNEL  
MANUAL CHAPTER III

# REQUEST FOR PERSONNEL ACTION

VOUCHERED TO CONFIDENTIAL

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.  
If applicable, obtain resignation and fill in separation data on reverse.

1. NAME (Mr., Miss, Mrs., One given name, initial(s), and surname) <b>MR. JACQUES G. RICHARDSON</b>	2. DATE OF BIRTH <b>20 Jan 1924</b>	3. REQUEST NO.	4. DATE OF REQUEST <b>13 Dec 54</b>
5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) <b>PROMOTION</b>		6. EFFECTIVE DATE A. PROPOSED: <b>5 Jan. '55</b>	7. C.S. OR OTHER LEGAL AUTHORITY <b>16 Jan 1955</b>
B. POSITION (Specify whether establish, change grade or title, etc.)		B. APPROVED: <b>16 Jan 1955</b>	

FROM— <b>Area Ops Officer (Br. Ch.) EC-171-13</b>  <b>GS-0136.01-13 \$8360.00 p.d.</b>  <b>DDP/SR</b> <b>SR/5</b> <b>Washington, D.C.</b>	8. POSITION TITLE AND NUMBER  9. SERVICE, GRADE, AND SALARY  10. ORGANIZATIONAL DESIGNATIONS  11. HEADQUARTERS  12. FIELD OR DEPARTMENTAL	TO— <b>Area Ops Officer ECF-189-14</b> <b>GS-0136.01-14 \$9600.00 p.d.</b>  <b>DDP/SR</b> <b>Far East Area</b> <b>Japan</b> <b>Office of the Chief</b> <b>Tokyo, Japan</b>
--	---	--

A. REMARKS (Use reverse if necessary)

PLEASE TRANSFER FROM VOUCHERED TO CONFIDENTIAL FUNDS, **9560.00** **7.3**  
*Memo stating why fitness report not necessary 7.3*

B. REQUESTED BY (Name and title) <b>Robert W. Muenster</b>	D. REQUEST APPROVED BY Signature: <b>[Signature]</b> Title: <b>DDP/Po Admin.</b>
---	--

C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) <b>Phyllis M. Landrum Ext. 3748</b>	E. POSITION CLASSIFICATION ACTION NEW VICE I.A. REAL <b>SD:FI</b>
--	---

13. VETERAN PREFERENCE NONE WWII OTHER S.P.T. 10-POINT DISAB. OTHER <b>X</b> <b>X</b>	15. SEX <b>M</b>	16. RACE <b>W</b>	17. APPROPRIATION FROM: <b>5-3400-20</b> TO: <b>5-3400-55-015</b>	18. SUBJECT TO C.S. RETIREMENT ACT (YES-NO) <b>Yes</b>	19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)	20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:
---	---------------------	----------------------	---	---	--	---

21. STANDARD FORM 50 REMARKS  
*Effective date per JCS in Ltr 5-1-55 TWD*  
*Come by Osborne 1-11-55*

22. CLEARANCES A. B. CEIL. OR POS. CONTROL C. CLASSIFICATION D. PLACEMENT OR EMPL. E.	INITIAL OR SIGNATURE <b>WJ</b> <b>173</b> <b>12/25/54</b>	DATE <b>12/25/54</b>	REMARKS: <b>APPROVED BY</b> <b>FI CAREER SERVICE BOARD</b> <b>DATE: DEC 21 1954</b>
--	--	-------------------------	--

F. APPROVED BY  
**[Signature]**  
**1-5-55**  
**SECRET**

SECRET  
Security Information

DD/P

PERSONNEL DATA SHEET

NAME: Jacques G. Richardson AGE: 31

DATE: 13 Dec 1954

STATION Washington, D.C.  
AND DUTIES: Area Ops Off. DD/P UNIT: SR  
(Br. Ch.)

PRIMARY CAREER  
DESIGNATION: SD:FI

PRESENT GRADE: GS-13

PRESENT T/O SLOT BC-171  
NUMBER AND GRADE: GS-15

PROPOSED GRADE: GS-14

PROPOSED T/O SLOT BCF-189  
NUMBER AND GRADE: GS-15

CIA TRAINING:

SOC - 9 Jan - 3 Feb 1950  
Ops Course - 20 Feb - 17 Mar 1950  
Adv. Ops Course 27 Mar - 21 Apr 1950  
CE Course 4 Jan - 22 Jan 1954  
Audio-Surveillance 29 Nov - 1 Dec 1954 - Flaps & Seals 2 & 3 Dec 1954

EDUCATION:

University of Michigan, 1945 - BA  
Georgetown University - 1951 to 1952

LANGUAGE PROFICIENCY:

Japanese & French - Fluent  
Mandarin, Italian, Spanish, Portuguese & German - Fair

ASSESSED:

DATE:

TYPE OF POSITION:

RESULTS:

EXPERIENCE PRIOR TO CIA (excluding SSU-CSS):

Feb 1943 to Aug 1946 - US Army  
Sept 1946 to Mar 1948 - Civil Intell. USA  
Apr 1948 to Oct 1948 - Civil Intell. 1st Lt. (over)

SUMMARY OF CIA-SSU-CSS ASSIGNMENTS INCLUDING PREVIOUS GRADIS AND DATES:

APT - 7-18-50 - Intell Asst. GS-7 - OPC/FE/FE-3, Japan  
PRO - 10-1-50 - Intell Officer, GS-9 - OPC/FE/FE-3, Japan  
PRO & REAS - 4-29-51 - Intell Officer, GS-11 - OPC/FE/FE-3  
PRO - 1-20-52 - Ops Officer - GS-12 - OPC/FE/FE-3  
REAS - 2-17-52 - Ops Officer - GS-12 - OPC/EE/EE-4, Great Russian Sec., Wash, D.C.  
REAS - 12-7-52 - Intell Officer(Dep.Ch.) GS-12 - DDP/SR - SR-5 O/C  
PRO - 7-5-53 - Intell Officer (Dep. Ch) -GS-13 - DDP/SR - SR-5 O/C  
REAS - 2-28-54 - Area Ops Off. (Br. Ch.) GS-13 - DDP/SR - SR-5

RECOMMENDED BY:

CONCURRENCES:

Chief, SR/Admin

RECOMMENDATION OF SENIOR SERVICE BOARD:

Chief, SR



14-00000

EXPERIENCE PRIOR TO CIA(excluding SSU-CSS)

Publications"Press Censorship in Japan" Army Info Digest Nov 1949 to  
Numerous news items, 2 editorials while editor, graduate term papers  
on Yugoslavia, China, Korea & Afghanistan.

MAIL ROOM

DEC 28 2 39 PM '54

OFFICE OF PERSONNEL

STANDARD FORM 52  
FORM 52-1 (Rev. 1-1-54)  
U. S. CIVIL SERVICE COMMISSION  
BUREAU OF PERSONNEL  
BASIC CHAPTER II

## REQUEST FOR PERSONNEL ACTION

REQUESTING OFFICE: Fill in Items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.  
If applicable, obtain resignation and fill in separation data on reverse.

1. NAME (Mr., Miss, Mrs., One given name, initial(s), and surname) <u>Jacques C. Richardson</u>		2. DATE OF BIRTH <u>20 Jan 1913</u>	3. REQUEST NO.	4. DATE OF REQUEST
5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) <u>Resignation</u>		6. EFFECTIVE DATE A. PROPOSED: <u>14 Feb 1954</u> B. APPROVED:		7. C.S. OR OTHER LEGAL AUTHORITY
8. POSITION (Specify whether establish, change grade or title, etc.) <u>DEPUTY CHIEF (C/O) Area Officer (Pr. Ch.) EC-190-13</u> GS-132-13 \$8360.00 DDT/SS SR-5 (Far East Branch) Office of the Chief Washington, D.C.		9. POSITION TITLE AND NUMBER <u>Area Cps Officer (Pr. Ch.) EC-171-13</u> GS-136.01-13 \$8360.00 DDT/SS SR-5 Washington, D.C.		
<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		

10. REMARKS (Use reverse if necessary)

11. REQUESTED BY (Name and title) <u>Charles H. Dixon</u>		12. REQUEST APPROVED BY Signature: <u>Charles H. Dixon</u> Title: <u>SA Personnel Officer</u>	
13. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) <u>Phyllis K. Lavinum Ext. 3745</u>		14. POSITION CLASSIFICATION ACTION NEW VICE I.A. RES. <u>CR:ET</u>	
15. VETERAN PREFERENCE NONE WWII OTHER 5-PT. 10-POINT <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	16. APPROPRIATION FROM: <u>4-3400-20</u> TO: <u>4-3400-20</u>		17. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)
18. SEX <u>M</u>	19. RACE <u>W</u>	20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:	

21. STANDARD FORM 50 REMARKS

22. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS
A.	<u>MD</u>	<u>2/16</u>	
B. CEIL. OR POS. CONTROL			
C. CLASSIFICATION	<u>34</u>	<u>205</u>	
D. PLACEMENT OR EMPL.			
E.			
F. APPROVED BY <u>Myra P. [Signature]</u> 7/16/54			

STANDARD FORM 52  
FORM 52-1 (Rev. 1-55)  
U. S. CIVIL SERVICE COMMISSION  
GENERAL USE - FEDERAL PERSONNEL  
MANUAL CHAPTER 51

**CONFIDENTIAL**  
Security Information

# REQUEST FOR PERSONNEL ACTION

VOUCHERED

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.  
If applicable, obtain resignation and fill in separation data on reverse.

1. NAME (Mr., Miss, Mrs., One given name, initial(s), and surname) <b>Mr. Jacques D. Richardson</b>	2. DATE OF BIRTH <b>20 Jan. 1924</b>	3. REQUEST NO.	4. DATE OF REQUEST <b>30 Mar 1953</b>
5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) <b>Promotion</b>		6. EFFECTIVE DATE A. PROPOSED:	7. C. S. OR OTHER LEGAL AUTHORITY
8. POSITION (Specify whether establish, change grade or title, etc.)		B. APPROVED: <b>5 July 53</b>	

FROM— <b>Deputy Chief I.C. EC-190-12</b> <b>GS-132-12 \$7040.00</b> <b>DDP/SR Division</b> <b>SR-5 Far East</b> <b>Office of the Chief</b> <b>Washington, D.C.</b>	9. POSITION TITLE AND NUMBER  10. SERVICE, GRADE, AND SALARY  11. ORGANIZATIONAL DESIGNATIONS <b>HEADQUARTERS</b>	TO— <b>Deputy Chief I.C. EC-190-13</b> <b>GS-132-13 \$8360.00</b> <b>DDP/SR Division</b> <b>SR-5 Far East</b> <b>Office of the Chief</b> <b>Washington, D.C.</b>
<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL	12. FIELD OR DEPARTMENTAL	<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL

A. REMARKS (Use reverse if necessary) <b>EC-190</b>	APPROVED BY <b>FI CAREER SERVICE BOARD</b> DATE: <b>JUN 24 1953</b>
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3. REQUESTED BY (Name and title) <b>Chief Charles E. Dixon</b>	4. REQUEST APPROVED BY Signature: <b>Donna B. Powell</b> Title: <b>FI/CMO</b>
C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) <b>Phyllis M. Landrum Ext. 3748</b>	

13. VETERAN PREFERENCE NONE <input type="checkbox"/> WWI <input type="checkbox"/> OTHER S.P.T. <input type="checkbox"/> 15 POINT DISAB. OTHER <input type="checkbox"/>	14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> L.A. <input type="checkbox"/> REAL <input type="checkbox"/> <b>FI</b>
--	---

15. SEX <input type="checkbox"/> M <input type="checkbox"/> F	16. RACE <input type="checkbox"/> W <input type="checkbox"/> N <input type="checkbox"/> O	17. APPROPRIATION FROM: TO:	18. SUBJECT TO C. S. RETIREMENT ACT (YES—NO)	19. DATE OF APPOINT- MENT AFFIDAVITS (ACCESSIONS ONLY)	20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:
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21. STANDARD FORM 50 REMARKS

22. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS
A.			
B. CEIL. OR POS. CONTROL			
C. CLASSIFICATION			
D. PLACEMENT OR EMPL.	<b>CCO</b>	<b>July</b>	
E.			

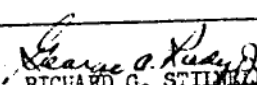
F. APPROVED BY <b>Donna B. Powell</b>	<b>CONFIDENTIAL</b> Security Information
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PERSONNEL ACTION REQUEST				REGISTER NO.
NAME <b>REICHARDSON, Jacques G.</b>			REQUESTED EFFECTIVE DATE <b>17 Feb.</b>	
NATURE OF ACTION <b>Reassignment</b>			WHEN LEAVING (FOUCHERED)  LAST WORKING DAY: EMPLOYEE'S SIGNATURE:	
FROM		TO		
TITLE <b>Operations Officer</b>		Operations Officer		
GRADE AND SALARY <b>GS-12 \$7040</b>		GS-12 \$7040		
OFFICE <b>OPC</b>		OPC		
DIVISION <b>FE</b>		EE		
BRANCH AND SECTION <b>FE-3</b>		EE-4 Great Russian Section		
OFFICIAL STATION <b>Washington, D. C.</b>		Washington, D. C.		
DEPARTMENTAL <input checked="" type="checkbox"/> FIELD <input type="checkbox"/>		DEPARTMENTAL <input checked="" type="checkbox"/> FIELD <input type="checkbox"/>		
REMARKS <b>S. 617</b> (3. 480) <i>JK</i> 132  <b>MJR</b> # 510				
RECOMMENDER <b>5 Jan. 52</b> (DATE) <i>Wm. P. Hill</i> (SIGNATURE OF OFFICE CHIEF, DIVISION CHIEF OR AGM OFFICER)				
FOR USE OF PERSONNEL ONLY				
PLACEMENT DATE QUALIFICATIONS APPROVED		TRANSACTIONS AND RECORDS 2123900 2011 C. S. C. AUTHORITY: <i>Sch. A 6 x 16 d</i>		
CLEARANCE REQUESTED DATE TYPE		CLEARANCE APPROVED DATE TYPE		
DATE SIGNATURE		DATE SIGNATURE <b>2-15-52</b> <i>P. R.</i>		
CLASSIFICATION BUREAU NO. <b>9845</b> C. S. C. NO. <b>11/17/52</b> DATE APPROVED NEW VICE L.A. <input checked="" type="checkbox"/> REAL		PERSONNEL RELATIONS DATE SIGNATURE <i>JK</i>		
DATE <b>2/5/52</b> SIGNATURE <i>W. P. Hill</i>		APPROVALS DATE SIGNATURE OF EXECUTIVE		
EFFECTIVE DATE		DATE SIGNATURE OF DIVISION CHIEF <i>Wm. P. Hill</i>		

## PERSONNEL ACTION REQUEST

REGISTER NO.

NAME <b>RICHARDSON, Jacques G.</b>		REQUESTED EFFECTIVE DATE <b>20 Jan. 52</b>	
NATURE OF ACTION <b>Promotion</b>		WHEN LEAVING (VOUCHERED)  LAST WORKING DAY:  EMPLOYEE'S SIGNATURE:	
FROM		TO	
TITLE <b>Operations Officer</b>		<b>Operations Officer</b>	
GRADE AND SALARY <b>GS-11 \$5400.00 5980</b>		<b>GS-12 7040 \$6400.00</b>	
OFFICE <b>OPC</b>		<b>OPC</b>	
DIVISION <b>FE</b>		<b>FE</b>	
BRANCH AND SECTION <b>FE-3</b>		<b>FE-3</b>	
OFFICIAL STATION <b>Washington, D. C.</b>		<b>Washington, D. C.</b>	
DEPARTMENTAL <input checked="" type="checkbox"/> FIELD <input type="checkbox"/>		DEPARTMENTAL <input checked="" type="checkbox"/> FIELD <input type="checkbox"/>	
REMARKS <b>(S-617) [Signature]</b>  <b># 9930</b>  <b>132</b>			
RECOMMENDED: <b>30 Oct. 51</b> (DATE) <b>[Signature]</b> (SIGNATURE OF OFFICE CHIEF, DIVISION CHIEF OR ADM. OFFICER)			
FOR USE OF PERSONNEL ONLY			
PLACEMENT DATE QUALIFICATIONS APPROVED <b>10 Jan 52</b>		TRANSACTIONS AND RECORDS APPROPRIATION: ALLOTMENT: <b>2023200</b> C. S. C. AUTHORITY: <b>2017</b> <b>Set 17.116 C.</b>	
CLEARANCE REQUESTED DATE TYPE		DATE SIGNATURE <b>1-18-52</b> <b>[Signature]</b>	
CLEARANCE APPROVED DATE TYPE		PERSONNEL RELATIONS DATE SIGNATURE <b>[Signature]</b>	
CLASSIFICATION BUREAU NO. <b>9845</b> C. S. C. NO. DATE APPROVED <b>1/17/52</b>		APPROVALS DATE SIGNATURE <b>[Signature]</b>	
NEW VICE L.A. REAL		SUBJECT TO SECURITY CLEARANCE SIGNATURE OF EXECUTIVE <b>[Signature]</b>	
DATE <b>1/17/52</b> SIGNATURE <b>[Signature]</b>		SIGNATURE OF DIVISION CHIEF <b>[Signature]</b>	
EFFECTIVE DATE		JAN 1 1952	

PERSONNEL ACTION REQUEST				REGISTER NO.
NAME RICHARDSON, JACQUES G.		REQUESTED EFFECTIVE DATE 29 April 57		
NATURE OF ACTION Transfer Promotion		WHEN LEAVING (VOICED) LAST WORKING DAY: EMPLOYEE'S SIGNATURE:		
FROM		TO		
TITLE Intelligence Officer GS-9		Intelligence Officer		
GRADE AND SALARY GS-9, \$4600 p/a		GS-11, \$5400 p/a		
OFFICE OPC		OPC		
DIVISION FE		FE		
BRANCH AND SECTION FE-3 Japan Sec.		FE-3		
OFFICIAL STATION Washington, D. C.		Washington, D. C.		
DEPARTMENTAL <input checked="" type="checkbox"/> FIELD <input type="checkbox"/>		DEPARTMENTAL <input checked="" type="checkbox"/> FIELD <input type="checkbox"/>		
REMARKS: 178 In grade since 14 Feb 57 S-24 1 Oct 50 #5729				
RECOMMENDED: 11 March 1951 CATED		 RICHARD G. STIMMEL, Chief, FE Division <small>(SIGNATURE OF OFFICE CHIEF, DIVISION CHIEF OR ADM. OFFICER)</small>		
FOR USE OF PERSONNEL ONLY				
PLACEMENT DATE QUALIFICATIONS APPROVED 16 March 51		TRANSACTIONS AND RECORDS APPROPRIATION: 2115 900 ALLOTMENT: 881-101 C. S. C. AUTHORITY: Sec 6.116 (A)		
CLEARANCE REQUESTED DATE TYPE		CLEARANCE APPROVED DATE TYPE		
DATE SIGNATURE		DATE SIGNATURE 5-1-57 [Signature]		
CLASSIFICATION BUREAU NO. 2996 NEW		PERSONNEL RELATIONS DATE [Signature]		
C. S. C. NO. 3032 L.A. <input checked="" type="checkbox"/> REAL		APPROVALS DATE [Signature]		
DATE 3/24/51 EFFECTIVE DATE		DATE 27 Apr [Signature]		

PERSONNEL ACTION REQUEST				REGISTER NUMBER	
NAME RICHARDSON, JACQUES G.			REQUESTED EFFECTIVE DATE 17 Feb 1951		
NATURE OF ACTION <i>Expected Appointment</i>			WHEN LEAVING (VOUCHERED) LAST WORKING DAY: EMPLOYEE'S SIGNATURE:		
FROM			TO		
TITLE			Intelligence Officer		
GRADE AND SALARY			GS-9, \$4600 p/a		
OFFICE			OPC		
DIVISION			FE		
BRANCH AND SECTION			FE-3, Japan Section		
OFFICIAL STATION			Washington, D. C.		
DEPARTMENTAL <input type="checkbox"/>		FIELD <input type="checkbox"/>	DEPARTMENTAL <input checked="" type="checkbox"/>		FIELD <input type="checkbox"/>
REMARKS:					
<p>S-6 FE-39 JREDICT</p> <p>Transfer leave <i>for</i> vouchered funds.</p> <p>Please move Holland, Anthony from S-6 to C-7, FE-3, Japan, Washington Hdqrs.</p> <p><i>Consent for ch 7 inspection and security</i> <i>Encl Office 1/19/51</i> <i>ch 7 Person security Rev 1/25/51</i></p>					
RECOMMENDED:					
9 January 1951		for <i>W. Stowell</i> RICHARD G. STOWELL, Chief, FE Division SIGNATURE OF OFFICE CHIEF, DIVISION CHIEF OR ADM. OFFICER			
FOR USE OF PERSONNEL ONLY					
PLACEMENT			TRANSACTIONS AND RECORDS		
DATE QUALIFICATIONS APPROVED 23 Jan 51			APPROPRIATION: 2115400		
CLEARANCE REQUESTED			ALLOTMENT: 341-101		
CLEARANCE APPROVED			CSC AUTHORITY: <i>Leha 6-11-51</i>		
DATE	TYPE	DATE	TYPE	DATE SIGNATURE	SIGNATURE
DATE	SIGNATURE		PERSONNEL RELATIONS		
CLASSIFICATION			DATE SIGNATURE		
BUREAU NO.	C.S.C. NO.	DATE APPROVED	APPROVALS		
2974	3051	6-2-49	SUBJECT TO SECURITY CLEARANCE		
NEW	VICE	I.A.	DATE	SIGNATURE OF EXECUTIVE	
DATE	SIGNATURE		DATE	SIGNATURE OF DIVISION CHIEF	
EFFECTIVE DATE					

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SECRECY AGREEMENT

1. I, RICHARD J. JACQUES, understand that by virtue of my duties in the CIA I may be the recipient of information and intelligence which concerns the present and future security of the United States and which belongs to the United States. This information and intelligence, together with the methods of collecting and handling it, are classified according to standards set in the State, War, and Navy Departments. I have read and understand the provisions of the Act of Congress of June 15, 1917 (Espionage Act), as amended, concerning the disclosure of information relating to the National Defense and I am familiar with the penalties provided for violation thereof.

2. I agree that I do not now, nor shall I ever possess any right, interest, title or claim in or to any of the information or intelligence or the methods of collecting or handling of it which has come or shall come to my attention by virtue of my connection with the CIA, but shall always recognize the property right of the United States of America in and to such matters.

3. I do solemnly swear that I will never divulge, publish nor reveal either by word, conduct, or by any other means such classified information, intelligence or knowledge, except in the performance of my official duties and in accordance with the laws of the United States, unless specifically authorized in writing in each case by the CIA.

4. I understand that no change in my assignment or employment will relieve me of my obligation under this oath and that the provisions of this oath will remain binding upon me even after the termination of my services with the United States.

5. I understand that my employment by the CIA is conditioned upon my understanding of and strict compliance with "Security Regulations \_\_\_\_\_," and the appendices thereto.

6. I take this obligation freely, without any mental reservation or purpose of evasion.

In witness whereof I have set my hand and seal this 21st day of November 1949.

Dallas L. Baumer (S-11)

Sworn to before me this 21st day of November 1949.

at Washington, D.C.

Joseph S. Ral

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BIOGRAPHIC PROFILE (PART I)		DOB: 7 Nov 1921	
1. NAME (Last, First, Middle)		2. DATE OF BIRTH	
3. MARITAL STATUS		4. DATE OF MARRIAGE	
5. CURRENT RESIDENCE		6. DATE OF NATURALIZATION (DATE)	
7. MEMBERSHIP		8. OTHER STATUS	
9. GRADE		10. RELEASE DATE	
11. ASSESSMENT DATE		12. PROFESSIONAL TEST DATE	
13. NON-CIA EMPLOYMENT		14. TO BE RETIRED	
15. FOREIGN LANGUAGE ABILITIES		16. TEST DATE	
17. AGENCY SPONSORED TRAINING		18. CIA EMPLOYMENT HISTORY SINCE 15 SEPT 1947	
19. DATE REV.		20. PROFILE REVIEWED BY	
21. ITEMS 1-19 REVIEWED AND VERIFIED BY EMPLOYEE		22. PROFILE	

1. NAME (Last, First, Middle): [REDACTED]

2. DATE OF BIRTH: 7 Nov 1921

3. MARITAL STATUS: [REDACTED]

4. DATE OF MARRIAGE: 20 Nov 1949

5. CURRENT RESIDENCE: [REDACTED]

6. DATE OF NATURALIZATION (DATE): [REDACTED]

7. MEMBERSHIP: [REDACTED]

8. OTHER STATUS: [REDACTED]

9. GRADE: [REDACTED]

10. RELEASE DATE: [REDACTED]

11. ASSESSMENT DATE: [REDACTED]

12. PROFESSIONAL TEST DATE: [REDACTED]

13. NON-CIA EMPLOYMENT:

- 1943-48 Military Service, US Army, 1st Lt. - Civilian Correspondent, Japanese
- 1949 Guide Publishing Co, Baltimore, Md - Country Editor of weekly paper
- 1949 Baltimore Housing Authority, Md - Administrative Officer

14. TO BE RETIRED: [REDACTED]

15. FOREIGN LANGUAGE ABILITIES:

- 1942 Trinity College, Conn - French
- 1940-42 Sir George Williams College, Montreal, Canada - French
- 1945 Univ of Michigan, Army Language School - (1947), Oriental Civilization, Japanese
- 1951-52 Georgetown Univ Graduate School - International Relations

16. TEST DATE: [REDACTED]

17. AGENCY SPONSORED TRAINING:

- 1949-50 UTR
- 1950 Intel Orient
- 1950 Ops
- 1950 Ops Panel

18. CIA EMPLOYMENT HISTORY SINCE 15 SEPT 1947 (Personnel Actions, Military Orders, and Principal Details):

DATE	POSITION	TITLE	OCCUPATIONAL CODE	GRADE	SS	ORGANIZATION & BRANCH	LOCATION
Nov 1949	I.O.		0138.00	7		DDP/FF/FF/CenReg	HQ
Oct 1950	"		0138.00	9		DDP/FF/FF/CenReg	"
Apr 1951	"		0138.00	11		DDP/FF/FF/CenReg	"
Jan 1952	Ops Off		0138.01	12		DDP/FF/FF/CenReg	"
Jul 1952	"		0138.01	13		DDP/FF/FF/CenReg	"
Feb 1953	Area Ops Off		0138.01	13		DDP/FF/FF/CenReg	Tokyo
Jan 1955	"		0138.01	14		DDP/FF/FF/CenReg	HQ
Oct 1955	Ops Off		0138.01	14		DDP/FF/FF/CenReg	Paris
Sep 1956	"		0138.01	15		DDP/FF/FF/CenReg	"
Feb 1958	"		0138.01	15		DDP/FF/FF/CenReg	"
Oct 1958	"		0138.01	15		DDP/FF/FF/CenReg	"
Mar 1961	"		0138.01	15		DDP/FF/FF/CenReg	"
Feb 1967	"		0135.01	15	D	DDP/FF/FF/CenReg	"

19. DATE REV.: 20 Apr 1967

20. PROFILE REVIEWED BY: [REDACTED]

21. ITEMS 1-19 REVIEWED AND VERIFIED BY EMPLOYEE: [REDACTED]

22. PROFILE: [REDACTED]

SECRET

23. SERIAL NO.		BIOGRAPHIC PROFILE (PART 2)	
NAME		DATE OF BIRTH	
[REDACTED]		[REDACTED]	
24. SUMMARY OF EVALUATION REPORTS FOR THE PAST 12 MONTHS			
[REDACTED]			
24. SUMMARY OF EARLIER PERFORMANCE			
[REDACTED]			
25. IDENTITY OF OTHER DOCUMENTS WHICH SHOULD BE REVIEWED IN DETAIL			
26. ADDITIONAL INFORMATION			
<p>1955 From Director, FBI and the DPT for service in connection</p> <p>Commendation 1955 from CIA Defector Coordinator for cooperation and competence in the handling of the defectors.</p> <p>Commendation 1955 from the DPT for high degree of personal competence and devotion to duty.</p> <p>Letter of Appreciation 1960 for suggestion which proposed revisions of Form 1050.</p> <p>Appreciation 1961 from Commandant, USAP Command and Staff College for fine lecture.</p>			
27. DATE REVIEWED		28. PROFILE REVIEWED BY	
20 Apr 1961		[REDACTED]	

20 Jan 1924

[illegible]

2015-20 Military Service, US Army, 1960-61 - Officer, 1st Cavalry Division, Vietnam  
2016-17 United States Marine Corps, Vietnam, 1961-62 - Officer, 1st Cavalry Division, Vietnam  
2018-19 United States Marine Corps, Vietnam, 1962-63 - Officer, 1st Cavalry Division, Vietnam  
2020-21 United States Marine Corps, Vietnam, 1963-64 - Officer, 1st Cavalry Division, Vietnam

1941-42	Trinity College, Conn. - French
1943-48	St. George William College, Montreal, Canada - French
1945	Univ. of Michigan, Ling. Language School - 21(1945), Chemical Engineering
1947-50	Georgetown Univ. Graduate School - International Relations

17. Function	Pressure = 2, 3, 5, 10, 20, 40, 60, 80, 100 (200 1902), 2000 & 4000 Aug 1901
18. Apparatus	Capacities = 2, 3, 5, 10, 20, 40, 60, 80, 100 (200 1902); 20, 40, 60, 80, 100, 2000 & 4000 Aug 1901
19. Results, Profits	
20. Date Tested	

Year	Personnel	Training	Year	Personnel	Training
1949-50	Walt	Walt's Surv Equip	1951	Walt	Walt's Surv Equip
1950	Walt	Walt's Surv Equip	1952	Walt	Walt's Surv Equip
1951	Walt	Walt's Surv Equip	1953	Walt	Walt's Surv Equip
1952	Walt	Walt's Surv Equip	1954	Walt	Walt's Surv Equip
1953	Walt	Walt's Surv Equip	1955	Walt	Walt's Surv Equip

Effective Date	Position Title & Organization	Comp Grade	AS	Remarks	Location
Nov 1960	H.O.	0138.00	8	Ops/Ops SE/External	"
Oct 1960	" "	0138.00	9	Ops/Ops	"
Apr 1962	" "	0138.00	11	Ops/O Ch, PA 1	"
Jan 1962	Ops Off	0138.01	12	" " " "	"
Jul 1962	" "	0138.01	13	Ops/O Ch, PA 2	"
Dec 1962	Area Ops Off	0138.01	13	Ops/O, PA 2	"
Jan 1963	" " "	0138.01	14	Ops/O Area	Paris
Oct 1963	Ops Off	0138.01	14	Ops/O, PA 3	"
Aug 1962	(Resignation from SE Status)				
Aug 1962	(Excepted Appt to SA Status)				
Sep 1962	Ops Off	0136.01	14	D SR/WE Area	Paris
Feb 1963	Ops Off	0136.01	15	D SR/WE Area	"
Oct 1963	Ops Off	0136.01	15	D WE/External Ops	"
Mar 1964	Ops Off	0136.01	15	D WE/Internal Ops	"
Feb 1967	Ops Off	0136.01	15	D EUR/FF/CentReg ParisSta	"

DATE REVIEWED	REVIEWED BY	DATE REVIEWED	REVIEWED BY
04/11/2000	04/11/2000	04/11/2000	04/11/2000

[illegible]

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## FITNESS REPORT

EMPLOYEE SERIAL NUMBER

000102

## SECTION A

1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. GRADE	5. SSN
1	11 0 1 1	M	000-102	0
6. OFFICIAL POSITION TITLE	7. OFFICE OF ASSIGNMENT	8. CURRENT STATION		
Ops Off	1002	Paris		
9. CHECK IN TYPE OF APPOINTMENT	10. CHECK 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 type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE			
11. DATE REPORT DUE IN O.P.		12. REPORTING PERIOD (From - to)		
01 JAN 1971		1 JUL 70 to 31 DECEM 1970		

## SECTION B

## PERFORMANCE EVALUATION

- U-Unsatisfactory** Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.
- M-Marginal** Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.
- P-Proficient** Performance is satisfactory. Desired results are being produced in the manner expected.
- S-Strong** Performance is characterized by exceptional proficiency.
- O-Outstanding** Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

## SPECIFIC DUTIES

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

SPECIFIC DUTY NO. 1 Carried out employment as a senior supervisor of a foreign scientific publication for the purpose of further developing account to station contacts and responsibility in using the overall cost of the	RATING LETTER O
SPECIFIC DUTY NO. 2 Upon his cover to gain access to internal personnel and spot leads on eventual access and support against action directed against the local intelligence and security services.	RATING LETTER S
SPECIFIC DUTY NO. 3 Developed and assessed internal contacts with whom he has had contact as well as access prospects to the local intelligence and security services.	RATING LETTER P
SPECIFIC DUTY NO. 4 Responds to various station requirements including investigative work.	RATING LETTER S
SPECIFIC DUTY NO. 5 Reports on the above activities.	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
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## SECTION C

## NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position by the subject personnel, relative 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. An aide or explain references given in Section B to give basis for determining future personnel action. Where applicable, state any special temporary duties and cost center numbers in the use of personnel space, equipment and funds, must be filled in, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

During the period under review, Subject managed to gain full-time employment as a senior executive of an HUNGARIAN government subsidized scientific publication at a time of economic slowdown when jobs were not easy to get. He did this without help from Headquarters or the Station. Such an achievement is a tribute to Subject's fluency in French, his ability to write, his general scientific know-how and his good business sense. Our hold of his salary therefore is now paid by this company. In converting to full-time employment, a major adjustment, Subject's contribution to the Station operations in the HUNGARIAN and TCHOSK fields against which he is targeted temporarily decreased somewhat. Subject continued, however, to maintain contact with three local HUNGARIAN officials and initiated contact with three others. He also continued to search for new leads to personalities in the priority areas assigned to him. Subject has the capability to call on local scientists or technicians of just about any nationality with the possible exception of TCHOSK citizens. He has used this near-unique potential well.

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

## SECTION D

## CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE READ SECTIONS A, B, AND C OF THIS REPORT		
DATE	SIGNATURE OF EMPLOYEE	
9 June 1971	/s/	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
18 months		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
	Handling Officer	/s/
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
<p>The Station submitted comments on Subject's officer recently in CTR-16549 (8 April 1971), to which we should add that Subject has, largely on his own merits, acquired a solid and potentially highly useful cover employment. However, this new employment will demand a very substantial amount of time and energy from Subject, and the unanswered question at the moment relates to his availability for organizational tasks. We shall need additional time and careful working with this officer to determine the answer, since the fiscal cutback from the Organization to support his continued stay in Paris is still quite</p>		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
24 May 1971	POOB	

SECRET

SECRET

- 2 -

FRANK'S REPORT

Section C (continued)

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

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

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

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

Section D (continued)

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

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

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

SECRET

# PERFORMANCE REPORT

<b>SECTION A</b>		<b>GENERAL INFORMATION</b>	
1. NAME (Last, First, Middle)	2. DATE OF BIRTH (MM/DD/YY)	3. GRADE OR TITLE	4. REPORTING PERIOD (From - To)
5. OFFICIAL POSITION TITLE	6. DUTY ASSIGNMENT OR ASSIGNMENT IN CURRENT POSITION		
7. CHECK ALL TYPE OF ASSIGNMENT	8. CHECK ALL TYPE OF EMPLOYMENT		
<input checked="" type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> TEMPORARY	<input type="checkbox"/> INTERIM
9. CHECK ALL TYPE OF EMPLOYMENT (See instructions in Section C)		<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> TEMPORARY EMPLOYMENT
10. DATE REPORT DUE IN O.P.		11. REPORTING PERIOD (From - To)	
		1 April 1969 - 31 March 1970	
<b>SECTION B</b>			
<b>PERFORMANCE EVALUATION</b>			
<b>U-Unsatisfactory</b>	Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.		
<b>M-Marginal</b>	Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.		
<b>P-Proficient</b>	Performance is satisfactory. Desired results are being produced in the manner expected.		
<b>S-Strong</b>	Performance is characterized by exceptional proficiency.		
<b>O-Outstanding</b>	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.		
<b>SECTION C</b>			
<b>SPECIFIC DUTIES</b>			
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	Established and maintains a legitimate <b>not publishing</b> representation for the purpose of developing natural access to Station targets.	RATING LETTER	S
SPECIFIC DUTY NO. 2	Uses his cover to develop leads on eventual access or support type access to be used by the Station against the local <b>MINIMISH</b> target.	RATING LETTER	S
SPECIFIC DUTY NO. 3	Responds to various Station requirements including investigative work.	RATING LETTER	S
SPECIFIC DUTY NO. 4	Initiates contact with selected local <b>MINIMISH</b> targets and undertakes to develop sufficient rapport with them to provide operational assessments.	RATING LETTER	S
SPECIFIC DUTY NO. 5		RATING LETTER	
SPECIFIC DUTY NO. 6		RATING LETTER	
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>			
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

1. The comments of the rating officer are limited to the period from October 1969 to March 1970 during which he worked with Subject. The previous rating officer has added his comments to allow coverage of the total indicated period from April 1969 to March 1970. During this period Subject was integrated in a new team assigned to the local SAT and Commercial INMUN target. Subject's recent activity has been very productive indeed. Subject used the excellent potential given to him by his cover to skillfully spot and assess access agent candidates. As Subject's operational situation in Paris precludes making recruitment, the most promising of these candidates was placed in contact with a Station officer during social events Subject organized. At the same time, Subject continued his efforts to develop personal relationship with several INMUNs. The beginning of personal, as opposed to purely professional, relations with a major INMUN target enabled him to obtain instant know the target's beliefs and personality which was the best the Station had to date. Subject also managed to establish contact with two other INMUN representatives of interest. This, in one case, required almost six months to accomplish via a combination of patience, skill and determination. Subject is an experienced officer. He is cost conscious and practices good security. The Station has no other asset with the necessary scientific and editorial know-how, fluent French and local knowledge to replace Subject. In view of this and the recent progress made by Subject in response to very specific requirements and his willingness to try to establish personal and, hopefully, social relations with access prospects and INMUN targets, the Station recently recommended that he be extended in Paris. At the same time, the Station recommended that Subject's cover be reinforced by full-time employment with suitable access agent.

#### SECTION D

#### CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE READ SECTIONS A, B, AND C OF THIS REPORT		
DATE	SIGNATURE OF EMPLOYEE	
2. IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
	Handling Officer	/s/
3. BY REVIEWING OFFICIAL		

#### COMMENTS OF REVIEWING OFFICIAL

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

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
12 May 1970	NAME	/s/



SECRET

Section 7.3 continued

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

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

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

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

SECRET

SECRET

FIDELITY REPORT		EMPLOYEE SERIAL NUMBER: 057307	
SECTION A		DATE OF BIRTH 3.25.4 4. GRADE 5.50	
1. NAME <i>Richardson, Melville</i>		2. DATE OF ASSIGNMENT 21.3.55	
3. OFFICIAL POSITION TITLE CDS OFFICER		7. OFFICER OF ASSIGNMENT 8. CURRENT STATION Paris	
9. CHECK (X) TYPE OF APPOINTMENT		10. CHECK (X) TYPE OF REPORT	
CAREER RESERVE TEMPORARY		INITIAL ASSIGNMENT SUPERVISOR REASSIGNMENT EMPLOYEE	
11. DATE REPORT DUE IN O.P. 31 May 1956		12. REPORTING PERIOD (From To) 1 Jan 1955 - 31 Dec 1955	
SECTION B PERFORMANCE EVALUATION			
W - <u>Weak</u> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment, or to separation. Describe action taken or proposed in Section C.			
A - <u>Adequate</u> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.			
P - <u>Proficient</u> Performance is more than satisfactory. Desirable results are being produced in a proficient manner.			
S - <u>Strong</u> Performance is characterized by exceptional proficiency.			
O - <u>Outstanding</u> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.			
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 Establishment and maintenance of cover as a genuine working member of his profession.			0
SPECIFIC DUTY NO. 2 Spotting and assessing persons of operational interest to Paris Station and to other stations.			S
SPECIFIC DUTY NO. 3 Investigating of organizations and phenomena of operational interest to the Station.			S
SPECIFIC DUTY NO. 4 Collection of positive and operational information using his cover for contact.			S
SPECIFIC DUTY NO. 5			
SPECIFIC DUTY NO. 6			
OVERALL PERFORMANCE IN CURRENT POSITION			RATING LETTER
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.			S

SECRET

SECRET

SECTION C			NARRATIVE COMMENTS		
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. <u>Manner of performance of managerial or supervisory duties must be described, if applicable.</u></p>					
See attached sheet.					
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				
15 May 1963	/s/				
BY SUPERVISOR					
IF EMPLOYED HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION				
6 1/2 months					
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE			
15 May 1963	CPS Officer	/s/ James F. Felt			
2. BY REVIEWING OFFICIAL					
COMMENTS OF REVIEWING OFFICIAL					
See attached sheet.					
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE			
20 May 1963	CPS Officer	/s/ Edward Ryan			

SECRET

SECTION C

NARRATIVE COMMENTS

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

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

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

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

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

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

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

SECTION

**SECRET**

13 September 1960

(Date)

File No. K-1328

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

SUBJECT : Jacques G. RICHARDSON

1. Cover arrangements ~~are being completed~~ have been completed for the above-named Subject.

2. Effective 12 September 1960, it is requested that your records be properly blocked ~~refused~~ to deny ~~access to~~ Subject's current Agency employment to an external inquirer.

3. Operating component must take necessary action to block ~~xxxxx~~ telephone locator by submitting the Personnel Information Card, "Office File Copy," Form No. 642, to Machine Records Division, Office of the Comptroller, Room 107 Curie Hall, Attention: Miss Wenkenbach.

~~XX~~

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

cc: SSD/OS  
Operating Division - SR

THIS INFORMATION IS NOT  
FOR THE USE OF THE  
SECRET

**SECRET**

23612

15-00000

14-13-401

27

**SECRET**  
(When Filled In)

MAP: 10 AUG 72

## NOTIFICATION OF PERSONNEL ACTION

CLE

1. SERIAL NUMBER 008102		2. NAME (LAST FIRST MIDDLE) <i>Richardson, Reginald</i>																																					
3. NATURE OF PERSONNEL ACTION REGISTRATION		4. EFFECTIVE DATE MO DA YR 05 14 72	5. CATEGORY OF EMPLOYMENT REGULAR																																				
6. FUNDS	V TO V CF TO V	V TO CF CF TO CF	7. Financial Analysis No. Chargeable 5130 1231 0000																																				
9. ORGANIZATIONAL DESIGNATIONS DDP/EUROPEAN DIVISION FOREIGN FIELD FRENCH AREA PARIS STATION <b>PARIS ANNEX</b>		10. LOCATION OF OFFICIAL STATION PARIS, FRANCE																																					
11. POSITION TITLE OPS OFFICER		12. POSITION NUMBER 0068	13. SERVICE DESIGNATION J																																				
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS	15. OCCUPATIONAL SERIES 0130.01	16. GRADE AND STEP 15 2	17. SALARY OR RATE 31554																																				
18. REMARKS:																																							
<div align="center">SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL</div> <table border="1"> <tr> <td>19. ACTION CODE 40</td> <td>20. EMPLOY CODE 10</td> <td>21. OFFICE CODING NUMERIC ALPHABETIC</td> <td>22. STATION CODE</td> <td>23. INTERIOR CODE</td> <td>24. MEDICAL CODE</td> <td>25. DATE OF BIRTH MO DA YR 01 20 24</td> <td>26. DATE OF GRADE MO DA YR</td> <td>27. DATE OF LEI MO DA YR</td> </tr> <tr> <td>28. NTE EXPIRES MO DA YR</td> <td>29. SPECIAL REFERENCE</td> <td>30. RETIREMENT DATA 1. LSC 2. LIA 3. FICA 4. NONE</td> <td>31. SEPARATION DATA CODE GAINFOR</td> <td>32. CORRECTION / CANCELLATION DATA TYPE MO DA YR</td> <td colspan="2">33. SECURITY REQ. NO</td> <td>34. SEX</td> <td>40. SOCIAL SECURITY NO</td> </tr> <tr> <td>35. VET PREFERENCE CODE 0. NONE 1. 5 PT 2. 10 PT</td> <td>36. SERV. COMP. DATE MO DA YR</td> <td>37. LONG. COMP. DATE MO DA YR</td> <td>38. CAREER CATEGORY CAR BSV PROV TEMP</td> <td>39. FEHLT / HEALTH INSURANCE CODE 0. WAIVER 1. YES</td> <td colspan="3">41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0. NO PREVIOUS SERVICE 1. NO BREAK IN SERVICE 2. BREAK IN SERVICE (LESS THAN 3 YRS) 3. BREAK IN SERVICE (MORE THAN 3 YRS)</td> <td>42. LEAVE CAT CODE</td> </tr> <tr> <td colspan="4">43. FEDERAL TAX DATA FORM EXECUTED 1. YES 2. NO</td> <td colspan="4">44. STATE TAX DATA FORM EXECUTED 1. YES 2. NO</td> <td>45. NO TAX STATE CODE</td> </tr> </table>				19. ACTION CODE 40	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC ALPHABETIC	22. STATION CODE	23. INTERIOR CODE	24. MEDICAL CODE	25. DATE OF BIRTH MO DA YR 01 20 24	26. DATE OF GRADE MO DA YR	27. DATE OF LEI MO DA YR	28. NTE EXPIRES MO DA YR	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1. LSC 2. LIA 3. FICA 4. NONE	31. SEPARATION DATA CODE GAINFOR	32. CORRECTION / CANCELLATION DATA TYPE MO DA YR	33. SECURITY REQ. NO		34. SEX	40. SOCIAL SECURITY NO	35. VET PREFERENCE CODE 0. NONE 1. 5 PT 2. 10 PT	36. SERV. COMP. DATE MO DA YR	37. LONG. COMP. DATE MO DA YR	38. CAREER CATEGORY CAR BSV PROV TEMP	39. FEHLT / HEALTH INSURANCE CODE 0. WAIVER 1. YES	41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0. NO PREVIOUS SERVICE 1. NO BREAK IN SERVICE 2. BREAK IN SERVICE (LESS THAN 3 YRS) 3. BREAK IN SERVICE (MORE THAN 3 YRS)			42. LEAVE CAT CODE	43. FEDERAL TAX DATA FORM EXECUTED 1. YES 2. NO				44. STATE TAX DATA FORM EXECUTED 1. YES 2. NO				45. NO TAX STATE CODE
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SIGNATURE OR OTHER AUTHENTICATION																																							
<div align="right"> <b>POSTED</b>  <i>8-11-72m</i> </div>																																							

FORM 5-66

 1150  
Mfg. 10-67

Use Previous Edition

**SECRET**
**WEB**

 GROUP 1  
Excluded from automatic  
downgrading and  
declassification

(When Filled In)

1. SERIAL NO. 2. NAME 3. ORGANIZATION 4. FUNDS 5. LWOP HOURS

006102 *Richardson, Jacques* 44 620 CF

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 15	7	\$29,099	01/26/69	GS 15	R	\$29,907	01/23/72		

CERTIFICATION AND AUTHENTICATION

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

SIGNATURE *George H. McGowan* DATE *20 Dec 71*

☐ NO EXCESS LWOP

☐ IN PAY STATUS AT END OF WAITING PERIOD

☐ LWOP STATUS AT END OF WAITING PERIOD

CLERKS INITIALS AUDITED BY

FORM 7-60 560 E Use previous editions PAY CHANGE NOTIFICATION (4-31)

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

EFFECTIVE DATE OF PAY ADJUSTMENT: 9 JANUARY 1972

NAME	SERIAL	ORG.	FUNDS	GR-STEP	NEW SALARY
<i>Richardson, Jacques</i>	006102	44	735	CF GS 15 7	\$30,701



BEG: 01 JUN 71

## NOTIFICATION OF PERSONNEL ACTION

CCB

1. SERIAL NUMBER 006102		2. NAME (LAST, FIRST, MIDDLE) Richardson, Reginald		4. EFFECTIVE DATE MO DA YR 02 25 71		5. CATEGORY OF EMPLOYMENT REGULAR	
3. NATURE OF PERSONNEL ACTION EXTENSION OF PR- NTE: 24 FEBRUARY 1973				7. Financial Analysis No Chargeable		8. CSC OF OTHER LEGAL AUTHORITY	
6. FUNDS V TO V CF TO V		V TO CF CF TO CF		1136 1231 0000		50 USC 403 J	
9. ORGANIZATIONAL DESIGNATIONS DDP/EUR FOREIGN FIELD FRENCH AREA PARIS STATION PARIS ANNEX				10. LOCATION OF OFFICIAL STATION PARIS, FRANCE			
11. POSITION TITLE OPS OFFICER				12. POSITION NUMBER 0668		13. SERVICE DESIGNATION D	
14. CLASSIFICATION SCHEDULE (GS, LP, etc.) GS		15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 15 7		17. SALARY GRADE 29099	
18. REMARKS							
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
19. ACTION CODE 37		20. EMPLOY CODE 10		21. OFFICE CODING NUMERIC ALPHABETIC 44620 EUR		22. STATION CODE 24065	
23. DATE OF BIRTH MO DA YR 01 20 24		24. DATE OF GRADE MO DA YR		25. DATE OF LEI MO DA YR		26. SECURITY REQ NO	
27. DATE OF GRADE MO DA YR		28. DATE OF LEI MO DA YR		29. SECURITY REQ NO		30. SECURITY REQ NO	
31. DATE OF GRADE MO DA YR		32. DATE OF LEI MO DA YR		33. SECURITY REQ NO		34. SECURITY REQ NO	
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43. DATE OF GRADE MO DA YR		44. DATE OF LEI MO DA YR		45. SECURITY REQ NO		46. SECURITY REQ NO	
47. DATE OF GRADE MO DA YR		48. DATE OF LEI MO DA YR		49. SECURITY REQ NO		50. SECURITY REQ NO	
51. DATE OF GRADE MO DA YR		52. DATE OF LEI MO DA YR		53. SECURITY REQ NO		54. SECURITY REQ NO	
55. DATE OF GRADE MO DA YR		56. DATE OF LEI MO DA YR		57. SECURITY REQ NO		58. SECURITY REQ NO	
59. DATE OF GRADE MO DA YR		60. DATE OF LEI MO DA YR		61. SECURITY REQ NO		62. SECURITY REQ NO	
63. DATE OF GRADE MO DA YR		64. DATE OF LEI MO DA YR		65. SECURITY REQ NO		66. SECURITY REQ NO	
67. DATE OF GRADE MO DA YR		68. DATE OF LEI MO DA YR		69. SECURITY REQ NO		70. SECURITY REQ NO	
71. DATE OF GRADE MO DA YR		72. DATE OF LEI MO DA YR		73. SECURITY REQ NO		74. SECURITY REQ NO	
75. DATE OF GRADE MO DA YR		76. DATE OF LEI MO DA YR		77. SECURITY REQ NO		78. SECURITY REQ NO	
79. DATE OF GRADE MO DA YR		80. DATE OF LEI MO DA YR		81. SECURITY REQ NO		82. SECURITY REQ NO	
83. DATE OF GRADE MO DA YR		84. DATE OF LEI MO DA YR		85. SECURITY REQ NO		86. SECURITY REQ NO	
87. DATE OF GRADE MO DA YR		88. DATE OF LEI MO DA YR		89. SECURITY REQ NO		90. SECURITY REQ NO	
91. DATE OF GRADE MO DA YR		92. DATE OF LEI MO DA YR		93. SECURITY REQ NO		94. SECURITY REQ NO	
95. DATE OF GRADE MO DA YR		96. DATE OF LEI MO DA YR		97. SECURITY REQ NO		98. SECURITY REQ NO	
99. DATE OF GRADE MO DA YR		100. DATE OF LEI MO DA YR		101. SECURITY REQ NO		102. SECURITY REQ NO	
SIGNATURE OR OTHER AUTHENTICATION							
<div style="border: 1px solid black; padding: 10px; display: inline-block;"> POSTED 6-2-71 <i>Law</i> </div>							

14-00000

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

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 JANUARY 1971

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
<del>XXXXXXXXXX</del> <i>Richardson, Jacques</i>	006102	44	620	CF GS 15 7	\$29,099

SECRET

BBG: 17 AUG 70

DD FORM 1300-10

## NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER 006102		2. NAME (LAST FIRST MIDDLE) Richardson, Reginald	
3. NATURE OF PERSONNEL ACTION EXTENSION OF PRA NTE: 24 FEBRUARY 1971		4. EFFECTIVE DATE MO DA YR 07 20 70	
5. CATEGORY OF EMPLOYMENT REGULAR		6. FINANCIAL ANALYSIS NO. CHARGEABLE 1136 1231 0000	
7. CSC OR OTHER LEGAL AUTHORITY 50 USC 403 J		8. FUND V TO V CF TO V X V TO CF CF TO CF	
9. ORGANIZATIONAL DESIGNATIONS DDP/EUR FOREIGN FIELD FRENCH AREA PARIS STATION PARIS ANNEX		10. LOCATION OF OFFICIAL STATION PARIS, FRANCE	
11. POSITION TITLE OPS OFFICER		12. POSITION NUMBER 0668	
13. SERVICE DESIGNATION D		14. CLASSIFICATION SCHEDULE (GS, IS, etc.) GS	
15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 15-7	
17. SALARY OR RATE 27463		18. REMARKS	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL			
19. ACTION CODE 37	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC ALPHABETIC 014620 EUR	22. STATION CODE 24065
23. INTEGRITY CODE 3	24. HOURS CODE 01 20 24	25. DATE OF BIRTH MO DA YR 01 20 24	26. DATE OF GRADE MO DA YR
27. DATE OF LEI MO DA YR	28. NTE EXPIRES MO DA YR 02 24 71	29. SPECIAL REFERENCE 32	30. RETIREMENT DATA 1. CSC 2. CA 3. FICA 4. NONE
31. SEPARATION DATA CODE	32. CORRECTION - CONCILIATION DATA TYPE MO DA YR	33. SECURITY REG NO.	34. SEX
35. VET. PREFERENCE	36. SERV. COMP. DATE	37. LONG COMP. DATE	38. CAREER CATEGORY
39. FECH / HEALTH INSURANCE	40. SOCIAL SECURITY NO.	41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0. NO PREVIOUS SERVICE 1. NO BREAK IN SERVICE 2. BREAK IN SERVICE (LESS THAN 3 YRS) 3. BREAK IN SERVICE (MORE THAN 3 YRS)	42. LEAVE CAT CODE
43. FEDERAL TAX DATA FORM EXECUTED 1. YES 2. NO	44. STATE TAX DATA FORM EXECUTED 1. YES 2. NO	45. NO TAX STATE CODE	46. SIGNATURE OR OTHER AUTHENTICATION

FORM 5-66

1150  
Mfg. 10-67Use Previous  
Edition

SECRET

FVD

POSTED  
\$78.20

(4-51)  
When Filled In

REPRODUCED BY THE STANDARD REGISTRATION COMPANY, U.S.A.

