

SECRET

78-16-10

DDIAF
72-2082

18 MAY 1978

MEMORANDUM FOR: Director of Central Intelligence

VIA : Deputy Director for Administration

FROM : F. W. M. Janney
Director of Personnel

SUBJECT : Mr. Joseph Burkholder Smith

1. (U) Action Requested: None; this memorandum is in response to your request of 15 May 1978 to provide you with a very brief rundown on Mr. Joseph Burkholder Smith.

2. (C) Mr. Smith was born in 1921, holds B.A. and M.A. degrees in History and has studied at the Ph.D. level in this field. He served as a Corporal in the U.S. Army (1943-46) and from 1946-51 he was an Assistant Professor of History at Dickinson College. He entered on duty with the Agency in September 1951 as a GS-09 and reached the GS-14 level before his retirement in June 1973. At the time of his retirement, he was assigned to the DIX/Western Hemisphere Division. He received the Career Intelligence Medal. Overseas assignments included Singapore 1954-56; Manila 1958-60; Buenos Aires 1962-66; and his last assignment, Mexico City 1969-73.

3. (S) Apparently after retirement, he wrote a book, Portrait of a Cold Warrior, which he did not submit for security review or for DCI approval. This book was already printed in advance uncorrected proofs when the Agency first learned of its publication. It contained classified information; however, the Office of General Counsel advised us that it was the final decision of this Agency and the Department of Justice that we would not pursue civil action against Mr. Smith. In this sort of action you must prove damages. The Operations Directorate was reluctant for security and sensitivity reasons to point up those areas wherein we had been damaged.

4. (U) In the event you wish to read further on this subject, we have attached papers furnished us by Mr. John Greaney of the Office of General Counsel.

F. W. M. Janney

Attachment

SECRET

78-1468

78-1468

15 MAY 1978

MEMORANDUM FOR: Director of Personnel
FROM: Director of Central Intelligence
SUBJECT: Joseph Burkholder Smith

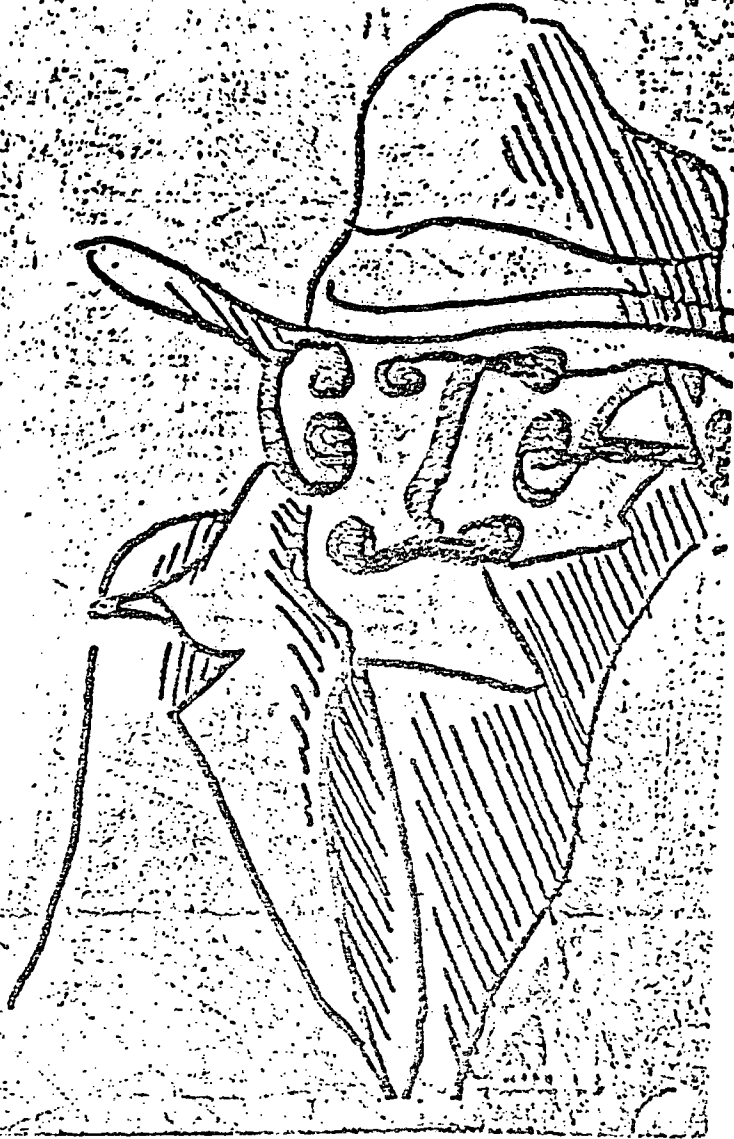
Could you give me a very brief rundown on who Joseph Burkholder Smith is, the one who just had an article in The Washington Post on Sunday. He apparently retired in 1973.

Stansfield Turner
STANSFIELD TURNER

ARTICLE APPEARED
ON PAGE D-4

THE WASHINGTON POST
14 May 1978

How CIA
Agents
Suffer
From
Secrecy



CONTINUED

By Joseph Burkholder Smith

TWENTY-FIFTH college reunions are great occasions for letting the world know how well you've done, and mine was no exception. All my old classmates, it seemed, had become assistant secretaries of state or vice presidents of General Motors or had acquired some equally impressive title. So it was a little embarrassing when they'd ask me what I was up to.

Not that I hadn't done well myself — I was at the time fairly high up in the Central Intelligence Agency. But I wasn't allowed to say that, so when they asked, I had to mumble something vague about being a civilian employee at Patrick Air Force base, an excuse that I could tell, conjured up images of general failure (too much drinking, perhaps) in the people who heard it.

Not being able to impress my old classmates was a small wound, but it symbolizes an important problem for CIA agents. We live in a society where lots of people prize their lives so as to accumulate the greatest possible number of credentials of the sort that will wow their peers at reunions and similar moments. These credentials give many Americans a sense of identity and of security. CIA people are by no means immune to the desire to impress people with credentials, but their jobs are directly at odds with that urge. In that way and several others, we in the CIA have been deprived of the normal ego supports of the American life of our time, and how we dealt with (and didn't deal with) their absence from our lives has had something to do with how our agency has (and hasn't done) its job.

It wasn't just our status among our peers that suffered as a result of our work. Normal family life was a victim too. The CIA's Clandestine Services division has for years had the highest divorce rate of any organization in the government. Part of the reason is that recruits of my generation of clandestine operators were instructed never to tell their wives what they were really doing. "Just say it's a question of national security," they told us when we had to take one of our frequent absences from home.

Of course, many men also discovered quickly what an improvement that line was over the old "working late at the office" routine and took advantage of it. Still, most of the marital problems came not from philandering but from the unspectacular, bitter toll that living under cover takes on people. Officers with good marriages might tell their wives in general terms what kind of work keeps them out at night, but they have to insist that the wives give no hint. The first thing a CIA wife learns is never to ask another woman what her husband does, for fear she will be asked the same question.

CIA wives also have to join their husbands in keeping their children in the dark. When school days programs in which the kids' fathers tell their classes about their fascinating work, she has to help invent reasons why her child can't volunteer his father's participation. When the son wants to visit his father's office, the way his friends do, she must try to ease his terrible feeling of rejection when his father tells

him no. This kind of travail makes many women wonder if it's worth the effort.

Talking to Yourself

IF A CIA AGENT is stationed in Washington, he has to get used to being asked at every party, by every stranger he meets, "What do you do?" Personal qualities like kindness, good temper, or intelligence — even good looks and money — mean nothing in the nation's capital compared with where one stands in the pecking order. A CIA couple who maintain their cover are quickly "selected out" of any party they go to and end up in a corner talking to themselves.

CIA wives, particularly, feel this instant social failure deeply and resent it. Until the women's movement, most women were raised to channel their ambitions toward the areas of party-giving and cooking. When married to a CIA agent, they felt they were denied these things because of their husbands' work, and their marriages got into trouble.

When CIA families go abroad they find their lives even more disrupted by status anxieties. The American official community, centered at the embassy, spends more time and effort than the Soviet KGB trying to discover who are the CIA families. If a CIA officer is assigned to the embassy under the guise of being in the Foreign Service, the U.S. Information Service, or the Agency for International Development, the real employees of those organizations ferret the CIA agents out and then take pains to treat them as second-class citizens. The government employees who are "legitimate" embassy personnel don't speak to them at all. If they arrive at the embassy under deep cover, with no false identity, then not even the other CIA personnel speak to them.

The game of uncovering the CIA people is made simple for the "legitimate" embassy personnel by a number of means. The State Department won't let CIA agents call themselves, as a cover, Foreign Service Officers; they have to say they're "Foreign Service Reserve" or "Foreign Service Staff" officers. Real FSSAs, as they're called, are fairly low-level and real FSRs are never in political jobs, so the CIA's people — listed as FSS or FSR "political officers" — are obvious to one and all.

In the same status-preserving spirit, the State Department used to publish an annual Biographic Register, a who's who of the Foreign Service that included information on degrees, jobs, and murky pasts. It wasn't until 1973 and the murders of several CIA agents that State made the Biographic Register a classified document.

Envy, Jealousy, and Distrust

THERE ARE several ways to deal with the problem of credentials. One is to rise above the woes of status anxiety. Another is to learn to laugh them off, even if they are painful. Unfortunately, however, a more common way of handling the trade-off between your cover and your status is to give up some of the first to get more of the second. In foreign capitals CIA agents often have been so anxious for the natives and the diplomatic community to consider them

CONTINUED

Important that they've made their secret jobs obvious — which has not only brought them envy, jealousy, and distrust, but has made it very hard for them to do their job of intelligence-gathering properly.