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTION 212 OF PL 90-206 AND EXECUTIVE ORDER 11474 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: 15 JULY 1969

NAME  
*Richardson, Jacques*

SERIAL - ORGN. FUNDS GR-STEP  
006102 44 600 CF GS 15 7

NEW  
SALARY  
\$25,909

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 91-291 AND EXECUTIVE ORDER 11524 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 28 DECEMBER 1969

NAME

*Richardson, Jacques*

SERIAL ORGN. FUNDS GR-STEP  
006102 44 620 CF GS 15 7

NEW  
SALARY  
\$27,463



"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
<i>Richardson, James</i>	006102	44	600	CF GS 15 6	\$20,585	\$21,469

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTIONS 212 AND 216 OF PL 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 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 14 JULY 1968

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
<i>Richardson, James</i>	006102	44	600	CF GS 15 6	\$21,469	\$23,075

EUR

1. SERIAL NO.		2. NAME		3. ORGANIZATION		4. FUNDS		5. LWOP HOURS	
006102		<i>Richardson, James</i>				44 600 CF			
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	15 6	\$23,075	01/29/67	GS	15 7	\$23,734	01/26/69		

CERTIFICATION AND AUTHENTICATION

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

SIGNATURE *[Signature]* DATE *11 Dec 68*

- ☐ NO EXCESS LWOP  
☐ IN PAY STATUS AT END OF WAITING PERIOD  
☐ LWOP STATUS AT END OF WAITING PERIOD

CLERKS INITIALS

AUDITED BY

*Dow H. L. [Signature]*

**SECRET**  
(When Filled In)

PJH: 8 MAR 67

NOTIFICATION OF PERSONNEL ACTION										
1. SERIAL NUMBER <b>006102</b>		2. NAME (LAST-FIRST-MIDDLE) <b>Richardson, Reginald</b>								
3. NATURE OF PERSONNEL ACTION <b>REASSIGNMENT</b>				4. EFFECTIVE DATE <b>02 26 67</b>		5. CATEGORY OF EMPLOYMENT <b>REGULAR</b>				
6. FUNDS		V TO V		V TO CF		7. Financial Analysis No. Chargeable		8. USC OR OTHER LEGAL AUTHORITY		
		CF TO V		X CF TO CF		<b>7136 1231 0000</b>		<b>50 USC 403 J</b>		
9. ORGANIZATIONAL DESIGNATIONS <b>DDP/EUR FOREIGN FIELD CENTRAL REGION PARIS STATION ANNEX, PARIS</b>				10. LOCATION OF OFFICIAL STATION <b>PARIS, FRANCE</b>						
11. POSITION TITLE <b>OPS OFFICER</b>				12. POSITION NUMBER <b>0668</b>		13. SERVICE DESIGNATION <b>D</b>				
14. CLASSIFICATION SCHEDULE (GS, LB, WL) <b>GS</b>		15. OCCUPATIONAL SERIES <b>0136.01</b>		16. GRADE AND STEP <b>15 6</b>		17. SALARY OR RATE <b>20585</b>				
18. REMARKS										
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL										
19. ACTION CODE <b>37</b>	20. EMPLOY CODE <b>10</b>	21. OFFICE LOCATION NUMERIC ALPHABETIC <b>44600 EUR 24065</b>		22. STATION CODE <b>24065</b>	23. INTEGREE CODE <b>3</b>	24. MGRS CODE <b>01 20 24</b>		25. DATE OF BIRTH MO DA YR <b>01 20 24</b>	26. DATE OF GRADE MO DA YR <b>01 20 24</b>	
28. NTE EXPIRES MO DA YR <b>02 25 69</b>		29. SPECIAL REFERENCE <b>82</b>		30. RETIREMENT DATA 1 - CSC 2 - CAA 3 - PCA 4 - NNE		31. SEPARATION DATA CODE TYPE <b>EOD DATA</b>		32. CORRECTION/CANCELLATION DATA MO DA YR <b>01 20 24</b>		
33. VET. PREFERENCE CODE 0 - NONE 1 - 5 PF 2 - 10 PF		34. SERV. COMP. DATE MO DA YR <b>01 20 24</b>		35. LONG. COMP. DATE MO DA YR <b>01 20 24</b>		36. CAREER CATEGORY CODE 0 - NONE 1 - 5 PF 2 - 10 PF		37. FEGLI HEALTH INSURANCE CODE 0 - WAIVER 1 - YES		40. SOCIAL SECURITY NO.
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE LESS THAN 3 YRS 3 - BREAK IN SERVICE MORE THAN 3 YRS				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA FORM EXECUTED CODE 1 - YES 2 - NO		44. STATE TAX DATA FORM EXECUTED CODE 1 - YES 2 - NO		
SIGNATURE OR OTHER AUTHENTICATION										
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <b>POSTED</b>  <b>3-3-67</b> </div>										

FORM 1150  
5-66

Use Previous Edition

**SECRET**

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011

(When Filled In)

\*PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 89-504  
PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,  
AS AMENDED, AND A-DCI DIRECTIVE DATED 6 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 3 JULY 1966

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
<i>Richardson, Reginald</i>	006102	50	600	CF GS 15 5	\$19,415	\$19,978

*Even*

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours	
006102		<i>Richardson, Reginald</i>		50 600 CF			
5. OLD SALARY RATE				6. NEW SALARY RATE			
Grade	Step	Salary	Last Em. Date	Grade	Step	Salary	Effective Date
GS 15	5	\$19,978	01/31/65	GS 15	6	\$20,500	01/29/67
7. TYPE ACTION							
PSI LSI ADJ.							
8. Remarks and Authentication							
NO EXCESS LWOP IN PAY STATUS AT END OF WAITING PERIOD LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS AUDITED BY							
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.							
SIGNATURE: <i>W. L. L...</i>				DATE: <i>10/16/67</i>			
PAY CHANGE NOTIFICATION							

Form 1-65 560E Mfg. 3-65 (4-57)



RZF: 7 APR 66

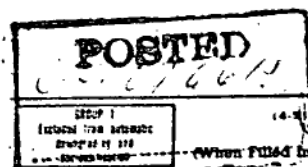
SECRET  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)									
006102		Richardson, Eugene									
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
DESIGNATION AS PARTICIPANT IN CIA RETIREMENT AND DISABILITY SYSTEM						NO. DA. YR. 04 10 66		REGULAR			
6. FUNDS		V TO V		V TO CF		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY			
CF TO V		X		CF TO CF		6136 1231 0000		SECTION 203 P.L. 88-643			
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION					
DDP/WE FOREIGN FIELD PARIS STATION INTERNAL OPERATIONS SECTION						PARIS, FRANCE					
11. POSITION TITLE						12. POSITION NUMBER		13. SERVICE DESIGNATION			
OPS OFFICER						0885		D			
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)				15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
GS				0136.01		15 5		19415			
18. REMARKS											
EMPLOYEE WILL RECEIVE NOTIFICATION FROM THE DIRECTOR OF PERSONNEL OF THIS DESIGNATION.											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODING		22. STATION CODE		23. INTEGREE CODE		24. MGRS. CODE	
28		10		NUMERIC ALPHABETIC 50600 WE		24065		3		25. DATE OF BIRTH	
										NO. DA. YR. 01 20 24	
										26. DATE OF GRADE	
										NO. DA. YR. 02 03 63	
										27. DATE OF LEI	
										NO. DA. YR. 01 31 65	
28. NTE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA		33. SECURITY REQ. NO.	
NO. DA. YR.		82		1. CSC 2. FICA 3. NONE		2		TYPE NO. DA. YR.		34. SEX	
35. VET. PREFERENCE		36. SERV. COMP. DATE		37. LONG. COMP. DATE		38. CAREER CATEGORY		39. FEGLI / HEALTH INSURANCE		40. SOCIAL SECURITY NO.	
CODE		NO. DA. YR.		NO. DA. YR.		CODE		CODE		CODE	
0 - NONE 1 - 5 PT. 2 - 10 PT.						CAN. RES. PROV. TEMP.		0 - WAIVER 1 - YES		HEALTH INS. CODE	
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT.		43. FEDERAL TAX DATA		44. STATE TAX DATA			
CODE				CODE		FORM EXECUTED: CODE		FORM EXECUTED		CODE	
0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS.) 3 - BREAK IN SERVICE (MORE THAN 3 YRS.)						1 - YES 2 - NO		1 - YES 2 - NO		NO TAX EXEMP. STATE CODE	
SIGNATURE OR OTHER AUTHENTICATION											

FORM 1150  
11-62

Use Previous Edition

SECRET

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

(When Filled In)

WE

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours	
006102		<i>Richardson, Jacques</i>		50 600 CF			
5. OLD SALARY RATE				6. NEW SALARY RATE			
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date
GS 15	4	\$18,170	02/03/63	GS 15	5	\$18,740	01/31/65
7. TYPE ACTION							
PSI LSI ADJ.							
8. Remarks and Authentication							
/ / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS AUDITED BY <i>OK</i>							
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.							
SIGNATURE: <i>W.C. Hull</i>				DATE: <i>Joseph B. Cragg</i>			
PAY CHANGE NOTIFICATION							

Form 9-61 560

Obsolete Previous Edition

(4-51)

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 89-301, PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A-DCI POLICY DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 OCTOBER 1965

NAME: *Richardson, Jacques*

SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
006102	50	600	CF GS 15 5	\$18,740	\$19,415

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

[illegible]

MHC: 8 13 MAR 64

SECRET  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)									
006102		Richardson, Reginald									
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
REASSIGNMENT						03 15 64		REGULAR			
6. FUNDS		V TO V		V TO CF		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY			
CF TO V		X		CF TO CF		4136 6250 1012		50 USC 403 J			
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION					
DDP WE PARIS STATION INTERNAL OPERATIONS SECTION						PARIS, FRANCE					
11. POSITION TITLE						12. POSITION NUMBER		13. SERVICE DESIGNATION			
OPS OFFICER						0885		D			
14. CLASSIFICATION SCHEDULE (GS, LO, etc.)				15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
GS				0136.01		15 4		17210			
18. REMARKS											
FOSTERED 03-15-64											
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. MILEAGE CODE	
37		10		NUMERIC ALPHABETIC 50600 WE		24065		3		01 20 24	
25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI		28. RETIREMENT DATA		29. SEPARATION DATA CODE		30. CORRECTION/CANCELLATION DATA	
NO. DA. YR 03 14 66		NO. DA. YR 03 14 66		NO. DA. YR 03 14 66		1. CSC 2. PICA 3. NONE		TYPE NO. DA. YR		EOD DATA	
31. VET. PREFERENCE		32. SERV. COMP. DATE		33. LONG. COMP. DATE		34. CAREER CATEGORY		35. FEGLI / HEALTH INSURANCE		36. SOCIAL SECURITY NO.	
CODE 0 - NONE 1 - 5 PT. 2 - 10 PT.		NO. DA. YR		NO. DA. YR		CAR. ELSV. PROV. TEMP.		CODE 0 - WAIVER 1 - YES		HEALTH INS. CODE	
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA				44. STATE TAX DATA	
CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)				CODE		FORM EXECUTED CODE NO. TAX EXEMPTIONS 1 - YES 2 - NO				FORM EXECUTED CODE NO. TAX EXEMPTIONS 1 - YES 2 - NO	
SIGNATURE OR OTHER AUTHENTICATION											
FOSTERED 03/23/64 JK											

FORM 11-62 1150

Use Previous Edition

SECRET

20 MAR 1964

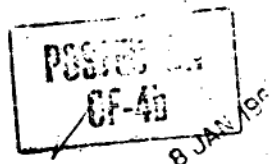
GROUP 1  
Excluded from automatic  
downgrading and  
declassification

(When Filled In)

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

*Reassignment, Regular*  
~~REASSIGNMENT, REGULAR~~

SERIAL	ORGN	FUNDS	GR-ST	OLD SALARY	NEW SALARY
006102	50	600	CF GS 15 4	\$16,005	\$17,210



MHC:1128 OCT 63

SECRET  
(When Filled In)

OCCASIONAL NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)									
006102		<i>Reassignment, Regular</i> <del>REASSIGNMENT, REGULAR</del>									
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
REASSIGNMENT						MO. DA. YR. 10 13 63		REGULAR			
6. FUNDS		7. COST CENTER NO. CHARGEABLE		8. ESC OR OTHER LEGAL AUTHORITY							
<input type="checkbox"/> V TO V <input type="checkbox"/> CF TO V <input checked="" type="checkbox"/> V TO CF <input type="checkbox"/> CF TO CF		4136 6250 1012		50 USC 403 J							
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION					
DDP WE PARIS STATION EXTERNAL OPS SECTION						PARIS, FRANCE					
11. POSITION TITLE						12. POSITION NUMBER		13. SERVICE DESIGNATION			
OPS OFFICER						0886		D			
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE					
GS		0136.01		15 4		16005					
18. REMARKS											
<div style="text-align: right;"> </div>											
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. MOBILE CODE	
37		10		50600 WE		24065		3		3	
25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI		28. DATE OF BIRTH		29. DATE OF GRADE		30. DATE OF LEI	
MO. DA. YR. 01 20 24		MO. DA. YR. 10 12 65		MO. DA. YR. 10 12 65		MO. DA. YR. 10 12 65		MO. DA. YR. 10 12 65		MO. DA. YR. 10 12 65	
31. SPECIAL REFERENCE		32. RETIREMENT DATA		33. SEPARATION DATA CODE		34. CORRECTION/CANCELLATION DATA		35. SECURITY REQ. NO.		36. SEX	
84		CODE		CODE		TYPE		EOD DATA			
37. VET. PREFERENCE		38. SERV. COMP. DATE		39. LONG. COMP. DATE		40. CAREER CATEGORY		41. FEGLI / HEALTH INSURANCE		42. SOCIAL SECURITY NO.	
CODE		MO. DA. YR.		MO. DA. YR.		CODE		CODE		CODE	
0 - NONE 1 - 5 PT. 2 - 10 PT.		MO. DA. YR.		MO. DA. YR.		CODE		CODE		CODE	
43. PREVIOUS GOVERNMENT SERVICE DATA		44. LEAVE CAT. CODE		45. FEDERAL TAX DATA		46. STATE TAX DATA		47. FORM EXECUTED		48. NO. TAX STATE CODE	
CODE		CODE		CODE		CODE		CODE		CODE	
0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE LESS THAN 3 YRS. 3 - BREAK IN SERVICE MORE THAN 3 YRS.		CODE		CODE		CODE		CODE		CODE	
49. SIGNATURE OR OTHER AUTHENTICATION		50. POSTED									

(P)

SECRET  
(When Filled In)

ADPD 08/17/63		NOTIFICATION OF PERSONNEL ACTION					
1. SERIAL NUMBER 006102		2. NAME (LAST FIRST MIDDLE) <i>Richardson Deque</i>					
3. NATURE OF PERSONNEL ACTION REASSIGNMENT		4. EFFECTIVE DATE 07 01 63	5. CATEGORY OF EMPLOYMENT				
6. FUNDS	<table border="1"> <tr> <td>V TO V</td> <td>V TO CF</td> </tr> <tr> <td>CF TO V</td> <td>X CF TO CF</td> </tr> </table>	V TO V	V TO CF	CF TO V	X CF TO CF	7. COST CENTER NO CHARGEABLE 4136 6250 1012	8. CSC OR OTHER LEGAL AUTHORITY
V TO V	V TO CF						
CF TO V	X CF TO CF						
9. ORGANIZATIONAL DESIGNATIONS PLP/SH DIV		10. LOCATION OF OFFICIAL STATION PARIS, FRANCE					
11. POSITION TITLE CPS OFFICER		12. POSITION NUMBER 0240	13. CAREER SERVICE DESIGNATION E				
14. CLASSIFICATION SCHEDULE (GS, LR, etc.) GS	15. OCCUPATIONAL SERIES 0136.01	16. GRADE AND STEP 15	17. SALARY OR RATE				
18. REMARKS							
<div style="position: relative; width: 100%; height: 100%;"> <div style="position: absolute; top: 50%; left: 50%; transform: translate(-50%, -50%) rotate(-15deg); border: 2px solid black; padding: 10px; text-align: center;"> <p>POSTED</p> <p>07 01 63</p> </div> </div>							
SIGNATURE OR OTHER AUTHENTICATION							
<div style="position: relative; width: 100%; height: 100%;"> <div style="position: absolute; bottom: 10%; left: 30%; font-size: 2em; font-family: monospace;">             E.D. SCHOLS           </div> </div>							

Form 1-63 11508  
MFG. 1-63

Use Previous  
Edition

SECRET

19 AUG 1963

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

(4-51)

(When Filled In)

SAB: 1 FEB 63

SECRET  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER 000102 007367		2. NAME (LAST-FIRST-MIDDLE) Richardson, Jacques									
3. NATURE OF PERSONNEL ACTION PROMOTION						4. EFFECTIVE DATE MO DA YR 02 03 63		5. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS V TO V CF TO V		V TO CF X		CF TO CF		7. COST CENTER NO. CHARGEABLE 3134 4008 1000		8. CSC OR OTHER LEGAL AUTHORITY 50 USC 403 J			
9. ORGANIZATIONAL DESIGNATIONS DDP SR FOREIGN FIELD WESTERN EUROPEAN AREA FRANCE PARIS						10. LOCATION OF OFFICIAL STATION PARIS, FRANCE					
11. POSITION TITLE OPS OFFICER						12. POSITION NUMBER 0240		13. CAREER SERVICE DESIGNATION D			
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS				15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 15 4		17. SALARY OR RATE 16005			
18. REMARKS <div style="text-align: right;">JAN 27 1963 JAC 0271863</div>											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE 22		20. EMPLOY CODE 10		21. OFFICE CODING NUMERIC ALPHABETIC 60600 SR		22. STATION CODE 24065		23. INTEGREE CODE 3		24. HOURS CODE 01 20 24	
25. DATE OF BIRTH MO DA YR 02 03 63		26. DATE OF GRADE MO DA YR 02 03 63		27. DATE OF LEI MO DA YR 02 03 63		28. NTE CAPRES NO. DA YR 80		29. SPECIAL REFERENCE 1 - CSC 2 - FICA 3 - NONE		30. RETIREMENT DATA CODE	
31. SEPARATION DATA CODE TYPE		32. CORRECTION/CANCELLATION DATA MO. DA. YR.		33. SECURITY REQ. NO.		34. SEX		EOD DATA			
35. VET. PREFERENCE CODE 0 - NONE 1 - 5 PT. 2 - 10 PT.		36. SERV. COMP. DATE MO. DA. YR.		37. LONG. COMP. DATE MO. DA. YR.		38. CAREER CATEGORY CAR DESV CODE PROV TEMP		39. FEGLI / HEALTH INSURANCE CODE 0 - WAIVER 1 - YES		40. SOCIAL SECURITY NO.	
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA FORM EXECUTED CODE 1 - YES 2 - NO		44. STATE TAX DATA FORM EXECUTED CODE 1 - YES 2 - NO		45. NO. TAX STATE CODE	
SIGNATURE OR OTHER AUTHENTICATION <div style="text-align: right;">POSTED FEB 27 1963 JAC</div>											

FORM 442

1150  
11 FEB 1963

Use Previous Edition

SECRET

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

(When Filled In)

AUTOMATED PSI RECORD ADJUSTMENT											
<	SERIAL NO.	LEI		PSI DUE DATE		ORGANIZATION CODE		CURRENT			
		YR	MO	DA	YR	MO	DA	OFFICE	DIVISION	GRADE	STEP
		62	07	08	64	07	05	DDF/	SR	GS-14	6
PROJECTED		NAME (LAST-FIRST-MIDDLE) MAX. 20 CHARACTERS									
GRADE		STEP		Richardson, Edna							
GS-14		7									
FUND	SCHED.	CURRENT SALARY		PROJECTED SAL.		ID CODE					
V/CF		(OR HOURLY RATE)		(OR HOURLY RATE)							
CF	GS	\$14,970		\$15,865		C		>			
REMARKS											
Subject received a PSI 07/08/62 to GS-14-6 so will not be due another until 07/05/64.											

(2/27/62)

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 87-793 AND  
 DCI MEMORANDUM DATED 1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS.  
 EFFECTIVE 14 OCTOBER 1962

NAME  
 Richardson, Edna

SERIAL ORGN  
 006102  
 40600

FUNDS OLD SALARY

NEW SALARY

CF 14 6 313510 14 6 314920

Back - CN



PSC: 20 AUG 62

SECRET  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
OAB											
1. SERIAL NUMBER 886152		2. NAME (LAST-FIRST-MIDDLE) Richardson, Jacques									
3. NATURE OF PERSONNEL ACTION EXCEPTED APPOINTMENT (CAREER)						4. EFFECTIVE DATE MO. DA. YR. 08. 05. 62		5. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS		V TO V		V TO CF		7. COST CENTER NO. CHARGEABLE 3134 4008 1000		8. CSC OR OTHER LEGAL AUTHORITY 50 USC 403 J			
9. ORGANIZATIONAL DESIGNATIONS DDP SR WESTERN EUROPEAN AREA FRANCE PARIS						10. LOCATION OF OFFICIAL STATION PARIS, FRANCE					
11. POSITION TITLE OPS OFFICER						12. POSITION NUMBER 0240		13. CAREER SERVICE DESIGNATION D			
14. CLASSIFICATION SCHEDULE (GS, LO, etc.) GS				15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 14 6		17. SALARY OR RATE 13510			
18. REMARKS <div style="text-align: center;">POSTED ON 08-20 20 Aug 62</div>											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE 13		20. EMPLOY. CODE 10		21. OFFICE CODING NUMERIC ALPHABETIC 60600 SR		22. STATION CODE 24065		23. INTEGREE CODE		24. MATHS. CODE 3	
25. DATE OF BIRTH MO. DA. YR. 01 20 24		26. DATE OF GRADE MO. DA. YR. 01 16 55		27. DATE OF LEI MO. DA. YR. 01 08 61		28. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR. EOD DATA		29. SECURITY REQ. NO. 06102		30. SEX MI	
31. VET. PREFERENCE CODE 1		32. SERV. COMP. DATE MO. DA. YR. 03 07 44		33. LONG. COMP. DATE MO. DA. YR. 11 20 43		34. CAREER CATEGORY CAR. DIV. PROV. TEMP. C		35. FEGLI / HEALTH INSURANCE CODE CODE 1 1		36. SOCIAL SECURITY NO. 042205339	
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 1				42. LEAVE CAT. CODE 8		43. FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS 1 - YES 2 - NO 0 0		44. STATE TAX DATA FORM EXECUTED CODE NO. TAX EXEMPT. STATE CODE 1 - YES 2 - NO			
SIGNATURE OR OTHER AUTHENTICATION <div style="text-align: right;">POSTED 8-21-62</div>											

FORM 4-62 1150

Use Previous Edition

SECRET

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

(4-51)

(When Filled In)

DAB: 16 AUG 62

SECRET  
(When Filled In)

OEF

## NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER 006102		2. NAME (LAST-FIRST-MIDDLE) RICHARDSON JACQUES	
3. NATURE OF PERSONNEL ACTION RESIGNATION		4. EFFECTIVE DATE MO. DA. YR. 08 04 62	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 3234 1000 1000
9. ORGANIZATIONAL DESIGNATIONS DDP/SR SR/6 OFFICE OF THE CHIEF		10. LOCATION OF OFFICIAL STATION WASH., D.C.	
11. POSITION TITLE OPS OFFICER BR CH		12. POSITION NUMBER 0050	13. CAREER SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS	15. OCCUPATIONAL SERIES 0136.01	16. GRADE AND STEP 14 6	17. SALARY OR RATE 13510
18. REMARKS			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL			
19. ACTION CODE 45	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC ALPHABETIC	22. STATION CODE
23. INTEGRITY CODE	24. HONORARY CODE	25. DATE OF BIRTH MO. DA. YR. 01 20 24	26. DATE OF GRADE MO. DA. YR.
27. DATE OF LEI MO. DA. YR.	28. NTE EXPIRES MO. DA. YR.	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1 - CSC 2 - FICA 3 - NONE
31. SEPARATION DATA CODE 180009	32. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.	33. SECURITY REC. NO.	34. SEX
35. VET. PREFERENCE CODE 0 - NONE 1 - 5 PT. 2 - 10 PT.	36. SERV. COMP. DATE MO. DA. YR.	37. LONG. COMP. DATE MO. DA. YR.	38. CAREER CATEGORY CAR. RES. PROV. TEMP.
39. FEGLI / HEALTH INSURANCE CODE 0 - WAIVER 1 - YES	40. SOCIAL SECURITY NO.	41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS.) 3 - BREAK IN SERVICE (MORE THAN 3 YRS.)	42. LEAVE CAT. CODE
43. FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS	44. STATE TAX DATA FORM EXECUTED CODE NO. TAX STATE CODE	45. SIGNATURE OR OTHER AUTHENTICATION [Signature] 8/16/62	

FORM 1150  
4-62Use Previous  
Edition

SECRET

GROUP 1  
EXCLUDED FROM AUTOMATIC  
DOWNGRADING AND  
DECLASSIFICATION

(When Filled In)

(4-81)

234-1010-10  
3040  
3/20

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours	
006102		RICHARDSON JACQUES		60 300 V		7	
5. OLD SALARY RATE				6. NEW SALARY RATE			
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date
GS-14	5	\$13,250	01/08/61	GS-14	6	\$13,510	07/08/62
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							

Form 560  
9-61  
Obsolete Previous Edition  
(4-51)

SECRET  
(WHEN FILLED IN)

1. EMP. SERIAL NO.		2. NAME		3. ASSIGNED ORGAN.		4. FUNDS		5. ALLOTMENT	
006102		RICHARDSON, JACQUES D.		IDP/SR 7		V-20			
6. OLD SALARY RATE						7. NEW SALARY RATE			
GRADE	STEP	SALARY	LAST EFFECTIVE DATE			GRADE	STEP	SALARY	EFFECTIVE DATE
GS-14	4	\$12990	NO.	DA.	YR.	GS-14	5	\$13250	NO. DA. YR.
			07	12	59				01 08 61
TO BE COMPLETED BY THE OFFICE OF COMPTROLLER									
8. CHECK ONE <input type="checkbox"/> NO EXCESS LWOP <input checked="" 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.S.I. <input type="checkbox"/> L.S.I. <input type="checkbox"/> PAY ADJUSTMENT									
14. AUTHENTICATION									
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. 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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. 1045. 1046. 1047. 1048. 1049. 1050. 1051. 1052. 1053. 1054. 1055. 1056. 1057. 1058. 1059. 1060. 1061. 1062. 1063. 1064. 1065. 1066. 1067. 1068. 1069. 1070. 1071. 1072. 1073. 1074. 1075. 1076. 1077. 1078. 1079. 1080. 1081. 1082. 1083. 1084. 1085. 1086. 1087. 1088. 1089. 1090. 1091. 1092. 1093. 1094. 1095. 1096. 1097. 1098. 1099. 1100. 1101. 1102. 1103. 1104. 1105. 1106. 1107. 1108. 1109. 1110. 1111. 1112. 1113. 1114. 1115. 1116. 1117. 1118. 1119. 1120. 1121. 1122. 1123. 1124. 1125. 1126. 1127. 1128. 1129. 1130. 1131. 1132. 1133. 1134. 1135. 1136. 1137. 1138. 1139. 1140. 1141. 1142. 1143. 1144. 1145. 1146. 1147. 1148. 1149. 1150. 1151. 1152. 1153. 1154. 1155. 1156. 1157. 1158. 1159. 1160. 1161. 1162. 1163. 1164. 1165. 1166. 1167. 1168. 1169. 1170. 1171. 1172. 1173. 1174. 1175. 1176. 1177. 1178. 1179. 1180. 1181. 1182. 1183. 1184. 1185. 1186. 1187. 1188. 1189. 1190. 1191. 1192. 1193. 1194. 1195. 1196. 1197. 1198. 1199. 1200. 1201. 1202. 1203. 1204. 1205. 1206. 1207. 1208. 1209. 1210. 1211. 1212. 1213. 1214. 1215. 1216. 1217. 1218. 1219. 1220. 1221. 1222. 1223. 1224. 1225. 1226. 1227. 1228. 1229. 1230. 1231. 1232. 1233. 1234. 1235. 1236. 1237. 1238. 1239. 1240. 1241. 1242. 1243. 1244. 1245. 1246. 1247. 1248. 1249. 1250. 1251. 1252. 1253. 1254. 1255. 1256. 1257. 1258. 1259. 1260. 1261. 1262. 1263. 1264. 1265. 1266. 1267. 1268. 1269. 1270. 1271. 1272. 1273. 1274. 1275. 1276. 1277. 1278. 1279. 1280. 1281. 1282. 1283. 1284. 1285. 1286. 1287. 1288. 1289. 1290. 1291. 1292. 1293. 1294. 1295. 1296. 1297. 1298. 1299. 1300. 1301. 1302. 1303. 1304. 1305. 1306. 1307. 1308. 1309. 1310. 1311. 1312. 1313. 1314. 1315. 1316. 1317. 1318. 1319. 1320. 1321. 1322. 1323. 1324. 1325. 1326. 1327. 1328. 1329. 1330. 1331. 1332. 1333. 1334. 1335. 1336. 1337. 1338. 1339. 1340. 1341. 1342. 1343. 1344. 1345. 1346. 1347. 1348. 1349. 1350. 1351. 1352. 1353. 1354. 1355. 1356. 1357. 1358. 1359. 1360. 1361. 1362. 1363. 1364. 1365. 1366. 1367. 1368. 1369. 1370. 1371. 1372. 1373. 1374. 1375. 1376. 1377. 1378. 1379. 1380. 1381. 1382. 1383. 1384. 1385. 1386. 1387. 1388. 1389. 1390. 1391. 1392. 1393. 1394. 1395. 1396. 1397. 1398. 1399. 1400. 1401. 1402. 1403. 1404. 1405. 1406. 1407. 1408. 1409. 1410. 1411. 1412. 1413. 1414. 1415. 1416. 1417. 1418. 1419. 1420. 1421. 1422. 1423. 1424. 1425. 1426. 1427. 1428. 1429. 1430. 1431. 1432. 1433. 1434. 1435. 1436. 1437. 1438. 1439. 1440. 1441. 1442. 1443. 1444. 1445. 1446. 1447. 1448. 1449. 1450. 1451. 1452. 1453. 1454. 1455. 1456. 1457. 1458. 1459. 1460. 1461. 1462. 1463. 1464. 1465. 1466. 1467. 1468. 1469. 1470. 1471. 1472. 1473. 1474. 1475. 1476. 1477. 1478. 1479. 1480. 1481. 1482. 1483. 1484. 1485. 1486. 1487. 1488. 1489. 1490. 1491. 1492. 1493. 1494. 1495. 1496. 1497. 1498. 1499. 1500. 1501. 1502. 1503. 1504. 1505. 1506. 1507. 1508. 1509. 1510. 1511. 1512. 1513. 1514. 1515. 1516. 1517. 1518. 1519. 1520. 1521. 1522. 1523. 1524. 1525. 1526. 1527. 1528. 1529. 1530. 1531. 1532. 1533. 1534. 1535. 1536. 1537. 1538. 1539. 1540. 1541. 1542. 1543. 1544. 1545. 1546. 1547. 1548. 1549. 1550. 1551. 1552. 1553. 1554. 1555. 1556. 1557. 1558. 1559. 1560. 1561. 1562. 1563. 1564. 1565. 1566. 1567. 1568. 1569. 1570. 1571. 1572. 1573. 1574. 1575. 1576. 1577. 1578. 1579. 1580. 1581. 1582. 1583. 1584. 1585. 1586. 1587. 1588. 1589. 1590. 1591. 1592. 1593. 1594. 1595. 1596. 1597. 1598. 1599. 1600. 1601. 1602. 1603. 1604. 1605. 1606. 1607. 1608. 1609. 1610. 1611. 1612. 1613. 1614. 1615. 1616. 1617. 1618. 1619. 1620. 1621. 1622. 1623. 1624. 1625. 1626. 1627. 1628. 1629. 1630. 1631. 1632. 1633. 1634. 1635. 1636. 1637. 1638. 1639. 1640. 1641. 1642. 1643. 1644. 1645. 1646. 1647. 1648. 1649. 1650. 1651. 1652. 1653. 1654. 1655. 1656. 1657. 1658. 1659. 1660. 1661. 1662. 1663. 1664. 1665. 1666. 1667. 1668. 1669. 1670. 1671. 1672. 1673. 1674. 1675. 1676. 1677. 1678. 1679. 1680. 1681. 1682. 1683. 1684. 1685. 1686. 1687. 1688. 1689. 1690. 1691. 1692. 1693. 1694. 1695. 1696. 1697. 1698. 1699. 1700. 1701. 1702. 1703. 1704. 1705. 1706. 1707. 1708. 1709. 1710. 1711. 1712. 1713. 1714. 1715. 1716. 1717. 1718. 1719. 1720. 1721. 1722. 1723. 1724. 1725. 1726. 1727. 1728. 1729. 1730. 1731. 1732. 1733. 1734. 1735. 1736. 1737. 1738. 1739. 1740. 1741. 1742. 1743. 1744. 1745. 1746. 1747. 1748. 1749. 1750. 1751. 1752. 1753. 1754. 1755. 1756. 1757. 1758. 1759. 1760. 1761. 1762. 1763. 1764. 1765. 1766. 1767. 1768. 1769. 1770. 1771. 1772. 1773. 1774. 1775. 1776. 1777. 1778. 1779. 1780. 1781. 1782. 1783. 1784. 1785. 1786. 1787. 1788. 1789. 1790. 1791. 1792. 1793. 1794. 1795. 1796. 1797. 1798. 1799. 1800. 1801. 1802. 1803. 1804. 1805. 1806. 1807. 1808. 1809. 1810. 1811. 1812. 1813. 1814. 1815. 1816. 1817. 1818. 1819. 1820. 1821. 1822. 1823. 1824. 1825. 1826. 1827. 1828. 1829. 1830. 1831. 1832. 1833. 1834. 1835. 1836. 1837. 1838. 1839. 1840. 1841. 1842. 1843. 1844. 1845. 1846. 1847. 1848. 1849. 1850. 1851. 1852. 1853. 1854. 1855. 1856. 1857. 1858. 1859. 1860. 1861. 1862. 1863. 1864. 1865. 1866. 1867. 1868. 1869. 1870. 1871. 1872. 1873. 1874. 1875. 1876. 1877. 1878. 1879. 1880. 1881. 1882. 1883. 1884. 1885. 1886. 1887. 1888. 1889. 1890. 1891. 1892. 1893. 1894. 1895. 1896. 1897. 1898. 1899. 1900. 1901. 1902. 1903. 1904. 1905. 1906. 1907. 1908. 1909. 1910. 1911. 1912. 1913. 1914. 1915. 1916. 1917. 1918. 1919. 1920. 1921. 1922. 1923. 1924. 1925. 1926. 1927. 1928. 1929. 1930. 1931. 1932. 1933. 1934. 1935. 1936. 1937. 1938. 1939. 1940. 1941. 1942. 1943. 1944. 1945. 1946. 1947. 1948. 1949. 1950. 1951. 1952. 1953. 1954. 1955. 1956. 1957. 1958. 1959. 1960. 1961. 1962. 1963. 1964. 1965. 1966. 1967. 1968. 1969. 1970. 1971. 1972. 1973. 1974. 1975. 1976. 1977. 1978. 1979. 1980. 1981. 1982. 1983. 1984. 1985. 1986. 1987. 1988. 1989. 1990. 1991. 1992. 1993. 1994. 1995. 1996. 1997. 1998. 1999. 2000. 2001. 2002. 2003. 2004. 2005. 2006. 2007. 2008. 2009. 2010. 2011.									

**SECRET**  
(When Filled In)

ARF- 30 SEPT 1960

**NOTIFICATION OF PERSONNEL ACTION**

OCF

1. SERIAL NUMBER <b>006102</b>		2. NAME (LAST-FIRST-MIDDLE) <b>RICHARDSON JACQUES</b>	
3. NATURE OF PERSONNEL ACTION <b>REASSIGNMENT AND TRANSFER TO VOUCHERDO FUNDS</b>			4. EFFECTIVE DATE MO. DA. YR. <b>10   02   60</b>
			5. CATEGORY OF EMPLOYMENT <b>REGULAR</b>
6. FUNDS <input checked="" type="checkbox"/> V TO V <input checked="" type="checkbox"/> CF TO V	<input type="checkbox"/> V TO CF <input type="checkbox"/> CF TO CF	7. COST CENTER NO. CHARGEABLE <b>1234 1000 1000</b>	8. CSC OR OTHER LEGAL AUTHORITY <b>50 USC 403 J</b>
9. ORGANIZATIONAL DESIGNATIONS  <b>DDP SR SR 6 OFFICE OF THE CHIEF</b>		10. LOCATION OF OFFICIAL STATION  <b>WASH., D. C.</b>	
11. POSITION TITLE  <b>OPS OFFICER BR CH</b>		12. POSITION NUMBER <b>0050</b>	13. CAREER SERVICE DESIGNATION <b>D</b>
14. CLASSIFICATION SCHEDULE (GS, WD, etc.) <b>GS</b>	15. OCCUPATIONAL SERIES <b>0136.01</b>	16. GRADE AND STEP <b>14 4</b>	17. SALARY OR RATE <b>12990</b>

18. REMARKS

**SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL**

19. ACTION CODE <b>16</b>	20. EMPLOY. CODE <b>10</b>	21. OFFICE CODING NUMERIC ALPHABETIC <b>60300 SR</b>		22. STATION CODE <b>75013</b>	23. INTEGREE CODE	24. Hdqts. Code <b>1</b>	25. DATE OF BIRTH MO. DA. YR. <b>01   20   24</b>	26. DATE OF GRADE MO. DA. YR.	27. DATE OF LET MO. DA. YR.
28. NTE EXPIRES MO. DA. YR.		29. SPECIAL REFERENCE 1 - CSC 2 - PICA 3 - NONE		30. RETIREMENT DATA CCOE	31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.	33. SECURITY REQ. NO.		34. SEX
35. VET. PREFERENCE CODE 0 - NONE 1 - 5 PT 2 - 10 PT		36. SERV. COMP. DATE MO. DA. YR.		37. LONG. COMP. DATE MO. DA. YR.		38. MIL. SERV. CREDIT/LCD 1 - YES 2 - NO		39. FEGLI / HEALTH INSURANCE CODE CODE 0 - WAIVER 1 - YES HEALTH INS. CODE	
40. SOCIAL SECURITY NO.		41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 12 MOS) 3 - BREAK IN SERVICE (MORE THAN 12 MOS)		42. LEAVE CAT. CODE		43. FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS 1 - YES 2 - NO		44. STATE TAX DATA FORM EXECUTED CODE NO. TAX EXEMPT. STATE CODE 1 - YES 2 - NO	

**SIGNATURE OR OTHER AUTHENTICATION**

*[Signature]* 10/23/60

Form 6-60 1150

Obsolete Previous Editions

**SECRET**

(4-31)

# PERIODIC STEP INCREASE CERTIFICATION

CONFIDENTIAL  
(When Filled In)

U. S. GOVERNMENT PRINTING OFFICE: 1954-810030

1. Agency and organizational designation					2. Payroll period		3. Block No.		4. Slip No.		
5. Employee's name (and social security account number when appropriate)					6. Grade and salary						
RICHARDSON, JACQUES D.					GS-14, \$10,320						
PAYROLL CHANGE DATA											
	BASE PAY	OVERTIME		GROSS PAY	RET.	FEDERAL TAX	BOND	F. L. C. A.	STATE TAX	GROUP LIFE INS.	NET PAY
7. Previous normal											
8. New normal											
9. Pay this period											
10. Remarks					11. Appropriation(s)			12. Prepared by			
					SR 9			DEC 3 May 56			
								13. Audited by			
<input type="checkbox"/> Periodic step-increase <input type="checkbox"/> Pay adjustment <input type="checkbox"/> Other step-increase											
14. Effective date	15. Date last equivalent increase	16. Old salary rate	17. New salary rate	18. Signature of official certifying that employee has performed SERVICE AND CONDUCT ARE SATISFACTORY (Signature or other authentication)							
15 Jul 56	16 Jan 55	\$10,320	\$10,535	19. (WOP data fill in appropriate space covering LWOP during following periods)							
				20. No excess LWOP. Total excess LWOP							

STANDARD FORM NO. 11266-Rev 60  
Form prescribed by Comp. Gen., U. S.  
October 25, 1934, General Regulations No. 102

CONFIDENTIAL PAYROLL CHANGE SLIP — PERSONNEL COPY

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
DI	RICHARDSON JACQUES	506102	48 40	GS-14 4	\$12,075	\$12,990

/S/ EMMETT D. ECHOLS  
DIRECTOR OF PERSONNEL

**SECRET**  
(WHEN FILLED IN)

1. EMP. SERIAL NO. <b>506102</b>		2. NAME <b>RICHARDSON JACQUES</b>		3. ASSIGNED ORGAN. <b>DOP/SR 10</b>		4. FUNDS <b>UV</b>		5. ALLOTMENT	
6. OLD SALARY RATE						7. NEW SALARY RATE			
GRADE	STEP	SALARY	LAST EFFECTIVE DATE			GRADE	STEP	SALARY	EFFECTIVE DATE
GS 14	3	\$11,835	NO.	DA.	YR.	GS 14	4	\$12,075	NO. DA. YR.
			01	12	58				07 12 59
TO BE COMPLETED BY THE OFFICE OF THE COMPTROLLER									
8. CHECK ONE <input type="checkbox"/> NO EXCESS LWOP IF EXCESS LWOP, CHECK FOLLOWING: <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> IN LWOP STATUS AT END OF WAITING PERIOD						9. NUMBER OF HOURS LWOP			
						10. INITIALS OF CLERK		11. AUDITED BY	
TO BE COMPLETED BY THE OFFICE OF PERSONNEL									
12. PROJECTED SALARY RATE AND EFFECTIVE DATE						13. REMARKS			
GRADE	STEP	SALARY	NO.	DA.	YR.				
						4 742			
14. AUTHENTICATION									
<p style="font-size: 2em; opacity: 0.5;">C E</p> <p style="font-size: 1.5em; font-family: monospace;">G. M. STEWART</p> <p style="font-size: 1.2em;">DOP 5/15/59 H.F. 7/31/59</p> <p style="font-size: 1.2em;">PERIODIC STEP INCREASE - AUTHENTICATION</p>									

FORM NO. 560a  
1 MAR. 58

**SECRET**

PERSONNEL FOLDER (4)

SECRET

GENERAL SCHEDULE SALARY INCREASE RETROACTIVELY EFFECTIVE  
12 JANUARY 1958 AUTHORIZED BY P. L. 85 - 462 AND DCI  
DIRECTIVE. SALARY AS OF 15 JUNE 1958 ADJUSTED AS FOLLOWS

NAME	SERIAL	GRADE-STEP	OLD SALARY	NEW SALARY
RICHARDSON JACQUES	506102	GS-14-3	\$10,750	\$11,835

GORDON M. STEWART  
/S/ DIRECTOR OF PERSONNEL

SECRET

**SECRET**  
(WHEN FILLED IN)

1. EMP. SERIAL NO. <b>506102</b>		2. NAME <b>RICHARDSON JACQUES</b>		3. ASSIGNED ORGAN. <b>DDP/SR 8</b>		4. FUNDS <b>UV</b>		5. ALLOTMENT			
6. OLD SALARY RATE				7. NEW SALARY RATE							
			LAST EFFECTIVE DATE					EFFECTIVE DATE			
GRADE	STEP	SALARY	MO.	DA.	YR.	GRADE	STEP	SALARY	MO.	DA.	YR.
<b>14</b>	<b>2</b>	<b>\$10,535</b>	<b>07</b>	<b>15</b>	<b>56</b>	<b>14</b>	<b>3</b>	<b>\$10,750</b>	<b>01</b>	<b>12</b>	<b>58</b>
REMARKS											
CERTIFICATION											
I CERTIFY THAT THE SERVICE AND CONDUCT OF THE ABOVE NAMED EMPLOYEE ARE SATISFACTORY.											
TYPED, OR PRINTED, NAME OF SUPERVISOR <b>BELIC, GEORGE</b>			DATE <b>15 Jan 1958</b>			SIGNATURE OF SUPERVISOR <i>George N. Belic</i>					
PERIODIC STEP INCREASE - CERTIFICATION											

FORM NO. 560  
1 MAR. 56

**SECRET**

PERSONNEL FOLDER (4)

**SECRET**  
(WHEN FILLED IN)

1. EMP. SERIAL NO. <b>506102</b>		2. NAME <b>RICHARDSON JACQUES</b>		3. ASSIGNED ORGAN. <b>DDP/SR</b>		4. FUNDS <b>UV</b>		5. ALLOTMENT			
6. OLD SALARY RATE				7. NEW SALARY RATE							
			LAST EFFECTIVE DATE					EFFECTIVE DATE			
GRADE	STEP	SALARY	MO.	DA.	YR.	GRADE	STEP	SALARY	MO.	DA.	YR.
<b>14</b>	<b>2</b>	<b>\$10,535</b>	<b>07</b>	<b>15</b>	<b>56</b>	<b>14</b>	<b>3</b>	<b>\$10,750</b>	<b>01</b>	<b>12</b>	<b>58</b>
TO BE COMPLETED BY THE OFFICE OF COMPTROLLER											
9. CHECK ONE <input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> EXCESS LWOP						9. NUMBER OF HOURS LWOP					
IF EXCESS LEAVE LWOP, CHECK FOLLOWING: <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> IN LWOP STATUS AT END OF WAITING PERIOD						10. INITIALS OF CLERK			11. AUDITED BY		
TO BE COMPLETED BY THE OFFICE OF PERSONNEL											
12. PROJECTED SALARY RATE AND EFFECTIVE DATE						13. REMARKS					
GRADE	STEP	SALARY	MO.	DA.	YR.						
14. AUTHENTICATION											
<p align="center"><b>SECRET</b></p> <p align="center"><b>PERIODIC STEP INCREASE - AUTHENTICATION</b></p>											