"Do you know that CIA people are paid double salaries to serve abroad?" the new political officer in Singapore said to me when I showed him and his family around the Singapore Swimming Club on the Sunday after he arrived. "They get paid twice as much as you or I do. They get paid for their cover jobs and then paid again for their hanky-panky work. That's why they live better than we do."

I felt flattered that I was holding my cover well enough to be told his secret, and I only wished what he was saying were true.

But it was an impression that was understandable, if erroneous. CIA officers did serve in covers that were lower in rank than their real jobs, and both on the job and off, they didn't live lives consistent with the rank they were pretending to have. For reasons of their jobs, agents cultivate contacts in the local government and other diplomatic missions in circles far higher than people of their cover rank ever have a chance to meet. And they insist on renting the kind of houses to which their CIA rank entitles them, as well as demanding and receiving a lot of special perquisites.

My new friend was wrong about the double salaries, but all the CIA officers he had seen abroad would certainly have given him the impression that he had about that rate of compensation.

In particular, most CIA station chiefs are not content to live in quarters much less grand than the ambassador's official residence. In many countries, this makes sense — the CIA has liaison responsibilities that are officially recognized by the ambassador and the State Department. But this is not appreciated by the lower-level employees of the embassy, if it's told to them at all. Resentment of the chief of station's life style bubbles up.

In the past, many chiefs of state made no attempt to hide their preference for dealing with the CIA station chief rather than the ambassador — sometimes because they owed a great debt to the CIA, which may have stolen the election for them or financed the coup that put them in power. In any case, CIA station chiefs have always felt they could not entertain these men in hotels. It would be detrimental to the prestige and interests of the United States, they argue, if they did not have the rank and accoutrements of the foreigners with whom they deal. One station chief I knew in the 1960s got two grade promotions by this gambit. It has served many a CIA official well in regard to his housing.

Frank Saeys, in his book "Distant Interval," gives a vivid account of the perquisites agency personnel enjoyed in Vietnam. They had their own hotel, club, swimming pool, and cars. In the 1960s in Asia it was customary for CIA officers to have chauffeurs, too, on the rationale that you needed somebody around to guard CIA cars against looting. Since the cars were government property, the gas and oil

and maintenance costs, as well as the chauffeur, were paid for out of the station's housekeeping funds. People who were listed as lowly attaches were often seen driving around in big, unmarked, chauffeured cars, which drove the Foreign Service Officers into frenzies of envy.

"We'll Entertain Ourselves"

EVEN WORSE, perhaps, than using perquisites to fend off the pangs of status anxiety is CIA people's tendency to huddle together. If the rest of the world thought we were nondescript Army officers and the like, well, we knew who was and wasn't who and could play the game with each other. The other embassy personnel won't invite us to their parties! We're too low on the diplomatic list to get invited to the important functions given by other embassies and by officials of the local government? We'll entertain ourselves. Conscientious CIA officers try hard to curb this practice, which after all is a breach of nearly every tenet of good security, but they fail more often than they succeed.

In the days when our national purpose was more clearly defined, when we would, in the words of John F. Kennedy, pay any price and bear any burden in defense of the free world, it didn't matter so much if the cover of CIA personnel was a little thin. In some countries, the prestige of the agency was even higher than it was at home, enormously higher than it has been at home for the last three years. In the Philippines in the late 1950s, the CIA was so well regarded that members of the Army Counter Intelligence Corps used to try to recruit Filipinos by passing themselves off as CIA agents. Today, the open life style of a station chief can lead to his death, as it did for Richard Welch in Athens.

Welch was killed by the gun of an anti-American assassin, but the gun was put into the assassin's hand by all the defenses against the dilemma of covert life that I've described. Welch lived in a house inherited from past station chiefs, everyone in the embassy knew his true position, and his biography appeared in the Biographic Register, which could be found in any library.

After Welch died the register was mechanically classified, but that doesn't mean an end to the problem. CIA personnel will always feel a strain from having to pretend to be much less successful than they really are — even if they love their work and believe in it deeply, they'll still feel pangs. That's human nature, and while we ought to curb the obnoxiousness of CIA agents' identities, to some extent we've just got to deal with it.

One way to do that is to treat CIA agents sympathetically. These are obviously people who have sacrificed something to work for the agency, and who depend to an inordinate extent on having stable relationships with their co-workers, since they can't have stable relationships with anyone else. The main thing in an agent's life — practically the only thing, for many — is how he's treated at Langley, where he stands there.

CONTINUED



CIA Director Adm. Stansfield Turner.

So when Adm. Stansfield Turner quickly fired 820 Clandestine Services officers last year, my initial approval (some of those fired, I thought, must have been the people who made me decide to leave the CIA in 1973) gave way to misgivings. It's true that the greatest physical hazard many spooks have ever faced is the danger of choking on the pit of the olive in their martinis. But the greatest hazard we all face in life is not physical danger, it's having something eat away at our soul. No one has to be a clandestine operator, of course, but once he is, he is deprived of the normal means of sustaining his self-image that prevails in our society.

I don't mean Turner should have kept on incompetents. But I'm sure that after those 820 firings everybody else at Langley felt bitter and frightened. These are not, after all, people who have anything else to fall back on, and they need a lot of support from their organization. Turner has to use these people, and if he wants to use them effectively he ought to find a way of letting some go while making the rest feel secure.

The author, whose article is reprinted from The Weather Magazine Monthly, is a former high CIA official.

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION

DATE PREPARED

8 June 1973

| | |
|-----------------------------------|-------------------------------------------------------------|
| 1. SERIAL NUMBER 007894 | 2. NAME (Last-First-Middle) SMITH, JOSEPH BURNHAM |
|-----------------------------------|-------------------------------------------------------------|

| | | |
|-------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|---------------------------------------------|
| 3. NATURE OF PERSONNEL ACTION CONVERSION FROM FSP, RETIREMENT (VOLUNTARY) UNDER CIARDS AND CANCELLATION OF N.S.C.A. | 4. EFFECTIVE DATE RECORDED MONTH: 06 , DAY: 30 , YEAR: 73 | 5. CATEGORY OF EMPLOYMENT REGULAR |
|-------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------|---------------------------------------------|

| | | | |
|-------------------------------|---------------------|------------------------------------------|-----------------------------------------------------------------------------------------------|
| 6. FUNDS V TO V OF TO V | V TO OF OF TO OF | 7. PAN AND NSCA 3135 0990 0000 | 8. LEGAL AUTHORITY (Completed by Office of Personnel) Public Law 88-643 Section 233 |
|-------------------------------|---------------------|------------------------------------------|-----------------------------------------------------------------------------------------------|

| | |
|----------------------------------------------------------------------------------------------------------|----------------------------------------------------------------|
| 9. GEOGRAPHICAL DESIGNATION DDO/WH DIVISION FOREIGN FIELD BRANCH 1 MEXICO CITY, MEXICO STATION | 10. LOCATION OF OFFICIAL STATION MEXICO CITY, MEXICO |
|----------------------------------------------------------------------------------------------------------|----------------------------------------------------------------|

| | | |
|------------------------------------------|------------------------------------|--------------------------------------------|
| 11. POSITION TITLE OPS OFFICER | 12. POSITION NUMBER 0340 | 13. CAREER SERVICE DESIGNATION D |
|------------------------------------------|------------------------------------|--------------------------------------------|

| | | | |
|---------------------------------------------------------|-------------------------------------------|-----------------------------------|--------------------------------------|
| 14. CLASSIFICATION SCHEDULE (GS, FS, etc.) GS | 15. OCCUPATIONAL SERIES 0136.01 | 16. GRADE AND STEP 14 8 | 17. SALARY OR RATE \$28478 |
|---------------------------------------------------------|-------------------------------------------|-----------------------------------|--------------------------------------|

18. REMARKS
LAST WORKING DAY 29 JUNE 1973.

1 - Security
1 - Finance

Handwritten notes and signatures in this section.

| | | | |
|---------------------------------------------------------------------------|--------------------------------|----------------------------------------------------|-------------------------------|
| 15A. SIGNATURE OF REQUESTING OFFICIAL H.L. BERTHOLD, C/WH/PERS. | DATE SIGNED 8 JUN 73 | 15B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER | DATE SIGNED 6/13/73 |
|---------------------------------------------------------------------------|--------------------------------|----------------------------------------------------|-------------------------------|

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| | | | | | | | | | |
|-------------------------------------------------------------------|----------------------------------|-----------------------------------------|----------------------------------------------------------------|----------------------------------------------------------------|-------------------------|--------------------------------------------------------------|-------------------------------|-----------------------------|--|
| 19. ACTION CODE NS | 20. EMPLOY CODE 10 | 21. OFFICE CODING NUMERIC ALPHABETIC | 22. STATION CODE | 23. INTEGRAL CODE | 24. MODIFY CODE | 25. STATE SERVICE MO DA YR 3 06 73 | 26. DATE OF GRADE MO DA YR | 27. DATE OF LER MO DA YR | |
| 28. NSI EXPIRES MO DA YR | 29. SPECIAL REFERENCE | 30. RETIREMENT DATA CODE | 31. SEPARATION DATA CODE | 32. CORRECTION/CLASSIFICATION DATA TYPE | 33. SECURITY REG. NO. | 34. SER | EOD DATA → | | |
| 35. NET 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 FORM EXECUTED CODE 1 - FS 2 - NO | 39. FEDERAL TAX DATA FORM EXECUTED CODE 1 - FS T - 60 | 40. SOCIAL SECURITY NO. | 41. PERMANENT CIVILIAN GOVERNMENT SERVICE | | | |
| 42. LEAVE CAT. CODE | | | 43. FEDERAL TAX DATA FORM EXECUTED CODE 1 - FS T - 60 | | | 44. STATE TAX DATA FORM EXECUTED CODE 1 - FS T - 60 | | | |
| 45. POSITION CONTROL CERTIFICATION 11/11/77 | | 46. O.P. APPROVAL 08 JUL 1973 | | | | DATE APPROVED 6/21/73 | | | |

GSI

Active Registry
73-5753

4 September 1973

Mr. Joseph B. Smith
1213 North 2nd Street
Harrisburg, Pennsylvania 17105

Dear Mr. Smith:

As you bring to a close your active career of service to your country, I want to join your friends and co-workers in wishing you well and hoping that you find your retirement filled with enjoyment and satisfaction.