PERSONNEL FOLDER (4)

**SECRET**

SECRET

STANDARD FORM 52 PLEASE FILL IN BY THE U. S. CIVIL SERVICE COMMISSION BRANCH - HON - FEDERAL PERSONNEL BRANCH, OFFICE OF		REQUEST FOR PERSONNEL ACTION		UNVOUCHERED	
REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.					
1. NAME (Mr., Miss, Mrs., One given name, initials, and surname)		2. DATE OF BIRTH		3. REQUEST NO.	
MR. JACQUES S. RICHARDSON		20 Jan. 1924		26 Sept. '56	
4. NATURE OF ACTION REQUESTED A. PERSONNEL (Specify whether appointment, promotion, separation, etc.)		5. EFFECTIVE DATE A. PROPOSED		6. U. S. OR OTHER LEGAL AUTHORITY	
REASSIGNMENT					
7. POSITION (Specify whether establish, change grade or title, etc.)		8. APPROVED 21 Oct			
FROM— Area Ops Officer BCF-189-14 GS-0136.01-14 \$10,535.00 p.a.		A. POSITION TITLE AND NUMBER		TO— Area Ops Officer BCF-189-14 GS-0136.01-14 \$10,535.00 p.a.	
		B. SERVICE GRADE AND SALARY			
		10. ORGANIZATIONAL DESIGNATIONS		DDP/SR Far East Area Japan Office of the Chief Tokyo, Japan	
		11. HEADQUARTERS			
<input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		12. FIELD OR DEPARTMENTAL		<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL (D)	
A. REMARKS (Use reverse if necessary)					
RE-SLOTTING FOR NEW APPROVED T/O.					
B. APPROVED BY <i>Robert D. Lovelace</i> Robert D. Lovelace		D. REQUEST APPROVED BY			
C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension)		Signature:			
Phyllis M. Landrum Ext. 4407		Title:			
13. VETERAN PREFERENCE		14. POSITION CLASSIFICATION ACTION			
NONE <input type="checkbox"/> WWII <input type="checkbox"/> OTHER <input type="checkbox"/> 5 PT. <input type="checkbox"/> 10 POINT <input type="checkbox"/>		NEW <input type="checkbox"/> VICE <input type="checkbox"/> I. A. <input type="checkbox"/> REAL <input type="checkbox"/>			
15. SEX M		16. APPROPRIATION FROM: 7-3400-55-015 TO: 7-3400-55-015		17. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) Yes	
				18. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)	
				SD: DI 19. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:	
20. STANDARD FORM 50 REMARKS					
<div style="border: 1px solid black; padding: 5px; display: inline-block;">             USED IN LIEU OF SF 50 NOTIFICATION OF PERSONNEL ACTION           </div>					
21. CLEARANCES		INITIAL OR SIGNATURE		DATE	
A.		<i>RE</i>		11 OCT 1956	
B. CEIL. OR POS. CONTROL					
C. CLASSIFICATION					
D. PLACEMENT OR EMPL.		74.3		10-9	
E.					
F. APPROVED BY <i>Robert A. Stinson</i> per 74.3 Mar. 79 Oct '56					

POSTED

11 OCT 1956



Agency and organizational designation \_\_\_\_\_

1. Employee's name (and social security account number when appropriate)  
**RICHARDSON, Jacques D.**

2. Pay roll \_\_\_\_\_

3. Sheet No. **5-3400-20**

4. Slip No. \_\_\_\_\_

5. Grade and salary  
**GS-13 \$8360.00**

**PAY ROLL CHANGE DATA**

	BASE PAY	OVERTIME	GROSS PAY	RET.	TAX	BOND	P. I. C. A.	NET PAY
7. Previous normal								
8. New normal								
9. Pay this period								

10. Remarks  
**58990**  
**ADJUSTED TO:**  
**EMERGENCY TO DCI DIRECTIVE**  
**10 MAR. 1955**

11. Appropriation(s)  
**SR 7**

12. Prepared by  
**NZ 9 Nov 54**

13. Audited by \_\_\_\_\_

☒ Periodic step-increase ☐ Pay adjustment ☐ Other step-increase

14. Effective date **2 Jan 55**

15. Date last equivalent increase **5 Jul 53**

16. Old salary rate **\$8360.00**

17. New salary rate **\$8560.00**

18. Performance rating is satisfactory or better.

19. LWOP date (fill in appropriate spaces covering LWOP during following periods):

☐ No excess LWOP. Total excess LWOP \_\_\_\_\_

Check applicable to case of excess LWOP

20. (To (WEP) state let end's) change \_\_\_\_\_

Signature or other authentication \_\_\_\_\_

Initials of Clerk \_\_\_\_\_

STANDARD FORM NO. 1175d—Revised  
 Form prescribed by Comp. Gen., U. S.  
 Nov. 8, 1950, General Regulations No. 107

**PAY ROLL CHANGE SLIP—PERSONNEL COPY**

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

TVS

1. NAME (LAST-FIRST-MIDDLE-ONE GIVEN NAME, INITIALS, AND SURNAME) <b>MR. JACQUES G. RICHARDSON</b>		2. DATE OF BIRTH <b>20 Jan 1924</b>	3. JOURNAL OR ACTION NO.	4. DATE <b>19 Jan. 1955</b>
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) <b>PROMOTION (ASSIGNMENT)*</b>		6. EFFECTIVE DATE <b>B.O.B. 16 Jan 1955</b>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY <b>53 UECA 403 J</b>	
8. POSITION TITLE <b>Area Ops Officer (Br. Ch) EC-171-13</b>		9. SERVICE, SERIES, GRADE, SALARY <b>GS-0136.01-13 \$3560.00 per annum</b>		
10. ORGANIZATIONAL DESIGNATIONS <b>DDP/SR SR/5</b>		11. HEADQUARTERS <b>Area Ops Officer BCF-189-14 GS-0136.01-14 \$9600.00 per annum DDP/SR Far East Area Japan Office of the Chief Tokyo, Japan</b>		
12. FIELD OR DEPT'L <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		13. VETERAN'S PREFERENCE None <input type="checkbox"/> Other <input type="checkbox"/> 10-Point <input type="checkbox"/> 5-Point <input checked="" type="checkbox"/> Other <input type="checkbox"/>		
14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> RE-CLASS <input type="checkbox"/> PROM <input type="checkbox"/> TRANSFER <input type="checkbox"/> OTHER <input type="checkbox"/>		15. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY) <b>11</b>		
16. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) <b>Yes</b>		17. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: <b>MI</b>		
18. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements.  This action amends Item #9, on the "from" side, on Notification dated 11 Jan. 1955, to show the correct salary, previously shown as \$3360.00 per annum.  Subject to approved medical clearance prior to being sent overseas.  "Transfer TO Unvouchered funds FROM Vouchered funds."  1/20/55  ANCE PERFORMANCE RATING: puty Assistant Director 4. PERSONNEL U. S. GOVERNMENT PRINTING OFFICE: 1954-313798				

CENTRAL INTELLIGENCE AGEN

NOTIFICATION OF PERSONNEL ACTION Conc. 6 Jan. 1955 rva

1. NAME (MR., MISS, MRS., OR MS. GIVE NAME, INITIALS, AND SURNAME) <b>MR. JACQUES O. RICHARDSON</b>		2. DATE OF BIRTH <b>20 Jan. 1924</b>	3. JOURNAL OR ACTION NO. <b>50 USCA 403 J</b>	4. DATE <b>11 Jan. 1955</b>
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) <b>PROMOTION</b>		6. EFFECTIVE DATE <b>16 Jan 1955</b>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY <b>50 USCA 403 J</b>	
FROM		TO		
Area Ops Officer (Br. Ch) EC-171-13  OS-0136.01-13 \$2360.00 per annum Y060  DDP/SR SR/5  Washington, D. C.		Area Ops Officer BCF-189-14  OS-0136.01-14 \$9600.00 per annum  DDP/SR Far East Area Japan Office of the Chief  Tokyo, Japan		
12. FIELD OR DEPT'L <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		12. FIELD OR DEPT'L <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		
13. VETERAN'S PREFERENCE NONE <input type="checkbox"/> WWI <input type="checkbox"/> OTHER <input type="checkbox"/> 5-PT. <input checked="" type="checkbox"/> 10-POINT <input type="checkbox"/> STANDARD <input type="checkbox"/> VETERAN <input type="checkbox"/>		14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> L. A. <input type="checkbox"/> REAL <input type="checkbox"/> <b>EO-FI</b>		
15. SEX <b>M</b>	16. RACE <b>W</b>	17. APPROPRIATION FROM: <b>5-3400-20</b> TO: <b>5-3400-55-015</b>		18. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY) <b>Yes</b>
19. SUBJECT TO C. S. RETIREMENT ACT (YES OR NO) <b>Yes</b>		20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: <b>Ma.</b>		
21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements.				
Subject to approved medical clearance prior to being sent overseas.				
"Transfer TO Unvouchered funds FROM Vouchered funds."				
ENTRANCE PERFORMANCE RATING: <b>GOOD</b>				
Deputy Assistant Director for Personnel				
4. PERSONNEL FOLDER COPY				

100-100000  
JAN 17 1955

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.-MISS.-MRS.-ONE GIVEN NAME, INITIAL(S), AND SURNAME) <b>Mr. Jacques G. Richardson</b>		2. DATE OF BIRTH <b>20 Jan. 24</b>	3. JOURNAL OR ACTION NO.	4. DATE <b>16 Feb. 54</b>
<i>This is to notify you of the following action affecting your employment:</i>				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) <b>Reassignment</b>		6. EFFECTIVE DATE <b>28 Feb. 54</b>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY <b>50 USCA 403 J</b>	
FROM <b>Deputy Chief (IO) DC 190-13</b>  <b>GS-132-13</b>  <b>BR-5 (For East Branch) Office of the Chief</b>		8. POSITION TITLE  9. SERVICE, SERIES, GRADE, SALARY  10. ORGANIZATIONAL DESIGNATIONS  11. HEADQUARTERS  <b>Washington, D. C.</b>	TO <b>Area Ops. Officer (Br. Ch) DC171-13</b>  <b>GS-0136.01-13 \$8360.00 per annum</b>  <b>EDP/BR</b> <b>BR-5</b>	
<input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		12. FIELD OR DEPT'L	<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL	
13. VETERAN'S PREFERENCE NONE <input type="checkbox"/> WWII <input type="checkbox"/> OTHER <input type="checkbox"/> 5-PT. <input type="checkbox"/> 10-POINT <input type="checkbox"/> DISAB. OTHER <input type="checkbox"/>		14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> L.A. <input type="checkbox"/> REAL <input type="checkbox"/> <b>CD-FI</b>		
15. SEX <input checked="" type="checkbox"/> M <input type="checkbox"/> F	16. RACE <input type="checkbox"/> W <input type="checkbox"/> N <input type="checkbox"/> O	17. APPROPRIATION FROM: <b>4-3400-20</b> TO: <b>same</b>	18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) <b>yes</b>	19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)
20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:		21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements.		
22. SIGNATURE OR OTHER AUTHENTICATION  <b>Deputy Assistant Director for Personnel</b>				

ENTRANCE PERFORMANCE RATING:

Deputy Assistant Director for Personnel

4. PERSONNEL FOLDER COPY

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.—MISS—MRS.—ONE GIVEN NAME, INITIAL(S), AND SURNAME) <b>Mr. Jacques G. Richardson</b>		2. DATE OF BIRTH <b>20 Jan. 24</b>	3. JOURNAL OR ACTION NO. 4. DATE <b>3 July 53</b>
This is to notify you of the following action affecting your employment:			
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) <b>Promotion</b>		6. EFFECTIVE DATE <b>5 July 53</b>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY <b>Sch. A-6.116(b)</b>
FROM <b>Deputy Chief I. O. EC-190-12</b>  <b>GS-132-12 \$7040.00 per annum</b>  <b>DDP/SR Division</b> <b>SR-5 Far East</b> <b>Office of the Chief</b>  <b>Washington, D. C.</b>		TO <b>Deputy Chief I. O. EC-190-13</b>  <b>GS-132-13 \$8360.00 per annum</b>  <b>DDP/SR Division</b> <b>SR-5 Far East</b> <b>Office of the Chief</b>  <b>Same</b>	
8. POSITION TITLE		9. SERVICE, SERIES, GRADE, SALARY	
10. ORGANIZATIONAL DESIGNATIONS		11. HEADQUARTERS	
12. FIELD OR DEPT'L <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		13. VETERAN'S PREFERENCE NONE <input type="checkbox"/> WWI <input checked="" type="checkbox"/> OTHER <input type="checkbox"/> 5-PT. <input checked="" type="checkbox"/> 15-POINT <input type="checkbox"/> DISAB. OTHER <input type="checkbox"/>	
14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> I.A. <input type="checkbox"/> REAL <input type="checkbox"/>		15. SUBJECT TO C. S. RETIREMENT ACT (YES—NO) <b>Yes</b>	
16. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)		17. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:	
18. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements.			
ENTRANCE PERFORMANCE RATING: <b>Acting Chief, Personnel Division</b>			
SIGNATURE OF OFFICIAL IDENTIFICATION <b>gpm</b>			

STANDARD FORM NO. 10 (PART 1)  
OCTOBER 1949  
PREPARED BY  
CHAPTER 1 - FEDERAL PERSONNEL MANUAL  
U. S. CIVIL SERVICE COMMISSION

# CENTRAL INTELLIGENCE AGENCY

## NOTIFICATION OF PERSONNEL ACTION


1. NAME (MR.—MISS—MRS.—ONE GIVEN NAME, INITIAL(S), AND SURNAME)		2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Mr. Jacques C. Richardson		20 Jan 24	F510	16 Feb 52
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)		6. EFFECTIVE DATE	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY	
Reassignment		17 Feb 52	Schedule A-6.116(b)	
FROM		TO		
Operations Officer		Operations Officer		
GS-12-132 \$740.00 p. a.		GS-12-132 \$7040.00 p. a.		
OPC		OPC		
FE		EE		
FE-3		EE-4		
Washington, D. C.		Great Russian Section Washington, D. C.		
<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		
13. VETERAN'S PREFERENCE		14. POSITION CLASSIFICATION ACTION		
NONE <input type="checkbox"/> 10-POINT <input type="checkbox"/> 15-POINT <input type="checkbox"/> 20-POINT <input type="checkbox"/>		NEW <input type="checkbox"/> VET <input type="checkbox"/> 1A <input type="checkbox"/> 1B <input type="checkbox"/>		
15. SEX <input checked="" type="checkbox"/> M <input type="checkbox"/> F		16. DATE OF APPOINTMENT AFFIDAVIT (ACCESSION ONLY)		
17. APPROPRIATION FROM 2123900 TO 2011		18. SUBJECT TO C. S. RETIREMENT ACT (YES—NO) Yes		
19. REMARKS: THIS ACTION IS SUBJECT TO ALL APPLICABLE LAWS, RULES, AND REGULATIONS AND MAY BE SUBJECT TO INVESTIGATION AND APPROVAL BY THE UNITED STATES CIVIL SERVICE COMMISSION. THE ACTION MAY BE CORRECTED OR CANCELLED IF NOT IN ACCORDANCE WITH ALL REQUIREMENTS.		20. LEGAL RESIDENCE <input checked="" type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: MA		
(S. 150)				
ENTRANCE EFFICIENCY RATING:				
D. V. MURPHY Personnel Division 12. SIGNATURE OR OTHER AUTHENTICATION 100-500078				

4. PERSONNEL FOLDER COPY

STANDARD FORM 62-10 PART 1  
 OCTOBER 1950  
 PREVIOUS EDITIONS  
 OBSOLETE  
 U. S. GOVERNMENT PRINTING OFFICE

## CENTRAL INTELLIGENCE AGENCY

## NOTIFICATION OF PERSONNEL ACTION (Rev)

1. NAME (MR. MISS - MRS. - ONE GIVEN NAME, INITIAL, S. AND SURNAME)		2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Mr. Jacques C. Richardson		20 Jan. 1924	9930	18 Jan. 52
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)		6. EFFECTIVE DATE	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY	
Promotion		20 Jan. 52	Schedule 1-6.116(b)	
FROM		TO		
Intelligence Officer GS-11		Operations Officer GS-13		
GS-11-132 \$5940.00 per annum		GS-12-132 \$7640.00 per annum		
9. SERVICE SERIES, GRADE, SALARY				
10. ORGANIZATIONAL DESIGNATIONS				
OFC FE FE-3 Washington, D.C.		OFC FE FE-3 Washington, D.C.		
11. HEADQUARTERS				
FIELD <input type="checkbox"/> DEPARTMENTAL <input checked="" type="checkbox"/>		FIELD <input type="checkbox"/> DEPARTMENTAL <input checked="" type="checkbox"/>		
12. FIELD OR DEPT'L				
13. VETERAN'S PREFERENCE		14. POSITION CLASSIFICATION ACTION		
NONE <input type="checkbox"/> 5-PT. <input type="checkbox"/> 10-POINT <input checked="" type="checkbox"/> DISAB. <input type="checkbox"/> OTHER <input type="checkbox"/>		NEW <input type="checkbox"/> VICE <input type="checkbox"/> I.A. <input checked="" type="checkbox"/> REAL <input type="checkbox"/>		
15. SEX <input checked="" type="checkbox"/> M <input type="checkbox"/> F		Bu. 9845 1/17/52		
16. RACE <input checked="" type="checkbox"/> W <input type="checkbox"/> N <input type="checkbox"/> O				
17. APPROPRIATION FROM 2183900 TO 2017		18. SUBJECT TO C. S. RETIREMENT ACT (YES - NO) YES		
		19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)		
		20. LEGAL RESIDENCE <input checked="" type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE Maryland		
21. REMARKS: THIS ACTION IS SUBJECT TO ALL APPLICABLE LAWS, RULES, AND REGULATIONS AND MAY BE SUBJECT TO INVESTIGATION AND APPROVAL BY THE UNITED STATES CIVIL SERVICE COMMISSION. THE ACTION MAY BE CORRECTED OR CANCELLED IF NOT IN ACCORDANCE WITH ALL REQUIREMENTS.				
(519)				
 E. V. MULCAHY Personnel Division 22. SIGNATURE OR OTHER AUTHENTICATION				
ENTRANCE EFFICIENCY RATING:				

\* U. S. GOVERNMENT PRINTING OFFICE: 1950 O-599678

4. PERSONNEL FOLDER COPY

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR.-MISS.-MRS.-ONE GIVEN NAME, INITIALS, AND SURNAME)		2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Mr. Jacques G. Richardson		20 Jan. 1928	#5729	23 April 1971
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)		6. EFFECTIVE DATE	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY	
Transfer and Promotion FROM		20 April 1971	Schedule A-6, 116(b)	
8. POSITION TITLE		Intelligence Officer, GS-11		
Intelligence Officer, GS-9				
9. SERVICE, SERIES, GRADE, SALARY		GS-11-132 \$5400.00 per. annua.		
GS-9-132 \$4600.00 per. annua. Bu.#2974				
10. ORGANIZATIONAL DESIGNATIONS		OPC FE FE-3		
OPC FE FE-3 Japan Section				
11. HEADQUARTERS		Washington, D. C.		
Washington, D. C.				
12. FIELD OR DEPT'L		FIELD		
13. VETERAN'S PREFERENCE		14. POSITION CLASSIFICATION ACTION		
NONE WWII OTHER S-PT. TO-POINT DISAB. OTHER		NEW VICE I. A. REAL		
15. SEX		16. RACE		
17. APPROPRIATION		18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO)		
FROM: 2115900 TO: 841-101		19. DATE OF APPOINTMENT OF AFFIDAVITS (ACCESSIONS ONLY)		
REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements.		20. LOCAL RESIDENCE CLAIMED PROVED STATE: Md.		
ENTRANCE EFFICIENCY RATING:				
H. C. CLITESCALE				
H. C. CLITESCALE				
PERSONNEL DIVISION				

(778)

ACQUANT TO DCI DIRECTIVE

5740



CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

F.C. 1/19/51  
 (al)

1. NAME (MR., MISS, MRS., ONE GIVEN NAME, INITIALS, AND SURNAME)		2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE
Mr. Jacques G. Richardson		20 Jan. 1924	14998	19 Feb. 1951
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)		6. EFFECTIVE DATE	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY	
Excepted Appointment		19 Feb. 1951	Schedule A-6.116(h)	
FROM		TO		
		Intelligence Officer, GS-9		
		GS-9-132-\$4600.00 per. annum.		
		OPC		
		FB		
		FK-3, Japan Section		
		Washington, D. C.		
13. VETERAN'S PREFERENCE		14. POSITION CLASSIFICATION ACTION		
NONE <input type="checkbox"/> WWI <input type="checkbox"/> OTHER <input type="checkbox"/> S-PT. <input type="checkbox"/> 10-POINT <input type="checkbox"/> DISAB. <input type="checkbox"/> OTHER <input type="checkbox"/>		NEW <input type="checkbox"/> VICE <input type="checkbox"/> P.A. <input type="checkbox"/> REAL <input type="checkbox"/> Du. #2974 CBC# 3031 6/2/49		
15. SEX <input checked="" type="checkbox"/> M <input type="checkbox"/> F	16. RACE <input checked="" type="checkbox"/> W <input type="checkbox"/> N	17. APPROPRIATION	18. SUBJECT TO C. S. RETIREMENT ACT (YES--NO)	19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY)
		FROM: 2115900 TO: 041-101	Yes	19 Feb. 1951
20. LEGAL RESIDENCE		21. REMARKS: THIS ACTION IS SUBJECT TO ALL APPLICABLE LAWS, RULES, AND REGULATIONS AND MAY BE SUBJECT TO INVESTIGATION AND APPROVAL BY THE UNITED STATES CIVIL SERVICE COMMISSION. THE ACTION MAY BE CORRECTED OR CANCELLED IF NOT IN ACCORDANCE WITH ALL REQUIREMENTS.		
CLAIMED <input checked="" type="checkbox"/> PROVED <input type="checkbox"/>		STATE: Md.		
Trial period has been completed.				
ENTRANCE EFFICIENCY RATING: H. C. CLINESCALE Personnel Division 12-9-351 09				

SECRET

CONFIDENTIAL FUNDS PERSONNEL ACTION		
NAME RICHARDSON, JACQUES G.		DATE 9 January 1951
NATURE OF ACTION Resignation		EFFECTIVE DATE <i>Feb 18 1951</i>
	FROM	TO
TITLE	Intelligence Officer V	
GRADE AND SALARY	GS-9, \$4600 p/a	
OFFICE	OPC	
DIVISION	FE	
BRANCH	FE-3 Japan Section	
OFFICIAL STATION	Tokyo, Japan	
QUALIFICATIONS	APPROVAL FOR ASSISTANT DIRECTOR <i>for</i> RICHARD G. STILLWELL Chief, FE Division	EXECUTIVE
CLASSIFICATION	PERSONNEL OFFICER <i>[Signature]</i>	
POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS		YES <input type="checkbox"/> NO <input type="checkbox"/>
DATE OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____		
SECURITY CLEARED ON _____		
OVERSEAS AGREEMENT SIGNED _____		
ENTERED ON DUTY _____		
		SIGNATURE OF AUTHENTICATING OFFICER <i>[Signature]</i>
REMARKS:  S-49 FE-39 JREDICT Transfer leave <del>from</del> <i>to</i> unvouchered funds.  <i>- not due US for travel work</i>		


SECRET

CONFIDENTIAL FUNDS PERSONNEL ACTION		
NAME <b>Jacques G. Richardson</b>	DATE <b>7 September 1950</b>	
NATURE OF ACTION <b>Promotion</b>	EFFECTIVE DATE <b>1 October 1950</b>	
	FROM	TO
TITLE	Intelligence Assistant	Intelligence Assistant <i>089</i>
GRADE AND SALARY	GS-7 \$3825 p/a	GS-9 \$4600 p/a
OFFICE	OIC	OIC
DIVISION	FE	FE
BRANCH	FE 3	FE 3
OFFICIAL STATION	Japan	Japan
QUALIFICATIONS <i>1. 2. 3. 4. 5. 6. 7. 8. 9. 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.</i>	APPROVAL <i>[Signature]</i> FOR ASSISTANT SECRETARY JACQUES G. RICHARDSON, FE	EXECUTIVE
CLASSIFICATION <i>F-757</i> <i>9/15/50</i> <i>Richardson</i>	PERSONNEL OFFICER <i>[Signature]</i>	
POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS <span style="float: right;">YES <input type="checkbox"/> NO <input type="checkbox"/></span>		
DATA OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____		
SECURITY CLEARED ON _____		
OVERSEAS AGREEMENT SIGNED _____		
ENTERED ON DUTY _____		
SIGNATURE OF AUTHENTICATING OFFICER _____		
REMARKS: <i>Employee EOD with CIA 20 Nov 49 as GS-7 130</i> <i>Changed to FE-11, JSEDIOT, Position No. 49, Japan</i> <div style="text-align: right;"><i>BLD</i> <i>H</i> <i>K</i></div>		

SECRET

CONFIDENTIAL

RESTRICTED

ENTRANCE ON DUTY RECORD		DATE	
		18 July 1950	
TO:		BUILDING	ROOM
OPC		"K"	1044
FROM:		EOG DATE	
PERSONNEL OFFICER		18 July 1950	
NAME OF EMPLOYEE			
RICHARDSON, Jacques			
POSITION TITLE		GRADE	SALARY
Intelligence Assistant		GS-7	\$3825.00 per annum
PAYROLL		DUTY STATION	
unvouchered funds		Japan	
DATE SECURITY CLEARED		DATE OATH OF OFFICE ADMINISTERED	
10 June 1949		18 July 1950	
DATE PERMANENT IDENTIFICATION REQUESTED		DATE FINGERPRINTED	
18 July 1950		18 July 1950	
DATE BRIEFED BY SECURITY		DATE OF PHYSICAL EXAMINATION	
18 July 1950		Not Applicable	
DATE 24 MONTH AGREEMENT SIGNED			
18 July 1950			
EMPLOYEE'S EMERGENCY ADDRESS		Mrs. Harriette D. Richardson (Wife) 6601 Old Bladensburg Road, Silver Spring, Maryland Tele: SL 3985	
EMPLOYEE'S LOCAL ADDRESS		Same as above	
REMARKS:			
<div style="text-align: center;"></div>			
		SIGNATURE OF PERSONNEL OFFICER ROBERT S. MATTLES	

SECRET

CONFIDENTIAL FUNDS PERSONNEL ACTION		
NAME: <u>RICHARDSON, JACQUES G.</u> <del>Ballou, Jacques (P.O. #)</del>		DATE: <u>15 July 1950</u>
NATURE OF ACTION: <u>Resignation</u>		EFFECTIVE DATE: <u>COB 17 July 1950</u>
	FROM	TO
TITLE	<u>Intelligence Assistant</u>	
GRADE AND SALARY	<u>GS 7, \$3825 p/a</u>	
OFFICE	<u>GPO</u>	
DIVISION	<u>Operations</u>	
BRANCH	<u>FBD</u>	
OFFICIAL STATION	<u>Unassigned Tokyo, Japan</u>	
QUALIFICATIONS	APPROVAL FOR ASSISTANT DIRECTOR <u>RICHARD G. STILWELL</u> Acting Chief, FE	EXECUTIVE
CLASSIFICATION	PERSONNEL OFFICER <u>Robert L. Hanks</u>	
POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS <input type="checkbox"/> YES <input type="checkbox"/> NO		
A H OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____		
SECURITY CLEARED ON _____		
OVERSEAS AGREEMENT SIGNED _____		
ENTERED ON DUTY _____		
REMARKS:		SIGNATURE OF AUTHENTICATING OFFICER
<p><i>Subject to be entered on duty on unannounced funds in his true name of Jacques G. Richardson. The effective date of his true name appointment is 18 July 1950.</i></p> <p><i>FRD</i> Frederick Richards Authorized Certifying Officer</p>		

SECRET

SECRET

## CONFIDENTIAL FUNDS PERSONNEL ACTION

NAME <u>RICHARDSON, JAMES G.</u>		DATE <u>7 November 1949</u>
NATURE OF ACTION <u>Exempted Appointment</u>		EFFECTIVE DATE <u>20 November 1949</u>
	FROM	TO
TITLE		Intelligence Officer GS-7
GRADE AND SALARY		GS-7, \$2855.00
OFFICE		CPC Ops Staff
BRANCH		FID Area III
DIVISION		50-12-JBEDICT
OFFICIAL STATION		Tokyo, Japan
QUALIFICATIONS	APPROVAL	
	FOR ASSISTANT DIRECTOR	EXECUTIVE
CLASSIFICATION	PERSONNEL OFFICER	
POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
BATH OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON <u>21 November 1949</u>		
SECURITY CLEARED ON <u>10 June 1949</u>		
OVERSEAS AGREEMENT SIGNED <u>21 November 1949</u>		
ENTERED ON DUTY <u>20 November 1949</u>		
NOC-07/05/53 CSECIS - 11/10/49 NOA 11/16/49		
SIGNATURE OF AUTHENTICATING OFFICER <u>[Signature]</u>		
REMARKS: <u>Osundong acknowledged 21 November 1949. JSH</u>		
IS VERIFIED BY <u>AM</u> DATE <u>1-13-55</u> Prescribed by and the Authorized Certification Office		

SECRET

SECRET

(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				006102	
SECTION A <i>Richard J. J. J.</i> GENERAL					
1. NAME (Last) (First) (Middle)		2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD
<i>Richard J. J. J.</i>		20 Jan 24	M	GS-15	D
6. OFFICIAL POSITION TITLE		7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION	
Ops Off		DDP/EUR		Paris	
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 checked="" type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE <input type="checkbox"/> SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P. 31 May 1971			12. REPORTING PERIOD (From - to) 1 April 1970 to 31 March 1971		
SECTION B PERFORMANCE EVALUATION					
<p><b>U-Unsatisfactory</b> Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p><b>M-Marginal</b> Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.</p> <p><b>P-Proficient</b> Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p><b>S-Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O-Outstanding</b> 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 Gained full-time employment as a senior executive of a foreign scientific publication for the purpose of further developing access to Station targets and appreciably lowering the overall cost of the operations in which he is involved.					RATING LETTER O
SPECIFIC DUTY NO. 2 Uses his cover to gain access to MHHARSH personnel and spot leads on eventual access and support-type assets directed against the local MHHARSH and TPFAS targets.					RATING LETTER S
SPECIFIC DUTY NO. 3 Develops and assesses MHHARSH officials with whom he has made contact as well as access prospects to the local MHHARSH and TPFAS targets.					RATING LETTER P
SPECIFIC DUTY NO. 4 Responds to various Station requirements including investigative work.					RATING LETTER S
SPECIFIC DUTY NO. 5 Reports on the above activities.					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)

## 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.

During the period under review, Subject managed to gain full-time employment as a senior executive of an HBSPRITE government subsidized scientific publication at a time of economic slowdown when jobs were not easy to get. He did this without help from Headquarters or the Station. Such an achievement is a tribute to Subject's fluency in French, his ability to write, his general scientific know-how and his good business sense. Over half of his salary therefore is now paid by this company. In converting to full-time employment, a major adjustment, Subject's contribution to the Station operations in the MHHARSH and TPFASST fields against which he is targetted temporarily decreased somewhat. Subject continued, however, to maintain contact with three local MHHARSH officials and initiated contact with three others. He also continued to search for new leads to personalities in the priority areas assigned to him. Subject has the capability to call on local scientists or technicians of just about any nationality with the possible exception of TPFASST citizens. He has used this near-unique potential well.

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

## SECTION D

## CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

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

DATE SIGNATURE OF EMPLOYEE

9 June 1971

/s/ Thomas B. CASASIN

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION

16 months

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

DATE

OFFICIAL TITLE OF SUPERVISOR

TYPED OR PRINTED NAME AND SIGNATURE

Handling Officer

/s/ Francis S. Sherry

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

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

DATE OFFICIAL TITLE OF REVIEWING OFFICIAL TYPED OR PRINTED NAME AND SIGNATURE

24 May 1971

Dore

/s/ Hugh Montgomery

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- 2 -

FITNESS REPORT

Section C (continued)

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

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

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

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

Section D (continued)

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

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

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

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FIELD REASSIGNMENT QUESTIONNAIRE				
DO NOT COMPLETE		FOR HEADQUARTERS USE ONLY		
NAME OF EMPLOYEE (use initials only if SA)	DATE (from item 5-D)	NAME OF SUPERVISOR (true)	DATE (from item 5-2)	
<i>Richardson J.</i>	17 Oct 69	<b>Murat Natirboff</b>		
DATE RECEIVED AT HEADQUARTERS:	DISPATCH NUMBER:	DATE RECEIVED BY CAREER SERVICE:		
12 December 1969	OFPT-15240			
TO BE COMPLETED BY EMPLOYEE				
1. DATE OF BIRTH	2. SERVICE DESIGN	3. YOUR CURRENT POSITION, TITLE AND GRADE	4. STATION OR BASE	5. CRYPT FOR CURRENT COVER
20 I 1924	CS	S&T project manager, Area Ops Off, GS 15	Paris	
6A. DATE OF PCS ARRIVAL IN FIELD	6B. REQUESTED DATE OF DEPARTURE	6C. EXPECTED DATE OF FIRST CHECK-IN AT HQ	6D. DESIRED DATE TO REPORT TO DUTY AFTER LEAVE	
5 Sep 1967	Please see 11B	Summer 1970	o/a 1 October, 1970	
7. NUMBER AND AGES OF DEPENDENTS WHO WILL TRAVEL WITH YOU:				
2: (at that time) 42 and 17				
8. PERSONAL CIRCUMSTANCES THAT SHOULD BE CONSIDERED IN DETERMINING NEXT ASSIGNMENT:				
I would like very much to use my fluent French in my next assignment, as well as make use of my extensive exposure to science and technology -- both operations and and the larger world of the scientist and the engineer in today's evolving societies and economies. I would most especially hope to use my long experience in non-official cover activities and the managerial exposure accumulated thereby.				
9. LIST YOUR MAJOR DUTIES DURING CURRENT TOUR (see special note on transmittal form). (also attach personal cover questionnaire in accordance with CSI-P 240-8)				
<ul style="list-style-type: none"> <li>I planned, established and operated a long-range S&amp;T spotting-assessment activity against sensitive targets, and a shorter range similar local activity during a period marked largely by an adverse political climate.</li> <li>I planned, developed and exploited, and modified a non-official cover in order to mask our operational activity, and integrated these into the broader ranging overall activities of a major field Station.</li> <li>I managed the non-official cover activity of <b>viable professional/commercial cover</b> organizations. The tasks included many business and production aspects as well as management of the <b>firm's /unwitting/</b> personnel in the field and from the home office.</li> <li>I assisted other Stations and Bases, upon their request, in spotting-assessment activities, in local search and surveillance of targets, and in recruitment.</li> <li>As my original non-official cover became modified as a result of <b>mergers</b>, I was able to develop, alone, continuing cover to serve our needs of operational access as well as those of <b>'status' cover</b>.</li> </ul>				
10. TRAINING DESIRED: INDICATE WHAT TRAINING YOU BELIEVE YOU SHOULD HAVE DURING THE NEXT SEVERAL YEARS				
(a) the senior-most management course offered through the Organization; (b) a review course of activities within the CS and the Organization as a whole; (c) at least audit the S&T course, if that is still being offered.				
If (a) is possible through a civil school away from Headquarters, I would have no objection to the displacement involved.				

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11. PREFERENCE FOR NEXT ASSIGNMENT:	
11A. DESCRIBE BRIEFLY THE TYPE OF WORK YOU WOULD PREFER FOR NEXT ASSIGNMENT IF DIFFERENT FROM THAT INDICATED IN ITEM NO. 9 ABOVE. IF YOU HAVE MORE THAN ONE PREFERENCE, INDICATE YOUR CHOICE.	
<p>First choice: to manage a large-scale non-official cover project in a French-speaking technically advanced locale.</p> <p>Second choice: chief of station or base (cover non-official or official) in an area where I can combine my experience and linguistic ability.</p> <p>Third choice: to be assigned to Staff training, preferably training (a) senior unit or project managers, or (b) JCTs.</p> <p>Fourth choice: to be assigned to Staff personnel work -- above the Division level -- where new personnel are screened, tested and evaluated, then assigned.</p> <p>Fifth choice: to work on the Intelligence side of the house.</p>	
11B. INDICATE IF YOU DESIRE TO EXTEND YOUR CURRENT TOUR BY CHECKING IN APPROPRIATE BOX. ALSO INDICATE PREFERENCE FOR NEXT REGULAR ASSIGNMENT BY INSERTING 1, 2, & 3 (for 1st, 2nd, and 3rd choice) IN REMAINING BOXES.	
<p>COMPLETE ALL ALTERNATE CHOICES AND OPTIONS IN ALL CASES EVEN THOUGH YOU ARE REQUESTING AN EXTENSION OF YOUR TOUR.</p> <p><input type="checkbox"/> EXTEND TOUR _____ MONTHS AT CURRENT STATION TO _____ (DATE)</p> <p><input checked="" type="checkbox"/> BE ASSIGNED TO ROTATE FOR A TOUR OF DUTY: INDICATE YOUR CHOICE OF DIVISION, STATION, OR OFFICE. 1ST CHOICE <u>Staff training</u> 2ND CHOICE <u>Personnel</u> 3RD CHOICE <u>Intelligence</u></p> <p><input checked="" type="checkbox"/> BE ASSIGNED TO ANOTHER FIELD STATION: INDICATE CHOICE OF GEOGRAPHIC AREA OR SPECIALIZATION 1ST CHOICE <u>Brussels</u> 2ND CHOICE <u>Geneva</u> 3RD CHOICE <u>Ottawa</u></p> <p><input checked="" type="checkbox"/> RETURN TO MY CURRENT STATION, with different responsibilities</p>	
TO BE COMPLETED BY FIELD STATION	
12. IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE AND HIS PREFERENCE FOR NEXT ASSIGNMENT, INDICATE YOUR RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING:	
<p>Station recommends that Subject return PCS to Headquarters at the end of his current tour. We would welcome a replacement who is capable of functioning in the same general cover context, but any such individual must also be able to spot and thoroughly access agent candidates. He should also handle a number of agents in the same field. We are, in short, seeking an officer who will aggressively exploit his cover.</p> <p style="text-align: right;">---- continued ----</p>	
TO BE COMPLETED BY APPROPRIATE HEADQUARTERS OFFICE	
13. IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE, HIS PREFERENCE FOR NEXT ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF YOUR COMPONENT, INDICATE YOUR COMPONENT'S RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING.	
<p>No decision has been made concerning next assignment</p> <p>DATE <u>24 Aug 70</u> TITLE <u>C/E/PERS</u> SIGNATURE <u>Willford C Taylor</u></p>	
FOR USE BY CAREER SERVICE	
14. APPROVED ASSIGNMENT:	
15. EMPLOYEE NOTIFIED BY DISPATCH NO. _____ DATED: _____	
CABLE NO. _____ DATED: _____	
CAREER SERVICE REPRESENTATIVE: _____ DATE: _____	
(SIGNATURE)	

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S E C R E T

Field Reassignment Questionnaire (continued)

12. develop new operational leads on his own initiative, and at the same time be prepared to take over and run assets related to his own cover employment.

S E C R E T

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(When Filled In)

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FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
SECTION A <i>Richardson, Regius</i> GENERAL				006102	
1. NAME (Last) (First) (Middle)		2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD
<i>Richardson, Regius</i>		20 Jan 1924	M	GS-15	D
6. OFFICIAL POSITION TITLE		7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION	
Ops Off		DDP/EUR/F		Paris	
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR		
<input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)			<input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE		
<input type="checkbox"/> SPECIAL (Specify):			<input type="checkbox"/> SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to)		
			1 April 1969 - 31 March 1970		
SECTION B PERFORMANCE EVALUATION					
U-Unsatisfactory		Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.			
M-Marginal		Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.			
P-Proficient		Performance is satisfactory. Desired results are being produced in the manner expected.			
S-Strong		Performance is characterized by exceptional proficiency.			
O-Outstanding		Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.			
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1					RATING LETTER
Established and maintains a legitimate S&T publishing representation for the purpose of developing natural access to Station targets.					S
SPECIFIC DUTY NO. 2					RATING LETTER
Uses his cover to develop leads on eventual access or support type assets to be used by the Station against the local MINARSH target.					S
SPECIFIC DUTY NO. 3					RATING LETTER
Responds to various Station requirements including investigative work.					S
SPECIFIC DUTY NO. 4					RATING LETTER
Initiates contact with selected local MINARSH targets and undertakes to develop sufficient rapport with them to provide operational assessments.					S
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER
					S

29 JUN 1970

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. <u>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.</u> If extra space is needed to complete Section C, attach a separate sheet of paper.</p>			
<p>The comments of the rating officer are limited to the period from October 1969 to March 1970 during which he worked with Subject. The previous rating officer has added his comments to allow coverage of the total indicated period from April 1969 to March 1970. During this period Subject was integrated in a new team assigned to the local SAT and Commercial MHARSH target. Subject's recent activity has been very productive indeed. Subject used the excellent potential given to him by his cover to skillfully spot and assess access agent candidates. As Subject's operational situation in Paris precludes making recruitment, the most promising of these candidates was placed in contact with a Station officer during social events Subject organized. At the same time, Subject continued his efforts to develop personal relationship with several MHARSHers. The beginning of personal, as opposed to purely professional, relations with a major MHARSH target enabled him to obtain insight into the target's beliefs and personality which was the best the Station had to date. Subject also managed to establish contact with two other MHARSH representatives of interest. This, in one case, required almost six months to accomplish via a combination of patience, skill and determination. Subject is an experienced officer. He is cost conscious and practices good security. The Station has no other asset with the necessary scientific and editorial know-how, fluent French and local knowledge to replace Subject. In view of this and the recent progress made by Subject in response to very specific requirements and his willingness to try to establish personal and, hopefully, social relations with access prospects and MHARSH targets, the Station recently recommended that he be extended in Paris. At the same time, the Station recommended that Subject's cover be reinforced by full-time employment with Subject's current MOLADY part-time employer.</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		
	/s/ [Signature]		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
	Handling Officer Chief, SR II	/s/ Francis Sherry /s/ Murat Natirboff	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p>As previous Station correspondence and fitness reports will reflect, this officer has been the subject of varying evaluations and projections in recent years. In fairness to him, however, it is equally true that an officer under non-official cover reflects, in the level and quality of his performance, the amount and type of guidance, direction and push he receives from the responsible inside case officer. Making allowances for these variables, this officer's past record has not been impressive; however, it is also correct to note that he has improved substantially during the latter part of the period under review, and that if the Station can work out some fiscal arrangement which will reduce the heavy financial input</p>			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
19 May 1970	DCOS	/s/ Hugh Montgomery	

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Section D3 continued

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

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

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

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

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(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
SECTION A <i>Richardson, Joseph</i> GENERAL				006102	
1. NAME (Last) (First) (Middle) <i>Richardson, Joseph</i>		2. DATE OF BIRTH 20 Jan 1924	3. SEX M	4. GRADE GS-15	5. SD D
6. OFFICIAL POSITION TITLE Ops Officer		7. OFF/DIV/BR OF ASSIGNMENT DDP/EUR/France		8. CURRENT STATION Paris	
9. CHECK (X) TYPE OF APPOINTMENT		10. CHECK (X) TYPE OF REPORT			
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) <input type="checkbox"/> SPECIAL (Specify):		<input 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 October 1968 - 31 March 1969			
SECTION B PERFORMANCE EVALUATION					
<p><b>W - Weak</b> 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><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> 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 Establishes and maintains a legitimate <span style="border: 1px solid red; padding: 2px;">S&amp;T publishing</span> representation for the purpose of developing natural access to Station targets.					S
SPECIFIC DUTY NO. 2 Develops cover pretexts to meet WOLADY and third national of operational interest in the S&T community.					S
SPECIFIC DUTY NO. 3 Responds to Station ad-hoc requirements on the local internal target.					S
SPECIFIC DUTY NO. 4 Develops potential agent prospects in the S&T community to the point where they can be recommended as Station agent candidates.					P
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION					RATING LETTER
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					S



SECRET

(When Filled In)

SECTION C			NARRATIVE COMMENTS		
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.</p>					
<p>During this reporting period subject had very <sup>markedly</sup> increased the tempo of his activities and contacts. Many agent prospects have been screened and contacts were established with people of interest to several elements of the Station. Subject is particularly thorough and outstanding on specific investigations where he utilized cover in a skillful and imaginative way. He has improved in terms of people development but in this respect he is still best with people in a professionally related context rather than a contrived social context. As mentioned in the previous report subject's cover assignment does not allow him to make recruitments. Subject has a high degree of cost consciousness and does not exercise any supervisory responsibilities.</p>					
SECTION D			CERTIFICATION AND COMMENTS		
1. BY EMPLOYEE					
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT					
DATE	SIGNATURE OF EMPLOYEE				
11 June 1969	/s/ [Signature]				
2. BY SUPERVISOR					
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION		IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE			
5 June 1969	Ops Officer	/s/ Murat Natirboff			
3. BY REVIEWING OFFICIAL					
COMMENTS OF REVIEWING OFFICIAL					
<p>I do not concur in this rating. I would have given the employee STRONG in the performance of his cover responsibilities, that is to say in the manner in which he has created and expanded his cover. I would have restricted myself to PROFICIENT, however, in assessing his exploitation of that cover for operational purposes. For a fuller treatment of this staff agent's performance, suggest that reference be made to the RCC Status Report, submitted 26 May 1969, via OFPA-80925.</p>					
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE			
23 JUNE 1969	Chief of Station	/s/ David K.E. Murphy			

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(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
SECTION A <i>Richardson, Sigurd</i> GENERAL				006102	
1. NAME <i>Richardson, Sigurd</i> (Print) (M' Initial)		2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD
<i>[REDACTED]</i>		20 Jan 1924	M	GS-15	D'
6. OFFICIAL POSITION TITLE		7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION	
Ops Officer		DDP/EUR/France		Paris	
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"/> ANNUAL <input type="checkbox"/> SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P.		12. REPORTING PERIOD (From - to)			
		1 April 1967 - 31 March 1968			
SECTION B PERFORMANCE EVALUATION					
<p>W - <u>Weak</u> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - <u>Adequate</u> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - <u>Proficient</u> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - <u>Strong</u> Performance is characterized by exceptional proficiency.</p> <p>O - <u>Outstanding</u> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1					RATING LETTER
Establishes and maintains a legitimate <u>S&amp;T publishing</u> representation for the purpose of developing natural access to Station targets.					S
SPECIFIC DUTY NO. 2					RATING LETTER
Develops cover pretenses to meet WOLADY and third national of operational interest in the S&T community.					S
SPECIFIC DUTY NO. 3					RATING LETTER
Responds to Station ad-hoc requirements on the local internal target.					S
SPECIFIC DUTY NO. 4					RATING LETTER
Develops potential agent prospects in the S&T community to the point where they can be recommended as Station agent candidates.					P
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION					RATING LETTER
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					S

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.

Since the last reporting period <sup>15. 34 in 68</sup> subject's efforts were directed by the Station toward the spotting, developing and assessing WCLADY S&T agent candidates in terms of recruitment and inclusion in the Station's S&T spotting network.