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

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

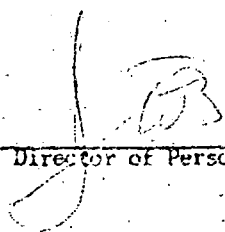
Sincerely,

/s/ W. E. Colby

W. E. Colby
Director

Distribution:
0 - Addressee
1 - D/Pars
1 - OPE
1 - ROB
1 - ROB Reader

OP/RAD/ROB/WFM/lks

Originator: 
Director of Personnel

SECRET

| | | | | | | | | | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|---------------|---------------------------------|-------------------|------------------------|-------------------------------------|---------------------|----------------------|-----|--------------------|--|
| COVER CONTROL OF RETIREMENT PROCESSING | | | | | | | | | | FILE | |
| TO: Retirement Operations Branch Office of Personnel | | | | | | | | | | DATE 2 May 1971 | |
| RETIREE Joseph P. Smith | | | | | CATEGORY OF EMPLOYMENT | | | | | | |
| On the basis of a review of the records of the Central Cover Staff, the following action is to be taken on processing retirement documentation for the person named above. | | | | | | | | | | | |
| TYPE RETIREMENT | | CIVIL SERVICE | | | CIARDS | | DATE | | | | |
| | | | | | y | | JUN 1 1970 | | | | |
| COVER | | OVERT ROUTINE | COVERT (OFFICIAL COVER) LOCK-UP | | COVERT (NOC) SPECIAL | | RETENTION OF AWARDS | | YES | NO | |
| | | x | | | | | | | | | |
| CORRESPONDENCE | | | OVERT | | COVERT | | | THRU CCS | | | |
| FINANCES | | | | | | | | | | | |
| ANNUITY PAYMENTS SHOULD BE | | | | U.S. GOV'T. CHECK | | OTHER (Payment instructions follow) | | | | | |
| | | | | | | | | | | | |
| TAX DOCUMENTATION SHOULD BE | | | | CIA | | CSC | | OTHER (MEMO FOLLOWS) | | | |
| | | | | | | | | | | | |
| REQUEST TRANSFER OF FUNDS FROM CIVIL SERVICE COMMISSION | | | | YES | | NO | | INTERNAL TRANSFER | | | |
| | | | | | | | | | | | |
| INSURANCE | | | | | | | | | | | |
| FGLI | | OVERT | | COVERT | | MAINTAIN RECORDS INTERNALLY ONLY | | | | | |
| | | x | | | | | | | | | |
| TYPE OF HOSPITALIZATION CARD: <u>NO. 1 - LIFE INSURANCE</u> | | | | | | | | | | | |
| AUTHORIZATION TO CONVERT INSURANCE | | | | YES | | CONVERSION MUST BE APPROVED BY CCS | | | | | |
| | | | | x | | | | | | | |
| RESERVE | | | | | | | | | | | |
| MEMBER OF CIVILIAN RESERVE | | | | YES | | NO | | OVERT | | COVERT | |
| | | | | x | | | | | | | |
| REMARKS | | | | | | | | | | | |
| CHIEF, COVER SUPPORT BRANCH, CENTRAL COVER STAFF | | | | | | | | | | | |
| THIS SECTION TO BE COMPLETED BY OFFICE OF SECURITY | | | | | | | | | | | |
| NO SECURITY OBJECTIONS TO ABOVE. | | | | | | | | | | | |
| OTHER INSTRUCTIONS AS FOLLOWS: | | | | | | | | | | | |
| CHIEF, EMPLOYEE ACTIVITY BRANCH, OFFICE OF SECURITY | | | | | | | | | | | |

FORM 3429

SECRET

E-2 IMPDET CL BY: 007522

7 - OFF. PERS. FILE ROOM

SECRET**SUMMARY OF AGENCY EMPLOYMENT****JOSEPH B. SMITH**

September 1951 to January 1954 - Began employment with the Department of the Army as a Civil Service employee in grade GS-11, assigned to the Pentagon in Washington, D.C. as a research analyst of economics and political affairs concerning Korea. Because of my wartime experience and some post war graduate work on Korea, I was contacted by the Army for this position during the Korean War.