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

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

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

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

## SECTION D

## CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE	SIGNATURE OF EMPLOYEE	
24 Oct. 1968	/s/ [REDACTED]	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
28 Oct. 1968	Ops Officer	/s/ Murat Natirboff
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
See attached.		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
	Chief of Station	/s/ David E. Murphy

SECRET

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

Section D

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

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

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

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

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

SECRET

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

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

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

/s/ David E. Murphy

SECRET




**SECRET**  
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
SECTION A <i>Richardson, Eugene</i> GENERAL				006102 ✓	
1. NAME (Last)		2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD
<del>XXXXXXXXXX</del>		20 Jan 24	M	GS-15	D
6. OFFICIAL POSITION TITLE			7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION
Ops Officer			DDP/EUR/France		Paris
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 checked="" type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)			<input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE		
SPECIAL (Specify):			SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to)		
			1 April 1966 - 31 March 1967		
SECTION B PERFORMANCE EVALUATION					
<p><b>W - Weak</b> 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><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> 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
Establishes and maintains a legitimate <b>S&amp;T publishing</b> representation for the purpose of developing natural access to Soviet S&T personnel.					S
SPECIFIC DUTY NO. 2					RATING LETTER
Develops cover pretexts to meet, assess, and recommend as agent candidates WOLADY and Third Nationals in the HBFARIY S&T community.					S
SPECIFIC DUTY NO. 3					RATING LETTER
Contacts and develops local Soviet Bloc personnel.					S
SPECIFIC DUTY NO. 4					RATING LETTER
Develops cover pretexts to attend selected scientific conferences.					S
SPECIFIC DUTY NO. 5					RATING LETTER
Responds to local Station adhoc operational requirements.					S
SPECIFIC DUTY NO. 6					RATING LETTER
					S
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER
					S

SECRET

(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.</p>			
<p>Subject continues to maintain a secure effective cover mechanism. In this reporting period the whole thrust and objectives of this cover facility have been changed from pursuit of targets designated by Headquarters at international conferences to pursuit of the local Soviet presence. This has caused a major readjustment and Subject is now beginning to produce the type of leads that help the Station achieve its local operational objectives.</p> <p>Subject continues to show a well organized methodical approach to his cover and operational tasks.</p> <p>Subject is cost conscience.</p> <p>HQRS.NOTE: Subject has no supervisory responsibilities.</p> <p style="text-align: right;">             Seth T. Crawford            Chief, E/F         </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. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
	Employee is on h/1. Report will be shown to him upon his return.		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
9 August 1967	Ops Officer	/s/Murat Natirboff	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p>I rarely see the written product of this employee's efforts and know little of his work except as I am informed of it by his supervisor in the Station. I have the impression, however, that the employee is responding to his supervisor's guidance and is not by any means simply drifting along paths indicated by his cover work, which can be a temptation when an employee has, as is true in this case, rather limited contact with his colleagues who work under official cover on the same target. I thus concur in the evaluation on the basis of limited knowledge.</p>			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
9 August 1967	Ops Officer	/s/Robert E. Owen	

SECRET

SECRET

(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
SECTION A				GENERAL	
1. NAME (Last) (First) (Middle)		2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD
[REDACTED]		20 Jan. 1924	M	GS-15	D
6. OFFICIAL POSITION TITLE Ons Officer		7. OFF/DIV/BR OF ASSIGNMENT DDP/WE/French		8. CURRENT STATION Paris	
9. CHECK (X) TYPE OF APPOINTMENT		10. CHECK (X) TYPE OF REPORT			
<input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY		<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR			
<input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)		<input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE			
SPECIAL (Specify):		SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P.		12. REPORTING PERIOD (From - to) 3 June 1965 - 31 March 1966			
SECTION B PERFORMANCE EVALUATION					
<p>W - <u>Weak</u> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from probation, to reassignment or to separation. Describe action.</p> <p>A - <u>Adequate</u> Performance meets all requirements. It is entirely satisfactory or excellence.</p> <p>P - <u>Proficient</u> Performance is more than satisfactory. Desired results are obtained.</p> <p>S - <u>Strong</u> Performance is characterized by exceptional proficiency.</p> <p>O - <u>Outstanding</u> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
List up to six of the most important specific manner in which employee performs EACH specific duty. Consider ONLY performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised). Insert rating letter which best describes the					
SPECIFIC DUTY NO. 1 Establishes and maintains a legitimate S&T publishing representation for the purpose of developing natural access to Soviet S&T personnel					RATING LETTER O
SPECIFIC DUTY NO. 2 Develops cover pretexts to attend selected scientific conferences where targeted Soviet S&T personnel are expected					RATING LETTER S
SPECIFIC DUTY NO. 3 Contacts, develops and assesses Soviet S&T personalities at international conferences.					RATING LETTER S
SPECIFIC DUTY NO. 4 Participates as an inside spotter, manager, and key team member in recruitment operations against Soviet S&T personnel					RATING LETTER S
SPECIFIC DUTY NO. 5 Spots, develops and assesses Soviet, third national and PRPRIME agent candidates in HBFARRY					RATING LETTER S
SPECIFIC DUTY NO. 6					RATING LETTER S
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER S



## SECRET

(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.</p> <p>Subject has done an outstanding job in creating a <i>Sub-49</i> mechanism which enables direct access to an important target group. This job was performed <i>8-27-66</i> fully, securely, intelligently and imaginatively. Subject is an experienced, highly capable senior professional officer in every sense of the term. He is a thoroughly organized self-disciplined person who can operate effectively outside a normal station complex. He has the supple mind required to learn highly technical cover tasks and perform these in a skilled manner. He organizes the performance of these cover duties in such a manner as to extract the most operational mileage. Subject has spotted, assessed, developed, and in special cases recruited. He is extremely articulate, and an excellent writer. Despite his deep cover status, he submits timely finished operational and information reports. His management, administration, and record keeping of both his cover and operational duties is excellent.</p> <p>Although Subject has had long experience in supervisory capacities, his present singleton cover status does not require supervisory duties.</p>			
SECTION D		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE		
4 May 1966	/s/ [Signature]		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
DATE	OFFICIAL TITLE OF SUPERVISOR		
4 May 1966	Ops Officer	/s/ Murat Natirboff	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p>DATE</p> <p>4 May 1966</p> <p>OFFICIAL TITLE OF REVIEWING OFFICIAL</p> <p>Ops Officer</p> <p>TYPED OR PRINTED NAME AND SIGNATURE</p> <p>/s/ Robert E. Owen</p>			

SECRET

**SECRET**  
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
SECTION A <i>Richardson, Eugene</i> GENERAL				006102	
1. NAME (Last) (First) (Middle) <i>Richardson, Eugene</i>		2. DATE OF BIRTH 20 Jan. 1924	3. SEX M	4. GRADE 15	5. SO D
6. OFFICIAL POSITION TITLE Ops Officer		7. OFF/DIV/BR OF ASSIGNMENT DDP/WE/French		8. CURRENT STATION Paris	
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 checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P.		12. REPORTING PERIOD (From - to) 1 April 1964 - 2 June 1965			
SECTION B PERFORMANCE EVALUATION					
<p><b>W - Weak</b> 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><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> 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 Contact, cultivation and assessment of, and collection of biographic and operational intelligence on Soviet scientific and technical targets, and on other Soviets and other nationalities to whom he has access through his cover.					O
SPECIFIC DUTY NO. 2 Spotting and assessment of potential operational assets to be used against the targets specified under Specific Duty No. 1.					S
SPECIFIC DUTY NO. 3 Execution of operational assignments as directed by Hqs and field stations concerned, whether of a KUTUBE, KUWOLF or KUDESK nature.					O
SPECIFIC DUTY NO. 4 Preparation or acquisition of cover firm written material as operational information to increase his access and flexibility in furtherance of Specific Duties Nos. 1 through 3.					O
SPECIFIC DUTY NO. 5 Planning, directing and managing overseas bureau of cover firm, with emphasis on exploitation of the cover to meet operational requirements.					O
SPECIFIC DUTY NO. 6					O
OVERALL PERFORMANCE IN CURRENT POSITION					RATING LETTER
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					O *
30 JUN 1965					

SECRET

(When Filled In)

OFFICE OF PERSONNEL

## SECTION C

## NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain rating given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties described, if applicable. During the reporting period this employee as a staff agent has continued the solidification of his cover and the expansion of his operational activity within his cover to a point where he represents as deeply buried a staff officer who can be found in anyone with his past organizational background. From the point of view of the host country authorities he appears to be completely legitimate. From the more important point of view of his targets, he also apparently has been accepted, and not through a lack of opportunity for scrutiny, for what he claims to be. He thus represents for KUBARK an asset who has not only solid status and access cover, but also the demonstrated capability for exploiting his cover for specific and aggressive operational undertakings. As has been stated in past fitness reports, his present capability directly and openly to approach operational targets through the vehicle of his cover is the result of his own efforts, in which he has devoted a tremendous amount of work not only to establish and enhance the foundations of the cover, which requires a considerable amount of work for the cover company, but to devise and exploit ways and means by which the cover activity may be applied directly to operational tasks and programs. In addition to operational activity in his country of assignment, he has also been used in Hqs-directed activity in other countries, usually involving direct contact with target individuals, and in addition he has contributed greatly to the acquisition of operational information for the use of Hqs components in their overall approach to Soviet scientific and technical targets.

It would be difficult to fault this employee with respect to energy, professional skills, and mental capacity. He is a keen student of his operational environment and very skillful in analyzing the possibilities it offers for application toward operational objectives. He shows considerable resourcefulness in devising logical and credible (continued)

## 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	
1 June 1965	/s/ [Signature]	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
1 June 1965	Ops Officer	/s/ James M. Flint
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
<p>Since the Reviewing Officer in the field has not indicated his views on this Fitness Report, I would like to make a comment of my own. Without wishing to detract from anything the Supervisor has said about Subject's performance, I feel obliged to note that the ratings given him in this report are higher than those given, for example, to any Branch Chief in this Division, and, as such, are inconsistent with the grading pattern of the Division as a whole.</p>		
<p style="text-align: right;">Reviewing Officer</p> <p>2 June 1965 Chief, External Operations Section /s/ Robert E. Owen</p>		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
24 June 65	DC/WE	Edward Ryan

SECRET

SECTION C continued

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

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

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

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

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

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

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

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

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

SECRET

SECRET

(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
SECTION A <i>Richardson, Reginald</i> GENERAL				006102	
1. NAME (Last) (First) (Middle)		2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD
<i>Richardson, Reginald</i>		20 Jan 1924	M	GS-15	D
6. OFFICIAL POSITION TITLE		7. OFF. DIV. OR OF ASSIGNMENT		8. CURRENT STATION	
Ops. Officer		DEP/NE/France		Paris	
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.		12. REPORTING PERIOD (From - to)			
31 May 1964		1 April 1962 - 31 March 1964			
SECTION B PERFORMANCE EVALUATION					
<p>W - <u>Weak</u> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - <u>Adequate</u> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - <u>Proficient</u> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - <u>Strong</u> Performance is characterized by exceptional proficiency.</p> <p>O - <u>Outstanding</u> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1					RATING LETTER
Finding, cultivating unwittingly and assessing new target personalities among Soviet scientists, engineers and other technical specialists.					S
SPECIFIC DUTY NO. 2					RATING LETTER
Continuing the assessment and unwitting development of established targets in the same category.					S
SPECIFIC DUTY NO. 3					RATING LETTER
Development of similar leads on target personalities from other denied areas; making recruitments outside base country.					S
SPECIFIC DUTY NO. 4					RATING LETTER
Development and assessment of technical personalities of interest to Station's internal (domestic) programs.					S
SPECIFIC DUTY NO. 5					RATING LETTER
Managing and directing cover company's foreign bureau and its assets to strengthen own cover and diversify access for KUTJUE, KUWOLF and KUDESK purposes.					O
SPECIFIC DUTY NO. 6					RATING LETTER
Researching, writing and editing own and others' material published by cover company to strengthen cover and diversify access for KUDOVE operational purposes.					O
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.					S
26 JUN 1964					

SECRET

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

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

*JUN 25 11 28 AM '64*  
This employee combines the relatively rare combination of a senior and broadly experienced intelligence officer under working cover providing both long-term status in his country of residence (and in Europe in general) and access for a variety of operational functions, including spotting, assessing, contact with Soviet bloc nationals of specific interest, investigative measures, assessment in depth of ostensibly cover-company hired persons, and attendance at a broad range of national and international specialized meetings. Development of the capability operationally to exploit his cover has been the achievement of the employee himself. In so doing he has at the same time achieved genuine acceptance by his cover company associates (most of whom are unwitting) and his colleagues in his cover profession and related professions.

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

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

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

SECTION D CERTIFICATION AND COMMENTS specific Soviet targets on a

1. BY EMPLOYEE Europe-wide basis.

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

DATE	SIGNATURE OF EMPLOYEE
25 May 1964	/s/ [REDACTED]

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
25 May 1964	Ops. Officer	/s/ James Flint

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
25 May 1964	Cps. Officer	/s/ Robert E. Owen

SECRET

**SECRET**  
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
<i>Richard J. [unclear]</i> <b>SECTION A</b>				<b>037367</b> <i>011112</i>	
<b>1. NAME</b> (Last) (First) (Middle) <b>GENERAL</b>				<b>2. DATE OF BIRTH</b> <b>3. SEX</b> <b>4. GRADE</b> <b>5. SO</b> <b>20 Jan 1924</b> <b>M</b> <b>GS-15</b> <b>D</b>	
<b>6. OFFICIAL POSITION TITLE</b> <b>Ops Officer</b>				<b>7. OFF/DIV/BR OF ASSIGNMENT</b> <b>8. CURRENT STATION</b> <b>DDP/BR</b> <b>Paris</b>	
<b>9. CHECK (X) TYPE OF APPOINTMENT</b> <input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input checked="" type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) <b>SPECIAL (Specify):</b>				<b>10. CHECK (X) TYPE OF REPORT</b> <input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE <b>SPECIAL (Specify):</b>	
<b>11. DATE REPORT DUE IN O.P.</b> <b>31 May 1963</b>				<b>12. REPORTING PERIOD (From - to)</b> <b>10 September 1962 - 31 March 1963</b>	
<b>SECTION B</b> <b>PERFORMANCE EVALUATION</b>					
<b>W - Weak</b> 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. <b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence. <b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner. <b>S - Strong</b> Performance is characterized by exceptional proficiency. <b>O - Outstanding</b> 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.					
<b>SPECIFIC DUTIES</b>					
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).					
<b>SPECIFIC DUTY NO. 1</b> Establishment and maintenance of cover as a genuine working member of his profession.					<b>RATING LETTER</b> <b>O</b>
<b>SPECIFIC DUTY NO. 2</b> Spotting and assessing persons of operational interest to Paris Station and to other stations.					<b>RATING LETTER</b> <b>S</b>
<b>SPECIFIC DUTY NO. 3</b> Investigating of organizations and phenomena of operational interest to the Station.					<b>RATING LETTER</b> <b>S</b>
<b>SPECIFIC DUTY NO. 4</b> Collection of positive and operational information using his cover for entree.					<b>RATING LETTER</b> <b>S</b>
<b>SPECIFIC DUTY NO. 5</b>					<b>RATING LETTER</b>
<b>SPECIFIC DUTY NO. 6</b>					<b>RATING LETTER</b>
<div align="center"> <b>POSTED ON</b>  <b>16 July 63</b> </div>					
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>					<b>RATING LETTER</b> <b>S</b>
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.					
<b>15 JUL 1963</b>					

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.

See attached sheet.

## 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	
15 May 1963	<i>[Signature]</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
6½ months		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
15 May 1963	Ops Officer	/s/ James Flint
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
See attached sheet.		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
20 May 1963	OPS Officer	/s/ Edward Ryan

SECRET



SECRET

*Richard J. Jacques*

NAHRATIVE COMMENTS

SECTION C

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

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

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

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

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

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

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

SECRET

SECRET

JUN  
1962  
*M*

6107

6 August 1962

~~\_\_\_\_\_~~  
Memorandum in Lieu of Fitness Report *Reliacheck, Inquest*

Subject: ~~\_\_\_\_\_~~

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

*Quentin C. Johnson*  
QUENTIN C. JOHNSON  
Chief of Operations and Plans  
SR Division

CONCUR: *Howard J. Osborn*

HOWARD J. OSBORN  
Chief, SR Division

JEG  
1961SECRET  
(When Filled In)Recorded by  
CSED

FITNESS REPORT				EMPLOYEE SERIAL NUMBER									
SECTION A				GENERAL									
1. NAME <i>Richardson, Jacques</i>		2. DATE OF BIRTH 20 January 1924		3. SEX M	4. GRADE GS-14								
5. SERVICE DESIGNATION D		6. OFFICIAL POSITION TITLE Branch Chief		7. OFF/DIV/BR OF ASSIGNMENT OC/SR/6									
8. CAREER STAFF STATUS			9. TYPE OF REPORT										
<input type="checkbox"/> NOT ELIGIBLE <input 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 checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT/EMPLOYEE										
10. DATE REPORT DUE IN O.P.		11. REPORTING PERIOD From July 1960 to October 61											
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 Supervises large functional branch of thirty-seven staff and fifteen contract personnel.				RATING NO. 5		SPECIFIC DUTY NO. 4 Conducts liaison with various components of the Agency and with other agencies.				RATING NO. 6			
SPECIFIC DUTY NO. 2 Plans and programs for operations support, including initiation of new support activities.				RATING NO. 5		SPECIFIC DUTY NO. 3 Prepares and presents briefings.				RATING NO. 6			
SPECIFIC DUTY NO. 3 Supervises preparation of, and sometimes personally prepares, special studies both on own initiative and on request.				RATING NO. 5		SPECIFIC DUTY NO. 5 Supervises maintenance of SR Division records on Soviet defectors, supports exploitation of defectors and participates in their				RATING NO. 5			
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION						reassignment.							
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.													
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.											RATING NO. 5		
SECTION D DESCRIPTION OF THE EMPLOYEE													
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee													
1 - Least possible degree		2 - Limited degree		3 - Normal degree		4 - Above average degree		5 - Outstanding degree					
CHARACTERISTICS						NOT APPLICABLE	NOT OBSERVED	RATING					
								1	2	3	4	5	
GETS THINGS DONE												X	
RESOURCEFUL												X	
ACCEPTS RESPONSIBILITIES											X		
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES											X		
DOES HIS JOB WITHOUT STRONG SUPPORT											X		
FACILITATES SMOOTH OPERATION OF HIS OFFICE											X		
WRITES EFFECTIVELY												X	
SECURITY CONSCIOUS											X		
THINKS CLEARLY											X		
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS											X		
OTHER (Specify):													
SEE SECTION "E" ON REVERSE SIDE													

**SECRET**  
(When Filled In)

OFFICE OF PERSONNEL  
1561  
30 AM '61  
MAIL ROOM

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

Mr. [REDACTED] as a good knowledge of Soviet matters and generally is very well informed. He continually demonstrates much initiative and a high degree of productivity. He is stimulating to his associates, businesslike and delegates work easily. He appears very self-confident and he is dynamic.

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

**SECTION F CERTIFICATION AND COMMENTS**

1. BY EMPLOYEE		
I certify that I have seen Sections A, B, C, D and E of this Report.		
DATE 9 November 1961	SIGNATURE OF EMPLOYEE [REDACTED] b1	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION Twelve	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.		
EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS	REPORT MADE WITHIN LAST 90 DAYS	
OTHER (Specify):		
DATE 9 November 1961	OFFICIAL TITLE OF SUPERVISOR SR/Chief of Plans and Operations	TYPED OR PRINTED NAME AND SIGNATURE QUENTIN C. SOINICH [Signature]
3. BY REVIEWING OFFICIAL		
<input checked="" type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.		
<input type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.		
<input type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.		
<input type="checkbox"/> I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.		
COMMENTS OF REVIEWING OFFICIAL		
DATE 21 NOV 1961	OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, SR Division	TYPED OR PRINTED NAME AND SIGNATURE JOHN M. MAURY [Signature]

**SECRET**

**SECRET**  
(When Filled In)

FITNESS REPORT					EMPLOYEE SERIAL NUMBER	
<b>SECTION A GENERAL</b>						
1. NAME (Last) (First) (Middle) <b>RICHARDSON Jacques</b>			2. DATE OF BIRTH <b>20 Jan 1924</b>		3. SEX <b>M</b>	4. GRADE <b>GS-14</b>
5. SERVICE DESIGNATION 6. OFFICIAL POSITION TITLE <b>DI</b>				7. OFF/DIV/BR OF ASSIGNMENT <b>FE/Tokyo Sta/SR</b>		
8. CAREER STAFF STATUS				9. TYPE OF REPORT		
<input type="checkbox"/> NOT-ELIGIBLE		<input type="checkbox"/> MEMBER		<input type="checkbox"/> DEFERRED		<input type="checkbox"/> INITIAL
<input type="checkbox"/> PENDING		<input type="checkbox"/> DECLINED		<input type="checkbox"/> DENIED		<input checked="" type="checkbox"/> ANNUAL
				<input checked="" type="checkbox"/> REASSIGNMENT/SUPERVISOR		
				<input checked="" type="checkbox"/> REASSIGNMENT/EMPLOYEE		
10. DATE REPORT DUE IN O.P.				11. REPORTING PERIOD		
				From <b>1 Apr 59</b> To <b>24 June 60</b>		
<b>SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES</b>						
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 <b>Chief, Soviet Branch, responsible for activities of 24 staff and 6 contract employees</b>			RATING NO. <b>6</b>	SPECIFIC DUTY NO. 4 <b>Case officer</b>		RATING NO. <b>5/6</b>
SPECIFIC DUTY NO. 2 <b>Responsible for station SR planning, budgeting, and operating activities</b>			RATING NO. <b>6</b>	SPECIFIC DUTY NO. 5		RATING NO.
SPECIFIC DUTY NO. 3 <b>Representing the station at varied levels in all SR matters</b>			RATING NO. <b>6</b>	SPECIFIC DUTY NO. 6		RATING NO.
<b>SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION</b>						
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. <b>5</b>
<b>SECTION D DESCRIPTION OF THE EMPLOYEE</b>						
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee						
1 - Least possible degree		2 - Limited degree		3 - Normal degree		4 - Above average degree
						5 - Outstanding degree
CHARACTERISTICS				NOT APPL- CABLE	NOT OB- SERVED	RATING
						1 2 3 4 5
GETS THINGS DONE						X
RESOURCEFUL						X
ACCEPTS RESPONSIBILITIES						X
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES						X
DOES HIS JOB WITHOUT STRONG SUPPORT						X
FACILITATES SMOOTH OPERATION OF HIS OFFICE						X
WRITES EFFECTIVELY						X
SECURITY CONSCIOUS						X
THINKS CLEARLY						X
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS						
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.

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

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

<b>SECTION F CERTIFICATION AND COMMENTS</b>		
<b>1. BY EMPLOYEE</b>		
I certify that I have seen Sections A, B, C, D and E of this Report.		
DATE 23 June 1960	SIGNATURE OF EMPLOYEE Jacque Richardson/s/ on transmittal	
<b>2. BY SUPERVISOR</b>		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.		
EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS		REPORT MADE WITHIN LAST 90 DAYS
OTHER (Specify):		
DATE 23 June 1960	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE signed on Adam Brindle(P) transmittal
<b>3. BY REVIEWING OFFICIAL</b>		
<input checked="" type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.		
<input type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.		
<input type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.		
<input type="checkbox"/> I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.		
COMMENTS OF REVIEWING OFFICIAL		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL COS, Tokyo	TYPED OR PRINTED NAME AND SIGNATURE John Baker/s/ on transmittal

SECRET

**SECRET**  
(When Filled In)

FITNESS REPORT						EMPLOYEE SERIAL NUMBER	
<b>SECTION A GENERAL</b>							
1. NAME (Last) (First) (Middle) <b>RICHARDSON, Jacques</b>				2. DATE OF BIRTH <b>20 January 1921</b>		3. SEX <b>M</b>	4. GRADE <b>SS-11</b>
5. SERVICE DESIGNATION		6. OFFICIAL POSITION TITLE		7. OFF/DIV/BR OF ASSIGNMENT <b>SR, Tokyo, Japan</b>			
8. CAREER STAFF STATUS				9. TYPE OF REPORT			
<input type="checkbox"/> NOT ELIGIBLE <input checked="" type="checkbox"/> MEMBER <input type="checkbox"/> PENDING		<input type="checkbox"/> DEFERRED <input type="checkbox"/> DECLINED <input type="checkbox"/> DENIED		<input type="checkbox"/> INITIAL <input checked="" type="checkbox"/> ANNUAL		<input type="checkbox"/> REASSIGNMENT/SUPERVISOR <input type="checkbox"/> REASSIGNMENT/EMPLOYEE	
10. DATE REPORT DUE IN O.P. <b>31 May 1959</b>		11. REPORTING PERIOD From <b>10 Apr 58</b> to <b>31 Mar 59</b>		12. SPECIAL (Specify)			
<b>SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES</b>							
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 Supervises and directs operational branch of some 17 persons		RATING NO. <b>5</b>		SPECIFIC DUTY NO. 4 Case officer		RATING NO. <b>6</b>	
SPECIFIC DUTY NO. 2 Conducts operational liaison with local intelligence and security services.		RATING NO. <b>6</b>		SPECIFIC DUTY NO. 3		RATING NO.	
SPECIFIC DUTY NO. 3 Conducts liaison with U.S. military and civilian intelligence services		RATING NO. <b>6</b>		SPECIFIC DUTY NO. 6		RATING NO.	
<b>SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION</b>							
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; width: 30px; height: 30px; margin: 0 auto; line-height: 30px;">5</div>	
<b>SECTION D DESCRIPTION OF THE EMPLOYEE</b>							
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							
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 SECTION B, C, and D to provide the best basis for determining future personnel actions.

Subject continues as one of the most capable, professional and hard working of the branch chiefs in the Station. Working against a tough denied area problem, he demonstrates imagination, drive, excellent area background and knowledge, and a high degree of productivity. He definitely has the potential for an even more responsible position.

422 JUN 22 11:19 AM '59

MAIL ROOM

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 27 April 1959	SIGNATURE OF EMPLOYEE signed on transmittal	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 22	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.		
EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS		REPORT MADE WITHIN LAST 90 DAYS
DATE 27 April 1959	OFFICIAL TITLE OF SUPERVISOR DC Tokyo Station	TYPED OR PRINTED NAME AND SIGNATURE William Nelson signed on transmittal
3. BY REVIEWING OFFICIAL		
<input checked="" type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION. <input type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION. <input type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION. <input type="checkbox"/> I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.		
COMMENTS OF REVIEWING OFFICIAL		
DATE 27 April 1959	OFFICIAL TITLE OF REVIEWING OFFICIAL C/Tokyo Station	TYPED OR PRINTED NAME AND SIGNATURE John E. Baker signed on transmittal

SECRET



SECRET

(When Filled In)

SK 8

## FITNESS REPORT (Part I) PERFORMANCE

## INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 20-370. It is recommended that you read the entire form before completing any question. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item 8. of Section "A" below.

## GENERAL

SECTION A.		2. DATE OF BIRTH		3. SEX	4. SERVICE DESIGNATION
1. NAME (Last) (First) (Middle)		20 Jan 1924	M	DI	
RICHARDSON JACQUES					
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT		6. OFFICIAL POSITION TITLE			
FE, TOKYO, JAPAN		Area Cus Officer			
7. GRADE	8. DATE REPORT DUE IN OF	9. PERIOD COVERED BY THIS REPORT (Inclusive dates)			
GS-14		1 October 1957 - 9 April 1958			
10. TYPE OF REPORT (Check one)	INITIAL	REASSIGNMENT-SUPERVISOR	SPECIAL (Specify)		
	ANNUAL	REASSIGNMENT-EMPLOYEE	X Promotion		

## CERTIFICATION

1. FOR THE RATER: THIS REPORT ☒ HAS ☐ HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT:

A. CHECK (X) APPROPRIATE STATEMENTS:

<input checked="" type="checkbox"/> THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.	IF INDIVIDUAL IS RATED "E" IN C1 OR D, A WARNING LETTER HAS SENT TO HIM A COPY ATTACHED TO THIS REPORT.
<input type="checkbox"/> THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS.	
<input type="checkbox"/> I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.	
I CANNOT CERTIFY THAT THE RATED INDIVIDUAL UNDER WHO I EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify):	

B. THIS DATE	C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR	D. SUPERVISOR'S OFFICIAL TITLE
27 May 1958	William E. Nelson	

2. FOR THE REVIEWING OFFICIAL: RECORD ANY SUBSTANTIAL DIFFERENCE OF OPINION WITH THE SUPERVISOR, OR ANY OTHER INFORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.

BY	DATE
Posted Pos. Control	12 JUL 1958
Reviewed by RCD	7/24/58

THIS REPORT HAS BEEN FORWARDED UNDER CRITERIA  
FOR THE REVIEWING OFFICIAL AND IN CONFORMANCE  
WITH THE INSTRUCTIONS OF THE PERSONNEL  
MANAGEMENT MANUAL, CHAPTER 2, SECTION 1, PARAGRAPH 1.  
IT IS THE POLICY OF THE ARMY TO MAINTAIN THE  
HIGHEST STANDARDS OF PERFORMANCE.

☐ CONTINUED ON ATTACHED SHEET

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.

A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL	C. OFFICIAL TITLE OF REVIEWING OFFICIAL
27 May 1958	John E. Baker	

## SECTION C. JOB PERFORMANCE EVALUATION

1. RATING ON GENERAL PERFORMANCE OF DUTIES:

DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

- |                                   |   |
|-----------------------------------|---|
| 5/6<br>INSERT<br>RATING<br>NUMBER | 1. DOES NOT PERFORM DUTIES ADEQUATELY. HE IS INCOMPETENT.   |
|                                   | 2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES. |
|                                   | 3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY. OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.  |
|                                   | 4. PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.  |
|                                   | 5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.   |
|                                   | 6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.              |

COMMENTS:

**SECRET**  
(When Filled In)

2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES			
<b>DIRECTIONS:</b> a. State in the spaces below up to six of the more important SPECIFIC duties performed during this rating period. Place the most important first. Do not include minor or unimportant duties. b. Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty. c. For supervisors, ability to supervise will always be rated as a specific duty (do not rate as supervisors those who supervise a secretary only). d. Compare in your mind, when possible, the individual being rated with the same duty at a similar level of responsibility. e. Two individuals with the same job title may be performing different duties. If so, rate them on different duties. f. Be specific. Examples of the kind of duties that might be rated are: <div style="display: flex; justify-content: space-between; font-size: small;"> <div>           ORAL BRIEFING            GIVING LECTURES            CONDUCTING SEMINARS            WRITING TECHNICAL REPORTS            CONDUCTING EXTERNAL LIAISON            TYPING            TAKING DICTATION            SUPERVISING         </div> <div>           HAS AND USES AREA KNOWLEDGE            DEVELOPS NEW PROGRAMS            ANALYZES INDUSTRIAL REPORTS            MANAGES FILES            OPERATES RADIO            COORDINATES WITH OTHER OFFICES            WRITES REGULATIONS            PREPARES CORRESPONDENCE         </div> <div>           MAIL ROOM INTERROGATIONS            PREPARES SUMMARIES            TRANSLATES GERMAN            DEBRIEFING SOURCES            KEEPS BOOKS            DRIVES TRUCK            MAINTAINS AIR CONDITIONING            EVALUATES SIGNIFICANCE OF DATA         </div> </div>			

**SECRET**

# SECRET

(When Filled In)

## FITNESS REPORT (Part II) POTENTIAL

### INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL RATING on the employee, however, it MUST be completed and forwarded to the IS no later than 30 days after the due date indicated in item 8 of Section "E" below.

### SECTION E.

#### GENERAL

1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. SERVICE DESIGNATION
RICHARDSON JACQUES	20 Jan 1924	M	DT
5. OFFICE/DIVISION BRANCH OF ASSIGNMENT	6. OFFICIAL POSITION TITLE		
FE, TONY, JAPAN	Area Ops Officer		
7. GRADE	8. DATE REPORT DUE IN OP.	9. PERIOD COVERED BY THIS REPORT (inclusive dates)	
GS-11		1 October 1957 - 2 April 1958	
10. TYPE OF REPORT (Check one)	INITIAL	REASSIGNMENT-SUPERVISOR	SPECIAL (Specify)
	ANNUAL	REASSIGNMENT-EMPLOYEE	Promotion

### SECTION F.

#### CERTIFICATION

1. FOR THE DATED: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGEMENT OF THE INDIVIDUAL BEING RATED		
4. THIS DATE	5. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR	6. SUPERVISOR'S OFFICIAL TITLE
27 May 1958	William E. Nelson	
7. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.		
8. THIS DATE	9. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL	10. OFFICIAL TITLE OF REVIEWING OFFICIAL
27 May 1958	John E. Baker	

### SECTION G.

#### ESTIMATE OF POTENTIAL

1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES

DIRECTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.

1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES
4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES
5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING
6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL
7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES

RATING NUMBER: 5

#### 2. SUPERVISORY POTENTIAL

DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? ☒ Yes ☐ No If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.

DESCRIPTIVE RATING NUMBER	0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION	1 - BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION	2 - BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION	3 - BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION
ACTUAL	POTENTIAL	DESCRIPTIVE SITUATION		
3		A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) WHERE CONTACT WITH IMMEDIATE SUBORDINATES IS FREQUENT (First line supervisor)		
3		A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors)		
	3	A GROUP WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level)		
	2	WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT		
3		WHEN IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION		
3		WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX		
		Other (Specify)		

## SECRET

(When Filled In)

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION		10 months	
4. COMMENTS CONCERNING POTENTIAL			
<p>His potential for advancement is excellent. He has the right blend of operational know-how and supervisory talent to undertake positions of wider scope than he now holds. Although his advancement has been rapid for his age, his security, poise, and common sense almost completely eliminate age as a factor in his potential for a more senior job.</p> <p style="text-align: right;">WALL Egan</p>			
SECTION II. FUTURE PLANS			
1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL			
<p>Subject deserves at sometime within the next year or two the opportunity to broaden his experience either by command of a small station or advancement to a more responsible job in a large one.</p>			
2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS			
None			
SECTION I. DESCRIPTION OF INDIVIDUAL			
<p><b>DIRECTIONS:</b> This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.</p> <p>X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL</p> <p>1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE</p> <p>2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE</p> <p>3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE</p> <p>4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE</p> <p>5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE</p>			
CATEGORY	STATEMENT	CATEGORY	STATEMENT
4	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	5	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT
5	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	4	12. SHOWS ORIGINALITY
4	3. HAS INITIATIVE	5	13. ACCEPTS RESPONSIBILITY
5	4. IS ANALYTIC IN HIS THINKING	4	14. ADMITS HIS ERRORS
4	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	5	15. RESPONDS WELL TO SUPERVISION
4	6. KNOWS WHEN TO SEEK ASSISTANCE	5	16. DOES HIS JOB WITHOUT STRONG SUPPORT
4	7. CAN GET ALONG WITH PEOPLE	5	17. COMES UP WITH SOLUTIONS TO PROBLEMS
5	8. HAS MEMORY FOR FACTS	5	18. IS OBSERVANT
4	9. GETS THINGS DONE	5	19. THINKS CLEARLY
5	10. CAN COPE WITH EMERGENCIES	5	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS
		5	21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES
		4	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
		4	23. IS THOUGHTFUL OF OTHERS
		4	24. BORNES WELL UNDER PRESSURE
		5	25. DISPLAYS JUDGEMENT
		5	26. IS SECURITY CONSCIOUS
		5	27. IS VERSATILE
		5	28. HIS CRITICISM IS CONSTRUCTIVE
		5	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
		5	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET

SECRET

(When Filled In)

11 of 12 PERS.

## FITNESS REPORT (Part I) PERFORMANCE

## INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I as this report to the employee except under conditions specified in Regulation 20-370. It is recommended that you read the entire form before completing any question. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item 8. of Section A below.

## SECTION A.

## GENERAL

1. NAME (Last) <b>RICHARDSON</b> (First) <b>Jacques</b> (Middle)	2. DATE OF BIRTH <b>20 Jan. 1924</b>	3. SEX <b>M</b>	4. SERVICE DESIGNATION <b>DI</b>
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT <b>Tokyo Station</b>	6. OFFICIAL POSITION TITLE <b>Area Operations Officer</b>		
7. GRADE <b>GS-14</b>	8. DATE REPORT DUE IN OF	9. PERIOD COVERED BY THIS REPORT (inclusive dates) <b>1 October 1956 to 30 September 1957</b>	
10. TYPE OF REPORT (Check one)	11. SPECIAL (Specify)		
<input type="checkbox"/> INITIAL	<input checked="" type="checkbox"/> REASSIGNMENT-SUPERVISOR		
<input type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT-EMPLOYEE		

## SECTION B.

## CERTIFICATION

1. FOR THE RATER: THIS REPORT ☐ HAS ☐ HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT. **Completed at Headquarters; subject not available (Copy sent to field).**

2. CHECK (X) APPROPRIATE STATEMENTS:

<input checked="" type="checkbox"/> THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.	<input type="checkbox"/> IF INDIVIDUAL IS RATED "IN CI OR D, A WARNING LETTER WAS SENT TO NUMBER COPY ATTACHED TO THIS REPORT.
<input type="checkbox"/> THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS.	<input type="checkbox"/> I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW I EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify):
<input checked="" type="checkbox"/> I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.	

3. THIS DATE

**16 Oct 1957**

4. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR

**Edward Marchin, Chief SOV Branch Japan Station**

5. FOR THE REVIEWING OFFICIAL: RECORD ANY SUBSTANTIAL DIFFERENCE OF OPINION WITH THE SUPERVISOR, OR ANY OTHER INFORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.

DATE NOV 7 1957  
 Posted for CIP, **Lu**  
 Reviewed by **BJ** 11/1/57

I certify that any substantial difference of opinion with the supervisor is reflected in the above section. ☐ CONTINUED ON ATTACHED SHEET

A. THIS DATE <b>23 Oct 57</b>	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL <b>LLOYD GEORGE</b>	C. OFFICIAL TITLE OF REVIEWING OFFICIAL <b>CCS, Tokyo</b>
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## SECTION C. JOB PERFORMANCE EVALUATION

1. RATING ON GENERAL PERFORMANCE OF DUTIES

DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

6. INSERT RATING NUMBER
- 1 - DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
  - 2 - BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.
  - 3 - PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
  - 4 - PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.
  - 5 - A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
  - 6 - PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.

COMMENTS:

# SECRET

(When Filled In)

2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES																											
<p><b>DIRECTIONS:</b></p> <p>a. State in the spaces below up to six of the more important SPECIFIC duties performed during rating period. Place the most important first. Do not include minor or unimportant duties.</p> <p>b. Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.</p> <p>c. For supervisors, ability to supervise will always be rated as a specific duty (do not rate as supervisors those who supervise a secretary only).</p> <p>d. Compare in your mind, when possible, the individual being rated with others performing the same duty at a similar level of responsibility.</p> <p>e. Two individuals with the same job title may be performing different duties. If so, rate them on different duties.</p> <p>f. Be specific. Examples of the kind of duties that might be rated are:</p> <table border="0"> <tr> <td>ORAL BRIEFING</td> <td>HAS AND USES AREA KNOWLEDGE</td> <td>CONDUCTS INTERROGATIONS</td> </tr> <tr> <td>GIVING LECTURES</td> <td>DEVELOPS NEW PROGRAMS</td> <td>PREPARES SUMMARIES</td> </tr> <tr> <td>CONDUCTING SEMINARS</td> <td>ANALYZES INDUSTRIAL REPORTS</td> <td>TRANSLATES GERMAN</td> </tr> <tr> <td>WRITING TECHNICAL REPORTS</td> <td>MANAGES FILES</td> <td>DEBRIEFING SOURCES</td> </tr> <tr> <td>CONDUCTING EXTERNAL LIAISON</td> <td>OPERATES RADIO</td> <td>KEEPS BOOKS</td> </tr> <tr> <td>TYPING</td> <td>COORDINATES WITH OTHER OFFICES</td> <td>DRIVES TRUCK</td> </tr> <tr> <td>TAKING DICTATION</td> <td>WRITES REGULATIONS</td> <td>MAINTAINS AIR CONDITIONING</td> </tr> <tr> <td>SUPERVISING</td> <td>PREPARES CORRESPONDENCE</td> <td>EVALUATES SIGNIFICANCE OF DATA</td> </tr> </table> <p>g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.</p>				ORAL BRIEFING	HAS AND USES AREA KNOWLEDGE	CONDUCTS INTERROGATIONS	GIVING LECTURES	DEVELOPS NEW PROGRAMS	PREPARES SUMMARIES	CONDUCTING SEMINARS	ANALYZES INDUSTRIAL REPORTS	TRANSLATES GERMAN	WRITING TECHNICAL REPORTS	MANAGES FILES	DEBRIEFING SOURCES	CONDUCTING EXTERNAL LIAISON	OPERATES RADIO	KEEPS BOOKS	TYPING	COORDINATES WITH OTHER OFFICES	DRIVES TRUCK	TAKING DICTATION	WRITES REGULATIONS	MAINTAINS AIR CONDITIONING	SUPERVISING	PREPARES CORRESPONDENCE	EVALUATES SIGNIFICANCE OF DATA
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<p><b>MAIL ROOM</b></p>																											
<p><b>DESCRIPTIVE RATING NUMBER</b></p> <table border="0"> <tr> <td>1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY</td> <td>6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS</td> </tr> <tr> <td>2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY</td> <td>7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY</td> </tr> <tr> <td>3 - PERFORMS THIS DUTY ACCEPTABLY</td> <td></td> </tr> <tr> <td>4 - PERFORMS THIS DUTY IN A COMPETENT MANNER</td> <td></td> </tr> <tr> <td>5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB</td> <td></td> </tr> </table>				1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY	6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS	2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY	7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY	3 - PERFORMS THIS DUTY ACCEPTABLY		4 - PERFORMS THIS DUTY IN A COMPETENT MANNER		5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB															
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SPECIFIC DUTY NO. 1	RATING NUMBER	SPECIFIC DUTY NO. 4	RATING NUMBER																								
Deputy to Branch Chief	5	Supervising	4																								
SPECIFIC DUTY NO. 2	RATING NUMBER	SPECIFIC DUTY NO. 5	RATING NUMBER																								
Conducts Foreign Liaison	6	Prepares correspondence and reports and handles administrative routine	5																								
SPECIFIC DUTY NO. 3	RATING NUMBER	SPECIFIC DUTY NO. 6	RATING NUMBER																								
Prepares and Manages Projects	4	Developes and handles Agents	5																								
3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE																											
<p><b>DIRECTIONS:</b> Stress strengths and weaknesses, particularly those which affect development on present job.</p> <p>Subject has excellent natural equipment for employment in this organization in terms of his intelligence and natural aptitudes. Additionally, he brings a great deal of area knowledge and language ability to his present assignment. During the period covered by this report he has displayed great industry and devotion to duty in a variety of circumstances and achieved notable results in production and in the creation of both short and long-term assets for his unit. On the debit side I would say that he is somewhat too businesslike in many personal situations to the point of being almost humourless. This, however, is a quality which he does not permit to intrude upon the necessities of his operational work although it often shows in office relationships.</p>																											
SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION																											
<p><b>DIRECTIONS:</b> Take into account here everything you know about the individual...productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents...and how he fits in with your team. Compare him with others doing similar work of about the same level.</p> <table border="0"> <tr> <td>1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED</td> </tr> <tr> <td>2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW</td> </tr> <tr> <td>3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION</td> </tr> <tr> <td>4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION</td> </tr> <tr> <td>5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS</td> </tr> <tr> <td>6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION</td> </tr> <tr> <td>7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION</td> </tr> </table>				1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED	2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW	3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION	4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION	5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS	6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION	7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION																	
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7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION																											
<p>IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. IF YES, EXPLAIN FULLY:</p>																											

SECRET

SECRET

(When Filled In)

## FITNESS REPORT (Part II) POTENTIAL

## INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the (T) no later than 30 days after the due date indicated in item 8 of Section "E" below.

SECTION E. GENERAL			
1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. SERVICE DESIGNATION
RICHARDSON Jacques	20 Jan. 1924	M	DI
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT		6. OFFICIAL POSITION TITLE	
Tokyo Station RED-1000		Area Operations Officer	
7. GRADE	8. PERIOD COVERED BY THIS REPORT (Inclusive dates)		
GS-14	1 October 1956 to 30 September 1957		
9. TYPE OF REPORT (Check one)	10. SPECIAL (Specify)		
INITIAL	REASSIGNMENT-SUPERVISOR		
ANNUAL	REASSIGNMENT-EMPLOYEE		
SECTION F. CERTIFICATION			
1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGMENT OF THE INDIVIDUAL BEING RATED			
A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR		
23 Oct 57	Lloyd GEORGE COS, Tokyo		
C. SUPERVISOR'S OFFICIAL TITLE			
2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.			
A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL		
16 Oct 1957	Edward M. Marcus Chief SOV Branch Japan Station		
C. OFFICIAL TITLE OF REVIEWING OFFICIAL			
SECTION G. ESTIMATE OF POTENTIAL			
1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES			
DIRECTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.			
7	1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED 2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED 3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES 4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES 5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING 6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL 7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES		
2. SUPERVISORY POTENTIAL			
DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? <input type="checkbox"/> Yes <input type="checkbox"/> No If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.			
DESCRIPTIVE RATING NUMBER	DESCRIPTIVE SITUATION		
0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION			
1 - BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION			
2 - BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION			
3 - BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION			
ACTUAL	POTENTIAL	DESCRIPTIVE SITUATION	
2		A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS FREQUENT (First line supervisor)	
3		A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisor)	
3	3	A GROUP WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR POLICY AND ORGANIZATION AND POLICY (Executive level)	
3		WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT	
3		WHEN IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION	
3		WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX	
		OTHER (Specify)	

SECRET

Potential

(4)

## SECRET

(When Filled In)

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RAILED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION <div style="text-align: center; font-weight: bold;">15</div>		OCT 20 11 50 PM '57 MAIL ROOM PERSONNEL	
4. COMMENTS CONCERNING POTENTIAL <p style="margin-top: 10px;">Subject is well suited for this business and the business should progress steadily to positions of great responsibility.</p>			
SECTION II. FUTURE PLANS			
1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL <p style="margin-top: 10px;">Normal refresher a/o preparatory training as required.</p>			
2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS <p style="margin-top: 10px;">No limiting factors or personal circumstances known to the rater</p>			
SECTION I. DESCRIPTION OF INDIVIDUAL			
DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.			
X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL 1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE 2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE 3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE 4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE 5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE			
CATEGORY	STATEMENT	CATEGORY	STATEMENT
4	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	5	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT
4	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	4	12. SHOWS ORIGINALITY
5	3. HAS INITIATIVE	4	13. ACCEPTS RESPONSIBILITIES
5	4. IS ANALYTIC IN HIS THINKING	3	14. ADMITS HIS ERRORS
5	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	4	15. RESPONDS WELL TO SUPERVISION
4	6. KNOWS WHEN TO SEEK ASSISTANCE	5	16. DOES HIS JOB WITHOUT STRONG SUPPORT
3	7. CAN GET ALONG WITH PEOPLE	5	17. COMES UP WITH SOLUTIONS TO PROBLEMS
5	8. HAS MEMORY FOR FACTS	5	18. IS OBSERVANT
5	9. GETS THINGS DONE	5	19. THINKS CLEARLY
X	10. CAN COPE WITH EMERGENCIES	5	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS
4		4	21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES
3		3	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
3		3	23. IS THOUGHTFUL OF OTHERS
4		4	24. WORKS WELL UNDER PRESSURE
4		4	25. DISPLAYS JUDGEMENT
4		4	26. IS SECURITY CONSCIOUS
5		5	27. IS VERSATILE
4		4	28. HIS CRITICISM IS CONSTRUCTIVE
4		4	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
5		5	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET



SECRET

(When Filled In)

## FITNESS REPORT (Part I) PERFORMANCE

## INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 20-370. It is recommended that you read the entire form before completing any question. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item 8. of Section "A" below.

## SECTION A.

## GENERAL

1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. SERVICE DESIGNATION
RICHARDSON Jacques	20 Jan. 1924	M	DI
5. OFFICE/DIVISION BRANCH OF ASSIGNMENT	6. OFFICIAL POSITION TITLE		
Japan Station (NEORON)	Area Operations Officer		
7. GRADE GS-14	8. DATE REPORT DUE IN OP	9. PERIOD COVERED BY THIS REPORT (Inclusive dates)	
		1 October 1955 to 30 September 1956	
10. TYPE OF REPORT (Check one)	INITIAL	REASSIGNMENT-SUPERVISOR	SPECIAL (Specify)
	ANNUAL	REASSIGNMENT-EMPLOYEE	

## SECTION B.

## CERTIFICATION

1. FOR THE RATER: THIS REPORT ☒ HAS ☐ HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT:

## A. CHECK (X) APPROPRIATE STATEMENTS:

<input checked="" type="checkbox"/> THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.	IF INDIVIDUAL IS RATED "E" IN C1 OR D, A WARNING LETTER HAS SENT TO HIM & A COPY ATTACHED TO THIS REPORT.
<input type="checkbox"/> THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS.	I CANNOT CERTIFY THAT THE RATED INDIVIDUAL ENDS HIS EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify):
<input checked="" type="checkbox"/> I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.	

8. THIS DATE 15 November 1956 C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR E. Edward M. Arlino D. SUPERVISOR'S OFFICIAL TITLE Chief, Soviet Branch

2. FOR THE REVIEWING OFFICIAL: RECORD ANY SUBSTANTIAL DIFFERENCE OF OPINION WITH THE SUPERVISOR, OR ANY OTHER INFORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.

EX-12	DNE
1-22-57	

☐ CONTINUED ON ATTACHED SHEET

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.

A. THIS DATE 21 November 1956 B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL W. Lloyd George C. OFFICIAL TITLE OF REVIEWING OFFICIAL Chief of Operations

## SECTION C. JOB PERFORMANCE EVALUATION

## 1. RATING ON GENERAL PERFORMANCE OF DUTIES

DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

6 INSERT RATING NUMBER	1 - DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
	2 - BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.
	3 - PERFORMS MOST OF HIS DUTIES ACCEPTABLY, OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
	4 - PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.
	5 - A FINE PERFORMANCE, CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
	6 - PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.

COMMENTS:

# SECRET

(When Filled In)

2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES																											
<p><b>DIRECTIONS:</b></p> <p>a. State in the spaces below up to six of the more important SPECIFIC duties performed during rating period. Place the most important first. Do not include minor or unimportant duties.</p> <p>b. Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.</p> <p>c. For supervisors, ability to supervise will always be rated as a specific duty (do not rate as supervisors those who supervise a secretary only).</p> <p>d. Compare in your mind, when possible, the individual being rated with others performing the same duty at a similar level of responsibility.</p> <p>e. Two individuals with the same job title may be performing different duties. If so, rate them on different duties.</p> <p>f. Be specific. Examples of the kind of duties that might be rated are:</p> <table border="0"> <tr> <td>ORAL BRIEFING</td> <td>HAS AND USES AREA KNOWLEDGE</td> <td>MAIL ROOM</td> </tr> <tr> <td>GIVING LECTURES</td> <td>DEVELOPS NEW PROGRAMS</td> <td>CONDUCTS INTERROGATIONS</td> </tr> <tr> <td>CONDUCTING SEMINARS</td> <td>ANALYZES INDUSTRIAL REPORTS</td> <td>PREPARES SUMMARIES</td> </tr> <tr> <td>WRITING TECHNICAL REPORTS</td> <td>MANAGES FILES</td> <td>TRANSLATES GERMAN</td> </tr> <tr> <td>CONDUCTING EXTERNAL LIAISON</td> <td>OPERATES RADIO</td> <td>DEBRIEFING SOURCES</td> </tr> <tr> <td>TYPIST</td> <td>COORDINATES WITH OTHER OFFICES</td> <td>KEEPS BOOKS</td> </tr> <tr> <td>TAKING DICTATION</td> <td>WRITES REGULATIONS</td> <td>DRIVES TRUCK</td> </tr> <tr> <td>SUPERVISING</td> <td>PREPARES CORRESPONDENCE</td> <td>MAINTAINS AIR CONDITIONING</td> </tr> </table> <p>g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.</p>				ORAL BRIEFING	HAS AND USES AREA KNOWLEDGE	MAIL ROOM	GIVING LECTURES	DEVELOPS NEW PROGRAMS	CONDUCTS INTERROGATIONS	CONDUCTING SEMINARS	ANALYZES INDUSTRIAL REPORTS	PREPARES SUMMARIES	WRITING TECHNICAL REPORTS	MANAGES FILES	TRANSLATES GERMAN	CONDUCTING EXTERNAL LIAISON	OPERATES RADIO	DEBRIEFING SOURCES	TYPIST	COORDINATES WITH OTHER OFFICES	KEEPS BOOKS	TAKING DICTATION	WRITES REGULATIONS	DRIVES TRUCK	SUPERVISING	PREPARES CORRESPONDENCE	MAINTAINS AIR CONDITIONING
ORAL BRIEFING	HAS AND USES AREA KNOWLEDGE	MAIL ROOM																									
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SUPERVISING	PREPARES CORRESPONDENCE	MAINTAINS AIR CONDITIONING																									
<p><b>DESCRIPTIVE RATING NUMBER</b></p> <table border="0"> <tr> <td>1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY</td> <td>6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS</td> </tr> <tr> <td>2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY</td> <td>7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY</td> </tr> <tr> <td>3 - PERFORMS THIS DUTY ACCEPTABLY</td> <td></td> </tr> <tr> <td>4 - PERFORMS THIS DUTY IN A COMPETENT MANNER</td> <td></td> </tr> <tr> <td>5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB</td> <td></td> </tr> </table>				1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY	6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS	2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY	7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY	3 - PERFORMS THIS DUTY ACCEPTABLY		4 - PERFORMS THIS DUTY IN A COMPETENT MANNER		5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB															
1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY	6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS																										
2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY	7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY																										
3 - PERFORMS THIS DUTY ACCEPTABLY																											
4 - PERFORMS THIS DUTY IN A COMPETENT MANNER																											
5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB																											
SPECIFIC DUTY NO. 1	RATING NUMBER	SPECIFIC DUTY NO. 4	RATING NUMBER																								
Deputy to Branch Chief	5	Supervising	5																								
SPECIFIC DUTY NO. 2	RATING NUMBER	SPECIFIC DUTY NO. 5	RATING NUMBER																								
Conducts Foreign Liaison	6	Prepares correspondence and reports	6																								
SPECIFIC DUTY NO. 3	RATING NUMBER	SPECIFIC DUTY NO. 6	RATING NUMBER																								
Prepares and manages projects	4	Handles admin routine	4																								
<p><b>3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE</b></p> <p><b>DIRECTIONS:</b> Stress strengths and weaknesses, particularly those which affect development on present job.</p> <p>Subject has really superb natural equipment for work in this Organization in terms of mental capacity, psychological bent and affinity for the things and people he comes against. He tops this off with industry and language ability among other natural aptitudes. On the debit side and measured against the best, he is a bit shy of humor and personal understanding in some situations, qualities which mitigate more against acceptability than job competence.</p>																											
<p><b>SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION</b></p> <p><b>DIRECTIONS:</b> Take into account here everything you know about the individual...productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents...and how he fits in with your team. Compare him with others doing similar work of about the same level.</p> <table border="0"> <tr> <td rowspan="7"> <div style="border: 1px solid black; padding: 5px; display: inline-block;">7</div> </td> <td>1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED</td> </tr> <tr> <td>2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW</td> </tr> <tr> <td>3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION</td> </tr> <tr> <td>4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION</td> </tr> <tr> <td>5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS</td> </tr> <tr> <td>6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION</td> </tr> <tr> <td>7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION</td> </tr> </table> <p>IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO. IF YES, EXPLAIN FULLY: Subject is an all around performer capable of a primary, in place of his present secondary, responsibility.</p>				<div style="border: 1px solid black; padding: 5px; display: inline-block;">7</div>	1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED	2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW	3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION	4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION	5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS	6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION	7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION																
<div style="border: 1px solid black; padding: 5px; display: inline-block;">7</div>	1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED																										
	2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW																										
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	7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION																										

SECRET

SECRET

(When Filled In)

## FITNESS REPORT (Part II) POTENTIAL

## INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the OF no later than 30 days after the due date indicated in item 8 of Section "F" below.

## SECTION E.

## GENERAL

1. NAME (Last) (First) (Middle) <b>RICHARDSON JACQUES</b>	2. DATE OF BIRTH <b>20 Jan. 1924</b>	3. SEX <b>M</b>	4. SERVICE DESIGNATION <b>DI</b>
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT <b>Japan Station (REDWOOD)</b>		6. OFFICIAL POSITION TITLE <b>Area Operations Officer</b>	
7. GRADE <b>GS-11</b>	8. DATE REPORT DUE IN OF <b>30-11</b>	9. PERIOD COVERED BY THIS REPORT (Inclusive dates) <b>1 October 1955 to 30 September 1956</b>	
10. TYPE OF REPORT (Check one)	11. SPECIAL (Specify)		
<input checked="" type="checkbox"/> INITIAL	<input type="checkbox"/> REASSIGNMENT-SUPERVISOR		
<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT-EMPLOYEE		

## SECTION F.

## CERTIFICATION

1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGEMENT OF THE INDIVIDUAL BEING RATED		
4. THIS DATE <b>15 November 1956</b>	B. TYPE OR PRINTED NAME AND TITLE OF SUPERVISOR <b>Edward M. Melius</b>	C. SUPERVISOR'S OFFICIAL TITLE <b>Chief, Soviet Branch</b>
2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.		
4. THIS DATE <b>21 November 1956</b>	B. TYPE OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL <b>W. Lloyd George</b>	C. OFFICIAL TITLE OF REVIEWING OFFICIAL <b>Chief of Operations</b>

## SECTION G.

## ESTIMATE OF POTENTIAL

1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES

DIRECTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.

7	1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES
	4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES
	5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING
	6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL
	7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES

## 2. SUPERVISORY POTENTIAL

DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? ☒ Yes ☐ No If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.

DESCRIPTIVE RATING NUMBER	0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION	1 - BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION	2 - BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION	3 - BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION
ACTUAL	POTENTIAL	DESCRIPTIVE SITUATION		
2		A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) WHERE CONTACT WITH IMMEDIATE SUBORDINATES IS FREQUENT (First line supervisor)		
3		A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors)		
	3	A GROUP WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level)		
3		WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT		
3		WHEN IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION		
3		WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX		
		OTHER (Specify)		

SECRET

Potential

# SECRET

(When Filled In)

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION	OFFICE OF PERSONNEL
Six	
4. COMMENTS CONCERNING SUBJECT	
<p>Subject has a high all around potential. With respect to his attitude, he tends to support subordinates from his own energy rather than to bring them along the hard way, and a normal tendency to avoid the categorical "no" - both tendencies easily correctable.</p>	
MAIL ROOM	

SECTION II.	FUTURE PLANS
1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL	
<p>Routine refresher training as appropriate.</p>	
2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS	
<p>All normal. No limiting factors.</p>	

SECTION I.	DESCRIPTION OF INDIVIDUAL
<p>DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.</p>	

<p>X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL</p>	
CATEGORY NUMBER	<p>1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE</p> <p>2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE</p> <p>3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE</p> <p>4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE</p> <p>5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE</p>

CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
4	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	5	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	4	21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES
4	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	4	12. SHOWS ORIGINALITY	3	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
5	3. HAS INITIATIVE	4	13. ACCEPTS RESPONSIBILITIES	3	23. IS THOUGHTFUL OF OTHERS
5	4. IS ANALYTIC IN HIS THINKING	3	14. ADMITS HIS ERRORS	4	24. WORKS WELL UNDER PRESSURE
5	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	4	15. RESPONDS WELL TO SUPERVISION	4	25. DISPLAYS JUDGMENT
4	6. SHOWS WHEN TO SEEK ASSISTANCE	5	16. DOES HIS JOB WITHOUT STRONG SUPPORT	4	26. IS SECURITY CONSCIOUS
3	7. CAN GET ALONG WITH PEOPLE	5	17. COMES UP WITH SOLUTIONS TO PROBLEMS	5	27. IS VERSATILE
5	8. HAS MEMORY FOR FACTS	5	18. IS OBSERVANT	4	28. HIS CRITICISM IS CONSTRUCTIVE
5	9. GETS THINGS DONE	5	19. THINKS CLEARLY	4	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
X	10. CAN COPE WITH EMERGENCIES	5	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	5	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET

**SECRET**  
(When Filled In)

### FIELD FITNESS REPORT

The Fitness Report is an important factor in organization personnel management. It seeks to provide:

1. The organization selection board with information of value when considering the application of an individual for membership in the career staff; and
2. A periodic record of job performance as an aid to the effective utilization of personnel.

#### INSTRUCTIONS

**TO THE FIELD ADMINISTRATIVE OR PERSONNEL OFFICER:** Consult current field administrative instructions regarding the initiation and transmittal of this report to headquarters.

**TO THE FIELD SUPERVISOR:** Read the entire form before attempting to complete any item. As the supervisor who assigns, directs and reviews the work of the individual, you have primary responsibility for evaluating his strengths, weaknesses, and on-the-job effectiveness as

revealed by his day-to-day activities. If this individual has been under your supervision for less than 30 days, you will collaborate, if practicable, with his previous supervisors. The report is accurate and complete. Primarily, the report is made with the current supervisor. It is assumed that, throughout the period this individual has been under your supervision, you have discharged your supervisory responsibilities by frequent discussions of his work, so that you know where he stands.

**FIELD REPORT**

IT IS OPTIONAL WHETHER OR NOT THIS FITNESS REPORT IS SHOWN TO THE FIELD BEING RATED

Posted Pos. Control **P95** **29 NOV 1955**

Reviewed By PDB **RRR** **12/1/55**

#### SECTION I

LEAVE BLANK - FOR HEADQUARTERS USE ONLY

*Garrett Richardson*

1. DATE OF BIRTH <b>20 Jan 1924</b>	2. SEX <b>M</b>	3. SERVICE DESIGNATION <b>(1) FI, (2) PP</b>
--	--------------------	---

4. GRADE  
**GS-11**

5. STATION DESIGNATION (Current)  
**USSR Base, Tokyo**

**SR S-39**

6. DUE DATE OF THIS REPORT  
**30 September 1955**

7. PERIOD COVERED BY THIS REPORT (Inclusive dates)  
**17 February - 30 September 1955**

#### SECTION II (To be completed by field supervisor)

1. CURRENT POSITION <b>Chief, USSR Base, Tokyo</b>	2. DATE ASSUMED RESPONSIBILITY FOR POSITION <b>12 February 1955</b>
---	--

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

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

#### SECTION III (To be completed at headquarters only)

**DO NOT COMPLETE - FOR HEADQUARTERS USE ONLY**

#### AUTHENTICATION OF REPORT AND SIGNATURES

1. NAME OF RATER (True) <i>Carlton B. Swift</i>	2. NAME OF FIELDING OFFICIAL IN FIELD (True) <i>W. Lloyd Jones</i>
3. THIS REPORT <input checked="" type="checkbox"/> WAS <input type="checkbox"/> WAS NOT SHOWN TO THE INDIVIDUAL BEING RATED	
4. DATE REPORT AUTHENTICATED AT HQS. <b>7 Nov. 1955</b>	5. NAME AND SIGNATURE OF ADMINISTRATIVE OR PERSONNEL OFFICER AT HEADQUARTERS AUTHORIZED TO AUTHENTICATE FITNESS REPORT AND SIGNATURES <i>Phyllis M. Anderson</i>

**DO NOT COMPLETE - FOR HEADQUARTERS USE ONLY**

**SECRET**  
(When Filled In)

**SECTION IV**

**OFFICE OF PERSONNEL**

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

On the left hand side of the page below are a series of statements that apply to most people. On the right hand side of the page are four major categories of descriptions. The "Ability" category is divided into three small blocks; this is to allow you to make finer distinctions if you so desire. Look at the statement on the left - then check the category on the right which best tells how much the statement applies to the person you are rating. Placing an "X" in the "Not Observed" column means you have no opinion on whether a phrase applies to an individual. Placing an "X" in the "Does Not Apply" column means you have the definite opinion that the description is not at all suited to the individual.

STATEMENTS		CATEGORIES					
		NOT OBSERVED	DOES NOT APPLY	APPLIES TO A LIMITED DEGREE	APPLIES TO A REASONABLE DEGREE	APPLIES TO AN ABOVE AVERAGE DEGREE	APPLIES TO AN OUTSTANDING DEGREE
A. ABLE TO SEE ANOTHER'S POINT OF VIEW.	SAMPLES			X			
B. PRACTICAL.						X	
1. A GOOD REPORTER OF EVENTS.							X
2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES.							X
3. CAUTIOUS IN ACTION.						X	
4. HAS INITIATIVE.							X
5. UNEMOTIONAL.							X
6. ANALYTIC IN HIS THINKING.							X
7. CONSTANTLY STRIVING FOR NEW KNOWLEDGE AND IDEAS.							X
8. GETS ALONG WITH PEOPLE AT ALL SOCIAL LEVELS.							X
9. HAS SENSE OF HUMOR.						X	
10. KNOWS WHEN TO SEEK ASSISTANCE.							X
11. CALM.							X
12. CAN GET ALONG WITH PEOPLE.						X	
13. MEMORY FOR FACTS.							X
14. GETS THINGS DONE.							X
15. KEEPS ORIENTED TOWARD LONG TERM GOALS.							X
16. CAN COPE WITH EMERGENCIES.						X	
17. HAS HIGH STANDARDS OF ACCOMPLISHMENT.							X
18. HAS STAMINA; CAN KEEP GOING A LONG TIME.						X	
19. HAS WIDE RANGE OF INFORMATION.							X
20. SHOWS ORIGINALITY.						X	
21. ACCEPTS RESPONSIBILITIES.							X
22. ADMITS HIS ERRORS.						X	
23. RESPONDS WELL TO SUPERVISION.							X
24. EVEN DISPOSITION.						X	
25. ABLE TO DO HIS JOB WITHOUT STRONG SUPPORT.							X

**SECRET**

**SECRET**  
(When Filled In)

[illegible]

**SECRET**

**SECRET**  
(When Filled In)

C. INDICATE IF YOU THINK THAT ANY SINGLE STRENGTH OR WEAKNESS OUTWEIGHS ALL OTHER CONSIDERATIONS:  
OFFICE OF PERSONNEL

D. DO YOU FEEL THAT HE REQUIRES CLOSE SUPERVISION? ☒ NO ☐ YES. IF YES, WHY? **NO** **11 07 AM '55**

E. WHAT TRAINING DO YOU RECOMMEND FOR THIS INDIVIDUAL **MAIL ROOM**

F. OTHER COMMENTS (Indicate here general traits, specific habits or characteristics not covered elsewhere in the report but which have a bearing on effective utilization of this person):

**SECTION VI**

*Read all descriptions before rating. Place "X" in the most appropriate box under subsections A, B, C, & D*

A. DIRECTIONS: Consider only the skill with which the person has performed the duties of his job and rate him accordingly.

- ☐ 1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
- ☐ 2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES COMPETENTLY.
- ☐ 3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
- ☐ 4. PERFORMS DUTIES IN A TYPICALLY COMPETENT, EFFECTIVE MANNER.
- ☐ 5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
- ☒ 6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE RATER.

IS THIS INDIVIDUAL BETTER QUALIFIED FOR WORK IN SOME OTHER AREA? ☒ NO ☐ YES. IF YES, WHAT?

C. DIRECTIONS: Based upon what he has said, his actions, and any other indications, give your opinion of this person's attitude toward the organization.

- ☐ 1. HAS AN ANTAGONISTIC ATTITUDE TOWARD THE AGENCY... WILL DEFINITELY LEAVE THE ORGANIZATION AT THE FIRST OPPORTUNITY.
- ☐ 2. HAS STRONG NEGATIVE ATTITUDE TOWARD ORGANIZATION... IRKED BY RESTRICTIONS... REGARDS AGENCY AS A TEMPORARY STOP UNTIL HE CAN GET SOMETHING BETTER.
- ☐ 3. TENDS TO HAVE AN UNFAVORABLE ATTITUDE TOWARD THE ORGANIZATION... BOTHERED BY MINOR FRUSTRATIONS... WILL QUIT IF THESE CONTINUE.
- ☐ 4. HIS ATTITUDE TOWARD THE ORGANIZATION IS INDIFFERENT... HAS "WAIT AND SEE" ATTITUDE... WOULD LEAVE IF SOMEONE OFFERED HIM SOMETHING BETTER.
- ☐ 5. TENDS TO HAVE FAVORABLE ATTITUDE TOWARD ORGANIZATION... MAKES ALLOWANCES FOR RESTRICTIONS IMPOSED BY WORKING FOR ORGANIZATION... THINKS IN TERMS OF A CAREER IN THE ORGANIZATION.
- ☒ 6. DEFINITELY HAS FAVORABLE ATTITUDE TOWARD THE ORGANIZATION... BARRING AN UNEXPECTED OUTSIDE OPPORTUNITY, WILL PROBABLY ENDEAVOR TO MAKE A CAREER IN THE ORGANIZATION.
- ☐ 7. HAS AN ENTHUSIASTIC ATTITUDE TOWARD THE ORGANIZATION... WILL PROBABLY NEVER CONSIDER WORKING ANY PLACE BUT IN THE ORGANIZATION.

B. DIRECTIONS: Considering others of this person's grade and type of assignment, how would you rate him on potentiality for assumption of greater responsibilities normally indicated by promotion.

- ☐ 1. HAS REACHED THE HIGHEST GRADE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED.
- ☐ 2. IS MAKING PROGRESS, BUT NEEDS MORE TIME IN PRESENT GRADE BEFORE PROMOTION TO A HIGHER GRADE CAN BE RECOMMENDED.
- ☐ 3. IS READY TO TAKE ON RESPONSIBILITIES OF THE NEXT HIGHER GRADE, BUT MAY NEED TRAINING IN SOME AREAS.
- ☒ 4. WILL PROBABLY ADJUST QUICKLY TO THE MORE RESPONSIBLE DUTIES OF THE NEXT HIGHER GRADE.
- ☐ 5. IS ALREADY PERFORMING AT THE LEVEL OF THE NEXT HIGHER GRADE.
- ☐ 6. AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR RAPID ADVANCEMENT.

D. DIRECTIONS: Consider everything you know about this person in making your rating... skill in job duties, conduct on the job, personal characteristics or habits, and special defects or talents.

- ☐ 1. DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED.
- ☐ 2. OF DOUBTFUL SUITABILITY... WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW.
- ☐ 3. A BARELY ACCEPTABLE EMPLOYEE... DEFINITELY BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION.
- ☐ 4. A TYPICAL EMPLOYEE... HE DISPLAYS THE SAME SUITABILITY AS MOST OF THE PEOPLE I KNOW IN THE ORGANIZATION.
- ☐ 5. A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS.
- ☐ 6. AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION.
- ☒ 7. EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION.

**SECRET**



SECRET  
SECURITY INFORMATION

BY 7

DATE

# PERSONNEL EVALUATION REPORT

*McKee 8/1/54*  
*R. 8/1/54*

Items 1 through 6 will be completed by Administrative or Personnel Officer					
1. NAME (Last)	(First)	(Middle)	2. GRADE	3. POSITION TITLE	
Richardson	Jacques	16.	GS-13	Area Ops. Officer CD-FI	
4. OFFICE	STAFF OR DIVISION	BRANCH	5. DEPT'L. IF FIELD, SPECIFY STATION		
DDP	SR	SR/5	FIELD		
5. PERIOD COVERED BY REPORT From To		6. TYPE OF REPORT			
18 July 1953 17 July 1954		<input checked="" type="checkbox"/> Annual <input type="checkbox"/> Special <input type="checkbox"/> Initial <input type="checkbox"/> Reassignment of Supervisor			
Items 7 through 10 will be completed by the person evaluated					
7. LIST YOUR MAJOR DUTIES IN APPROXIMATE ORDER OF IMPORTANCE, WITH A BRIEF DESCRIPTION OF EACH. OMIT MINOR DUTIES.					
18 July 53 - 31 Jan 54					
a. Manage and direct the activities of an overseas operating branch.					
b. Assist the division chief of operations in the planning of new and continued oper'ns.					
c. Assist the division chief in personnel programming in support of branch and field station activities.					
1 Feb 54 - 17 Jul 54					
a. Establish new domestic activities branch.					
b. Develop and manage operational program of this branch, insuring (1) continuity of treatment by qualified personnel, (2) processing of intelligence requirements, and (3) expeditious movement of finished intelligence.					
c. Multilateral liaison with other elements of CIA, the Government, and foreign IS.					
8. LIST COURSES OF INSTRUCTION COMPLETED DURING REPORT PERIOD.					
Name of Course	Location	Length of Course	Date Completed		
Counterespionage (OTR)	Washington	3 weeks	22 January 1954		
(In addition to the duties indicated in #7 above, I also give a 3-hour lecture at the CE course (advanced phase) approximately every six weeks.)					
9. IN WHAT TYPE OF WORK ARE YOU PRIMARILY INTERESTED? I am primarily interested in a foreign assignment where I could apply the various espionage and CE techniques it has been my responsibility to manage and plan for in recent years.					
My work at headquarters has become somewhat narrowing in that I am losing language abilities and opportunity for direct contact with foreigners.					
10.					
3 July 1954 DATE			<i>Jacques B. Richardson</i> SIGNATURE		
Items 11 through 18 will be completed by Supervisor					
11. BRIEFLY DESCRIBE THIS PERSON'S PERFORMANCE ON THE MAJOR DUTIES LISTED UNDER ITEM 7 ABOVE.					
Richardson is a superior officer in the performance of his duties. He is efficient, precise, and energetic, and brings considerable imagination and foresight to the operational problems confronting him. His concept of staff organization and responsibility is of a high caliber. In handling personnel, he is perceptive and serious, and his judgment and motivation are of the highest quality.					

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SECURITY INFORMATION

<b>12.</b>	<p>IN WHAT RESPECT IS THIS PERSON'S PERFORMANCE ON PRESENT JOB MOST NOTICEABLY GOOD OR OUTSTANDING?</p> <p>This officer has been outstanding as a staff officer. He is unusually talented in his balancing of jurisdictional equities. This ability reflects a broad competence, however, and should not be construed so as to limit his future duties.</p>
<b>13.</b>	<p>ON WHAT ASPECT OF PERFORMANCE SHOULD THIS PERSON CONCENTRATE EFFORT FOR SELF IMPROVEMENT?</p> <p>This officer's devotion to his duties and professional convictions sometimes inclines him toward inflexible declarations of position. This fault, a minor one in officers of considerable potential, will be corrected by increased responsibility and experience.</p>
<b>14.</b>	<p>COMMENT ON THIS PERSON'S ABILITY TO HANDLE GREATER RESPONSIBILITIES NOW OR IN THE FUTURE.</p> <p>This officer is prepared for promotion and for increased responsibilities in command or staff duties.</p>
<b>15.</b>	<p>ARE THERE OTHER DUTIES WHICH BETTER SUIT THIS PERSON'S QUALIFICATIONS? (Recommend appropriate reassignment, if possible.)</p> <p>Richardson is presently well placed. See below.</p>
<b>16.</b>	<p>WHAT TRAINING OR ROTATION DO YOU RECOMMEND FOR THIS PERSON?</p> <p>Tradecraft training and a field assignment. Both are planned in the next six months.</p> <p style="text-align: right;"><i>FI/Training</i></p>
<b>17.</b>	<p>IF PERFORMANCE DURING REPORT PERIOD HAS BEEN UNSATISFACTORY, THERE IS ATTACHED COPY OF MEMORANDUM NOTIFYING THIS PERSON OF UNSATISFACTORY PERFORMANCE.</p>
<b>18.</b>	<p>THIS PERSONNEL EVALUATION REPORT HAS BEEN DISCUSSED WITH THE PERSON EVALUATED. ADDITIONAL COMMENTS INCLUDING COMMENT ON ITEMS 7, 8 AND 9, ARE SHOWN BELOW UNDER ITEM 20.</p>
<div style="text-align: center;"><div><u>28 July 54</u> DATE</div><div style="text-align: right;"><u><i>R. de Sil</i></u> SIGNATURE OF SUPERVISOR</div></div>	
<div style="text-align: center;"><div><u>21 July '54</u> DATE</div><div style="text-align: right;"><u><i>J. Panett</i></u> SIGNATURE OF REVIEWING OFFICIAL</div></div>	
<b>20.</b>	<p>COMMENTS: (if necessary, may be continued on reverse side of cover sheet.)</p>

**SECRET**

**SECRET**  
SECURITY INFORMATION

CC

PERSONNEL EVALUATION REPORT													
<i>Items 1 through 6 will be completed by Administrative or Personnel Officer</i>													
1. NAME (Last) <b>RICHARDSON</b>	(First) <b>Jacques</b>	(Middle) <b>D G.</b>	2. GRADE <b>GS-13</b>	3. POSITION TITLE <b>Dep. Intell. Off. (Chief) CD FI</b>									
4. OFFICE <b>DDP</b>	STAFF OR DIVISION <b>SR</b>	BRANCH <b>SR 5 FE Br.</b>		<input checked="" type="checkbox"/> DEPT'L. <input type="checkbox"/> FIELD	IF FIELD, SPECIFY STATION								
5. PERIOD COVERED BY REPORT From <b>2-18-53</b> To <b>7-18-53</b>		6. TYPE OF REPORT <input type="checkbox"/> Initial <input checked="" type="checkbox"/> Annual <input type="checkbox"/> Special <input type="checkbox"/> Reassignment <input type="checkbox"/> Reassignment of Supervisor											
<i>Items 7 through 10 will be completed by the person evaluated</i>													
7. LIST YOUR MAJOR DUTIES IN APPROXIMATE ORDER OF IMPORTANCE, WITH A BRIEF DESCRIPTION OF EACH. OMIT MINOR DUTIES. a. Supervise and manage a foreign geographic branch; this includes a total of 51 authorized personnel at Hq and in the field stations. b. Direct and coordinate all project development. c. Detect and explore potential operational leads. d. Coordinate intra-division activities with appropriate branches, inter-division activities with appropriate divisions, senior staffs, and elements outside DD/P and CIA. e. Determine the suitability of new personnel, continued employment and rotation of incumbent personnel, and make available incumbent personnel on loan basis to other divisions, etc. f. Apportion the operational and administrative workloads within the branch sections and desks, and their personnel. g. Adapt changing field situations and problems to the organization and operation of the branch, making the branch best serve the needs of the field stations. h. Review continuously all requirements imposed on the branch, and transmit them clearly to the field.													
8. LIST COURSES OF INSTRUCTION COMPLETED DURING REPORT PERIOD. <table style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Name of Course</th> <th style="width: 30%;">Location</th> <th style="width: 20%;">Length of Course</th> <th style="width: 20%;">Date Completed</th> </tr> </thead> <tbody> <tr> <td colspan="4" style="text-align: center; padding: 5px;">None (I was overseas part of the time covered by this report).</td> </tr> </tbody> </table>						Name of Course	Location	Length of Course	Date Completed	None (I was overseas part of the time covered by this report).			
Name of Course	Location	Length of Course	Date Completed										
None (I was overseas part of the time covered by this report).													
9. IN WHAT TYPE OF WORK ARE YOU PRIMARILY INTERESTED? I am principally interested in the building and successful operation of American intelligence abroad, both in theory and in practice. IF DIFFERENT FROM YOUR PRESENT JOB, EXPLAIN YOUR QUALIFICATIONS (APTITUDE, KNOWLEDGE, SKILLS). The only remark/can make here is the one I stated in the previous report: the administrative responsibilities of a branch chief do not enable him to be a purely operational individual. If it were possible to carry less of an administrative load, I would enjoy devoting all of my time to the refinement of the intelligence process and its techniques in my area of concern.													
10. DATE <b>22 October 1953</b>		SIGNATURE <i>Jacques D. Richardson</i>											
<i>Items 11 through 18 will be completed by Supervisor</i>													
11. BRIEFLY DESCRIBE THIS PERSON'S PERFORMANCE ON THE MAJOR DUTIES LISTED UNDER ITEM 7 ABOVE.  During this period Mr. Richardson was promoted from Deputy Branch Chief to Branch Chief, in recognition of his extremely good performance. Not enough time has elapsed to be able to evaluate him fully on all aspects of his new position. However, his handling of the Branch has been unusually good from a management point of view and there is every reason to believe that in the planning and direction of operational activities the same high standard will prevail.													

*JPH*

**SECRET**  
SECURITY INFORMATION

12.	<p>IN WHAT RESPECT IS THIS PERSON'S PERFORMANCE ON PRESENT JOB MOST NOTICEABLY GOOD OR OUTSTANDING?</p> <p>He is a good organizer and a good leader. He is methodical and thorough in his planning and supervision of substantive activities, while at the same time he maintains close and sympathetic relations with his subordinates. His knowledge of them and of their personalities and problems is outstanding.</p>
13.	<p>ON WHAT ASPECT OF PERFORMANCE SHOULD THIS PERSON CONCENTRATE EFFORT FOR SELF IMPROVEMENT?</p> <p>He should continue to develop his knowledge of operations and operational procedures.</p>
14.	<p>COMMENT ON THIS PERSON'S ABILITY TO HANDLE GREATER RESPONSIBILITIES NOW OR IN THE FUTURE.</p> <p>He is well equipped to advance through increasing levels of responsibility.</p>
15.	<p>ARE THERE OTHER DUTIES WHICH BETTER SUIT THIS PERSON'S QUALIFICATIONS? (Recommend appropriate reassignment, if possible.)</p> <p>Well placed at present.</p>
16.	<p>WHAT TRAINING OR ROTATION DO YOU RECOMMEND FOR THIS PERSON?</p> <p>Assignment to a field position in the not-too-distant future.</p>
17.	<p>IF PERFORMANCE DURING REPORT PERIOD HAS BEEN UNSATISFACTORY, THERE IS ATTACHED COPY OF MEMORANDUM NOTIFYING THIS PERSON OF UNSATISFACTORY PERFORMANCE.</p>
18.	<p>THIS PERSONNEL EVALUATION REPORT HAS BEEN DISCUSSED WITH THE PERSON EVALUATED. ADDITIONAL COMMENTS INCLUDING COMMENT ON ITEMS 7, 8 AND 9, ARE SHOWN BELOW UNDER ITEM 20.</p>
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>26 October 1953</p> <p>DATE</p> </div> <div style="width: 45%; text-align: right;"> <p><i>G. Panett</i></p> <p>SIGNATURE OF SUPERVISOR</p> </div> </div>	
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>26 October 1953</p> <p>DATE</p> </div> <div style="width: 45%; text-align: right;"> <p><i>Daniel B. Munnell</i></p> <p>SIGNATURE OF REVIEWING OFFICIAL</p> </div> </div>	
19.	<p>I HAVE REVIEWED THE ABOVE REPORT. (Comments, if any, are shown in item 20.)</p>
20.	<p>COMMENTS: (if necessary, may be continued on reverse side of cover sheet.)</p>

**SECRET**

**SECRET**  
SECURITY INFORMATION

# PERSONNEL EVALUATION REPORT

Items 1 through 6 will be completed by Administrative or Personnel Officer

1. NAME (Last)	(First)	(Middle)	2. GRADE	3. POSITION TITLE
RICHARDSON,	Jacques	G.	GS-12	I.O. (Dep. Chief)
4. OFFICE	STAFF OR DIVISION	BRANCH	<input checked="" type="checkbox"/> DEPT'L.	IF FIELD, SPECIFY STATION
DDP	SH	SR-5 Far East	<input type="checkbox"/> FIELD	
5. PERIOD COVERED BY REPORT From 2-18-52 To 2-18-53		6. TYPE OF REPORT <input type="checkbox"/> Initial <input type="checkbox"/> Reassignment <input checked="" type="checkbox"/> Annual <input type="checkbox"/> Reassignment of Supervisor <input type="checkbox"/> Special		

Items 7 through 10 will be completed by the person evaluated

7. LIST YOUR MAJOR DUTIES IN APPROXIMATE ORDER OF IMPORTANCE, WITH A BRIEF DESCRIPTION OF EACH. OMIT MINOR DUTIES. Assist the Branch Chief in management of the Branch and its overseas stations (3); at present, I act as Branch Chief about 25%-30% of the year. Supervise the planning and preparation for approval of all basic plans, programs, and projects. This involves thorough discussion with each of seven (7) desk chiefs of the purposes and procedures for accomplishing any single mission under any given project, including target analysis (whether FI or PP), preparation of intelligence annexes, logistic and fiscal requirements, specific personnel needs, etc. Am responsible for working directly with the Division's Intelligence Branch for control of requirements, ops intelligence, and reports. Am responsible for maintaining liaison with appropriate staffs and other Divisions who must coordinate any action or document. Assist or direct, as required, specific mission planning at overseas stations on TDY. Supervise preparation of all periodic reports; interview candidate empl.

8. LIST COURSES OF INSTRUCTION COMPLETED DURING REPORT PERIOD.

Name of Course	Location	Length of Course	Date Completed
International Politics, 102	Graduate School Georgetown University, Washington.	4 months: 3 hours' credit	5 June 1952

9. IN WHAT TYPE OF WORK ARE YOU PRIMARILY INTERESTED?

I am primarily interested in the conception, planning, and operational management of FI and PP activities, and ops policy and control. If different from your present job, explain your qualifications (APTITUDE, KNOWLEDGE, SKILLS). This differs from my present assignment essentially in that a Branch Chief or his Deputy becomes so involved in administrative detail that he cannot always give his undivided attention to project management and agent handling problems. Otherwise, I feel that my background and experience qualify me for the functions I aspire to perform.

10.

7 February 1953

DATE

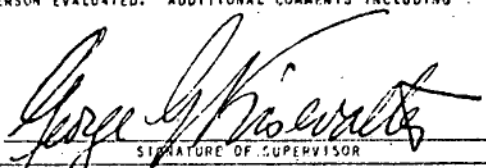
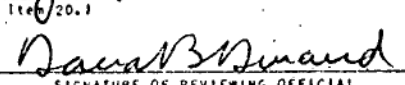
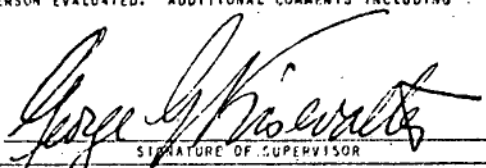
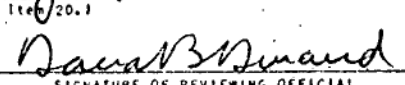
*Richardson*

SIGNATURE

Items 11 through 18 will be completed by Supervisor

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

**SECRET**  
SECURITY INFORMATION

12. IN WHAT RESPECT IS THIS PERSON'S PERFORMANCE ON PRESENT JOB MOST NOTICEABLY GOOD OR OUTSTANDING?	Mr. Richardson's performance was noticeably outstanding with respect to his thorough knowledge of every activity of the Branch. He was in position to assume direction of Branch activities at any time. He also kept himself thoroughly briefed on Division policies and planning in order to give timely instruction and guidance to the Branch overseas stations.
13. ON WHAT ASPECT OF PERFORMANCE SHOULD THIS PERSON CONCENTRATE EFFORT FOR SELF IMPROVEMENT?	Mr. Richardson has a very thorough background in two (2) languages, French and Japanese. He would benefit substantially by learning the Russian language. He is meticulous with respect to his attention to details, sometimes to the point of concealing the broader picture from his view. It would be well for Mr. Richardson to direct his attention to the broad scope of Branch activities rather than to concentrate on its details.
14. COMMENT ON THIS PERSON'S ABILITY TO HANDLE GREATER RESPONSIBILITIES NOW OR IN THE FUTURE.	Mr. Richardson is fully qualified to assume the duties of the chief SR Division representative at a field station. In order to assume this responsibility in the most efficient manner, it is recommended that Mr. Richardson serve a minimum period of time of approximately six (6) months as the assistant to the present chief of the field station.
15. ARE THERE OTHER DUTIES WHICH BETTER SUIT THIS PERSON'S QUALIFICATIONS? (Recommend appropriate reassignment, if possible.)	Mr. Richardson could serve effectively in a staff function for either FI or PP activities. This does not mean, however, that his present duties are not better suited to his qualifications.
16. WHAT TRAINING OR ROTATION DO YOU RECOMMEND FOR THIS PERSON?	Mr. Richardson has already been recommended for overseas assignment in the Far East during the past year. He has area knowledge and command of the Japanese language, having served in Japan previously with the United States Army. His duties at Headquarters have been so pressing that his departure for overseas assignment is being delayed until an adequate replacement may be trained.
17. IF PERFORMANCE DURING REPORT PERIOD HAS BEEN UNSATISFACTORY, THERE IS ATTACHED COPY OF MEMORANDUM NOTIFYING THIS PERSON OF UNSATISFACTORY PERFORMANCE.	
18. THIS PERSONNEL EVALUATION REPORT HAS BEEN DISCUSSED WITH THE PERSON EVALUATED. ADDITIONAL COMMENTS INCLUDING COMMENT ON ITEMS 7, 8 AND 9, ARE SHOWN BELOW UNDER ITEM 20.	
<div style="text-align: center;">               SIGNATURE OF SUPERVISOR           </div>	<div style="text-align: center;">               SIGNATURE OF REVIEWING OFFICIAL           </div>
19. I HAVE REVIEWED THE ABOVE REPORT. (Comments, if any, are shown in Item 20.)	<div style="text-align: center;">               SIGNATURE OF SUPERVISOR           </div> <div style="text-align: center;">               SIGNATURE OF REVIEWING OFFICIAL           </div>
20. COMMENTS: (If necessary, may be continued on reverse side of cover sheet.)	

**SECRET**

WARNING—Do not fill out this form until you have read all instructions.

DESIGNATION OF BENEFICIARY  
CIVIL SERVICE RETIREMENT SYSTEM

STANDARD FORM NO. 2808 JUNE 1966  
U. S. Civil Service Commission  
FPM Supplement 831-1 2808-104

A. INFORMATION CONCERNING THE DESIGNATOR

1. NAME (Last) (First) (Middle) <b>RICHARDSON Jacques Gabriel</b>	2. DATE OF BIRTH (Month) (Day) (Year) <b>Jan 20 1924</b>	3. SOCIAL SECURITY NUMBER <b>042 20 5339</b>
4. DEPARTMENT OR AGENCY IN WHICH PRESENTLY OR LAST EMPLOYED, INCLUDING BUREAU OR DIVISION		5. CLAIM NUMBER IF RETIRED <b>CSA—</b>

I, the employee or former employee identified above, canceling any and all previous designations of beneficiary heretofore made by me, do now designate the beneficiary or beneficiaries named below to receive any lump-sum benefit which may become payable under the Civil Service Retirement Act after my death. I understand that this designation of beneficiary will not affect the rights of any survivors who may qualify for annuity benefits after my death, and that this designation will remain in full force and effect unless or until canceled by me in writing.

B. INFORMATION CONCERNING THE BENEFICIARY OR BENEFICIARIES

TYPE OR PRINT FIRST NAME, MIDDLE INITIAL, AND LAST NAME OF EACH BENEFICIARY	TYPE OR PRINT ADDRESS (Including ZIP Code) OF EACH BENEFICIARY	RELATIONSHIP	SHARE TO BE PAID TO EACH BENEFICIARY (See Example)
<b>Pamela A. Richardson</b>	<b>5 villa Madrid, 97 Neufly, France</b>	<b>Dau</b>	<b>One half</b>
<b>Michelle D. Richardson</b>	<b>5 villa Madrid, 97 Neufly, France</b>	<b>Dau</b>	<b>One half</b>

I hereby direct, unless otherwise indicated above, that, if more than one beneficiary is named, the share of any deceased beneficiary or beneficiaries who may die before a lump-sum benefit becomes payable shall be distributed equally among the surviving beneficiaries, or entirely to the survivor. If none of the beneficiaries are alive when the lump-sum benefit becomes payable, this designation shall be void.

**January 12, 1972**

DATE OF THIS DESIGNATION  
(MONTH) (DAY) (YEAR)

(SIGNATURE OF DESIGNATOR—DO NOT PRINT)

C. WITNESSES (1 witness is ineligible to receive payment as a beneficiary)

WE, THE UNDERSIGNED, CERTIFY THAT THIS INSTRUMENT WAS SIGNED IN OUR PRESENCE.

<i>Richard D. [Signature]</i> (SIGNATURE OF WITNESS—DO NOT PRINT)	<b>13219 Arlington Ave</b> (NUMBER AND STREET)	<b>Rockville, Md.</b> (CITY, STATE, AND ZIP CODE)
 (SIGNATURE OF WITNESS—DO NOT PRINT)	 (NUMBER AND STREET)	 (CITY, STATE, AND ZIP CODE)

PRINT OR TYPE YOUR NAME AND ADDRESS (Including ZIP Code) TO INSURE RETURN OF COPY

**Jacques G. Richardson  
c/o Mrs T. G. Driscoll  
722 South Royal Street  
Alexandria VA 22134**

(Reserved for Receiving Stamp of U. S. Civil Service Commission)

**2 JAN 22 1972**  
**PERSONAL AFFAIRS**

THIS DUPLICATE WILL BE RETURNED TO YOU



DESIGNATION OF BENEFICIARY  
UNPAID COMPENSATION OF  
DECEASED CIVILIAN EMPLOYEE

IMPORTANT  
Read instructions  
on back of duplicate  
before filling in this form

INFORMATION CONCERNING THE EMPLOYEE:

NAME—	(Last)	(First)	(Middle)	DATE OF BIRTH (Month, day, year)
RICHARDSON	Jacques	Gabriel		Jan 20 1924

DEPARTMENT OR AGENCY IN WHICH EMPLOYED

(Department or agency)	(Bureau)	(Division)

I, the employee identified above, canceling any and all previous Designations of Beneficiary heretofore made by me, do now designate the beneficiary or beneficiaries named below to receive any UNPAID COMPENSATION due and payable under existing law after my death. I understand that this Designation of Beneficiary relates solely to Unpaid Compensation as defined in section 2 of the act of August 3, 1950, Public Law 636, and in nowise will affect the disposition of any benefit which may become payable under the Retirement Act applicable to my Government service. I further understand that this Designation of Beneficiary will remain in full force and effect, unless or until canceled by me in writing, so long as I am continuously employed in the above department or agency.

INFORMATION CONCERNING THE BENEFICIARY OR BENEFICIARIES:

Type or print first name, middle initial, and last name of each beneficiary	Type or print address of each beneficiary	Relationship	Share to be paid to each beneficiary
Pamela A. Richardson	5 villa Madrid 92 Neuilly France	Dau	One half
Michelle D. Richardson	5 villa Madrid 92 Neuilly France	Dau	One half

I hereby direct, unless otherwise indicated above, that, if more than one beneficiary is named, the share of any deceased beneficiary who may predecease me shall be distributed equally among the surviving beneficiaries, or entirely to the survivor. I understand that this Designation of Beneficiary shall be void if none of the designated beneficiaries is living at the time of my death.

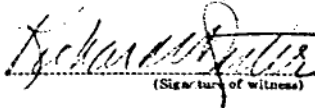
I hereby specifically reserve the right to cancel or change any designation of beneficiary at any time in the manner and form prescribed by the Comptroller General of the United States, and without knowledge or consent of the beneficiary.

January 12 1972

(Date of execution—month, day, year)

(Signature of employee)

WITNESSES TO SIGNATURE:

 (Signature of witness)	13219 Arlington Ave. (Number and street)	Lockport N.Y. (City, zone number, and State)

PRINT OR TYPE NAME AND ADDRESS OF EMPLOYEE

Jacques G. Richardson  
c/o Mrs T. G. Driscoll  
722 South Royal Street  
Alexandria VA 22314

THIS SPACE RESERVED FOR RECEIVING DATA  
FROM EMPLOYING AGENCY

JAN 17 1972

RECEIVED  
(Indicate date and by whom received)

DELIVER BOTH COPIES TO THE PROPER OFFICER OF YOUR AGENCY—DUPLICATE WILL BE NOTED AND RETURNED

DUPLICATE



# DESIGNATION OF BENEFICIARY FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM

**IMPORTANT**  
Read instructions  
on back of duplicate  
before filling in this form

## INFORMATION CONCERNING THE INSURED:

NAME (Last) (First) (Middle) DATE OF BIRTH (Month, day, year)

PLACE AN "X" IN THE APPROPRIATE BOX BELOW TO SHOW WHETHER YOU ARE:

☐ AN EMPLOYEE ☐ RETIRED OR AN APPLICANT FOR RETIREMENT ☐ RECEIVING FEDERAL EMPLOYEES' COMPENSATION BENEFITS OR AN APPLICANT FOR SUCH BENEFITS

IF YOU ARE RETIRED OR RECEIVING FEDERAL EMPLOYEES' COMPENSATION BENEFITS, GIVE YOUR "CSA," "CSL," "A," or "X" NUMBER

DEPARTMENT OR AGENCY IN WHICH PRESENTLY EMPLOYED (If retired, former department or agency):

(CSA, CSL, A, or X number)

(Department or agency) (Bureau) (Division) (Location—City, State, and ZIP Code)

I, the individual identified above, canceling any and all previous Designations of Beneficiary under the Federal Employees Group Life Insurance Program heretofore made by me, do now designate the beneficiary or beneficiaries named below to receive any amount of LIFE INSURANCE and ACCIDENTAL DEATH INSURANCE due and payable at my death. I understand that this Designation of Beneficiary will remain in full force and effect, with respect to any amount payable, unless or until canceled by me in writing, or until such time as it is automatically canceled (see regulation "f" on reverse side of duplicate copy).

## INFORMATION CONCERNING THE BENEFICIARY OR BENEFICIARIES (SEE EXAMPLES OF DESIGNATIONS):

Type or print first name, middle initial, and last name of each beneficiary	Type or print address (including ZIP Code) of each beneficiary	Relationship	Share to be paid to each beneficiary

For each type of insurance (regular and optional): (1) I hereby direct, unless otherwise indicated above, that if more than one beneficiary is named, the share of any beneficiary who may predecease me shall be distributed equally among the surviving beneficiaries, or entirely to the survivor. (2) I understand that this Designation of Beneficiary shall be void if none of the designated beneficiaries is living at the time of my death.

I hereby specifically reserve the right to cancel or change this Designation of Beneficiary at any time without knowledge or consent of the beneficiary.

(Date of execution—month, day, year) (Signature of insured)

## WITNESSES TO SIGNATURE (A witness is ineligible to receive payment as a beneficiary):

(Signature of witness) 13219 Monticue Rockville, Md.  
(Number and street) (City, State, and ZIP Code)

(Signature of witness) (Number and street) (City, State, and ZIP Code)

PRINT OR TYPE NAME AND ADDRESS (including ZIP Code) OF INSURED

THIS SPACE RESERVED FOR RECEIVING AGENCY

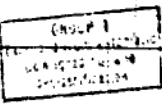
22. 11 11 11 11

58. 11 11 11 11

(Indicate date and by whom received)

SEE REVERSE SIDE OF DUPLICATE COPY FOR INSTRUCTIONS ON WHERE TO FILE THESE FORMS.  
DO NOT FILE WITH THE OFFICE OF FEDERAL EMPLOYEES' GROUP LIFE INSURANCE.