January 1954 to August 1956 - In 1954 I applied for employment with the United States Information Service as an Information Officer with the Grade of Foreign Service Staff 5. I served on the U.S.I.S. Mission in the Far East area. My duties included design execution and supervision of the U.S.I.S. media operations in the Far East. Also I was special liaison representative with the British Information Officer for the British High Commissioner for that area.

14-000

SUMMARY OF AGENCY EMPLOYMENT, JOSEPH B. SMITH (Cont'd)

August 1956 to May 1969 - In 1956 I applied for employment with the Department of the Air Force. Assigned with the U.S.A.F. Services and Support Group, Provisional at Bolling Air Force Base in Washington, D.C. as a Foreign Affairs Officer as a GS-14. I served two overseas tours with the Air Force in the Far East and the Western Hemisphere. My duties included liaison with personnel of the services of the respective areas in pursuit of U.S.A.F. objectives.

May 1969 to August 1973 - In May 1969 I made application to the Department of State as a Political Officer/Foreign Service Reserve Officer 4 and consequently was assigned to the Western Hemisphere for two tours. My duties included liaison in political affairs with several Latin American Countries and Political studies of South American affairs.

4-00000

SUMMARY OF AGENCY EMPLOYMENT, JOSEPH B. SMITH (Cont'd)

CONCUR:

CCS

DATE

David E. Hubbard
CI Staff

April 25, 1973
DATE

APPROVED:

J. L. Benn
Office of Security

4/27/73
DATE

OPF

16 April 1973

MEMORANDUM FOR: Chief, WII Division
THROUGH : Deputy Director for Operations
SUBJECT : Career Intelligence Medal for
Mr. Joseph B. Smith

1. The Honor and Merit Awards Board is pleased to notify you that the Career Intelligence Medal has been approved in recognition of Mr. Smith's contributions to this Agency. You are requested to inform him of the award and of the security provisions governing it as set forth in the attached memorandum from the Office of Security.

2. When Mr. Smith returns to Washington, please notify the Executive Secretary, Honor and Merit Awards Board, extension 3645, room 412, Magazine Building, so that presentation arrangements may be made.


/s/ R. L. Austin, Jr.

R. L. Austin, Jr.
Recorder
Honor and Merit Awards Board

Att

Distribution:

- 0 & 1 - Addressee
- 1 - D/Pers - OPF w/forms 382 & 600
- 1 - Exec Sec/HMAB
- 1 - Recorder/HMAB

| REPORT OF HONOR AND MERIT AWARDS BOARD | | | | | DATE |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|---------------------|
| The Honor and Merit Awards Board having considered a recommendation that: | | | | | DD/MS 73-1320 OK |
| AL OR ID NO. | NAME (Last-First-Middle) | BIRTH YEAR | SEX | TYPE EMPLOYEE | |
| 007894 | SMITH, Joseph B. | 1921 | M | Staff | |
| OFFICE OF ASSIGNMENT | SO | SCHEDULE | GRADE | STATION | |
| DDO/WII | D | GS | 14 | | |
| RE AWARDED | | | | | |
| Career Intelligence Medal | | | | | |
| <input type="checkbox"/> FOR HEROIC ACTION ON | | | | | |
| <input checked="" type="checkbox"/> FOR MERITORIOUS SERVICE OR ACHIEVEMENT DURING THE PERIOD September 1951 - Present | | | | | |
| <input checked="" type="checkbox"/> RECOMMENDS APPROVAL <input type="checkbox"/> DOES NOT RECOMMEND APPROVAL | | | | | |
| <input type="checkbox"/> RECOMMENDS AWARD OF | | | | | |
| UNCLASSIFIED CITATION | | | | | |
| <p>Mr. Joseph B. Smith is hereby awarded the Career Intelligence Medal in recognition of exceptional achievement throughout his Agency career. During more than 21 years of service, Mr. Smith, a dedicated intelligence officer, served in a variety of important positions at Headquarters and abroad--consistently demonstrating skill, imagination and enthusiasm. Mr. Smith is a recognized authority in his field. His overall performance and the high quality of his work have contributed significantly to the mission of the Central Intelligence Agency, reflecting credit on him and the Federal service.</p> | | | | | |
| REMARKS | | | | | |
| (Recommendation approved by ADD/O on 3 March 1973) | | | | | |
| APPROVED | | | SIGNATURE | | |
|  /s/ Vernon A. Walters DIRECTOR OF CENTRAL INTELLIGENCE 13 APR 1973 <small>DATE</small> | | | /s/ Harry B. FISHER TYPED NAME OF CHAIRMAN, HONOR AND MERIT AWARDS BOARD Harry B. Fisher SIGNATURE Signed Original TYPED NAME OF RECORDER R. L. Austin, Jr. | | |

SECRET
(When Filled In)