DUPLICATE

<b>DISPATCH</b>		CLASSIFICATION <b>S E C R E T</b>	PROCESSING ACTION
TO	Chief, European Division		MARKED FOR INDEXING
INFO.			NO INDEXING REQUIRED
FROM	Chief of Station, Paris <i>RTP</i>		ONLY QUALIFIED DESK CAN JUDGE INDEXING
SUBJECT	ADMIN/Personnel <del>XXXXXXXXXX</del> - Change of Beneficiary Forms <i>SA</i>		MICROFILM
ACTION REQUIRED - REFERENCES			
<p style="text-align: center;"><i>Richardson, Jacques</i></p> <p>Forwarded herewith and under separate cover are change of beneficiary forms completed by <del>XXXXXXXXXX</del>. Since <del>XXXXXXXXXX</del> will be at Headquarters during home leave towards the end of February, it is suggested that he be contacted during his TDY if additional information is required.</p> <p style="text-align: right;"><i>Carolyn A. Tanzola</i> Carolyn A. TANZOLA</p> <p>Attachments:</p> <ol style="list-style-type: none"> <li>1. Flight &amp; Accident Plan, h/w <del>XXXXXXXXXX</del> by SP/PNC</li> <li>2. SF-2808, U/S/C via TNP</li> <li>3. SF-54, U/S/C via TNP</li> <li>4. SF-1152, U/S/C via TNP</li> </ol> <p>Distribution:</p> <p>3-Chief, Eur-Div w/att #1-h/w; #2,3,4-usc-tnp</p> <p style="text-align: right;"><b>CABLE BOARD</b> 2 FEB 1972</p> <p style="text-align: right;"><i>Dick</i></p>			
CROSS REFERENCE TO	DISPATCH SYMBOL AND NUMBER	DATE	
	OFPT-17469	10 February 1972	
	CLASSIFICATION <b>S E C R E T</b>	HQS FILE NUMBER	

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

IMPORTANT  
AGENCY INSTRUCTIONS  
ON BACK OF ORIGINAL

TO COMPLETE THIS FORM—

1

FOLLOW THESE GENERAL INSTRUCTIONS:

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

2

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

NAME (last) *Richardson, George* DATE OF BIRTH (month, day, year) *20 Jan 1924* SOCIAL SECURITY NUMBER  
*[REDACTED]*  
EMPLOYING DEPARTMENT OR AGENCY *[REDACTED]* LOCATION (City, State, ZIP Code)

3

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

Mark here  
if you  
WANT BOTH  
optional and  
regular  
insurance



ELECTION OF OPTIONAL (IN ADDITION TO REGULAR) INSURANCE

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

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



DECLINATION OF OPTIONAL (BUT NOT REGULAR) INSURANCE

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

Mark here  
if you  
WANT NEITHER  
regular nor  
optional  
insurance



WAIVER OF LIFE INSURANCE COVERAGE

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

4

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

SIGNATURE (do not print)

*Richardson, George*  
*[REDACTED]*

DATE

*1 March 1968*

FOR EMPLOYING OFFICE USE ONLY

(official receiving date stamp)

RECEIVED  
PERSONNEL  
89. MAR 8 61 PM

See Table of Effective Dates on back of Original

ORIGINAL COPY—Retain in Official Personnel Folder

STANDARD FORM NO. 175-2  
JANUARY 1955  
(for use only until April 18, 1968)  
175-222

SECRET

SECRET

31 July 1962

Date

THIS IS TO CERTIFY THAT THE PROVISIONS OF THE PROVISIONS  
OF REGULATION 141, DATED 23 FEBRUARY 1959 CONCERNING  
THE PERSONAL CREDIT OF ACTIVE EMPLOYEES OVERSEAS,



Signature

SECRET

CABLE SECRETARIAT DISSEMINATION		CLASSIFIED MESSAGE	TOTAL COPIES 11	ROUTING AND/OR INITIAL 1-SEC'D BY	
PERSON UNIT NOTIFIED		<b>SECRET</b> (When Filled In) REPRODUCTION OF THIS COPY PROHIBITED	1	5	
ADVANCE COPY <input type="checkbox"/> ISSUED <input type="checkbox"/> SLOTTED			2	6	
BY _____ AT _____			3	7	
DISSEM BY <u>13</u> PER _____			4	8	
ACTION UNIT		FILE, VR	<u>9/10/62</u> <u>9/10/62</u> <u>9/10/62</u> <u>9/10/62</u>		
ACTION NO		071			

SECRET 011654Z JUN 72 CITE PARIS 28959 (RILANDER ACTING)

DIRECTOR

1 JUN IN 625469

RYBAT ADMIN PERS TOPSY WODEEP WOGAME

REF: DIRECTOR 271979

1. APPRECIATE REF ACTION WHICH WILL HELP AVOID ANY SECURITY PROBLEM FOR CASASIN. RE PARA TWO REF THERE IS NO CHANCE THAT UNCAIRD WILL QUERY FEDERAL RECORDS CENTER DIRECTLY. UNCAIRD CONDUCTS NO APPLICANT INVESTIGATIONS ITSELF. SECURITY CLEARANCE FOR AMERICAN APPLICANTS IS U.S. GOVT, NOT UNCAIRD, REQUIREMENT. THEREFORE, BELIEVE UNNECESSARY TO TAKE ANY FURTHER ACTION TO BACKSTOP PRIOR EMPLOYMENT. ONLY REQUIREMENT NOW IS FOR ROUTING REPORT FROM CIVIL SERVICE COMMISSION INDICATING FAVORABLE SECURITY DETERMINATION FOR ~~REDACTED~~ *Richardson, Jacques*

2. NO FILE. GP-1

SECRET

SECRET

SECRET

FIELD REASSIGNMENT QUESTIONNAIRE				
DO NOT COMPLETE		FOR HEADQUARTERS USE ONLY		
NAME OF EMPLOYEE (Last, first, middle initial only if SA)	DATE (from item 5-2)	NAME OF SUPERVISOR (Last, first, middle initial only if SA)	DATE (from item 5-2)	
<i>Richard J. Rogers</i>	3 Feb. 1969	David Murphy	3 Feb. 1969	
DATE RECEIVED AT HEADQUARTERS:	DISPATCH NUMBER:	DATE RECEIVED BY CAREER SERVICE:		
20 February 1969	TN-798947			
TO BE COMPLETED BY EMPLOYEE				
1. DATE OF BIRTH	2. SERVICE DESIGN	3. YOUR CURRENT POSITION, TITLE AND GRADE	4. STATION OR BASE	5. CRYPT FOR CURRENT COVER
20 I 1924	CS	S&T project manager, Area Ops Off, GS 15	Paris	LPCOVER
6A. DATE OF PCS ARRIVAL IN FIELD	6B. REQUESTED DATE OF DEPARTURE	6C. EXPECTED DATE OF FIRST CHECK-IN AT HQ	6D. DESIRED DATE TO REPORT TO DUTY AFTER LEAVE	
5 Sep 1967	Please see 11B	Summer 1970	o/a 15 August 1970	
7. NUMBER AND AGES OF DEPENDENTS WHO WILL TRAVEL WITH YOU:				
3: (at that time) 42, 19 and 16				
8. PERSONAL CIRCUMSTANCES THAT SHOULD BE CONSIDERED IN DETERMINING NEXT ASSIGNMENT:				
<p>My younger daughter should graduate from high school in Europe in June, 1970. Because she should not be transferred at that critical scholastic juncture, I would like to remain in the field another nine months to see her through her senior year.</p> <p>In my next assignment, I would like to use my fluent French from time to time, if possible.</p>				
9. LIST YOUR MAJOR DUTIES DURING CURRENT TOUR (see special note on transmittal form). (also attach personal cover questionnaire in accordance with CSI-F 240-8)				
<ul style="list-style-type: none"> <li>• I planned, established and operated a long-range S&amp;T spotting-assessment activity against sensitive targets, and a shorter-range similar local activity in an adverse political climate.</li> <li>• I planned, developed and exploited an adroit non-official cover to mask the operational activity, integrated into the further-ranging overall activities of a major Station.</li> <li>• I managed the non-official cover activity as a viable professional/commercial activity, including many business and production aspects, as well as the local handling of the firm's [unwitting] personnel.</li> <li>• I assisted other Stations and Bases, at their request, in spotting-assessment activities, in local search and surveillance activities, and in recruitment.</li> <li>• As part of my original non-official cover, I acted because of a corporate merger, I developed inherently continuing cover to serve operational access needs as well as those of status cover.</li> </ul>				
10. TRAINING DESIRED: INDICATE WHAT TRAINING YOU BELIEVE YOU SHOULD HAVE DURING THE NEXT SEVERAL YEARS				
<p>I would like to take (a) the seniormost management course offered by or through the Organization as well as (b) a review course of activities within the CS and the Organization as a whole.</p> <p>In addition, I would also like to (c) audit, at least, the S&amp;T course, if that is still being offered.</p> <p>If (a) is possible through a civil school away from Headquarters, I would have no objection to the displacement involved.</p>				

SECRET

**SECRET**

**11. PREFERENCE FOR NEXT ASSIGNMENT:**

11A. DESCRIBE BRIEFLY THE TYPE OF WORK YOU WOULD PREFER FOR NEXT ASSIGNMENT IF DIFFERENT FROM THAT INDICATED IN ITEM NO. 9 ABOVE. IF YOU HAVE MORE THAN ONE PREFERENCE, INDICATE YOUR CHOICE.

First choice: to manage a large-scale non-official cover project in another French-speaking, technically advanced area (such as metropolitan Geneva or Brussels).  
 Second choice: chief of station or base (cover official or non-official) in an appropriate area.  
 Third choice: to be assigned to Staff training, preferably training (a) senior unit or project managers or (b) JCFs.  
 Fourth choice: to be assigned to Staff personnel work -- above the Division level -- where new personnel are screened, tested and evaluated, then assigned.

11B. INDICATE IF YOU DESIRE TO EXTEND YOUR CURRENT TOUR BY CHECKING IN APPROPRIATE BOX. ALSO INDICATE PREFERENCE FOR NEXT REGULAR ASSIGNMENT BY INSERTING 1, 2, 3 (for 1st, 2nd, and 3rd choice) IN REMAINING BOXES. COMPLETE ALL ALTERNATE CHOICES AND OPTIONS IN ALL CASES EVEN THOUGH YOU ARE REQUESTING AN EXTENSION OF YOUR TOUR.

- ☒ EXTEND TOUR nine MONTHS AT CURRENT STATION TO 6/15 June 1970 (DATE)
- ☐ BE ASSIGNED TO HQTRS FOR A TOUR OF DUTY. INDICATE YOUR CHOICE OF DIVISION, STAFF OR OFFICE.  
 1ST CHOICE \_\_\_\_\_ 2ND CHOICE \_\_\_\_\_ 3RD CHOICE \_\_\_\_\_
- ☐ BE ASSIGNED TO ANOTHER FIELD STATION. INDICATE CHOICE OF GEOGRAPHIC AREA OR SPECIALIZATION  
 1ST CHOICE Geneva 2ND CHOICE Amsterdam 3RD CHOICE Ottawa
- ☐ RETURN TO MY CURRENT STATION, with different responsibilities.

**TO BE COMPLETED BY FIELD STATION**

12. IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE AND HIS PREFERENCE FOR NEXT ASSIGNMENT, INDICATE YOUR RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING:

We are anxious to have this employee remain in his present assignment until 1970. You will note his first choice in para 11-A, to manage a large scale non-official cover project. It is possible we will have such a requirement here by 1970, but cannot yet be definite. If this develops positively, we will discuss with the employee.

**TO BE COMPLETED BY APPROPRIATE HEADQUARTERS OFFICE**

13. IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE, HIS PREFERENCE FOR NEXT ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF YOUR COMPONENT, INDICATE YOUR COMPONENT'S RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING.

EUR Division recommends that ~~the employee~~ request for an extension of his current tour until June 1970 be approved.

DATE 3/11/69 TITLE C/E/PERS SIGNATURE Willford C. Taylor

**FOR USE BY CAREER SERVICE**

14. APPROVED ASSIGNMENT:

Extended to June 1970

15. EMPLOYEE NOTIFIED BY DISPATCH NO. CFPS-1126 DATED: 11 May 69

CABLE NO. \_\_\_\_\_ DATED: \_\_\_\_\_

CAREER SERVICE REPRESENTATIVE:

Charles B. Leonard 7/16/69  
 (SIGNATURE)

**SECRET**

SECRET

FIELD REASSIGNMENT QUESTIONNAIRE			
DO NOT COMPLETE		FOR HEADQUARTERS USE ONLY	
AUTHENTICATION OF SIGNATURES AND VERIFICATION OF ITEMS 1 THROUGH 7, BELOW:			
NAME OF EMPLOYEE (Last, First, Middle Initial)		DATE (from item 5-2)	
[Signature]		27 Dec 1963	
NAME OF SUPERVISOR (Last, First, Middle Initial)		DATE	
James Flint		9 Dec 1963	
NAME OF OFFICIAL AT HEADQUARTERS AUTHORIZED TO AUTHENTICATE SIGNATURES AND VERIFY DATA IN ITEMS NOS. 1 THROUGH 7, BELOW:			
TO BE COMPLETED BY EMPLOYEE			
1. DATE OF BIRTH	2. GRADE	3. CURRENT POSITION TITLE AND GRADE	7A. DATE OF PCS ARRIVAL IN FIELD ON THIS TOUR
20 Jan 1924	GS-15	Operations Officer, GS-15	10 September 1962
4. SERVICE DESIGNATION (if known)	5. CURRENT STATION OR FIELD BASE		7B. EXPECTED DATE OF DEPARTURE FROM FIELD
	Paris		September 1965
6. OTHER DUTY STATIONS OR FIELD BASES DURING CURRENT TOUR			7C. EXPECTED DATE OF ARRIVAL AT HEADQUARTERS PCS
None			
8. WRITE A DESCRIPTION OF YOUR MAJOR DUTIES DURING THE CURRENT TOUR OF DUTY (see special note on Transmittal Form):			
<p>Staff agent assigned to a major overseas station, exploiting the cover provided by a major firm of technical periodical publishers. I take my instructions from a section chief within the station, and report in writing on the progress of my cover development and its operational exploitation.</p> <p>For operational reasons, I develop and assess operational leads in the FI, CI and CA areas, principally against denied area targets. I also handle local investigations and such cases as the station determines will fit into my cover, or which I can otherwise handle in alias. I travel to other field stations to handle such tasks as they request or Hq directs. I handle all cover tasks as they appear.</p>			
9. PREFERENCE FOR NEXT ASSIGNMENT:			
<p>A. WRITE A BRIEF DESCRIPTION OF THE TYPE OF WORK YOU WOULD PREFER FOR YOUR NEXT ASSIGNMENT IF IT DIFFERS FROM THAT INDICATED IN ITEM NO. 8. ABOVE. IF YOU HAVE MORE THAN ONE PREFERENCE, INDICATE YOUR CHOICES.</p> <p>I would like to continue to serve essentially in the same capacity as described above, although I would like eventually to add more supervisory and managerial functions to my responsibilities. I would like to expand the operating base provided by the cover organization by taking on several journeymen case officers to work with me against both denied area and host country targets, and to make the cover facility and the access it provides of more versatile use to both the station and to KUDOVE as a whole.</p> <p>My second choice would be to return to Hq, and use the knowledge and experience I have gained in my present job to (1) select staff personnel who will be placed in non-official cover, (2) select the cover mechanisms proper, (3) train our personnel for the proper discharge of their total responsibilities while serving under such cover.</p>			
<p>B. INDICATE WHAT TRAINING YOU BELIEVE YOU SHOULD HAVE IN ORDER TO INCREASE YOUR VALUE TO THE ORGANIZATION (refer to catalog of courses, if available):</p> <p>The completion of work toward a master's or doctor's degree in the physical or life sciences, or in the management/administration of the sciences and their personnel.</p>			



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9. PREFERENCE FOR NEXT ASSIGNMENT (continued)

C. INDICATE YOUR PREFERENCE FOR NEXT ASSIGNMENT BY INSERTING NUMBERS 1, 2 AND 3 (for 1st, 2nd and 3rd choice) IN THE BOXES BELOW:

☐ RETURN TO MY CURRENT STATION, after a one-year extension of my present tour

☐ BE ASSIGNED TO HEADQUARTERS FOR A TOUR OF DUTY, WITH RESPECT TO POSSIBLE ASSIGNMENT IN HEADQUARTERS. INDICATE CHOICE OF COMPONENT:

1ST. CHOICE OTR 2ND. CHOICE Cover Group 3RD. CHOICE Office/Personnel

☐ BE ASSIGNED TO ANOTHER FIELD STATION, WITH RESPECT TO POSSIBLE REASSIGNMENT TO ANOTHER FIELD STATION. INDICATE CHOICE OF GEOGRAPHIC AREA OR SPECIFIC STATION, BASED ON QUALIFICATIONS:

1ST. CHOICE Geneva 2ND. CHOICE Brussels 3RD. CHOICE New Zealand/Canada

10. HOW MUCH LEAVE DO YOU DESIRE BETWEEN ASSIGNMENTS? INDICATE NUMBER OF WORK DAYS 25

11. INDICATE THE NUMBER AND AGE OF DEPENDENTS WHO WILL BE TRAVELLING OR MOVING WITH YOU:

Wife, will be 37 in 1965; two daughters, 15 and 12 in 1965

11A. INDICATE ANY CHANGE IN YOUR PERSONAL OR FAMILY SITUATION WHICH SHOULD BE CONSIDERED IN DETERMINING YOUR NEXT ASSIGNMENT

Next post should have high school facilities teaching in French or in English.

12. SIGNATURE: COMPLETE ITEM NO. 5-1, TRANSMITTAL SHEET, TO INDICATE COMPLETION OF ABOVE PORTION OF THIS FORM. TO BE COMPLETED BY SUPERVISOR AT FIELD STATION

13. IN CONSIDERATION OF THE PAST EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE, HIS EXPRESSED PREFERENCE FOR NEXT ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF THE STATION, INDICATE YOUR RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING:

Chief, External concurs in subject's wish for one year extension and return for second tour after home leave in the fall of 1965. However, subject's wish as expressed in 9.A. of having case officers working under him is not feasible at this time.

14. SIGNATURE: COMPLETE ITEM NO. 5-2, TRANSMITTAL SHEET, TO INDICATE COMPLETION OF THIS PORTION OF THE FORM. TO BE COMPLETED BY APPROPRIATE CAREER SERVICE OFFICER OR PERSONNEL OFFICER AT HEADQUARTERS

15. IN CONSIDERATION OF THE PAST EXPERIENCE AND PERFORMANCE OF THE EMPLOYEE, HIS EXPRESSED PREFERENCE FOR NEXT ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF THE COMPONENT TO WHICH HE IS CURRENTLY ASSIGNED, INDICATE YOUR RECOMMENDATIONS FOR HIS NEXT ASSIGNMENT AND TRAINING:

Recommend Home Leave and return for another tour. SR Concurs. *A. B. [Signature]* 2-20-64

16. NAME OF CAREER SERVICE OFFICER OR PERSONNEL OFFICER  
DATE 6 February 1964

SIGNATURE *G.K. Mogannam*  
G.K. Mogannam (E.E.D.)

FOR USE OF CAREER SERVICE

17. EMPLOYEE ☒ HAS ☐ HAS NOT BEEN NOTIFIED OF PLANNED REASSIGNMENT

18. REFERENCE DISPATCH NO. OFPS-7995 CABLE NO. \_\_\_\_\_

19. TYPED OR PRINTED NAME  
Dwight M. Collins

20. SIGNATURE *Dwight M. Collins*

21. TITLE  
Secretary, CS Agent Panel

22. DATE  
26 February 1964

23. COMMENTS

Approved extension of present tour to September 1965, followed by home leave, and then second tour.

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CONTRACT INFORMATION AND CHECK LIST		CASE OFFICER Ruth W. Paul X6356	DIVISION SR
INSTRUCTIONS: Use R 10-10.2 and R 10-10.2.1 for guidance. Complete all items. Inserting "NA" when items are not applicable. Forward original and TWO copies for preparation of contract.		TELEPHONE EXTENSION For contract info	DATE 9 July 1962
GENERAL CALL BY JO. NEON X59-3			
SECTION I		SECTION II	
1. NAME <input type="checkbox"/> PSEUDO <input type="checkbox"/> TRUE <i>Williamson, Eugene</i>	2A. PROJECT NA	3. ALLOTMENT NO. 3234-1008-1000	4. SLOT NO. 240
	2B. PERMANENT STATION Paris, France	3A. FUNDS <input type="checkbox"/> V <input checked="" type="checkbox"/> X <input type="checkbox"/> UN	
5. PREVIOUS CIA PSEUDONYM OR ALIASES James M. Kennicott (P) John F. Reynolds John E. Williams, John F. Martin (A)	6. INDIVIDUAL HAS BEEN ENGAGED BY CIA OR ITS ALLIED ACTIVITIES IN SOME CAPACITY PRIOR TO THIS CONTRACT. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (If yes, describe and include dates and salary.) Staff Employee since 1949		
7. SECURITY CLEARANCE (Type and date) SI	7A. MEDICAL CLEARANCE <input type="checkbox"/> CONTAINED <input checked="" type="checkbox"/> INITIATED <input type="checkbox"/> NOT PER'D	8. CONTRACT IS TO BE WRITTEN IN STERILE FORM I.E., "U.S. GOVERNMENT" <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
9. INDIVIDUAL WILL WORK UNDER "CONTROLLED CONDITIONS" I.E., REGULAR OFFICE HOURS AWAY FROM SUBJECT'S HOME AND PERFORMED UNDER THE SUPERVISION OF A STAFF EMPLOYEE OR STAFF AGENT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		10. PROPOSED CATEGORY (Contract agent, contract employee, etc.) <i>Contract agent</i>	
SECTION III PERSONAL DATA			
11. CITIZENSHIP U.S.	12. IF NOT U.S. CITIZEN, INDIVIDUAL IS A PERMANENT RESIDENT ALIEN <input type="checkbox"/> YES <input type="checkbox"/> NO	13. AGE 33	14. DATE OF BIRTH (Month, day, year) January 20, 1924
15. LEGAL RESIDENCE (City and state or country) Alexandria, Virginia		16. CURRENT RESIDENCE (City and state or country) Alexandria, Virginia	
17. MARITAL STATUS (Check as appropriate) <input checked="" type="checkbox"/> SINGLE <input type="checkbox"/> MARRIED <input type="checkbox"/> WIDOWED <input type="checkbox"/> ANNULLED <input type="checkbox"/> SEPARATED <input type="checkbox"/> DIVORCED			
18. NUMBER OF DEPENDENTS (Not including individual) RELATIONSHIP AND AGE:  Three - Wife, age 34 Daughter, age 8 Daughter, Age 11		19. INDIVIDUAL IS RELATED TO A STAFF EMPLOYEE, STAFF AGENT OR AN INDIVIDUAL CURRENTLY WORKING FOR THE AGENCY IN SOME CAPACITY <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO RELATIONSHIP:	
SECTION IV U.S. MILITARY STATUS			
20. RESERVE NA	21. VETERAN Yes	22. IF RETIRED, INDICATE CATEGORY (Longevity, combat disability, service disability non-combat)	
23. BRANCH OF SERVICE U. S. Army	24. RANK OR GRADE	25. DRAFT ELIGIBLE <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	26. DRAFT DEFERMENT OBTAINED BY CIA <input type="checkbox"/> YES <input type="checkbox"/> NO
SECTION V COMPENSATION			
27. BASIC SALARY Pay entitlements equating to GS-14 (step 6) including premium pay \$13,570	28. POST DIFFERENTIAL	29. COVER (Breakdown, if any)	30. FEDERAL TAX WITHHOLDING COVER: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO CIA: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
SECTION VI ALLOWANCES (NORMALLY GRANTED ONLY TO RESIDENTS OF THE UNITED STATES)			
31. QUARTERS In accordance with regulations	32. POST	33. OTHER	
34. COVER (Breakdown, if any)			
SECTION VII TRAVEL			
35. TYPES <input checked="" type="checkbox"/> DOMESTIC OPERATIONAL <input type="checkbox"/> FOREIGN OPERATIONAL			36. WITH DEPENDENTS <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
37. HME TO BE SHIPPED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	37A. HME TO BE STORED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	38. PERSONAL VEHICLE TO BE SHIPPED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	39. TRANSPORT VEHICLE TO BE USED FOR OPERATIONAL TRAVEL <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
40. IF WITH DEPENDENTS STATE RELATIONSHIP, CITIZENSHIP, AGE AND DATE OF BIRTH Wife, U. S. Citizen, age 34, DOB 19 June 1928 Daughter, U. S. Citizen, age 8, DOB 5 September 1953 Daughter, U. S. Citizen, age 11, DOB September 1950			
41. PAYMENT AND ACCOUNTABILITY WILL BE IN CONFORMANCE WITH <input checked="" type="checkbox"/> CIA REGULATIONS <input checked="" type="checkbox"/> COVER POLICIES AND PROCEDURES			
SECTION VIII OPERATIONAL EXPENSES			
42. PURCHASE OF INFORMATION As authorized	43. ENTERTAINMENT As authorized	44. OTHER As authorized	
45. PAYMENT AND ACCOUNTABILITY WILL BE IN CONFORMANCE WITH <input type="checkbox"/> CIA REGULATIONS <input type="checkbox"/> COVER POLICIES AND PROCEDURES			

SECRET

<b>CONTRACT INFORMATION AND CHECK LIST (CONTINUED)</b>		CASE OFFICER <b>Ruth Paul X6356</b>	DIVISION <b>SR</b>
NOTE: SEE INSTRUCTIONS ON FIRST SHEET.		TELEPHONE EXTENSION <b>For contract info</b>	DATE <b>9 July 1962</b>
SECTION VIII OTHER BENEFITS call BY Johnson X5423			
48. BENEFITS (See R 20-615, R 20-620, R 20-670, R 20-1000, and HB 20-620-1, HB 20-1000-1 and/or successor regulations for benefits applicable to various categories of contract personnel.)			
<b>All Staff Employee benefits</b>			
SECTION IX COVER ACTIVITY			
47. STATUS (Check)	<input type="checkbox"/> PROPOSED <input checked="" type="checkbox"/> ESTABLISHED	48. TYPE (Check)	<input type="checkbox"/> PROPRIETARY <input type="checkbox"/> SUBSIDIARIZED <input checked="" type="checkbox"/> CULTURAL <input type="checkbox"/> EDUCATIONAL <input type="checkbox"/> MILITARY <input type="checkbox"/> TOURIST <input type="checkbox"/> OTHER
49. IF COVER PAYMENTS ARE CONTEMPLATED, THEY WILL BE EFFECTED ON REIMBURSABLE BASIS <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL			
SECTION X OFFSET OF INCOME			
50. OFFSET OF INCOME AND OTHER EMOLUMENTS DERIVED FROM COVER ACTIVITIES (If less than total, justify in separate memo attached hereto.) <input checked="" type="checkbox"/> TOTAL <input type="checkbox"/> PARTIAL <input type="checkbox"/> NONE			
SECTION XI TERM			
51. DURATION	DAYS MONTHS YEARS	52. EFFECTIVE DATE	53. RENEWABLE <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
54. TERMINATION NOTICE (Number of days)		55. FORFEITURE OF RETURN TRAVEL FOR RESIGNATION PRIOR TO CONTRACT TERMINATION <input type="checkbox"/> YES <input type="checkbox"/> NO	
SECTION XII FUNCTION			
56. PRIMARY FUNCTION (CI, FI, PP, other) <b>FI and CA</b>			
SECTION XIII DUTIES			
57. GENERAL DESCRIPTION OF DUTIES TO BE PERFORMED Handling and supervision of field agents already recruited. Spotting, assessment and development of agent candidates or projects. Recruitment of agent candidates outside France when necessary. Clandestine support of own and other station operations.			
SECTION XIV QUALIFICATIONS			
58. EXPERIENCE Photographic equipment salesman Newspaper assistant <del>XXXX</del> editor Assistant to planning division of housing authority of a major city Operations Officer for past 12 years			
59. EDUCATION (Check Highest Level Attained)			
<input type="checkbox"/> GRADE SCHOOL <input type="checkbox"/> HIGH SCHOOL GRADUATE <input type="checkbox"/> TRADE SCHOOL GRADUATE <input type="checkbox"/> BUSINESS SCHOOL GRADUATE <input type="checkbox"/> COMMERCIAL SCHOOL GRADUATE <input type="checkbox"/> COLLEGE (No degree) <input checked="" type="checkbox"/> COLLEGE DEGREE <input type="checkbox"/> POST GRADUATE <input type="checkbox"/> MA <input type="checkbox"/> PHD			
60. LANGUAGE COMPETENCY (Check Appropriate Degree Competency)			
LANGUAGE		SPEAK FLUENT AVERAGE POOR FLUENT AVERAGE POOR FLUENT AVERAGE POOR FLUENT AVERAGE POOR French <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Japanese <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Russian <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
61. INDIVIDUAL'S COUNTRY OF ORIGIN <b>USA</b>			
62. AREA KNOWLEDGE Canada, Japan, Western Europe thru residence, study and travel			
SECTION XV EMPLOYMENT PRIOR TO CIA			
63. GIVE INCLUSIVE DATES, POSITION TITLE OR TYPE WORK, SALARY AND REASON FOR LEAVING Newspaper assistant editor - \$2,100 Assistant to planning division of housing authority \$3,100			
SECTION XVI ADDITIONAL INFORMATION			
64. ADDITIONAL OR UNUSUAL REQUIREMENTS, JUSTIFICATIONS OR EXPLANATIONS (Use other side if necessary)			

☐ OVER

APPROVAL

DATE

TYPE NAME &amp; SIGNATURE OF REVIEWING OFFICIAL DATE

TYPE NAME

SECRET

9 December 1958

MEMORANDUM FOR: Secretary, CS/CSB

SUBJECT : Recommendation for Promotion to Grade GS-15 -  
Jacques G. RICHARDSON

REFERENCE : Your memorandum dated 8 October 1958

1. The SR Division and the Chief of Station, Tokyo (FJTT-1950, attached) recommend the promotion of Jacques G. Richardson to GS-15.

2. Mr. Richardson was last promoted 16 January 1955. On 17 February 1955 he arrived in Tokyo to serve as the senior SR officer in the FE field area, his present assignment. In this position he has continued to display qualities of leadership, initiative, imagination and thoroughness which resulted in his rapid rise in the Agency.

3. The very facts of Mr. Richardson's youth in relation to his responsibilities and the fact that promotion to his present level has been rapid, caused the Division and the Chief of Station, Tokyo to hold until this time a recommendation for his promotion which was submitted in June 1957. Most careful consideration has convinced us that not only is Mr. Richardson deserving of the recommended promotion, but his elevation to the higher grade will be in the best interest of the Career Service and meet definite Division requirements for a senior officer at the GS-15 level.

*Charles Kater*

CHARLES KATER  
Acting Chief, SR Division

Distribution:  
Orig & 6 - Addr

SECRET

OFFICIAL

CLASSIFICATION

DISPATCH

TO Chief, SR		INFORMATION ADDRESSEE Chief, FE	
FROM Chief of Station, Tokyo			
SUBJECT REDWOOD/ADMINISTRATIVE Promotion of [REDACTED]		HEADQUARTERS FILE NO.	DISPATCH SYMBOL AND NO. FJTT-1950
			DATE

## REFERENCE(S)

FJTT-11511 (RYBAT), dated 11 October 1957  
ACTION REQUIRED: See paragraph 2

Richardson - 1  
Baker - 2  
Murray - 3  
Nelson - 4

1. In line with paragraph 2 of Reference, after a period of six months we submitted an additional promotion fitness report on [REDACTED] under cover of FJTT-0601 dated 26 May 1958. Inasmuch as [REDACTED] was then at Headquarters on TDY, we requested that he review this fitness report and assured that in doing so he would also discuss with [REDACTED] promotion, which both he and [REDACTED] felt was to be strongly recommended.

2. [REDACTED] was, however, not shown this fitness report at Headquarters, nor did he have the opportunity to discuss [REDACTED]'s promotion with [REDACTED]. In reviewing our records we are now concerned at the possibility of some administrative slip-up and would appreciate a word of advice as to how this promotion action is proceeding. We would like to reiterate that we now have not the slightest hesitation in recommending [REDACTED] for promotion and find that the fitness report submitted with FJTT-0601 still reflects our current high appreciation of his abilities and progress.

20 November 1958

Distributions:  
2 - Chief, SR  
2 - Chief, FE

✓ New 15/Per  
Per

☐ CONTINUED →

OFFICIAL DISPATCH

SECRET

COPY  
Attachment to  
FJTA-19609

MEMORANDUM No. 360

18 June 1957

TO : Chief of Station

FROM : Chief, Soviet Branch

SUBJECT: [REDACTED] - Recommendation for Promotion  
② Jacques RICHARDSON

1. [REDACTED] has been under my supervision as Deputy and Case Officer for approximately fifteen months. Based on the knowledge of [REDACTED] as an individual gained during this period and upon his actual performance, I recommend that he be entered for consideration on the SR Division GS-14 to GS-15 promotion list at this time - June 1957. The slot and job which he now occupies, Chief, Soviet Branch, is, of course, adequate to accommodate such a promotion.

2. [REDACTED] operational performance has been outstanding and notably versatile during this period. He has engaged primarily in liaison and has been personally effective in terms of results achieved almost daily, in terms of reports, operational data, and joint enterprises; while, overall, he has established enduring professional relationships from which the organization as a whole should benefit for some time to come. In addition, owing in large part to unique personal talents, linguistic and otherwise, [REDACTED] has handled a number of unilateral cases most effectively. In the office, too, as well as in face-to-face operational situations, [REDACTED] has been outstanding. He has a flair for and a facility with the written word as evidenced by the amount of general and particular correspondence which he has initiated, and he knows the organizational "drill" intimately and from way back. Thus, I feel that he is qualified for the recommended promotion by ability and experience in both the internal and external aspects of the profession.

3. Relative to the more personal characteristics involved in the term managerial ability, judgments are necessarily more subjective but here, too, I consider [REDACTED] to be qualified in maturity, in judgment, and in experience. He would most certainly be a supervisor who could perform all the chores or handle all the situations which he would be calling upon subordinates to take care of, in itself, the beginning of any good supervisory relationship. In actual fact, he has had considerable experience in this regard already and the principal shortcoming I have noticed is a tendency to "carry" others by an extension of his own industry. [REDACTED] is not without his difficulties in the area of personal relationships. He is a purist at times and manifestly impatient in certain human situations where a shrug of the shoulders would be the

SECRET

Page 2.

SECRET

best reply. These characteristics do not always make for the best personal relations but are frequently obviated by intellect and above all are correctable and are being corrected.

4. In sum, ~~qualifications~~ qualifications, broad experience and proven abilities dominate his age, the only factor militating against a promotion at this time. It is therefore my sincere recommendation that a promotion recommendation be forwarded to Headquarters for consideration in the current mid-year lists.

Edward MARFLIUS ~~\_\_\_\_\_~~

SECRET

9 December 1958

**MEMORANDUM FOR:** Secretary, GS/CS

**SUBJECT:** Recommendation for Promotion to Grade GS-13 -  
Jacques C. RICHARDSON

**REFERENCE:** Your memorandum dated 8 October 1958

1. The GS Division and the Chief of Station, Tokyo (7-77-1958, attached) recommend the promotion of Jacques C. Richardson to GS-13.

2. Mr. Richardson was last promoted 16 January 1955. On 17 February 1955 he arrived in Tokyo to serve as the senior GS officer in the FE field area, his present assignment. In this position he has continued to display qualities of leadership, initiative, imagination and thoroughness which resulted in his rapid rise in the Agency.

3. The very facts of Mr. Richardson's youth in relation to his responsibilities and the fact that promotion to his present level has been rapid, caused the Division and the Chief of Station, Tokyo to hold until this time a recommendation for his promotion which was submitted in June 1957. Most careful consideration has convinced us that not only is Mr. Richardson deserving of the recommended promotion, but his elevation to the higher grade will be in the best interest of the Career Service and meet definite Division requirements for a senior officer at the GS-13 level.

**CHARLES HAZEN**  
Acting Chief, GS Division

**Distribution:**  
Orig & 6 - Mr.



C O P Y

FJTT-1950

25 November 1958

TO: Chief, SR  
FROM: Chief of Station, Tokyo  
SUBJECT: Promotion of Jacques G. RICHARDSON  
REFERENCE: FJTW-11531 (RIBAT) dated 11 Oct 1957

1. In line with paragraph 2 of Reference, after a period of six months we submitted an additional promotion fitness report on RICHARDSON under cover of FJTT-0801 dated 28 May 1958. Inasmuch as Baker was then at Headquarters on TDY, we requested that he review this fitness report and assumed that in doing so he would also discuss with Maury RICHARDSON's promotion, which both he and Nelson felt was to be strongly recommended.

2. Baker was, however, not shown this fitness report at Headquarters, nor did he have the opportunity to discuss RICHARDSON's promotion with Maury. In reviewing our records we are now concerned at the possibility of some administrative slip-up and would appreciate a word of advice as to how this promotion action is proceeding. We would like to reiterate that we now have not the slightest hesitation in recommending RICHARDSON for promotion and find that the fitness report submitted with FJTT-0801 still reflects our current high appreciation of his abilities and progress.

WILLIAM E. NELSON

SECRET

COPY  
Attachment to  
FJTA-19609

MEMORANDUM No. 360

18 June 1957

TO: Chief of Station  
FROM: Chief, Soviet Branch  
SUBJECT: Jacques RICHARDSON - Recommendation for Promotion

1. Jacques Richardson has been under my supervision as Deputy and Case Officer for approximately fifteen months. Based on the knowledge of Richardson as an individual gained during this period and upon his actual performance, I recommend that he be entered for consideration on the SR Division GS-14 to GS-15 promotion list at this time - June 1957. The slot and job which he now occupies, Chief, Soviet Branch, is, of course, adequate to accommodate such a promotion.

2. Richardson's operational performance has been outstanding and notably versatile during this period. He has engaged primarily in liaison and has been personally effective in terms of results achieved almost daily, in terms of reports, operational data, and joint enterprise; while, overall, he has established enduring professional relationships from which the organization as a whole should benefit for some time to come. In addition, owing in large part to unique personal talents, linguistic and otherwise, Richardson has handled a number of unilateral cases most effectively. In the office, too, as well as in face-to-face operational situations, Richardson has been outstanding. He has a flair for and a facility with the written word as evidenced by the amount of general and particular correspondence which he has initiated, and he knows the organizational "drill" intimately and from way back. Thus, I feel that he is qualified for the recommended promotion by ability and experience in both the internal and external aspects of the profession.

3. Relative to the more personal characteristics involved in the term managerial ability, judgments are necessarily more subjective but here, too, I consider Richardson to be qualified in maturity, in judgment, and in experience. He would most certainly be a supervisor who could perform all the chores or handle all the situations which he would be calling upon subordinates to take care of, in itself, the beginning of any good supervisory relationship. In actual fact, he has had considerable experience in this regard already and the principal shortcoming I have noticed is a tendency to "carry" others by an extension of his own industry. Richardson is not without his difficulties in the area of personal relationships. He is a purist at times and manifestly impatient in certain human situations where a shrug of the shoulders would be the best reply. These characteristics do not always make for the best personal relationships but are frequently obviated by intellect and above all are correctable and are being corrected.

SECRET

E. In sum, Richardson's qualifications, broad experience and proven abilities dominate his age, the only factor militating against a promotion at this time. It is therefore my sincere recommendation that a promotion recommendation be forwarded to Headquarters for consideration in the current mid-year lists.

EDWARD MARELIUS

SECRET

1 June 1959

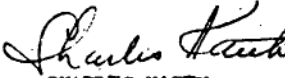
MEMORANDUM FOR: Chairman, CS Career Service Board

SUBJECT : Nominations for Promotion to GS-15

REFERENCE : Memorandum dated 14 May 1958 from  
Secretary, CS Career Service Board

1. After reviewing GS-14 employees assigned to the SR Division, I wish to again recommend the promotion of Jacques Richardson, Chief, Soviet Branch, Tokyo to GS-15. I concur also in the attached recommendation for the promotion of Paul Haines prepared by the Chief of Base, Berlin.

2. The Chief of Station, Tokyo and I recommended Mr. Richardson's promotion in December 1958. This earlier recommendation presented the personal qualities of Mr. Richardson. I wish simply to point out at this time that since early 1954, Mr. Richardson has more than fully discharged responsibilities at the GS-15 level. I believe that it is definitely time to elevate him to the level at which he has been performing more than satisfactorily for over 5½ years.

  
CHARLES KATER  
Acting Chief, SR Division

Distribution:  
Orig & 6 Addressee w/att

# STATEMENT OF PRIOR FEDERAL AND MILITARY SERVICE

**IMPORTANT:** The information on this form will be used in determining creditable service for *leave purposes* and retention credits for *reduction in force*. The employee should complete Part I and the Personnel Office should complete Parts II through IV.

## PART I—EMPLOYEE'S STATEMENT

## PART II—THIS COLUMN IS FOR PERSONNEL OFFICE USE

1. NAME (Last, first, middle initial) <b>RICHARDSON, Jacques C.</b>		2. DATE OF BIRTH <b>20 January 1921</b>		9. RETENTION GROUP						
3. LIST THE FOLLOWING INFORMATION CONCERNING ALL FEDERAL AND DISTRICT OF COLUMBIA SERVICE YOU HAVE HAD PRIOR TO YOUR PRESENT APPOINTMENTS (Do not include military service.)				10. CSC STATUS (For permanent employees only) <input type="checkbox"/> YES <input type="checkbox"/> NO						
NAME AND LOCATION OF AGENCY	FROM—			TO—			TYPE OF APPOINTMENT IF KNOWN	11. SERVICE		
	YEAR	MONTH	DAY	YEAR	MONTH	DAY		YEAR	MONTH	DAY
None <i>CIA</i>	1949	11	20							
4. LIST PERIODS OF SERVICE IN ANY BRANCH OF THE ARMED FORCES OF THE UNITED STATES. IF YOU HAD NO MILITARY SERVICE, WRITE "NONE."										
BRANCH	FROM—			TO—			DISCHARGE (Hon. or dishon.?)			
	YEAR	MONTH	DAY	YEAR	MONTH	DAY				
United States Army	1943	Feb	15	1948	Oct	27	Yes; honorable	5	8	12
5. DURING PERIODS OF EMPLOYMENT SHOWN IN ITEM 3, DID YOU HAVE A TOTAL OF MORE THAN 6 MONTHS ABSENCE WITHOUT PAY, INCLUDING PERIODS OF MERCHANT MARINE SERVICE, DURING ANY ONE CALENDAR YEAR? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF ANSWER IS "YES," LIST FOLLOWING INFORMATION.								12. TOTAL SERVICE 5 8 12		
TYPE IF KNOWN (LWOP, Furl. Susp. AWOL, Mer Mar)	FROM—			TO—			TOTAL			
	YEAR	MONTH	DAY	YEAR	MONTH	DAY	YEARS	MONTHS	DAYS	
6. DURING THE FEDERAL SERVICE LISTED IN ITEM 3, DID YOU ACQUIRE A PERMANENT COMPETITIVE CIVIL SERVICE STATUS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (If answer is "Yes," in what agency were you employed at the time status was acquired?)								13. NONCREDITABLE SERVICE (Leave purposes only):		
								14. NONCREDITABLE SERVICE (RIF purposes only):		
7. ARE YOU:								15. REEMPLOYMENT RIGHTS <input type="checkbox"/> YES <input type="checkbox"/> NO		
A. THE WIFE OF A DISABLED VETERAN? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO								16. RETENTION RIGHTS <input type="checkbox"/> YES <input type="checkbox"/> NO		
B. THE MOTHER OF A DECEASED OR DISABLED VETERAN? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO								17. EXPIRATION DATE OF RETENTION RIGHTS		
C. THE UNMARRIED WIDOW OF A VETERAN? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO										

8. TO BE EXECUTED BEFORE A NOTARY PUBLIC OR OTHER PERSONS AUTHORIZED TO ADMINISTER OATHS.  
I swear (or affirm) that the above statements are true to the best of my knowledge and belief.  
1 August 57  
Jacques C. Richardson  
Subscribed and sworn to before me on this \_\_\_\_\_ day of \_\_\_\_\_ 1952 at \_\_\_\_\_ (MONTH) (CITY) (STATE)  
SEAL  
NOTE: If oath is taken before a Notary Public, the date of expiration of his Commission should be shown.

(OVER)

CONFIDENTIAL  
(When Filled In)

TRAVEL AGREEMENT BY STAFF EMPLOYEES ASSIGNED TO PERMANENT  
DUTY STATION OUTSIDE CONTINENTAL UNITED STATES

1. In accordance with the policy of the Central Intelligence Agency, I agree to serve outside the continental United States a minimum tour of 24 months from the date of my arrival at my permanent post of duty, unless said tour is sooner terminated by the Government for its convenience, or it is terminated by the Agency for circumstances that are considered by it to be beyond my control.
2. It is understood and agreed that if I terminate for reasons within my control in less than 12 months from the date of arrival at said post, I shall reimburse CIA for all travel expenses, including storage and per diem, incurred in the transporting of myself, my dependents, my household and personal effects and my automobile to my permanent post of duty, and shall pay all return travel and transportation expenses to the United States.
3. It is further understood and agreed that if I terminate for reasons within my control subsequent to the twelfth month but prior to the completion of my tour of duty, I shall pay all return expenses for the travel and transportation of myself, my dependents, my household and personal effects and my automobile to the United States.

WITNESS:

*Lorene E. Norbeck*  
Office of Personnel  
Lorene E. Norbeck

*Jacques G. Richardson*  
(Employee)

Jacques G. Richardson

Date: 9 August 1957

## INSURANCE QUESTIONNAIRE

1267 *Lee Hall*  
10-1

1. NAME (Last) RICHARDSON (First) Lucques (Middle) G. 2. THIS DATE 28 Dec 54

3. THE FOLLOWING AGENCY SPONSORED INSURANCE PROGRAMS HAVE BEEN EXPLAINED TO ME:

☒ WAR AGENCIES EMPLOYEES PROTECTIVE ASSOCIATION (WAEPA) ☒ MUTUAL BENEFIT OF OMAHA

☒ GROUP HOSPITALIZATION INCORPORATED ☒ AIR TRIP INSURANCE

4. ITINERARY (To be completed only for individuals making application for Air Trip Insurance):

5. I AM NOW PARTICIPATING, OR WOULD LIKE TO PARTICIPATE IN THE FOLLOWING INSURANCE PROGRAMS:

TYPE OF POLICY	DESIRED	NOW HAVE	POLICY NUMBER	DEDUCTIONS AUTHORIZED EACH PAY PERIOD	CASH PAID
GEHA - Health	HT	✓			
Fed. Emp. Ben.		✓			

*J Richardson*  
SIGNATURE

6. I DO NOT ELECT TO PARTICIPATE IN ANY OF THE STATED INSURANCE PROGRAMS:

SIGNATURE

7. EMPLOYEE INTERVIEWED BY: Russell 1ACB: \_\_\_\_\_ SIGNATURE \_\_\_\_\_

8. REMARKS:

These forms were returned to me 17 Feb 55 in envelope. The forms have not been signed by the Insurance office indicating that individual did not report to that office. Russ

Per phone info from insurance office 21 Feb 55 P/R  
deductions are to start eff. 26 Feb 55 Russ

When completed, the original of this form should be forwarded to T&RB for incorporation in the employee's official personnel folder. The copy should be forwarded to CPB for retention in CPB file



DEPARTMENT OF THE ARMY  
OFFICE OF THE ASSISTANT CHIEF OF STAFF, G-2, INTELLIGENCE  
WASHINGTON 25, D. C.

1-3688

3 DEC 1954

G2-AP

SUBJECT: Letter of Appreciation

TO: Director of Central Intelligence  
Washington 25, D. C.  
ATTN: Deputy Director of Plans

*Jacques G. Richardson*

1. I have received a letter from Major General Boniface Campbell, Commanding General, Army Intelligence Center, expressing appreciation for a presentation by Mr. [REDACTED] at Fort Holabird in October 1954. Mr. [REDACTED] also arranged for presentations by two other speakers at the Army Intelligence Center. A copy of General Campbell's letter is attached.

2. The remarks contained in this letter are a source of real satisfaction to me, and I take this opportunity to add my appreciation to that expressed by General Campbell.

*Arthur G. Truitt*

ARTHUR G. TRUITT  
Major General  
A. C. of S.

1 Incl  
Cy ltr fr Gen  
Campbell dtd  
12 Nov 54

RECEIVED  
G-2  
12 DEC 1954



## APPOINTMENT AFFIDAVITS

**IMPORTANT.**—Before swearing to these appointment affidavits, you should read and understand the attached information for appointee

CIA  
(Department or agency)

OPC  
(Bureau or division)

WASHINGTON, D. C.  
(Place of employment)

I, Jacques Gabriel Richardson, do solemnly swear (or affirm) that—

### A. OATH OF OFFICE

I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely without any mental reservation or purpose of evasion; that I will well and faithfully discharge the duties of the office on which I am about to enter, **SO HELP ME GOD.**

### B. AFFIDAVIT AS TO SUBVERSIVE ACTIVITY AND AFFILIATION

I am not a Communist or Fascist. I do not advocate nor am I a member of any organization that advocates the overthrow of the Government of the United States by force or violence or other unconstitutional means or seeking by force or violence to deny other persons their rights under the Constitution of the United States. I do further swear (or affirm) I will not so advocate, nor will I become a member of such organization during the period that I am an employee of the Federal Government.

### C. AFFIDAVIT AS TO STRIKING AGAINST THE FEDERAL GOVERNMENT

I am not engaged in any strike against the Government of the United States and that I will not so engage while an employee of the Government of the United States; that I am not a member of an organization of Government employees that asserts the right to strike against the Government of the United States, and that I will not, while a Government employee, become a member of such an organization.

### D. AFFIDAVIT AS TO PURCHASE AND SALE OF OFFICE

I have not paid, or offered or promised to pay, any money or other thing of value to any person, firm or corporation for the use of influence to procure my appointment.

### E. AFFIDAVIT AS TO DECLARATION OF APPOINTEE

The answers contained in my Application for Federal Employment, Form No. SF-57, dated \_\_\_\_\_, 19\_\_\_\_, filed with the above-named department or agency, which I have reviewed, are true and correct as of this date with the exceptions noted in the Declaration of Appointee on the reverse of this form. (If no exceptions, write "None" on the Declaration of Appointee.)

Jacques Gabriel Richardson  
(Signature of appointee)

Subscribed and sworn before me this 13th day of July, A. D. 1950,  
at Washington, D. C.  
(City) (State)

[SEAL]

Frank G. Janina  
(Signature of officer)

(Title)

**NOTE.**—If the oath is taken before a Notary Public the date of expiration of his commission should be shown.

## DECLARATION OF APPOINTEE

This form is to be completed before entrance on duty. Question 3 is to be answered in all cases, otherwise answer only those questions which require an answer different from that given to the corresponding questions on your application form. If no answers are different, write "NONE" in Item 10, below. Any false statement in this declaration will be grounds for cancellation of application or dismissal after appointment. Impersonation is a criminal offense and will be prosecuted accordingly.

1. PRESENT ADDRESS (Street and number, city and State)			
3601 Old Bladenburg Rd Silver Spring Md.			
2. (A) DATE OF BIRTH	(B) PLACE OF BIRTH (City or town and State or country)		
20 Jan 1924	Feldtville, Md.		
3. (A) IN CASE OF EMERGENCY PLEASE NOTIFY	(B) RELATIONSHIP	(C) STREET AND NUMBER, CITY AND STATE	(D) TELEPHONE NO.
HARRIET D. RICHARDSON	WIFE	3601 Old Bladenburg Rd - SS - Md.	SL-3783

4. DOES THE UNITED STATES GOVERNMENT EMPLOY, IN A CIVILIAN CAPACITY, ANY RELATIVE OF YOURS (EITHER BY BLOOD OR MARRIAGE) WITH WHOM YOU LIVE OR HAVE LIVED WITHIN THE PAST 24 MONTHS? ☐ YES ☒ NO  
If so, for each such relative fill in the blanks below. If additional space is necessary, complete under Item 10.

NAME	POST OFFICE ADDRESS (Give street number, if any)	(1) POSITION (2) TEMPORARY OR NOT (3) DEPARTMENT OR AGENCY IN WHICH EMPLOYED	RELATIONSHIP	EMPLOYED (Check one)	SOLE
		1. 2. 3.			
		1. 2. 3.			
		1. 2. 3.			

INDICATE "YES" OR "NO" ANSWER BY PLACING "X" IN PROPER COLUMN	YES	NO	ITEM NO.	10. SPACE FOR DETAILED ANSWERS TO OTHER QUESTIONS WRITE IN LEFT COLUMN NUMBERS OF ITEMS TO WHICH DETAILED ANSWERS APPLY
5. ARE YOU A CITIZEN OF OR DO YOU OWE ALLEGIANCE TO THE UNITED STATES?	X			
6. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY? <i>If your answer is "Yes", give details in Item 10.</i>		X		
7. DO YOU RECEIVE ANY ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT OR ANY PENSION OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE? <i>If your answer is "Yes", give in Item 10 reason for retirement, that is, age, optional disability, or by reason of voluntary or involuntary separation after 5 years' service; amount of retirement pay, and under what retirement act; and rating, if retired from military or naval service.</i>		X		
8. HAVE YOU EVER BEEN DISCHARGED, OR FORCED TO RESIGN, FOR MISCONDUCT OR UNSATISFACTORY SERVICE FROM ANY POSITION? <i>If your answer is "Yes", give in Item 10 the name and address of employer, date, and reason in each case.</i>		X		
9. SINCE YOUR 16TH BIRTHDAY, HAVE YOU EVER BEEN ARRESTED, INDICTED, OR SUMMONED INTO COURT AS A DEFENDANT IN A CRIMINAL PROCEEDING, OR CONVICTED, FINED, OR IMPRISONED, OR PLACED ON PROBATION, OR HAVE YOU EVER BEEN ORDERED TO POST BAIL OR COLLATERAL FOR THE VIOLATION OF ANY LAW, POLICE REGULATION, OR ORDINANCE (EXCLUDING MINOR TRAFFIC VIOLATIONS FOR WHICH A FINE OR FORTY DOLLARS OR LESS WAS IMPOSED)? <i>If your answer is "Yes", list all such cases under Item 10. Give in each case: (1) The date; (2) the nature of the offense or violation; (3) the name and location of the court; (4) the penalty imposed, if any, or other disposition of the case. If appointed, your fingerprints will be taken.</i>		X		

### INSTRUCTIONS TO APPOINTING OFFICER

The appointing officer before whom the foregoing certificate is made shall determine to his own satisfaction that this appointment would be in conformance with the Civil Service Act, applicable Civil Service Rules and Regulations and acts of Congress pertaining to appointment.

This form should be checked for holding of office, pension, suitability in connection with any record of recent discharge or arrest, and particularly for the following:

(1) **Identity of appointee.**—The appointee's signature and handwriting are to be compared with the application and/or other pertinent papers. The physical appearance may be checked against the medical certificate. The appointee may also be questioned on his personal history for agreement with his previous statements.

(2) **Age.**—If definite age limits have been established for the position, it should be determined that applicant is not outside the age range for appointment. Until such determination is made, the appointment may not be consummated.

(3) **Citizenship.**—The appointing officer is responsible for observing the citizenship provisions of (1) the Civil Service Rules and (2) appropriate acts. Form 61 constitutes an affidavit for both purposes and is acceptable proof of citizenship status in the absence of conflicting evidence. In doubtful cases the appointment should not be consummated until clearance has been secured from the certifying officer of the Civil Service Commission.

(4) **Members of Family.**—Section 9 of the Civil Service Act provides that whenever there are already two or more members of a family serving under probational or permanent appointment in the competitive service, no other member of such family is eligible for probational or permanent appointment in the competitive service. The appointments of persons entitled to veteran preference are not subject to this requirement. The members-of-family provision does not apply to temporary appointments. Doubtful cases may be referred to the appropriate office of the Civil Service Commission for decision.

## ESPIONAGE

1. Unlawfully obtaining or permitting to be obtained information affecting national defense.—That (a) Whoever, for the purpose of obtaining information respecting the national defense with intent or reason to believe that the information to be obtained is to be used to the injury of the United States, or to the advantage of any foreign nation, goes upon, enters, flies over, or otherwise obtains information concerning any vessel, aircraft, work of defence, navy yard, naval station, submarine base, coaling station, fort, battery, torpedo station dockyard, canal, railroad, arsenal, camp, factory, mine, telegraph, telephone, wireless, or signal station, building, office, or other place connected with the national defense, owned or constructed, or in progress of construction by the United States or under the control of the United States, or of any of its officers or agents, or within the exclusive jurisdiction of the United States, or any place in which any vessel, aircraft, arms, munitions, or other materials or instruments for use in time of war are being made, prepared, repaired, or stored, under any contract or agreement with the United States, or with any person on behalf of the United States, or otherwise on behalf of the United States, or any prohibited place within the meaning of section 6 of this title; or (b) whoever for the purpose aforesaid, and with like intent or reason to believe, copies, takes, makes, or obtains, or attempts, or induces or aids another to copy, take, make, or obtain, any sketch, photograph, photographic negative, blueprint, plan, map, model, instrument, appliance, document, writing, or note of anything connected with the national defense; or (c) whoever, for the purpose aforesaid, receives or obtains or agrees or attempts or induces or aids another to receive or obtain from any person, or from any source whatever, any document, writing, code book, signal book, sketch, photograph, photographic negative, blueprint, plan, map, model, instrument, appliance, or note, of anything connected with the national defense, knowing or having reason to believe, at the time he receives or obtains, or agrees or attempts or induces or aids another to receive or obtain it, that it has been or will be obtained, taken, made or disposed of by any person contrary to the provisions of this title; or (d) whoever, lawfully or unlawfully having possession of, access to, control over, or being intrusted with any document, writing, code book, signal, book, sketch, photograph, photographic negative, blueprint, plan, map, model, instrument, appliance, or note relating to the national defense, willfully communicates or transmits or attempts to communicate or transmit the same to any person not entitled to receive it, or willfully retains the same and fails to deliver it on demand to the officer or employee of the United States entitled to receive it; or (e) whoever, being intrusted with or having lawful possession or control of any document, writing, code book, signal book, sketch, photograph, photographic negative, blueprint, plan, map, model, note, or information, relating to the national defense, through gross negligence permits the same to be removed from its proper place of custody or delivered to anyone in violation of his trust, or to be lost, stolen, abstracted, or destroyed, shall be punished by imprisonment for not more than ten years and may,

in the discretion of the court, be fined not more than \$10,000. (Sec. 1, Title I, act 15 June 1917 (40 Stat. 217), as amended by sec. 1, act 28 March 1940 ( 54 Stat. 79; 50 U.S.C. 31)).

2. Unlawfully disclosing information affecting national defense.—  
(a) Whoever, with intent or reason to believe that it is to be used to the injury of the United States or to the advantage of a foreign nation, communicates, delivers, or transmits, or attempts to, or aids or induces another to, communicate, deliver, or transmit, to any foreign government, or to any faction or party or military or naval force within a foreign country, whether recognized or unrecognized by the United States, or to any representative, officer, agent, employee, subject, or citizen thereof, either directly or indirectly, any document, writing, code book, signal book, sketch, photograph, photographic negative, blueprint, plan, map, model, note, instrument, appliance, or information relating to the national defense, shall be punished by imprisonment for not more than twenty years: Provided, That whoever shall violate the provisions of subsection (a) of this section in time of war shall be punished by death or by imprisonment for not more than thirty years; and (b) whoever, in time of war, with intent that the same shall be communicated to the enemy, shall collect, record, publish, or communicate, or attempt to elicit any information with respect to the movement, numbers, description, condition, or disposition of any of the armed forces, ships, aircraft, or war materials of the United States, or with respect to the plans or conduct, or supposed plans or conduct of any naval or military operations, or with respect to any works or measures undertaken for or connected with, or intended for the fortification or defense of any place, or any other information relating to the public defense, which might be useful to the enemy, shall be punished by death or by imprisonment for not more than thirty years. (Sec. 2, act 15 June 1917 (40 Stat. 218; 50 U.S.C. 32)).

*I have read and understand the provisions of the above:*

*Witness:*

*Joseph S. Ruff*  
*21 November 1949*

## APPOINTMENT AFFIDAVITS

**IMPORTANT.**—Before swearing to these appointment affidavits, you should read and understand the attached information for appointees

CIA

OPC

WASHINGTON, D. C.

(Department or agency)

(Bureau or division)

(Place of employment)

I, RICHARD J. JONES, do solemnly swear (or affirm) that—

### A. OATH OF OFFICE

I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely without any mental reservation or purpose of evasion; that I will well and faithfully discharge the duties of the office on which I am about to enter, SO HELP ME GOD.

### B. AFFIDAVIT AS TO SUBVERSIVE ACTIVITY AND AFFILIATION

I am not a Communist or Fascist. I do not advocate nor am I a member of any organization that advocates the overthrow of the Government of the United States by force or violence or other unconstitutional means or seeking by force or violence to deny other persons their rights under the Constitution of the United States. I do further swear (or affirm) I will not so advocate, nor will I become a member of such organization during the period that I am an employee of the Federal Government.

### C. AFFIDAVIT AS TO STRIKING AGAINST THE FEDERAL GOVERNMENT

I am not engaged in any strike against the Government of the United States and that I will not so engage while an employee of the Government of the United States; that I am not a member of an organization of Government employees that asserts the right to strike against the Government of the United States, and that I will not, while a Government employee, become a member of such an organization.

### D. AFFIDAVIT AS TO PURCHASE AND SALE OF OFFICE

I have not paid, or offered or promised to pay, any money or other thing of value to any person, firm or corporation for the use of influence to procure my appointment.

### E. AFFIDAVIT AS TO DECLARATION OF APPOINTEE

The answers contained in my Application for Federal Employment, Form No. SF-57, dated 1 October, 1948, filed with the above-named department or agency, which I have reviewed, are true and correct as of this date with the exceptions noted in the Declaration of Appointee on the reverse of this form. (If no exceptions, write "None" on the Declaration of Appointee.)

Subscribed and sworn before me this 21st day of November, A. D. 1949,

at Washington,  
(City)

D. C.  
(State)

[SEAL]

Charles A. Bell  
(Signature of officer)  
Chief Clerk  
(Title)

**NOTE.**—If the oath is taken before a Notary Public the date of expiration of his commission should be shown.

## DECLARATION OF APPOINTEE

This form is to be completed before entrance on duty. Question 3 is to be answered in all cases, otherwise answer only those questions which require an answer different from that given to the corresponding questions on your application form. If no answers are different, write "NONE" in Item 10, below. Any false statement in this declaration will be grounds for cancellation of application or dismissal after appointment. Impersonation is a criminal offense and will be prosecuted accordingly.

1. PRESENT ADDRESS (street and number, city and State)

2. (A) DATE OF BIRTH

(B) PLACE OF BIRTH (city or town and State or country)

3. (A) IN CASE OF EMERGENCY PLEASE NOTIFY

HARRIET D. [REDACTED]

(B) RELATIONSHIP

WIFE

(C) STREET AND NUMBER, CITY AND STATE

722 S. LOYAL ST.,  
ALEXANDRIA, VA.

(D) TELEPHONE NO.

TE 8506

4. DOES THE UNITED STATES GOVERNMENT EMPLOY, IN A CIVILIAN CAPACITY, ANY RELATIVE OF YOURS (OTHER BY BLOOD OR MARRIAGE) WITH WHOM YOU LIVE OR HAVE LIVED WITHIN THE PAST 24 MONTHS? ☐ YES ☐ NO

If no, for each such relative fill in the blanks below. If additional space is necessary, complete under Item 10.

NAME	POST OFFICE ADDRESS (Give street number, if any)	(1) POSITION (2) TEMPORARY OR NOT (3) DEPARTMENT OR AGENCY IN WHICH EMPLOYED	RELATION- SHIP	MAR- RIED (Check one)	SINGLE
		1.			
		2.			
		3.			
		1.			
		2.			
		3.			
		1.			
		2.			
		3.			

INDICATE "YES" OR "NO" ANSWER BY PLACING "X" IN PROPER COLUMN

YES NO

10. SPACE FOR DETAILED ANSWERS TO OTHER QUESTIONS

ITEM NO.	WRITE IN LEFT COLUMN NUMBERS OF ITEMS TO WHICH DETAILED ANSWERS APPLY
5. ARE YOU A CITIZEN OF OR DO YOU OWE ALLEGIANCE TO THE UNITED STATES?	NONE
6. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY? If your answer is "Yes", give details in Item 10.	
7. DO YOU RECEIVE ANY ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT OR ANY PENSION OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE? If your answer is "Yes", give in Item 10 reason for retirement, that is, age, optional disability, or by reason of voluntary or involuntary separation after 5 years' service; amount of retirement pay, and under what retirement act; and rating, if retired from military or naval service.	
8. HAVE YOU EVER BEEN DISCHARGED, OR FORCED TO RESIGN, FOR MISCONDUCT OR UNSATISFACTORY SERVICE FROM ANY POSITION? If your answer is "Yes", give in Item 10 the name and address of employer, date, and reason in each case.	
9. SINCE YOUR 16TH BIRTHDAY, HAVE YOU EVER BEEN ARRESTED, INDICTED, OR SUMMONED INTO COURT AS A DEFENDANT IN A CRIMINAL PROCEEDING, OR CONVICTED, FINED, OR IMPRISONED, OR PLACED ON PROBATION, OR HAVE YOU EVER BEEN UNDERLED TO DEPOSIT BAIL OR COLLATERAL FOR THE VIOLATION OF ANY LAW, POLICE REGULATION, OR ORDINANCE (EXCLUDING MINOR TRAFFIC VIOLATIONS FOR WHICH A FINE OR FORTY-FIVE DOLLARS OR LESS WAS IMPOSED)? If your answer is "Yes", list all such cases under Item 10. Give in each case: (1) The date; (2) the nature of the offense or violation; (3) the name and location of the court; (4) the penalty imposed, if any, or other disposition of the case. If appointed, your fingerprints will be taken.	

### INSTRUCTIONS TO APPOINTING OFFICER

The appointing officer before whom the foregoing certificate is made shall determine to his own satisfaction that this appointment would be in conformance with the Civil Service Act, applicable Civil Service Rules and Regulations and acts of Congress pertaining to appointment.

This form should be checked for holding of office, pension, suitability in connection with any record of recent discharge or arrest, and particularly for the following:

(1) **Identity of appointee.**—The appointee's signature and handwriting are to be compared with the application and/or other pertinent papers. The physical appearance may be checked against the medical certificate. The appointee may also be questioned on his personal history for agreement with his previous statements.

(2) **Age.**—If definite age limits have been established for the position, it should be determined that applicant is not outside the age range for appointment. Until such determination is made, the appointment may not be consummated.

(3) **Citizenship.**—The appointing officer is responsible for observing the citizenship provisions of (1) the Civil Service Rules and (2) appropriation acts. Form 61 constitutes an affidavit for both purposes and is acceptable proof of citizenship status in the absence of conflicting evidence. In doubtful cases the appointment should not be consummated until clearance has been secured from the certifying office of the Civil Service Commission.

(4) **Members of Family.**—Section 9 of the Civil Service Act provides that whenever there are already two or more members of a family serving under probational or permanent appointment in the competitive service, no other member of such family is eligible for probational or permanent appointment in the competitive service. The appointments of persons entitled to veterans preference are not subject to this requirement. The members-of-family provision does not apply to temporary appointments. Doubtful cases may be referred to the appropriate office of the Civil Service Commission for decision.



SECRET

(When Filled In)

1604 Curie

506102		PERIODIC SUPPLEMENT PERSONAL HISTORY STATEMENT		QAB		THIS DATE 7 August 1957	
INSTRUCTIONS							
This form provides the means whereby your official personnel records will be kept current. Even though it duplicates information you have furnished previously, it will be necessary for you to complete Sections I through VI in their entirety. You need complete Sections VII through XIII only if there has been a change since you entered on duty with the organization or if you believe the item requires more complete coverage than you have previously reported.							
SECTION I GENERAL							
1. FULL NAME (Last-First-Middle) RICHARDSON, Jacques Gabriel							
2. CURRENT ADDRESS (No., Street, City, Zone, State) Box 888 APO 500 San Francisco, California				3. PERMANENT ADDRESS (No., Street, City, Zone, State) 722 South Royal Street Alexandria, Virginia			
4. HOME TELEPHONE NUMBER Tokyo 2636-3928		5. STATE, TERRITORY, POSSESSION OR COUNTRY IN WHICH YOU NOW CLAIM RESIDENCE Virginia					
SECTION II PERSON TO BE NOTIFIED IN CASE OF EMERGENCY							
1. NAME (Last-First-Middle) PREFERABLY RESIDING IN U.S. BRISCOLL, Theodore Gotzian						2. RELATIONSHIP Father-in-law	
3. HOME ADDRESS (No., Street, City, Zone, State, Country) 722 South Royal Street, Alexandria, Virginia							
4. BUSINESS ADDRESS (No., Street, City, Zone, State, Country). INDICATE NAME OF FIRM OR EMPLOYER, IF APPLICABLE Council of State Governments, 1025 Connecticut Avenue, Washington, D.C.							
5. HOME TELEPHONE NUMBER Temple 6-8506		6. BUSINESS TELEPHONE NUMBER Executive 3-6715		7. BUSINESS TELEPHONE EXTENSION			
8. IN CASE OF EMERGENCY, OTHER CLOSE RELATIVES (Spouse, Mother, Father) MAY ALSO BE NOTIFIED. IF SUCH NOTIFICATION IS NOT DESIRABLE BECAUSE OF HEALTH OR OTHER REASONS, PLEASE SO STATE. Mr. Henri A. Richardson (Brother), 3039 Macomb Street NW, Washington, D.C. (BX-5-6093)							
SECTION III MARITAL STATUS							
1. CHECK (X) ONE: <input type="checkbox"/> SINGLE <input checked="" type="checkbox"/> MARRIED <input type="checkbox"/> WIDOWED <input type="checkbox"/> SEPARATED <input type="checkbox"/> DIVORCED <input type="checkbox"/> ANNULLED							
2. FURNISH DATE, PLACE AND REASON FOR ALL SEPARATIONS, DIVORCES OR ANNULMENTS							
SPOUSE: If you have been married more than once, including annulments, use a separate sheet for former wife or husband giving data below for all previous marriages. If marriage is contemplated, provide same data for fiancée.							
3. NAME (First) (Middle) (Maiden) (Last)							
4. DATE OF MARRIAGE		5. PLACE OF MARRIAGE (City, State, Country)					
6. ADDRESS OF SPOUSE BEFORE MARRIAGE (No., Street, City, State, Country)							
7. LIVING <input type="checkbox"/> YES <input type="checkbox"/> NO		8. DATE OF DEATH		9. CAUSE OF DEATH			
10. CURRENT ADDRESS (Give last address, if deceased)							
11. DATE OF BIRTH		12. PLACE OF BIRTH (City, State, Country)					
13. IF BORN OUTSIDE U.S., DATE OF ENTRY		14. PLACE OF ENTRY					
15. CITIZENSHIP (Country)		16. DATE ACQUIRED		17. WHERE ACQUIRED (City, State, Country)			
18. OCCUPATION		19. PRESENT EMPLOYER (Also give former employer, or if spouse is deceased or unemployed, last two employers)					
20. EMPLOYER'S OR BUSINESS ADDRESS (No., Street, City, State, Country)							

SECTION III CONTINUED TO PAGE 2

FORM 444b USE PREVIOUS EDITIONS.  
4-57

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(When Filled In)

SECTION III CONTINUED FROM PAGE 1		
21. DATES OF MILITARY SERVICE OF SPOUSE (From and To) MONTH AND YEAR		
22. BRANCH OF SERVICE	23. COUNTRY WITH WHICH MILITARY SERVICE AFFILIATED	
24. DETAILS OF OTHER GOVERNMENT SERVICE, U.S. OR FOREIGN		
SECTION IV RELATIVES BY BLOOD, MARRIAGE OR ADOPTION LIVING ABROAD OR WHO ARE NOT U.S. CITIZENS		
1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
Mrs Henry Bit (pronounced Bee)	Mother's aunt	65?
4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
27, avenue Edith Cavell, Nice, Alpes Maritimes, France		
5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
France	About 3 times a year, by mail	May 1957
1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
M. Felix Breton	Mother's 2d cousin	70?
4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
13, rue Greneta, Paris XIII <sup>e</sup> , France		
5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
France	Once a year, by mail	Christmas, 1956
1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
5. SPECIAL REMARKS, IF ANY, CONCERNING THESE RELATIVES		
I have met each of the above relatives only once in my life.		
SECTION V FINANCIAL STATUS		
1. ARE YOU ENTIRELY DEPENDENT ON YOUR SALARY? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
2. DO YOU HAVE ANY FINANCIAL INTEREST IN, OR OFFICIAL CONNECTION WITH, NON-U.S. CORPORATIONS OR BUSINESSES OR IN OR WITH U.S. CORPORATIONS OR BUSINESSES HAVING SUBSTANTIAL FOREIGN INTERESTS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF YOU HAVE ANSWERED "YES," GIVE COMPLETE DETAILS ON A SEPARATE SHEET AND ATTACH IN A SEALED ENVELOPE.		
3. DO YOU RECEIVE AN ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT, PENSION, OR COMPENSATION FOR MILITARY OR NAVAL SERVICE? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
4. IF YOU HAVE ANSWERED "YES" TO QUESTION 3 ABOVE, GIVE COMPLETE DETAILS.		
5. WITHOUT REFERENCE TO YOUR SALARY, STATE OTHER SOURCES OF RECURRENT INCOME NOT INDICATED BY PRECEDING ITEMS.		
Annual dividends on modest investments in stocks, credit union, and cooperative.		
SECTION V CONTINUED TO PAGE 3		

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(When Filled In)

SECTION V CONTINUED FROM PAGE 2							
6. BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS							
NAME OF INSTITUTION				ADDRESS (City, State, Country)			
Clarendon Trust Company,				Arlington 10, Virginia			
7. HAVE YOU EVER BEEN IN, OR PETITIONED FOR, BANKRUPTCY? <span style="float: right;"><input type="checkbox"/> YES <input checked="" type="checkbox"/> NO</span>							
8. IF YOU HAVE ANSWERED "YES" TO QUESTION 7 ABOVE, GIVE PARTICULARS, INCLUDING COURT AND DATE(S):							
SECTION VI CITIZENSHIP							
1. COUNTRY OF CURRENT CITIZENSHIP <div style="text-align: center;">USA</div>				2. CITIZENSHIP ACQUIRED BY - CHECK (X) ONE: <input checked="" type="checkbox"/> BIRTH <input type="checkbox"/> MARRIAGE <input type="checkbox"/> OTHER (Specify):			
3. HAVE YOU TAKEN STEPS TO CHANGE YOUR PRESENT CITIZENSHIP? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO				4. GIVE PARTICULARS			
5. IF YOU HAVE APPLIED FOR U.S. CITIZENSHIP, INDICATE PRESENT STATUS OF YOUR APPLICATION (First paper, etc.):							
SECTION VII EDUCATION							
1. CHECK (X) HIGHEST LEVEL OF EDUCATION ATTAINED							
<input type="checkbox"/> LESS THAN HIGH SCHOOL GRADUATE				<input type="checkbox"/> OVER TEN YEARS OF SCHOOL - NO DEGREE			
<input type="checkbox"/> HIGH SCHOOL GRADUATE				<input type="checkbox"/> BACHELOR'S DEGREE			
<input type="checkbox"/> TRADE, BUSINESS, OR COMMERCIAL SCHOOL GRADUATE				<input checked="" type="checkbox"/> GRADUATE STUDY LEADING TO HIGHER DEGREE			
<input type="checkbox"/> TWO YEAR COLLEGE OR LESS				<input type="checkbox"/> MASTER'S DEGREE		<input type="checkbox"/> DOCTOR'S DEGREE	
2. COLLEGE OR UNIVERSITY STUDY							
NAME AND LOCATION OF COLLEGE OR UNIVERSITY	SUBJECT		DATES ATTENDED		DEGREE REC'D	DATE REC'D	SEM/OTR HRS. COMPLETED (Specify)
	MAJOR	MINOR	FROM	TO			
Graduate School, Georgetown University	Int'l Rel's		Jun 51	May 52	None		24 hours
3. TRADE, COMMERCIAL AND SPECIALIZED SCHOOLS							
NAME OF SCHOOL	STUDY OR SPECIALIZATION	DATES ATTENDED		TOTAL HOURS			
		FROM	TO				
4. MILITARY TRAINING (Full time duty in specialized schools such as Ordnance, Intelligence, Communications, etc.)							
NAME OF SCHOOL	STUDY OR SPECIALIZATION	DATES ATTENDED		TOTAL HOURS			
		FROM	TO				
5. OTHER EDUCATIONAL TRAINING NOT INDICATED ABOVE							

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(When Filled In)

SECTION X CONTINUED FROM PAGE 8

7. LIST ANY SIGNIFICANT PUBLISHED MATERIALS OF WHICH YOU ARE THE AUTHOR (Do not submit copies unless requested). INDICATE TITLE, PUBLICATION DATE, AND TYPE OF WRITING (Non-fiction; scientific articles, general interest subjects, novels, short stories, etc.)

8. INDICATE ANY DEVICES WHICH YOU HAVE INVENTED AND STATE WHETHER OR NOT THEY ARE PATENTED

9. LIST ANY PUBLIC SPEAKING AND PUBLIC RELATIONS EXPERIENCE  
An experienced intelligence briefer.

10. LIST ANY PROFESSIONAL, ACADEMIC OR HONORARY ASSOCIATIONS OR SOCIETIES IN WHICH YOU ARE NOW OR WERE FORMERLY A MEMBER. LIST ACADEMIC HONORS YOU HAVE RECEIVED.  
Member, British Interplanetary Society, London.  
Associate member, American Astronautical Association, New York.

SECTION XI ORGANIZATION WORK EXPERIENCE - SINCE LAST COMPLETION OF A PERSONNEL QUALIFICATIONS QUESTIONNAIRE

1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
Nov 1949 - Oct 1951	7 - 11	OFC/FE/3 - Desk intelligence officer
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
One to three	Soviet desk officer	
6. DESCRIPTION OF DUTIES		
Prepared, conjointly with OGC/FE/FE, operational plans against Soviet Far Eastern targets.		
1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
Oct 1951 - Dec 1953	12-13	DEF/SS/5; deputy chief, then chief
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
up to 23	Branch deputy chief, then Branch chief	
6. DESCRIPTION OF DUTIES		
Supervised and directed SS plans and projects targeted against Soviet Far East.		
1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
Jan 1954 - Dec 1954	13	DEF/SS/COFS/DA - Chief
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
18	Chief of special defector reception project	
6. DESCRIPTION OF DUTIES		
Direct and supervise the reception, debriefing, intelligence exploitation, resettlement and legalization of two high level Soviet intelligence officers granted political asylum in the USA.		
1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
Feb 1955 - Mar 1956	14	DEF/SS - NA/SS Base, Tokyo - Chief
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
22	Chief of Base	
6. DESCRIPTION OF DUTIES		
Direct and supervise field plans and projects based in Japan and Okinawa, targeted against Soviet Far Eastern targets.		
1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
Mar 1956 - Jun 1957	14	DEF/SS - Tokyo Station Soviet Branch Deputy Chief
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
28	Deputy chief of branch	
6. DESCRIPTION OF DUTIES		
Assist Branch Chief in development and management of all Japan and Okinawa-based operations against USSR and Soviet Embassy, Tokyo.		

(Use additional pages if required)

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(When Filled In)

SECTION XII CHILDREN AND OTHER DEPENDENTS						
1. NUMBER OF CHILDREN (including stepchildren and adopted children) WHO ARE UNMARRIED, UNDER 21 YEARS OF AGE, AND ARE NOT SELF-SUPPORTING.				2. NUMBER OF OTHER DEPENDENTS (including spouse, parents, stepchildren, sister, etc.) WHO DEPEND ON YOU FOR AT LEAST 50% OF THEIR SUPPORT, OR, CHILDREN OVER 21 YEARS OF AGE WHO ARE NOT SELF-SUPPORTING.		
				2		3
3. PROVIDE THE FOLLOWING INFORMATION FOR ALL CHILDREN AND DEPENDENTS						
NAME	RELATIONSHIP	YEAR OF BIRTH	SEX		CITIZENSHIP	ADDRESS
			M	F		
Harriette D. Richardson	Wife	1928		X	USA	Same as mine
Farela A. Richardson	Daughter	1950		X	"	"
Michelle D. Richardson	"	1953		X	"	"
ADDITIONAL COMMENT AND/OR CONTINUATION OF PRECEDING ITEMS						
DATE COMPLETED 7 August 1956			SIGNATURE OF EMPLOYEE <i>Harriette D. Richardson</i>			

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# PERSONAL HISTORY STATEMENT

37833

- Instructions: 1. Answer all questions completely. If question does not apply write "not applicable." Write "unknown" only if you do not know the answer and cannot obtain the answer from personal records. Use the blank pages at the end of this form for extra details on any question or questions for which you do not have sufficient room.
2. Type, print or write carefully; illegible or incomplete forms will not receive consideration.

HAVE YOU READ AND DO YOU UNDERSTAND THE INSTRUCTIONS? YES

## SEC. 1. PERSONAL BACKGROUND

A. FULL NAME Mr. JACQUES GABRIEL RICHARDSON Telephone: NOT  
(Use No Initials) First Middle Last Office: NOT  
 Home: 40-7983

PRESENT ADDRESS 2908 ST. PAUL ST. BALTIMORE, MD, USA  
St. & No. City State Country

PERMANENT ADDRESS 2908 ST. PAUL ST. BALTIMORE, MD, USA  
St. & No. City State Country

B. NICKNAME JACK WHAT OTHER NAMES HAVE YOU USED? NONE

UNDER WHAT CIRCUMSTANCES HAVE YOU EVER USED THESE NAMES? NOT APPLICABLE

HOW LONG? IF A LEGAL CHANGE, GIVE PARTICULARS

C. DATE OF BIRTH 20 JAN 1914 PLACE OF BIRTH BALTIMORE, MD, USA  
Where? By What Authority City State Country

D. PRESENT CITIZENSHIP USA BY BIRTH? YES BY MARRIAGE? NOT  
Country

BY NATURALIZATION CERTIFICATE: NOT ISSUED APPLICABLE  
Date Country

AT NO  
City State Country

HAVE YOU HAD A PREVIOUS NATIONALITY? NO  
Yes or No Country

HELD BETWEEN WHAT DATES? TO ANY OTHER NATIONALITY? NOT  
Country

GIVE PARTICULARS NOT APPLICABLE

HAVE YOU TAKEN STEPS TO CHANGE PRESENT CITIZENSHIP? NO GIVE PARTICULARS

2  
B. IF BORN OUTSIDE U.S. WHEN DID YOU FIRST ARRIVE IN THIS COUNTRY? N/A

PORT OF ENTRY? \_\_\_\_\_ ON PASSPORT OF WHAT COUNTRY? \_\_\_\_\_

LAST U.S. VISA \_\_\_\_\_  
Number Type Place of Issue Date of Issue

SEC. 2. PHYSICAL DESCRIPTION

AGE 24 SEX MALE HEIGHT 5'9 1/2" WEIGHT 140  
EYES BROWN HAIR BROWN COMPLEXION DARK SCARS FOREHEAD  
BUILD SLENDER OTHER DISTINGUISHING FEATURES NONE

SEC. 3. MARITAL STATUS

A. SINGLE YES MARRIED \_\_\_\_\_ DIVORCED \_\_\_\_\_ WIDOWED \_\_\_\_\_

STATE DATE, PLACE, AND REASON FOR SEPARATION, DIVORCE OR ANNULMENT \_\_\_\_\_

B. WIFE OR HUSBAND (IF YOU HAVE BEEN MARRIED MORE THAN ONCE — INCLUDE ANNUL-  
MENTS — USE A SEPARATE SHEET FOR FORMER WIFE OR HUSBAND  
GIVING DATA REQUIRED BELOW FOR ALL PREVIOUS MARRIAGES.)

NAME OF SPOUSE NOT APPLICABLE  
First Middle Maiden Last

PLACE AND DATE OF MARRIAGE \_\_\_\_\_

HIS (OR HER) ADDRESS BEFORE MARRIAGE \_\_\_\_\_  
St. & No. City State Country

LIVING OR DECEASED \_\_\_\_\_ DATE OF DECEASE \_\_\_\_\_ CAUSE \_\_\_\_\_

PRESENT, OR LAST, ADDRESS \_\_\_\_\_  
St. & No. City State Country

DATE OF BIRTH \_\_\_\_\_ PLACE OF BIRTH \_\_\_\_\_  
City State Country

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY \_\_\_\_\_

CITIZENSHIP \_\_\_\_\_ WHEN ACQUIRED? \_\_\_\_\_ WHERE? \_\_\_\_\_  
City State Country

OCCUPATION \_\_\_\_\_ LAST EMPLOYER \_\_\_\_\_

EMPLOYER'S OR BUSINESS ADDRESS \_\_\_\_\_  
St. & No. City State Country

MILITARY SERVICE FROM \_\_\_\_\_ TO \_\_\_\_\_ BRANCH OF SERVICE \_\_\_\_\_  
Date Date

COUNTRY \_\_\_\_\_ DETAILS OF OTHER GOV'T. SERVICE, U.S. OR FOREIGN \_\_\_\_\_

SEC. 4. CHILDREN OR DEPENDENTS (Include partial dependents)

1. NAME NOT APPLICABLE RELATIONSHIP \_\_\_\_\_ AGE \_\_\_\_\_  
 CITIZENSHIP \_\_\_\_\_ ADDRESS \_\_\_\_\_  
St. & No. City State Country

2. NAME \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_ AGE \_\_\_\_\_  
 CITIZENSHIP \_\_\_\_\_ ADDRESS \_\_\_\_\_  
St. & No. City State Country

3. NAME \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_ AGE \_\_\_\_\_  
 CITIZENSHIP \_\_\_\_\_ ADDRESS \_\_\_\_\_  
St. & No. City State Country

SEC. 5. FATHER (Give the same information for stepfather and/or guardian on a separate sheet)

FULL NAME JOHN BENJAMIN RICHARDSON  
First Middle Last

LIVING OR DECEASED LIVING DATE OF DECEASE \_\_\_\_\_ CAUSE \_\_\_\_\_

PRESENT, OR, LAST, ADDRESS 2906 ST. PAUL ST., BALTIMORE-18-MD-USA  
St. & No. City State Country

DATE OF BIRTH 21 NOV 1893 PLACE OF BIRTH CENTREVILLE, MARYLAND, USA  
City State Country

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY N/A

CITIZENSHIP USA WHEN ACQUIRED? BIRTH WHERE? \_\_\_\_\_  
City State Country

OCCUPATION AUTO DEALER LAST EMPLOYER EAST END AUTO CO- BALTIMORE

EMPLOYER'S OR OWN BUSINESS ADDRESS 6505 PULASKI HWY, BALTIMORE, MD, USA  
St. & No. City State Country

MILITARY SERVICE FROM 1915 TO 1919 BRANCH OF SERVICE ARMY AVIATION  
Date Date

COUNTRY USA, GT. BRITAIN DETAILS OF OTHER GOVT SERVICE, U.S. OR FOREIGN.  
NONE

SEC. 6. MOTHER (Give the same information for stepmother on a separate sheet)

FULL NAME ADRIENNE MARGUERITE BIT RICHARDSON  
First Middle Last

LIVING OR DECEASED DECEASED DATE OF DECEASE 5 DEC 1947 CAUSE CANCER

PRESENT, OR, LAST, ADDRESS 3103 MILFORD AV, BALTIMORE, MD, USA  
St. & No. City State Country

DATE OF BIRTH 14 AUG 1900 PLACE OF BIRTH ROMANS, DROME, FRANCE

CITIZENSHIP USA WHEN ACQUIRED? 1921 (?) WHERE? BALTO, MD, USA  
City State Country

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY NOV. 1919 - NEW YORK

OCCUPATION MILLINERY LAST EMPLOYER EMPORIUM WORLD HILLY CO.  
BUYER  
EMPLOYER'S OR OWN BUSINESS ADDRESS UNKNOWN, CHICAGO, ILL, USA  
MILITARY SERVICE FROM NONE TO \_\_\_\_\_ BRANCH OF SERVICE \_\_\_\_\_  
COUNTRY \_\_\_\_\_ DETAILS OF OTHER GOVT SERVICE, U.S. OR FOREIGN.  
NONE

SEC. 7. BROTHERS AND SISTERS (including half, step, and adopted brothers and sisters)

DL  
73452  
1. FULL NAME HENRI ADRIEN RICHARDSON AGE 23  
PRESENT ADDRESS 5724 SIMMONS AV, BALTIMORE, MD, USA-USA  
2. FULL NAME \_\_\_\_\_ AGE \_\_\_\_\_  
PRESENT ADDRESS \_\_\_\_\_  
3. FULL NAME \_\_\_\_\_ AGE \_\_\_\_\_  
PRESENT ADDRESS \_\_\_\_\_  
4. FULL NAME \_\_\_\_\_ AGE \_\_\_\_\_  
PRESENT ADDRESS \_\_\_\_\_  
5. FULL NAME \_\_\_\_\_ AGE \_\_\_\_\_  
PRESENT ADDRESS \_\_\_\_\_

SEC. 8. FATHER-IN-LAW

FULL NAME NOT APPLICABLE  
LIVING OR DECEASED \_\_\_\_\_ DATE OF DECEASE \_\_\_\_\_ CAUSE \_\_\_\_\_  
PRESENT, OR LAST, ADDRESS \_\_\_\_\_  
DATE OF BIRTH \_\_\_\_\_ PLACE OF BIRTH \_\_\_\_\_  
IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY \_\_\_\_\_  
CITIZENSHIP \_\_\_\_\_ WHEN ACQUIRED? \_\_\_\_\_ WHERE? \_\_\_\_\_  
OCCUPATION \_\_\_\_\_ LAST EMPLOYER \_\_\_\_\_

SEC. 9. MOTHER-IN-LAW

FULL NAME NOT APPLICABLE  
First Middle Last  
 LIVING OR DECEASED \_\_\_\_\_ DATE OF DECEASE \_\_\_\_\_ CAUSE \_\_\_\_\_  
 PRESENT, OR LAST, ADDRESS \_\_\_\_\_  
St. & No. City State Country  
 DATE OF BIRTH \_\_\_\_\_ PLACE OF BIRTH \_\_\_\_\_  
 IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY \_\_\_\_\_  
 CITIZENSHIP \_\_\_\_\_ WHEN ACQUIRED? \_\_\_\_\_ WHERE? City State Country  
 OCCUPATION \_\_\_\_\_ LAST EMPLOYER \_\_\_\_\_

SEC. 10. RELATIVES BY BLOOD, MARRIAGE OR ADOPTION, WHO EITHER LIVE ABROAD OR WHO ARE NOT CITIZENS OF THE UNITED STATES:

1. NAME HENRY BIT RELATIONSHIP GREAT-UNCLE AGE 65(?)  
 CITIZENSHIP FRENCH ADDRESS 27 RUE EDITH CAVEAU, NICE, FRANCE  
St. & No. City State Country  
 2. NAME HARLES GRANDGERARD RELATIONSHIP SECOND COUSIN AGE 55(?)  
 CITIZENSHIP USA ADDRESS 70 OTIS ELEVATORS, BUENOS AIRES, ARGENTINA  
St. & No. City State Country  
 3. NAME \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_ AGE \_\_\_\_\_  
 CITIZENSHIP \_\_\_\_\_ ADDRESS \_\_\_\_\_  
St. & No. City State Country

SEC. 11. RELATIVES BY BLOOD OR MARRIAGE IN THE MILITARY OR CIVIL SERVICE OF THE U.S. OR OF A FOREIGN GOVERNMENT.

1. NAME CMDR. ROBT LEE CLARK RELATIONSHIP COUSIN AGE 30  
 CITIZENSHIP USA ADDRESS N.O.B., NORFOLK, VIRGINIA  
St. & No. City State  
 TYPE AND LOCATION OF SERVICE (IF KNOWN) \_\_\_\_\_  
 2. NAME \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_ AGE \_\_\_\_\_  
 CITIZENSHIP \_\_\_\_\_ ADDRESS \_\_\_\_\_  
St. & No. City State  
 TYPE AND LOCATION OF SERVICE (IF KNOWN) \_\_\_\_\_  
 3. NAME \_\_\_\_\_ RELATIONSHIP \_\_\_\_\_ AGE \_\_\_\_\_  
 CITIZENSHIP \_\_\_\_\_ ADDRESS \_\_\_\_\_  
St. & No. City State  
 TYPE AND LOCATION OF SERVICE (IF KNOWN) \_\_\_\_\_



SEC. 12. EDUCATION

DS #63  
 ELEMENTARY SCHOOL Mc DONOUGH SCH. ADDRESS BALTIMORE, MD, USA  
PIKESVILLE, MD, USA  
 DATES ATTENDED 1930-34-37 GRADUATE? YES  
 HIGH SCHOOL LOVELL HIGH MONTREAL ADDRESS MONTREAL QUE, CANADA  
 DATES ATTENDED 1937-1940 GRADUATE? YES  
 COLLEGE SIR GEO WILLIAMS COLL. ADDRESS MONTREAL, QUE, CANADA  
 DATES ATTENDED 1940-1942 DEGREE NONE  
 COLLEGE U OF MICHIGAN ADDRESS ANN ARBOR, MICH, USA  
 DATES ATTENDED 1945 (see P13) DEGREE B.A.

SEC. 13. MILITARY, NAVAL OR OTHER GOV'T SERVICE — U.S. OR FOREIGN

USA ARMY 1/LT FEB 1943-OCT 1945  
 Country Service Rank Dates of Service  
GHC FEC-TOKYO, JAPAN 0-937200 HONORABLE  
 Last Station Serial No. Type of Discharge  
 REMARKS: WHILE ENLISTED, SERIAL WAS 32316266

SELECTIVE SERVICE BOARD NUMBER 5-A ADDRESS HARTFORD, CONN.  
 IF DEFERRED GIVE REASON

SEC. 14. CHRONOLOGICAL HISTORY OF EMPLOYMENT FOR PAST 15 YEARS. ACCOUNT FOR ALL PERIODS. INCLUDE CASUAL EMPLOYMENT. INCLUDE ALSO PERIODS OF UNEMPLOYMENT. GIVE ADDRESSES AND STATE WHAT YOU DID DURING PERIODS OF UNEMPLOYMENT. LIST LAST POSITION FIRST.

FROM 15 AUG 45 TO 30 SEP 48

EMPLOYING FIRM OR AGENCY DEPT / ARMY  
 ADDRESS CCD-GHC-FEC APC 500 POSTMASTER SAN FRANCISCO, USA  
 City State Country  
 KIND OF BUSINESS CIVIL CENSORSHIP NAME OF SUPERVISOR LTJT SPAULDING  
 TITLE OF JOB LIAISON OFFICER SALARY \$ 251 PER MONTH  
 YOUR DUTIES INTELLIGENCE ANALYST; REPORTS COORDINATOR & WRITER  
 REASONS FOR LEAVING RETURN TO USA FOR SEPARATION  
FROM ARMY

(MILITARY)

FROM 1 APR 45 TO 15 AUG 45

EMPLOYING FIRM OR AGENCY DEPT / ARMY

ADDRESS CCD. GHQ. FEC APO 500 POSTMASTER SAN FRANCISCO, USA  
St. & No. City State Country

(MILITARY)

KIND OF BUSINESS CIVIL CENSORSHIP NAME OF SUPERVISOR VINCENT MERCOLA

TITLE OF JOB DEPUTY CHIEF, NEWS AGENCY SALARY 251 PER MONTH

YOUR DUTIES Asst chief of principal Allied press censorship bureau

REASONS FOR LEAVING CENSORSHIP SECTION ELIMINATED in Japan.

FROM 1 NOV 46 TO 31 MAR 47

EMPLOYING FIRM OR AGENCY DEPT / ARMY

ADDRESS CCD. GHQ. FEC APO 309 POSTMASTER SAN FRANCISCO, USA  
St. & No. City State Country

(MILITARY)

KIND OF BUSINESS CIVIL CENSORSHIP NAME OF SUPERVISOR ROBT SPAULDING

TITLE OF JOB CHIEF, CENSORSHIP SUB SALARY 221 PER MONTH

YOUR DUTIES Operated field censorship surveillance detachment

REASONS FOR LEAVING TRANSFERRED TO HQ IN TOKYO

FROM 15 MAR 46 TO 15 AUG 46

EMPLOYING FIRM OR AGENCY DEPT / ARMY

ADDRESS ARMY LANGUAGE SCHOOL PRESIDIO DE MONTE REY, CALIF, USA  
St. & No. City State Country

(MILITARY)

KIND OF BUSINESS CIVIL AFFAIRS NAME OF SUPERVISOR YUTAKA MINAKATA

TITLE OF JOB RESEARCH EDITOR SALARY Army PER Sgt.

YOUR DUTIES REVISED ARMY MANUALS; PREPARED CIVIL AFFAIRS COURSES.

REASONS FOR LEAVING COMMISSIONED; TRANSFERRED TO JAPAN

FROM NOV 1941 TO JUL 1947

EMPLOYING FIRM OR AGENCY T. EATON CO, LTD.

ADDRESS ST. CATHERINE ST, MONTREAL, QUE, CANADA  
St. & No. City State Country

KIND OF BUSINESS DEPT. STORE NAME OF SUPERVISOR E.T. CHAYDON

TITLE OF JOB PHOTOGRAPHIC SALESMAN SALARY 30 PER WEEK

YOUR DUTIES SOLD CAMERAS AND PHOTO SUPPLIES

REASONS FOR LEAVING WAS PART-TIME JOB ACCEPTED WHILE IN COLLEGE

SEC. 15. HAVE YOU EVER BEEN DISCHARGED OR ASKED TO RESIGN FROM ANY POSITION? HAVE YOU LEFT A POSITION UNDER CIRCUMSTANCES WHICH YOU DESIRE TO EXPLAIN? GIVE DETAILS:

NOT APPLICABLE

SEC. 16. GIVE FIVE CHARACTER REFERENCES -- IN THE U.S. -- WHO KNOW YOU INTIMATELY -- (GIVE RESIDENCE AND BUSINESS ADDRESSES WHERE POSSIBLE.)

	Street and Number	City	State
1. CAPT. GORDON WALLACE	BUS. ADD. AHS-PRESIDENTIAL	MUNTERKEY	CAL.
	RES. ADD. 2160 COOLEY	PALO ALTO	CAL.
2. MR. GEORGE MOORE	BUS. ADD. U/CALIFORNIA	BERKELEY	CAL.
	RES. ADD. 571 NORTH	OAKLAND	CAL.
3. MR. JOHN CHEATHAM	BUS. ADD. 111 E. PATRICK	FREDERICK	MD.
	RES. ADD. 101 E. CHURCH	FREDERICK	MD.
4. MR. T. G. DRISCOLL	BUS. ADD. 131 KST. NW	WASH.	DC.
	RES. ADD. 705 S. ROYAL	ALEXANDRIA	VA.
5. MR. R. H. KUNZMAN	BUS. ADD. U.P. BUREAU	DES MOINES	IOWA
	RES. ADD. UNK	UNK	UNK

SEC. 17. NAMES OF FIVE PERSONS WHO KNOW YOU SOCIALLY IN THE UNITED STATES -- NOT REFERENCES, SUPERVISORS OR EMPLOYERS -- (Give residence and business addresses where possible.)

	Street and Number	City	State
1. MR. GEORGE FINNEY	BUS. ADD. DEPT IAF	WASHINGTON	DC.
	RES. ADD. 2310 VALLEY DR.	ALEXANDRIA	VA.
2. DR. MORRIS CRANE	BUS. ADD. BALTIMORE AV	PHILADELPHIA	PA.
	RES. ADD.		
3. MR. BRADFORD COOLIDGE	BUS. ADD. DEPT/STATE	WASHINGTON	DC.
	RES. ADD.		
4. MISS FLORENCE HICKEN	BUS. ADD. NONE		
	RES. ADD. 11 ARABIAN	UNHARTESSED	SCHE.
5. MR. ANTHONY SAZ	BUS. ADD. UNK		
	RES. ADD. 303 E 24TH	BALTIMORE	MD.

SEC. 18. GIVE THREE NEIGHBORS AT YOUR LAST NORMAL RESIDENCE IN THE U.S. — (Give residence and business addresses where possible.)

1. MR. FRANK DUCHARME Street and Number City State  
 BUS. ADD. TRAVELERS' INN HARTFORD CONN.  
 RES. ADD. 26 LILLEY W. HARTFORD CONN.

2. MR. JAMES KNOX BUS. ADD. 61 FOX CO. HARTFORD CONN.  
 RES. ADD. UNK

3. MRS. LOUIS FRANKLIN BUS. ADD. ALBERT STEIGER HARTFORD CONN.  
 RES. ADD. UNK

SEC. 19. FINANCIAL BACKGROUND

A. ARE YOU ENTIRELY DEPENDENT ON YOUR SALARY? YES IF NOT, STATE SOURCES OF OTHER INCOME

B. NAMES AND ADDRESSES OF BANKS WITH WHICH YOU HAVE ACCOUNTS BALTIMORE NATIONAL BANK, HIGHLANDTOWN BRANCH, BALTIMORE, MD.