OPF

RECOMMENDATION FOR HONOR OR MERIT AWARD

(Submit in triplicate - see HR 20-37)

| SE | | ON A | | PERSONAL DATA | | | |
|---------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|---------------------------------------------------------------------|--|---------------------------------------------------------------------|--------|--------------------------|--|
| 1. EMP. SER. NO. | 2. NAME OF PERSON RECOMMENDED (Last, First, Middle) | 3. POSITION TITLE | | 4. GRADE | 5. SD. | | |
| 007894 | Smith, Joseph B. | Ops Officer | | GS-14 | D | | |
| 6. OFFICE OF ASSIGNMENT | | 7. OFFICE EXT. (If Any) | | 8. STATION | | | |
| DDP/WH | | | | Mexico City | | | |
| 9. HOME ADDRESS (No., St., City, State, ZIP Code) | | 10. HOME PHONE | | 11. CITIZENSHIP AND HOW ACQUIRED | | | |
| | | | | U.S. Birth | | | |
| 12. RECOMMENDED AWARD | | 13. IF RETIRING, DATE OF RETIREMENT | | 14. POSTHUMOUS | | | |
| Career Intelligence Medal | | 15 August 1973 | | <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | | | |
| 15. NAME OF NEXT OF KIN | | 16. RELATIONSHIP | | 17. HOME ADDRESS (No., St., City, State, ZIP Code) | | 18. HOME PHONE | |
| Jeanne H. Smith | | Wife | | | | | |
| SECTION B RECOMMENDATION FOR AWARD FOR HEROIC ACTION OR ACCEPTANCE OF HAZARD | | | | | | | |
| 19. WERE YOU AN EYEWITNESS TO THE ACT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | | | | | | | |
| PERSONNEL IN IMMEDIATE VICINITY OR WHO ASSISTED IN ACT OR SHARED IN SAME HAZARD: | | | | | | | |
| 20. FULL NAME | | 21. ORGN. TITLE | | 22. GRADE | | 23. OFFICE OF ASSIGNMENT | |
| | | | | | | | |
| LIST ANY OF THE ABOVE PERSONS GIVEN AN AWARD OR RECOMMENDED FOR AWARD FOR PARTICIPATING IN ACT: | | | | | | | |
| 24. FULL NAME | | 25. AWARD RECOMMENDED | | | | | |
| | | | | | | | |
| CONDITIONS UNDER WHICH ACT WAS PERFORMED: | | | | | | | |
| 26. LOCATION | | 27. INCLUSIVE DATES | | 28. TIME OF DAY | | | |
| | | | | | | | |
| 29. REVEALING GEOGRAPHIC CONDITIONS AND OBSTACLES ENCOUNTERED | | | | | | | |
| | | | | | | | |
| 30. DATES FOR WHICH AWARD RECOMMENDED | | 31. ASSIGNMENT COMPLETED | | 32. HOW IN SAME OR RELATED ASSIGNMENT | | | |
| | | <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | | <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | | | |
| SECTION C RECOMMENDATION FOR AWARD FOR ACHIEVEMENT, SERVICE, OR PERFORMANCE | | | | | | | |
| 33. DO YOU HAVE PERSONAL KNOWLEDGE OF THE SERVICE OR PERFORMANCE? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | | | | | | | |
| 34. OFFICIAL ASSIGNMENT OF PERSON RECOMMENDED AT TIME OF SERVICE OR PERFORMANCE | | | | | | | |
| Recommendation covers entire career. | | | | | | | |
| 35. COMPONENT OR STATION (Designation and Location) | | | | | | | |
| Various. | | | | | | | |
| 36. DUTIES AND RESPONSIBILITIES OF ASSIGNED POSITION | | | | | | | |
| Chief CA, Mexico City Station. | | | | | | | |
| 37. INCLUSIVE DATES FOR WHICH RECOMMENDED | | 38. ASSIGNMENT COMPLETED | | 39. HOW IN SAME OR RELATED ASSIGNMENT | | | |
| | | <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | | | |
| PERSONNEL WHO ASSISTED OR CONTRIBUTED SUBSTANTIALLY TO THE SERVICE OR PERFORMANCE | | | | | | | |
| 40. FULL NAME | | 41. ORGN. TITLE | | 42. GRADE | | 43. OFFICE OF ASSIGNMENT | |
| | | | | | | | |
| LIST ANY OF THE ABOVE PERSONS GIVEN AN AWARD OR RECOMMENDED FOR AWARD FOR PARTICIPATING IN THE PERFORMANCE | | | | | | | |
| 44. FULL NAME | | 45. TYPE OF AWARD | | | | | |
| | | | | | | | |

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(When Filled In)

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SECTION D NARRATIVE DESCRIPTION

Award for Heroic Action or Acceptance of Honor: Was act voluntary? Describe why act was outstanding, and if it was more than normally expected. Explain why, and how. If an aerial or marine operation, describe type and position of craft, crew position of individual, and all unusual circumstances. List results of the act. Enclose unclassified citation.