C. HAVE YOU EVER BEEN IN, OR PETITIONED FOR, BANKRUPTCY? NO  
 GIVE PARTICULARS, INCLUDING COURT:

D. GIVE THREE CREDIT REFERENCES — IN THE U.S.

1. NAME LEE'S INC ADDRESS 34211 EASTERN AV. BALTIMORE, MD.  
 St. & No. City State

2. NAME MONTGOMERY WARD ADDRESS 2419 N. OAKLAND 16, CAL.  
 St. & No. City State

3. NAME \_\_\_\_\_ ADDRESS \_\_\_\_\_  
 St. & No. City State

SEC. 20. RESIDENCES FOR THE PAST 15 YEARS

FROM 1933 TO 1937 3110 PRESSTMAN SE BALTIMORE-MD - USA  
 St. No. City State Country

FROM 1937 TO 1939 4561 HARVARD AV - MONTREAL-QUE - CANADA  
 St. No. City State Country

FROM 1939 TO 1942 1461 MOUNTAIN ST - MONTREAL-QUE - CANADA  
 St. No. City State Country

FROM 1942 TO 1942 26 LILLEY RD - W. HARTFORD - CONN. USA  
 St. No. City State Country

FROM 1942 TO 1942 MILITARY SERVICE  
 St. No. City State Country

FROM 1942 TO PRESENT 2908 ST. PAUL ST - BALTIMORE, MD, USA  
 St. No. City State Country

FROM \_\_\_\_\_ TO \_\_\_\_\_  
 St. No. City State Country

FROM \_\_\_\_\_ TO \_\_\_\_\_  
 St. No. City State Country

SEC. 21. RESIDENCE OR TRAVEL OUTSIDE OF THE UNITED STATES

A. FROM JUN 1937 TO SEP 1937 PARIS FRANCE VISIT  
 City or Section Country Purpose

FROM JUL 1939 TO JUL 1941 NIAGARA PENINSULA CANADA VISIT  
 City or Section Country Purpose

FROM SEP 1937 TO JUL 1942 MONTREAL CANADA RESIDENCE  
 City or Section Country Purpose

FROM OCT 1944 TO JAN 1945 NORTHERN EUROPE WAR SERVICE  
City or Section Country Purpose  
 FROM SEP 44 TO OCT 44 TOKYO, SENDAI JAPAN MIL OCCUPATION  
City or Section Country Purpose  
 FROM \_\_\_\_\_ TO \_\_\_\_\_ City or Section Country Purpose

B. LAST U.S. PASSPORT — NUMBER, DATE, AND PLACE OF ISSUE: UNKNOWN

HOW MANY OTHER U.S. PASSPORTS HAVE YOU HAD? NONE GIVE APPROXIMATE

DATES: \_\_\_\_\_

PASSPORTS OF OTHER NATIONS: \_\_\_\_\_

## SEC. 22. CLUBS, SOCIETIES AND OTHER ORGANIZATIONS

LIST NAMES AND ADDRESSES OF ALL CLUBS, SOCIETIES, PROFESSIONAL SOCIETIES, EMPLOYEE GROUPS, ORGANIZATIONS OF ANY KIND (INCLUDE MEMBERSHIP IN, OR SUPPORT OF, ANY ORGANIZATION HAVING HEADQUARTERS OR BRANCH IN A FOREIGN COUNTRY) TO WHICH YOU BELONG OR HAVE BELONGED:

✓ 1. AMERICAN VETERANS COMMITTEE (MEMBER AT LARGE)  
Name and Chapter St. & No. City State Country

DATES OF MEMBERSHIP: NOV 1945 - JAN 1948

2. RESERVE OFFICERS ASS'N WASHINGTON DC USA  
Name and Chapter St. & No. City State Country

DATES OF MEMBERSHIP: OCT 1948 - PRESENT

3. \_\_\_\_\_  
Name and Chapter St. & No. City State Country

DATES OF MEMBERSHIP: \_\_\_\_\_

4. \_\_\_\_\_  
Name and Chapter St. & No. City State Country

DATES OF MEMBERSHIP: \_\_\_\_\_

5. \_\_\_\_\_  
Name and Chapter St. & No. City State Country

DATES OF MEMBERSHIP: \_\_\_\_\_

6. \_\_\_\_\_  
Name and Chapter St. & No. City State Country

DATES OF MEMBERSHIP: \_\_\_\_\_

7. \_\_\_\_\_  
Name and Chapter St. & No. City State Country

DATES OF MEMBERSHIP: \_\_\_\_\_

SEC. 23. GENERAL QUALIFICATIONS

- A. FOREIGN LANGUAGES (STATE DEGREE OR PROFICIENCY AS "SLIGHT" "FAIR" OR "FLUENT")

LANGUAGE JAPANESE SPEAK FLUENT READ FAIR WRITE FAIR

LANGUAGE FRENCH SPEAK FLUENT READ FLUENT WRITE FLUENT

LANGUAGE \_\_\_\_\_ SPEAK \_\_\_\_\_ READ \_\_\_\_\_ WRITE \_\_\_\_\_

- B. LIST ALL SPORTS AND HOBBIES WHICH INTEREST YOU: INDICATE DEGREE OF PROFICIENCY IN EACH:

SWIMMING, SKIING, HORSEMANSHIP, FOOTBALL - GOOD.

BASEBALL, ICE HOCKEY, LACROSSE, VOLLEYBALL, BADMINTON - FAIR.

PHOTOGRAPHIC PROCESSES - STRONG AMATEUR INTEREST.

- C. HAVE YOU ANY QUALIFICATIONS, AS A RESULT OF TRAINING OR EXPERIENCE, WHICH MIGHT FIT YOU FOR A PARTICULAR POSITION?

HAVE AN ABILITY TO WRITE, EITHER REPORTORIAL OR EDITORIAL, WHICH MIGHT BE SUITABLE FOR RESEARCH OR SPECIAL REPORTS WRITING.

- D. LIST BELOW THE NAMES OF GOVERNMENT DEPARTMENTS, AGENCIES OR OFFICES TO WHICH YOU HAVE APPLIED FOR EMPLOYMENT SINCE 1939:

NONE OTHER THAN DEPT OF ARMY FOR COMMISSION AS OFFICER.

- E. 1. TO YOUR KNOWLEDGE, ANY OF THE ABOVE HAS CONDUCTED AN INVESTIGATION OF YOU, INDICATE BELOW THE NAME OF THAT AGENCY AND THE APPROXIMATE DATE OF THE INVESTIGATION:

MILITARY INTELLIGENCE DIV, WAR DEPT. + FBI  
CONDUCTED LOYALTY CHECK SOMETIME BETWEEN  
FEB 1947 AND JUN 1947.

## SEC. 24. MISCELLANEOUS

- A. DO YOU ADVOCATE OR HAVE YOU EVER ADVOCATED; OR ARE YOU NOW OR HAVE YOU EVER BEEN A MEMBER OR, OR HAVE YOU SUPPORTED ANY POLITICAL PARTY OR ORGANIZATION WHICH ADVOCATES THE OVERTHROW OF OUR CONSTITUTIONAL FORM OF GOVERNMENT IN THE UNITED STATES? NO

IF "YES", EXPLAIN: \_\_\_\_\_

- B. DO YOU USE, OR HAVE YOU USED, INTOXICANTS? YES IF SO, TO WHAT EXTENT? OCCASIONAL WINES AND LIQUOR

- C. HAVE YOU EVER BEEN ARRESTED, INDICTED OR CONVICTED FOR ANY VIOLATION OF LAW OTHER THAN A MINOR TRAFFIC VIOLATION? IF SO, STATE NAME OF COURT, CITY, STATE, COUNTRY, NATURE OF OFFENSE AND DISPOSITION OF CASE: NO

- D. HAVE YOU EVER BEEN COURT-MARTIALED WHILE A MEMBER OF THE ARMED FORCES? IF ANSWER IS "YES," GIVE DETAILS BELOW:

NO

## SEC. 25. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY:

NAME JOHN B. RICHARDSON RELATIONSHIP FATHER  
 ADDRESS 2908 ST. PAUL ST, BALTIMORE MD USA  
St. & No. City State Country

## SEC. 26. YOU ARE INFORMED THAT THE CORRECTNESS OF ALL STATEMENTS MADE HEREIN WILL BE INVESTIGATED.

ARE THERE ANY UNFAVORABLE INCIDENTS IN YOUR LIFE NOT MENTIONED ABOVE WHICH MAY BE DISCOVERED IN SUBSEQUENT INVESTIGATION, WHETHER YOU WERE DIRECTLY INVOLVED OR NOT, WHICH MIGHT REQUIRE EXPLANATION? IF SO, DESCRIBE. IF NOT, ANSWER "NO."

NO

SEC. 27. I CERTIFY THAT THE FOREGOING ANSWERS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF, AND I AGREE THAT ANY MISSTATEMENT OR OMISSION AS TO A MATERIAL FACT WILL CONSTITUTE GROUNDS FOR IMMEDIATE DISMISSAL OR REJECTION OF MY APPLICATION.

SIGNED AT ALEXANDRIA, VIRGINIA

DATE 25 NOV 1948

Walter C. Dineen  
Witness

Jacques G. Liberson  
Signature of Applicant

USE THE FOLLOWING PAGES FOR EXTRA DETAILS. NUMBER ACCORDING TO THE NUMBER OF THE QUESTION TO WHICH THEY RELATE. SIGN YOUR NAME AT THE END OF THE ADDED MATERIAL. IF ADDITIONAL SPACE IS REQUIRED USE EXTRA PAGES THE SAME SIZE AS THESE AND SIGN EACH SUCH PAGE.

14. - I HAVE NEVER HELD A FULL-TIME CIVILIAN JOB, SINCE I ENTERED THE ARMY DIRECTLY FROM COLLEGE.

19. - I HAVE NEVER BOUGHT ANYTHING ON CREDIT. THEREFORE, I HAVE LISTED THREE CONCERNS WITH WHICH I HAVE TRANSACTED NORMAL BUSINESS.

12. - I ACQUIRED SUFFICIENT CREDITS FROM THE ARMY JAPANESE SCHOOL AT THE U OF MICHIGAN TO RECEIVE A B.A. DEGREE, IN ABSENTIA, WHILE STILL ON ACTIVE SERVICE.

FROM SEP 1942 TO DEC 1942 I COMPLETED ONE SEMESTER AT TRINITY COLLEGE, HARTFORD, CONN.

Jacques G. Liberson



Note: Information contained herein  
is supplemental.

### PERSONAL HISTORY STATEMENT

Instructions: 1. Answer all questions completely. If question does not apply write "not applicable." Write "unknown" only if you do not know the answer and cannot obtain the answer from personal records. Use the blank pages at the end of this form for extra details on any question or questions for which you do not have sufficient room.  
2. Type, print or write carefully; Illegible or incomplete forms will not receive consideration.

HAVE YOU READ AND DO YOU UNDERSTAND THE INSTRUCTIONS? \_\_\_\_\_  
Yes or No

#### SEC. 1. PERSONAL BACKGROUND

A. FULL NAME <sup>Mr.</sup> ~~Miss~~ JACQUES GABRIEL RICHARDSON Telephone: VE-4810  
(Use No. Initials) ~~Mrs.~~ <sup>First</sup> <sup>Middle</sup> <sup>Last</sup> Office: 13  
Ext. \_\_\_\_\_  
Home: \_\_\_\_\_

PRESENT ADDRESS \_\_\_\_\_  
St. & No. City State Country

PERMANENT ADDRESS \_\_\_\_\_  
St. & No. City State Country

B. NICKNAME \_\_\_\_\_ WHAT OTHER NAMES HAVE YOU USED? \_\_\_\_\_

\_\_\_\_\_ UNDER WHAT CIRCUMSTANCES HAVE YOU EVER USED THESE  
NAMES? \_\_\_\_\_

HOW LONG? \_\_\_\_\_ IF A LEGAL CHANGE, GIVE PARTICULARS \_\_\_\_\_

Where? \_\_\_\_\_ By What Authority \_\_\_\_\_

C. DATE OF BIRTH \_\_\_\_\_ PLACE OF BIRTH \_\_\_\_\_  
City State Country

D. PRESENT CITIZENSHIP \_\_\_\_\_ BY BIRTH? \_\_\_\_\_ BY MARRIAGE? \_\_\_\_\_  
Country

BY NATURALIZATION CERTIFICATE / \_\_\_\_\_ ISSUED \_\_\_\_\_ BY \_\_\_\_\_  
Date Court

AT \_\_\_\_\_  
City State Country

HAVE YOU HAD A PREVIOUS NATIONALITY? \_\_\_\_\_  
Yes or No Country

HELD BETWEEN WHAT DATES? \_\_\_\_\_ TO \_\_\_\_\_ ANY OTHER NATIONALITY? \_\_\_\_\_  
Country

GIVE PARTICULARS \_\_\_\_\_

HAVE YOU TAKEN STEPS TO CHANGE PRESENT CITIZENSHIP? \_\_\_\_\_ GIVE PARTICULARS: \_\_\_\_\_

E. IF BORN OUTSIDE U.S. WHEN DID YOU FIRST ARRIVE IN THIS COUNTRY? \_\_\_\_\_

PORT OF ENTRY? \_\_\_\_\_ ON PASSPORT OF WHAT COUNTRY? \_\_\_\_\_

LAST U.S. VISA \_\_\_\_\_  
Number Type Place of Issue Date of Issue

## SEC. 2. PHYSICAL DESCRIPTION

AGE \_\_\_\_\_ SEX \_\_\_\_\_ HEIGHT \_\_\_\_\_ WEIGHT \_\_\_\_\_

EYES \_\_\_\_\_ HAIR \_\_\_\_\_ COMPLEXION \_\_\_\_\_ SCARS \_\_\_\_\_

BUILD \_\_\_\_\_ OTHER DISTINGUISHING FEATURES \_\_\_\_\_

## X SEC. 3. MARITAL STATUS

A. SINGLE \_\_\_\_\_ MARRIED ☒ DIVORCED \_\_\_\_\_ WIDOWED \_\_\_\_\_

STATE DATE, PLACE, AND REASON FOR ALL SEPARATIONS, DIVORCES OR ANNULMENTS \_\_\_\_\_

B. WIFE OR HUSBAND (IF YOU HAVE BEEN MARRIED MORE THAN ONCE — INCLUDE ANNULMENTS — USE A SEPARATE SHEET FOR FORMER WIFE OR HUSBAND GIVING DATA REQUIRED BELOW FOR ALL PREVIOUS MARRIAGES.)

NAME OF SPOUSE HARRIETTE McCLURE DRISCOLL RICHARDSON  
First Middle Maiden Last

PLACE AND DATE OF MARRIAGE ALEXANDRIA, VA; 25 JUN 1949

HIS (OR HER) ADDRESS BEFORE MARRIAGE 705 S. ROYAL ST., ALEXANDRIA, VA.  
St. & No. City State Country

LIVING OR DECEASED LIVING DATE OF DECEASE \_\_\_\_\_ CAUSE \_\_\_\_\_

PRESENT, OR LAST, ADDRESS 1619 DOOLITTLE RD., ESSEX, MD.  
St. & No. City State Country

DATE OF BIRTH 19 JUN 28 PLACE OF BIRTH MINNEAPOLIS, MINN.  
City State Country

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY \_\_\_\_\_

CITIZENSHIP U.S. WHEN ACQUIRED? \_\_\_\_\_ WHERE? \_\_\_\_\_  
City State Country

OCCUPATION HOUSEWIFE LAST EMPLOYER \_\_\_\_\_

EMPLOYER'S OR BUSINESS ADDRESS \_\_\_\_\_  
St. & No. City State Country

MILITARY SERVICE FROM \_\_\_\_\_ TO \_\_\_\_\_ BRANCH OF SERVICE \_\_\_\_\_  
Date Date

COUNTRY \_\_\_\_\_ DETAILS OF OTHER GOV'T. SERVICE, U.S. OR FOREIGN \_\_\_\_\_

OCCUPATION \_\_\_\_\_ LAST EMPLOYER \_\_\_\_\_  
EMPLOYER'S OR OWN BUSINESS ADDRESS \_\_\_\_\_  
St. & No. City State Country  
MILITARY SERVICE FROM \_\_\_\_\_ TO \_\_\_\_\_ BRANCH OF SERVICE \_\_\_\_\_  
COUNTRY \_\_\_\_\_ DETAILS OF OTHER GOV'T SERVICE, U.S. OR FOREIGN. \_\_\_\_\_

SEC. 7. BROTHERS AND SISTERS (Including half-, step-, and adopted brothers and sisters)

1. FULL NAME \_\_\_\_\_ AGE \_\_\_\_\_  
First Middle Last  
PRESENT ADDRESS \_\_\_\_\_  
St. & No. City State Country Citizenship  
2. FULL NAME \_\_\_\_\_ AGE \_\_\_\_\_  
First Middle Last  
PRESENT ADDRESS \_\_\_\_\_  
St. & No. City State Country Citizenship  
3. FULL NAME \_\_\_\_\_ AGE \_\_\_\_\_  
First Middle Last  
PRESENT ADDRESS \_\_\_\_\_  
St. & No. City State Country Citizenship  
4. FULL NAME \_\_\_\_\_ AGE \_\_\_\_\_  
First Middle Last  
PRESENT ADDRESS \_\_\_\_\_  
St. & No. City State Country Citizenship  
5. FULL NAME \_\_\_\_\_ AGE \_\_\_\_\_  
First Middle Last  
PRESENT ADDRESS \_\_\_\_\_  
St. & No. City State Country Citizenship

X SEC. 8. FATHER-IN-LAW

FULL NAME THEODORE GOTZIAN DRISCOLL  
First Middle Last  
LIVING OR DECEASED LIVING DATE OF DECEASE \_\_\_\_\_ CAUSE \_\_\_\_\_  
PRESENT, OR LAST, ADDRESS 705 S. ROYAL ST., ALEXANDRIA, VA.  
St. & No. City State Country  
DATE OF BIRTH 14 OCT 92 PLACE OF BIRTH ST. PAUL, MINN.  
IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY \_\_\_\_\_  
CITIZENSHIP US WHEN ACQUIRED? \_\_\_\_\_ WHERE? \_\_\_\_\_  
City State Country  
OCCUPATION PUBLIC LAST EMPLOYER COUNCIL OF STATE GOVTS.,  
ADMINISTRATOR 1737 "K" ST, NW,  
WASH DC.

X SEC. 9. MOTHER-IN-LAW

FULL NAME HARRIETTE BELL CASWELL DRISCOLL  
First Middle Last  
LIVING OR DECEASED LIVING DATE OF DECEASE — CAUSE —  
PRESENT, OR LAST, ADDRESS 705 S. ROYAL ST, ALEXANDRIA, VA  
St. & No. City State Country  
DATE OF BIRTH 13 APR 00 PLACE OF BIRTH MINNEAPOLIS, MINN.  
IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY —  
CITIZENSHIP — WHEN ACQUIRED? — WHERE? —  
City State Country  
OCCUPATION HOUSEWIFE LAST EMPLOYER —

X SEC. 10. RELATIVES BY BLOOD, MARRIAGE OR ADOPTION, WHO EITHER LIVE ABROAD OR WHO ARE NOT CITIZENS OF THE UNITED STATES:

1. NAME NONE, other than mine RELATIONSHIP — AGE —  
CITIZENSHIP — ADDRESS —  
St. & No. City State Country  
2. NAME — RELATIONSHIP — AGE —  
CITIZENSHIP — ADDRESS —  
St. & No. City State Country  
3. NAME — RELATIONSHIP — AGE —  
CITIZENSHIP — ADDRESS —  
St. & No. City State Country

X SEC. 11. RELATIVES BY BLOOD OR MARRIAGE IN THE MILITARY OR CIVIL SERVICE OF THE U.S. OR OF A FOREIGN GOVERNMENT.

1. NAME NONE, other than mine RELATIONSHIP — AGE —  
CITIZENSHIP — ADDRESS —  
St. & No. City State  
TYPE AND LOCATION OF SERVICE (IF KNOWN) —  
2. NAME — RELATIONSHIP — AGE —  
CITIZENSHIP — ADDRESS —  
St. & No. City State  
TYPE AND LOCATION OF SERVICE (IF KNOWN) —  
3. NAME — RELATIONSHIP — AGE —  
CITIZENSHIP — ADDRESS —  
St. & No. City State  
TYPE AND LOCATION OF SERVICE (IF KNOWN) —

14-00000

12

SEC. 24. MISCELLANEOUS

A. DO YOU ADVOCATE OR HAVE YOU EVER ADVOCATED; OR ARE YOU NOW OR HAVE YOU EVER BEEN A MEMBER OR, OR HAVE YOU SUPPORTED ANY POLITICAL PARTY OR ORGANIZATION WHICH ADVOCATES THE OVERTHROW OF OUR CONSTITUTIONAL FORM OF GOVERNMENT IN THE UNITED STATES?

IF "YES", EXPLAIN: \_\_\_\_\_

B. DO YOU USE, OR HAVE YOU USED, INTOXICANTS? \_\_\_\_\_ IF SO, TO WHAT EXTENT? \_\_\_\_\_

C. HAVE YOU EVER BEEN ARRESTED, INDICTED OR CONVICTED FOR ANY VIOLATION OF LAW OTHER THAN A MINOR TRAFFIC VIOLATION? IF SO, STATE NAME OF COURT, CITY, STATE, COUNTRY, NATURE OF OFFENSE AND DISPOSITION OF CASE: \_\_\_\_\_

D. HAVE YOU EVER BEEN COURT-MARTIALED WHILE A MEMBER OF THE ARMED FORCES? IF ANSWER IS "YES," GIVE DETAILS BELOW: \_\_\_\_\_

\*SEC. 25. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY:

NAME MRS. J. G. RICHARDSON RELATIONSHIP WIFE  
ADDRESS 1619 DOOLITTLE ROAD, ESSEX, MD.  
St. & No. City State Country

SEC. 26. YOU ARE INFORMED THAT THE CORRECTNESS OF ALL STATEMENTS MADE HEREIN WILL BE INVESTIGATED.

ARE THERE ANY UNFAVORABLE INCIDENTS IN YOUR LIFE NOT MENTIONED ABOVE WHICH MAY BE DISCOVERED IN SUBSEQUENT INVESTIGATION, WHETHER YOU WERE DIRECTLY INVOLVED OR NOT, WHICH MIGHT REQUIRE EXPLANATION? IF SO, DESCRIBE. IF NOT, ANSWER "NO."

X SEC. 27. I CERTIFY THAT THE FOREGOING ANSWERS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF, AND I AGREE THAT ANY MISSTATEMENT OR OMISSION AS TO A MATERIAL FACT WILL CONSTITUTE GROUNDS FOR IMMEDIATE DISMISSAL OR REJECTION OF MY APPLICATION.

SIGNED AT Baltimore, Maryland DATE Oct 18 49  
City and State

Sylvia F. Chaitow  
Witness

James G. Richardson  
Signature of Applicant

USE THE FOLLOWING PAGES FOR EXTRA DETAILS. NUMBER ACCORDING TO THE NUMBER OF THE QUESTION TO WHICH THEY RELATE. SIGN YOUR NAME AT THE END OF THE ADDED MATERIAL. IF ADDITIONAL SPACE IS REQUIRED USE EXTRA PAGES THE SAME SIZE AS THESE AND SIGN EACH SUCH PAGE.

14. Since August 29, 1949, I have been employed as Administrative Assistant to the Director of Planning, Housing Authority of Baltimore City, at the salary range of \$2,100 - \$3,900.

MILITARY RECORD AND REPORT OF SEPARATION  
CERTIFICATE OF SERVICE

RICHARDSON, JACQUES G.		O 937 800		1ST LT		INF		ORC	
GENERAL HEADQUARTERS, FAR EAST COMMAND, MILITARY INTELLIGENCE		27 OCT 48		SEPARATION CENTER, FORT LANTON, WASHINGTON					
2505 NORTH ST. PAUL STREET, BALTIMORE 18, MARYLAND		20 JAN 49		BALTIMORE, MARYLAND					
SEE 9		BROWN BROWN		5'10"		145		0	
STUDENT, COLLEGE		X-02							

27 JAN 46		(PRESS) CENSORSHIP OFFICER 9335	
NONE			
WW II VICTORY MEDAL, OCCUPATION, JAPAN			
NONE			
MILITARY INTELLIGENCE SERVICE LANGUAGE SCHOOL, FT SHELLENG, MINN.		12 SEP 46	
RR 1-1		9 OCT 48	
		USA	
		23 OCT 48	

31 OCT 48		30 NOV 48 - 6.50		X	
-----------	--	------------------	--	---	--

SECTION, GENERAL STAFF LABEL BUTTON ISSUED	
Jacques G. Richardson	ALVIN W. GAGNEY CAPT USAF



*Army of the United States*  
CERTIFICATE OF SERVICE

*This is to certify that*  
JACQUES G. RICHARDSON O 937 800 1ST LT  
GENERAL HEADQUARTERS, FAR EAST COMMAND,  
MILITARY INTELLIGENCE SECTION, GENERAL STAFF  
*honorably served in active Federal Service*  
*in the Army of the United States from*  
27 JAN 46 to 27 OCT 48

*Given at* SEPARATION CENTER, FORT LANTON, WASHINGTON  
*on the* 27 *day of* OCTOBER 1948

Thomas B. Hammond  
THOMAS B. HAMMOND  
MAJOR AGO

ENLISTED RECORD AND REPORT OF SEPARATION  
HONORABLE DISCHARGE

1. NAME OF SOLDIER		2. GRADE		3. COMPANY		4. REGIMENT		5. BRANCH		6. DATE OF ENLISTMENT		7. DATE OF SEPARATION		8. PLACE OF SEPARATION	

9. DUTY ASSIGNMENTS		10. ACHIEVEMENTS		11. REMARKS		12. SIGNATURE OF COMMANDING OFFICER		13. SIGNATURE OF SOLDIER		14. DATE		15. PLACE		16. GRADE	

17. SIGNATURE OF SELLING OFFICER		18. SIGNATURE OF SELLING OFFICER		19. SIGNATURE OF SELLING OFFICER		20. SIGNATURE OF SELLING OFFICER		21. SIGNATURE OF SELLING OFFICER		22. SIGNATURE OF SELLING OFFICER		23. SIGNATURE OF SELLING OFFICER		24. SIGNATURE OF SELLING OFFICER	

25. SIGNATURE OF SELLING OFFICER		26. SIGNATURE OF SELLING OFFICER		27. SIGNATURE OF SELLING OFFICER		28. SIGNATURE OF SELLING OFFICER		29. SIGNATURE OF SELLING OFFICER		30. SIGNATURE OF SELLING OFFICER		31. SIGNATURE OF SELLING OFFICER		32. SIGNATURE OF SELLING OFFICER	

Army of the United States

Honorable Discharge

This is to certify that

Army of the United States  
is hereby Honorably Discharged from the military  
service of the United States of America.  
This certificate is awarded as a testimonial of Honest  
and Faithful Service to this country.

Given at

Date

K. H. Redman



STANDARD FORM 57--NOV. 1947  
U. S. CIVIL SERVICE COMMISSION

# APPLICATION FOR FEDERAL EMPLOYMENT

INSTRUCTIONS: In order to prevent delay in consideration of your application, answer every question on this form clearly and completely. Type, write or print in INK. In applying for a specific United States Civil Service position, read the examination announcement carefully and follow all directions. If you are applying for a WRITTEN examination, follow the

instructions on the advertisement regarding disposition of this application. If you are applying for an UNWRITTEN examination, mail this application to the office named in the announcement. Be sure to mail to the same office and other forms required by the announcement. Notify the office with which you file this application of any change in your address.

APPLICATION NO.

ANNOUNCEMENT

1. NAME OF EXAMINATION OR KIND OF POSITION APPLIED FOR  
**CIG**

2. OPTIONS: (if mentioned in examination announcement)

3. PLACE OF EMPLOYMENT APPLIED FOR (City and State)

4. DATE OF THIS APPLICATION

5. NAME (First name) (Middle) (Maiden, if any) (Last)  
**JACQUES CARTEL RICHARDSON**

6. (A) STREET AND NUMBER OR R. D. NUMBER  
**1630 Wickenbacker Road, N.W. Est.**  
(B) CITY OR POST OFFICE (including postal zone) AND STATE  
**Essex 21, Maryland**

7. LEGAL OR USUAL RESIDENCE (State) (A) OFFICE PHONE (B) HOME PHONE  
**Maryland**

8. DATE OF BIRTH (month, day, year)  
**January 20, 1924**

9. ☐ MARRIED ☒ SINGLE

10. PLACE OF BIRTH (City and State; if born outside U. S., name city and country)  
**Baltimore, Maryland**

11. ☒ MALE ☐ FEMALE 12. (A) HEIGHT WITHOUT SHOES: **5 FEET 10 INCHES** (B) WEIGHT: **145 POUNDS**

13. (A) HAVE YOU EVER BEEN EMPLOYED BY THE FEDERAL GOVERNMENT? ☒ YES ☐ NO  
(B) IF NO, GIVE LAST GRADE AND DATE OF LAST CHANGE IN GRADE  
**Second Lt., 16 July 1946**

## DO NOT WRITE IN THIS BLOCK For Use of Civil Service Commission Only

☐ APPROX. ☐ MATERIAL ☐ ENTERED REGISTER  
☐ NON-APPROX. ☐ SUBMITTED ☐ RETURNED

NOTATIONS: APT. REVIEW

OPTION	GRADE	EARNED RATING	PREFERENCE	ALLOW RATING
			<input type="checkbox"/> 5 POINTS (CENT.)	
			<input type="checkbox"/> 10 POINTS	
			<input type="checkbox"/> WIFE OR WIDOW	
			<input type="checkbox"/> DISAL.	
			<input type="checkbox"/> BEING INVESTIGATED	

INITIALS AND DATE

15. (A) WHAT IS THE LOWEST ENTRANCE SALARY YOU WILL ACCEPT? \$ **2,750** PER YEAR  
You will not be considered for any position with a lower entrance salary.  
(B) CHECK IF YOU WILL ACCEPT SHORT-TERM APPOINTMENT IF OFFERED, FOR:  
☐ 1 TO 3 MONTHS ☐ 3 TO 6 MONTHS ☒ 6 TO 12 MONTHS  
NOTE: Acceptance or refusal of a temporary short-term appointment will not affect your opportunity to obtain a probational appointment.  
(C) IF YOU ARE WILLING TO TRAVEL, SPECIFY:  
☐ OCCASIONALLY ☒ FREQUENTLY ☐ CONSTANTLY

(D) CHECK IF YOU WILL ACCEPT APPOINTMENT, IF OFFERED:  
☒ IN WASHINGTON, D. C. ☐ ANYWHERE IN THE UNITED STATES  
☐ OUTSIDE THE UNITED STATES  
(E) IF YOU WILL ACCEPT APPOINTMENT IN CERTAIN LOCATIONS ONLY, GIVE ACCEPTABLE LOCATIONS:

16. EXPERIENCE: It is important for you to furnish all information requested below in sufficient detail to enable the Civil Service Commission and the appointing officers of agencies to give you full credit in determining your qualifications. Use a separate block for each position. Start with your present position and work back, explaining clearly the principal tasks which you performed in each position, accounting for all periods of unemployment. Experience gained more than 15 years ago which is not pertinent to the work for which you are applying may be summarized in one or more of the blocks. If your duties changed materially while working for the same employer, use a separate block to describe each position. You may include any pertinent

religious, civic, welfare, or organizational activity which you have performed, either with or without compensation, showing the number of hours per week and weeks per year in which you were engaged in such activity. Military experience should be described in the spaces below in its proper sequence.

(a) If you were ever employed in any position under a name different from that shown in Item 5 of this application, give under "Description of your work" for each position, the name used.

(b) If you have never been employed or are now unemployed, indicate that fact in the space provided below for "Present Position."

① PRESENT POSITION

DATES OF EMPLOYMENT (month, year)	EXACT TITLE OF YOUR PRESENT POSITION	CLASSIFICATION GRADE (if in Federal Service)	SALARY OR EARNINGS: STARTING \$ PER PRESENT \$ PER
FROM TO PRESENT TIME			

PLACE OF EMPLOYMENT (City and State)

NAME AND TITLE OF IMMEDIATE SUPERVISOR

NAME AND ADDRESS OF EMPLOYER (firm, organization, or person; if Federal, name Department, bureau or establishment, and division)

KIND OF BUSINESS OR ORGANIZATION (e. g., wholesale silk, insurance agency, manufacture of locks, etc.)

NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU

REASON FOR DESIRING TO CHANGE EMPLOYMENT

DESCRIPTION OF YOUR WORK

**BAR DEPARTMENT**

(CONTINUED ON NEXT PAGE)

15-57446-2

\*Please Note: The time positions listed were part-time jobs only, while the applicant was a college student. I have never applied for, nor held, a full-time civilian position.



24. REFERENCES: List three persons living in the United States or Territories of the United States who are NOT related to you and who have definite knowledge of your qualifications and fitness for the position for which you are applying. Do not repeat names of supervisors listed under Item 16 (EXPERIENCE).		
FULL NAME	PRESENT BUSINESS OR OTHER ADDRESS (Give complete current address, including street and number)	BUSINESS OR OCCUPATION
1. Col. Kai E. Rasmussen	(Washington 25 DC) Diplomatic Sec. Rep. Dept. of State	Mil. Attache
2. Mr. Yutaka Munakata	Academic Sec. SIS, Calif.	Instructor
3. Lt. L.B. McNeill	1928 McKinley Ave. Honolulu, T.H.	CIC

INDICATE "YES" OR "NO" ANSWER BY PLACING "X" IN PROPER COLUMN	YES	NO	INDICATE "YES" OR "NO" ANSWER BY PLACING "X" IN PROPER COLUMN	YES	NO
25. HAVE YOU EVER BEEN REJECTED BY YOUR PRESENT EMPLOYER REGARDING YOUR CHARACTER, CREDENTIALS, ETC.?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	26. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
26. ARE YOU A CITIZEN OF OR DO YOU OWE ALLEGIANCE TO THE UNITED STATES?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	27. DOES THE UNITED STATES GOVERNMENT EMPLOY IN A CIVILIAN CAPACITY ANY RELATIVE OF YOURS OR RECENTLY DECEASED? WITH WHOM YOU LIVE OR HAVE LIVED WITHIN THE PAST 24 MONTHS?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
27. ARE YOU NOW OR HAVE YOU EVER BEEN A MEMBER OF THE COMMUNIST PARTY U.S.A. OR ANY COMMUNIST ORGANIZATION?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	28. ARE YOU NOW OR HAVE YOU EVER BEEN A MEMBER OF A FASCIST ORGANIZATION?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
28. ARE YOU NOW OR HAVE YOU EVER BEEN A MEMBER OF ANY ORGANIZATION, ASSOCIATION, MOVEMENT, GROUP, OR COMBINATION OF PERSONS WHICH ADVOCATES THE OBTAINING OF OUR CONSTITUTIONAL FORM OF GOVERNMENT, OR OF AN ORGANIZATION, ASSOCIATION, MOVEMENT, GROUP, OR COMBINATION OF PERSONS WHICH HAS ADOPTED A POLICY OF AGGRAVATING OR AMPLIFYING THE COMMISSION OF ACTS OF FORCE OR VIOLENCE TO OBTAIN OTHER PERSONS THEIR RIGHTS UNDER THE CONSTITUTION OF THE UNITED STATES OR OF SEEKING TO ALTER THE FORM OF GOVERNMENT OF THE UNITED STATES BY UNLAWFUL MEANS?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>SPECIAL INSTRUCTIONS FOR CLAIMING VETERAN PREFERENCE</b> A. If you are claiming preference as a PEACETIME VETERAN who has been awarded a campaign badge or service ribbon, or as a DISABLED VETERAN, or as the WIFE OF A DISABLED VETERAN, or as the WIDOW OF A WAR OR CAMPAIGN VETERAN, attach Veteran Preference Claim, CSC Form 14, together with proof specified therein. B. If you are a WAR-TIME VETERAN not claiming disability preference, you should NOT submit your discharge with this application. Preference will be tentatively credited to you and if approved, you will be required to submit to the appointing office prior to entry on duty, official evidence of separation from active service in the armed forces of the United States in that of war.		
29. IF YOUR ANSWER TO QUESTION 27, 28, OR 29 ABOVE IS "YES," STATE IN ITEM 39 THE NAMES OF ALL SUCH ORGANIZATIONS, ASSOCIATIONS, MOVEMENTS, GROUPS, OR COMBINATIONS OF PERSONS AND DATES OF MEMBERSHIP. GIVE COMPLETE DETAILS OF YOUR ACTIVITIES THEREIN AND MAKE AN EXPLANATION YOU DESIRE REGARDING YOUR MEMBERSHIP OR ACTIVITIES THEREIN.					
30. SINCE YOUR 16TH BIRTHDAY, HAVE YOU EVER BEEN ARRESTED, INDICTED, OR SUMMONED INTO COURT AS A DEFENDANT IN A CRIMINAL PROSECUTION, OR CONVICTED, FINED, OR IMPRISONED OR PLACED ON PROBATION OR HAVE YOU EVER BEEN ORDERED TO PAY FINE OR COLLATERAL FOR THE VIOLATION OF ANY LAW, POLICE REGULATION OR ORDINANCE (INCLUDING MINOR TRAFFIC VIOLATIONS FOR WHICH A FINE OR FORFEITURE OF \$5 OR LESS WAS IMPOSED)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	31. (A) WERE YOU EVER IN THE UNITED STATES MILITARY OR NAVAL SERVICE DURING TIME OF WAR?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If your answer is "Yes," list all such cases under Item 39 below. Give in each case (1) the date; (2) the nature of the offense or violation; (3) the name and location of the court; (4) the penalty imposed, if any, or other disposition of the case. If appointed, your fingerprints will be taken.	(B) IS THE WORD "HONORABLE" OR THE WORD "SATISFACTORY" USED IN YOUR DISCHARGE OR SEPARATION PAPERS TO SHOW THE TYPE OF YOUR DISCHARGE OR SEPARATION? <input checked="" type="checkbox"/> (C) WAS SERVICE PERSONNEL ON AN ACTIVE FULL-TIME BASIS, WITH FULL MILITARY PAY AND ALLOWANCES? <input checked="" type="checkbox"/> (D) DATE OF ENTRY ON ACTIVE SERVICE: <u>15 Feb 1943</u> DATE OF SEPARATION OR SEPARATIONS: <u>Present</u> BRANCH OF SERVICE (Army, Navy, Marine Corps, Coast Guard, etc.): <u>Army</u> SERIAL NO. (If none, give grade or rating at time of separation): <u>31316266; O-937200</u>				
31. HAVE YOU EVER BEEN DISCHARGED OR FORCED TO RESIGN, FOR MISCONDUCT OR UNSATISFACTORY SERVICE FROM ANY POSITION?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	32. (A) IF YOU SERVED IN THE UNITED STATES MILITARY OR NAVAL SERVICE DURING PEACETIME ONLY, DID YOU PARTICIPATE IN A CAMPAIGN OR BATTLE AND RECEIVE A CAMPAIGN BADGE OR SERVICE RIBBON?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If your answer is "Yes," give in Item 39 the name and address of employer, date, and reason in each case.	(B) ARE YOU A DISABLED VETERAN? <input type="checkbox"/> If so, and you have not listed your disability in answer to Item 33, explain in Item 39 below. (C) ARE YOU A VETERAN'S WIDOW WHO HAS NOT REMARRIED? <input type="checkbox"/> (D) ARE YOU THE WIFE OF A VETERAN WHO HAS A SERVICE-CONNECTED DISABILITY WHICH QUALIFIES HIM FOR CIVIL SERVICE PREFERENCE? <input type="checkbox"/>				
32. HAVE YOU EVER BEEN REJECTED BY THE U.S. CIVIL SERVICE COMMISSION FROM TAKING EXAMINATIONS OR ACCEPTING CIVIL SERVICE APPOINTMENTS?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>THIS SPACE FOR USE OF APPOINTING OFFICE ONLY</b> The information contained in the answers to Question 27 above has been verified by comparison with the discharge certificate on _____, 19____.		
33. HAVE YOU ANY PHYSICAL HANDICAP, DISEASE, OR OTHER DISABILITY WHICH SHOULD BE CONSIDERED IN ASSIGNING YOU TO WORK?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Agency: _____ Title: _____ If more space is required, use paper the same size as this page. Write on each sheet your name, address, date of birth, and examination title. Attach to inside of this application.		
If your answer is "Yes," give dates of and reasons for such rejection in Item 39.	(E) SPACE FOR DETAILED ANSWERS TO OTHER QUESTIONS (indicate item numbers to which answers apply) ITEM NO. <u>33</u> <u>Hernia, inguinal - repairable.</u> ITEM NO. _____				
34. DO YOU RECEIVE AN ANY PAY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT OR ANY PENSION OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE?	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
If your answer is "Yes," give complete details in Item 39.					

Before signing this application check back over it to make sure that you have answered ALL questions correctly.  
 I CERTIFY that the statements made by me in this application are true, complete, and correct to the best of my knowledge and belief, and are made in good faith.  
 False statement on this application is punishable by Law (U. S. Code, Title 18, Section 80).  
 SIGNATURE OF APPLICANT \_\_\_\_\_  
 (Sign your name in INK (not pencil). Miss or Mrs. and if married, use your own given name as "Mrs. Mary L. Doe.")

JACQUES GABRIEL RICHARDSON

17. MILITARY TRAINING(continued)

Rating received at end of this training: Tec 4

Duty assignment or rating after this training: Assignment to MISIS.

Dates of duty assignment: Jan 1946 to Aug. 1946

Second Special Service School attended: MISIS, Fort Snelling, Minn.

Location: Fort Snelling, 11, Minnesota

Dates Attended: Jan 1946 To: Aug. 1946

Rating received at end of this training: Second Lieutenant

What were you taught in Second Special Service School? Order of battle, military terms of the Japanese armed forces.

Civil affairs, military administration of occupied areas, propaganda writing.

Duty assignment after this training: Student; translator; instructor.

What did you do during this duty assignment? Translated newspaper articles, ordinances, SCAP directives, etc. flown from Japan. Made instructor's guides for civil affairs courses.

SECRET

Date: 13 October 1963

MEMORANDUM FOR: Chief, Personnel Security Division/Office of Security

SUBJECT: Richardson, Jeffrey (P): Your Number: 37833

1. In compliance with paragraph four (4) of your latest memorandum, subject as above, clearance to cover the following proposed change in Subject's status and/or use is hereby requested:

Ops Officer	Position Title	Ops Officer
GS-15	Grade	GS-15
DDP/SR Foreign Field Western European Area Paris, France	Orgn Designation	DDP/WE Paris Station External Ops Station
Paris, France	Headquarters	Paris, France

2. Changes other than specified above:

3. The proposed effective date of this change is: 13 October 1963.

*Joseph B. Ragan*  
JOSEPH B. RAGAN  
Chief, Contract Personnel Division

Date 18 OCT 1963

Security Approval has been granted for  
the use contemplated by this request

*W. J. Sullivan*  
Chief, Personnel Security Division

SECRET

SECRET  
(When filled in)

DATE: 31 July 1962

MEMORANDUM FOR: Chief, Contract Personnel Division

ATTENTION : Staff Agents Branch

FROM : Chief, Personnel Security Division

SUBJECT : ~~Richardson, [illegible]~~ #37833

1. Reference is made to your memorandum dated 24 July 1962 in which a covert security clearance was requested to permit Subject's use as a Staff Agent, GS-14, by DDF/SR in the capacity of Operations Officer at Paris, France.

2. This is to advise that a covert security clearance is granted for the use of the Subject, as described in your request as set forth in paragraph 1, above.

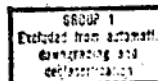
3. If your office should desire at a later date to change the status or use of this individual, a request to cover any proposed change should be submitted to this office.

4. This clearance becomes invalid in the event that Subject's services are not utilized within six months of the date of this memorandum.

FOR THE DIRECTOR OF SECURITY:

*W. A. Osborne*  
W. A. Osborne

SECRET  
(When filled in)



PERSONAL HISTORY STATEMENT - (Appendix I)

Listed below are names of organizations identified by the Attorney General, under his responsibility pursuant to Executive Order 9835, dated 21 March 1947, to list the names of each foreign or domestic organization, association, movement, group or combination of persons which he, after appropriate investigation and determination, designates as Totalitarian, Fascist, Communist, or subversive, or as having adopted a policy of advocating or approving the commission of acts of force or violence to deny others their rights under the Constitution of the United States, or as seeking to alter the form of government of the United States by unconstitutional means.

Each applicant must review the following list of organizations for certification purposes, and signature on the last page.

Abraham Lincoln School, Chicago, Illinois  
American Association for Reconstruction in Yugoslavia, Inc.  
American Committee for Protection of Foreign Born  
American Committee for Yugoslav Relief, Inc.  
The American Council for a Democratic Greece, formerly known as the Greek American Council; Greek American Committee for National Unity  
American Croatian Congress  
American League Against War and Fascism  
American League for Peace and Democracy, successor to American League Against War and Fascism and predecessor of American Peace Mobilization  
American Patriots, Inc.  
American Peace Mobilization  
American Polish Labor Council  
American Russian Institute of San Francisco  
American Slav Congress  
American Youth Congress  
American Youth for Democracy  
Armenian Progressive League of America  
Association of German Nationals (Reichsdeutsche Vereinigung)  
Ausland-Organisation der NSDAP, Overseas Branch of Nazi Party  
Black Dragon Society  
California Labor School, Inc., 215 Market Street, San Francisco, California  
Central Council of American Women of Croatian Descent, also known as Central Council of American Croatian Women, National Council of Croatian Women  
Central Japanese Association (Beikoku Chuo Nipponjin Kai)  
Central Japanese Association of Southern California  
The Central Organization of the German-American National Alliance (Deutsche-Amerikanische Einheitsfront)  
The Citizens Protective League  
Civil Rights Congress and its affiliated organizations and branches.



The Columbians  
Communist Party, U.S.A., formerly Communist Political  
Association, and its affiliates and committees,  
including:

Citizens Committee of the Upper West Side  
(New York City)  
Committee to Aid the Fighting South  
Dennis Defense Committee  
Labor Research Association, Inc.  
Southern Negro Youth Congress  
United May Day Committee  
United Negro and Allied Veterans of America  
Congress of American Revolutionary Writers  
Congress of American Women  
Connecticut State Youth Conference  
Council on African Affairs  
Council for Pan-American Democracy  
Dai Nippon Butoku Kai (Military Virtue Society of  
Japan or Military Art Society of Japan)  
Dante Alighieri Society  
Federation of Italian War Veterans in the U.S.A., Inc.  
(Associazione Nazionale Combattenti Italiani,  
Federazione degli Stati Uniti d' America)  
Friends of the New Germany (Freunde des Neuen Deutschlands)  
Friends of the Soviet Union and its successor  
American Council on Soviet Relations, both predecessors  
of the National Council of American Soviet Friendship  
George Washington Carver School, New York City  
German-American Bund (Amerikadeutscher Volksbund)  
The German-American Republican League  
German-American Vocational League (Deutsche-Amerikanische  
Berufsgemeinschaft)  
Heimata Kai, also known as Hokubei Heichi Gimusha Kai,  
Zaibei Hihonjin, Heiyaku Gimusha Kai, and Zaibei  
Heimata Kai (Japanese Residing in American Military  
Conscripts Association)  
Hinodo Kai (Imperial Japanese Reservists)  
Hinomaru Kai (Rising Sun Flag Society - a group of  
Japanese War Veterans)  
Hokubei Zaigo Shoke Dan (North American Reserve Officers  
Association)  
Hollywood Writers Mobilization for Defense  
Hungarian-American Council for Democracy  
International Labor Defense  
International Workers Order, including People's Radio  
Foundation, Inc.  
Japanese Association of America  
Japanese Overseas Central Society (Kaigai Dobo Chuo Kai)

Japanese Overseas Convention, Tokyo, Japan, 1940  
 Japanese Protective Association (Recruiting Organization)  
 Jefferson School of Social Science, New York City  
 Jewish Peoples Committee  
 Jikyoku Iin Kai (Current Affairs Association)  
 Joint Anti-Fascist Refugee Committee  
 Kibei Seinen Kai (Association of U. S. Citizens of  
 Japanese Ancestry who have returned to America after  
 studying in Japan)  
 Ku Klux Klan  
 Kyffhaeuser, also known as Kyffhaeuser League  
 (Kyffhaeuser Bund), Kyffhaeuser Fellowship  
 (Kyffhaeuser Kameradschaft)  
 Kyffhaeuser War Relief (Kyffhaeuser Kriegshilfswerk)  
 League of American Writers  
 Lictor Society (Italian Black Shirts)  
 Macedonian-American People's League  
 Mario Morgantini Circle  
 Michigan Civil Rights Federation  
 Nanka Toikoku Ganyudan (Imperial Military Friends  
 Group or Southern California War Veterans)  
 National Committee for the Defense of Political Prisoners  
 National Committee to Win the Peace  
 National Council of American-Soviet Friendship  
 National Council of Americans of Croatian Descent  
 National Federation for Constitutional Liberties  
 National Negro Congress  
 Nature Friends of America (since 1935)  
 Negro Labor Victory Committee  
 New Committee for Publications  
 Nichibei Kogyo Kaisha (The Great Fujii Theatre)  
 Northwest Japanese Association  
 Ohio School of Social Sciences  
 The Peace Movement of Ethiopia  
 Peoples Educational Association (Incorporated under  
 name Los Angeles Educational Association, Inc.), also  
 known as Peoples Educational Center, Peoples University,  
 People's School  
 People's Institute of Applied Religion  
 Philadelphia School of Social Science and Art  
 Photo League (New York City)  
 Proletarian Party of America  
 Protestant War Veterans of the U.S., Inc.  
 Revolutionary Workers League  
 Sakura Kai (Patriotic Society, or Cherry Association -  
 composed of veterans of Russo-Japanese War)  
 Samuel Adams School, Boston, Massachusetts  
 School of Jewish Studies, New York City  
 Seattle Labor School, Seattle, Washington  
 Serbian Vidovdan Council  
 Shinto Temples

Silver Shirt Legion of America  
Slovenian-American National Council  
Socialist Workers Party, including American Committee  
for European Workers' Relief  
Sokoku Kai (Fatherland Society)  
Suiko Sen (Reserve Officers Association Los Angeles)  
Tom Paine School of Social Science, Philadelphia,  
Pennsylvania  
Tom Paine School of Westchester, New York  
United Committee of South Slavic Americans  
United Harlem Tenants and Consumers Organization  
Veterans of the Abraham Lincoln Brigade  
Walt Whitman School of Social Science, Newark, New Jersey  
Washington Book Shop Association  
Washington Committee for Democratic Action  
Wisconsin Conference on Social Legislation  
Workers Alliance  
Workers Party, including Socialist Youth League  
Young Communist League

I certify that I have read the names of the above-listed organizations, and that I am not, nor have I been, a member of; that I have not contributed to, received literature from, or attended meetings of any organization listed, except as indicated and explained below:

(Organization)	(Dates of Membership)

Remarks:

SIGNED AT Washington, D.C.  
(City and State)  
Kenneth E. Dryden  
(Witness)  
E. J. L.  
(Address)

DATE 11 January 1949  
Georges B. Richardson  
(Signature)

**SECRET**

SECURITY APPROVAL

~~CONFIDENTIAL~~

To : ~~XXXXXXXXXXXX~~ Deputy Personnel Officer Date: 10 June 1949  
 From : Chief of Inspection and Security Number: 37833  
 Subject: RICHARDSON, Jacques Gabriel

## 1. Note "X" below:

☒ Security approval is granted subject for access to classified information contingent upon the receipt of derogatory information at some future date.

☐ Provisional clearance for full duty with CIA is granted under the provisions of paragraph 4, Administrative Instruction 10-2, which provides for a temporary appointment pending the completion of full security investigation.

☒ Unless the applicant enters upon duty within 60 days from above date this approval becomes invalid.

## 2. Your memorandum dated 14 March 1949 stated Subject is an applicant for OPC.

*AK 17 July 53*

*[Signature]*  
 ERIC L. P. CEISS

Chief, Personnel Security Division

*Branch notified  
 14 June  
 C.D.*

~~CONFIDENTIAL~~**SECRET**