Award for Achievement, Service, or Performance: State character of service during period for which recommended. (Give complete description of administrative, technical, or professional duties and responsibilities if not covered in Section C; include dates of assignment and relief.) What did the individual do that merits the award? Why was this outstanding when compared to others of like grade and experience in similar positions or circumstances? If appropriate, include production records and assistance rendered by other persons or units. What obstacles were encountered or overcome? Indicate results of achievement, service, or performance. Include reference to Fitness Reports, Letters of Commendation, or other documentation already on file which supports this recommendation. Enclose unclassified citation.

Mr. Joseph B. Smith has made an outstanding contribution to CIA operations for the past 21 years. He has consistently received strong/outstanding efficiency reports in a wide variety of assignments, including two in the Far East (Singapore/Malaya and Manila) and two in Latin America (Buenos Aires and Mexico City). At Headquarters he served as Chief of the Malaya/Australia Branch in FE Division, on the CA Staff, in WH Division on the Venezuelan Desk and the Division CA Staff, and in OTR on a rotational tour.

Mr. Smith is a recognized authority on Covert Action. While with OTR he was commended for his efforts in completely revamping the CA curriculum. In close coordination with the CA Staff he organized two totally new CA seminars, both of which evoked a very positive response. He also received praise for organizing and conducting a training course for military officers destined for Saigon where they were to conduct psychological warfare operations. In Argentina he worked in liaison with local services on Covert Action operations. This work with liaison was rated as outstanding. He developed a long-time agent in one of the services to a point where the product was considerably improved. Political contacts at all levels developed by Mr. Smith in Mexico City have been instrumental in developing disseminable intelligence. In all his assignments his rating officers have consistently praised his imagination, flexibility, enthusiasm, perception and professionalism.

Mr. Smith's career has been one of exceptional achievement and he has made an outstanding contribution to the Agency's Covert Action program and to Agency training. His record of commendations and sustained superior performance of duty of value to the Agency throughout his career make it fitting that he be awarded the Career Intelligence Medal upon ~~15/12/73~~ ATTACHED SHEET

46. ENCLOSURES (List individually) IF ORIGINATOR IS NOT AN EYEWITNESS OR DOES NOT HAVE PERSONAL KNOWLEDGE OF THE ACT OR PERFORMANCE, ATTACH AFFIDAVITS OF EYEWITNESS OR INDIVIDUALS HAVING PERSONAL KNOWLEDGE OF THE FACTS.
1. PROPOSED CITATION
 - 2.
 - 3.

| | | |
|-------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|--------------------------|
| 47. RECOMMENDATION INITIATED BY Theodore G. Shackley | 48. TITLE AND SIGNATURE OF EMPLOYEE MAKING RECOMMENDATION <i>Theodore G. Shackley</i> Chief, WH Division | 49. DATE 15/12/73 |
|-------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|--------------------------|

| | | |
|---------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|--------------------|
| SECTION E RECOMMENDATION FORWARDED THROUGH OFFICIALS CONCERNED FOR THEIR INFORMATION | | |
| 50. HEAD OF <u>D</u> CAREER SERVICE (Career service of number) | TITLE AND SIGNATURE See Item 52 | DATE |
| 51. DEPUTY DIRECTOR OF CAREER SERVICE | TITLE AND SIGNATURE See Item 52 | DATE |
| 52. DEPUTY DIRECTOR OF OPERATING COMPONENT | TITLE AND SIGNATURE <i>John Mays Jr.</i> Deputy Director for Plans | DATE 3/1/74 |

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(When Filled In)

| REQUEST FOR PERSONNEL ACTION | | | | | | DATE PREPARED | | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|--------------------------------------------------------|---------------------------------------------------------------|------------------------------------------------------------------|-------------------------------------------------------------|-------------------------------------------------------|-----------------------------------------------------|----------------------------------|--------------------------------|
| 1. SERIAL NUMBER 007894 | | 2. NAME (Last-First-Middle) SMITH, JOSEPH B. | | | | 21 MAY 1969 | | | |
| 3. NATURE OF PERSONNEL ACTION INTEGRATION - DEPARTMENT OF STATE | | | | 4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 05 21 69 | | 5. CATEGORY OF EMPLOYMENT REGULAR | | | |
| 6. FUNDS V TO V CF TO V | | V TO C X CF TO C | | 7. FINANCIAL ANALYSIS NO CHARGEABLE 9135 0990 | | 8. LEGAL AUTHORITY (Completed by Office of Personnel) | | | |
| 9. ORGANIZATIONAL DEMONSTRATION DDP/WH FOREIGN FIELD BRANCH 1 MEXICO CITY, MEXICO STATION | | | | 10. LOCATION OF OFFICIAL STATION MEXICO CITY, MEXICO | | | | | |
| 11. POSITION TITLE POL. OFF. ATTACHE OPS. OFF. C-61 | | | | 12. POSITION NUMBER 0340 | | 13. CAREER SERVICE DESIGNATION D | | | |
| 14. CLASSIFICATION SCHEDULE (GS, FS, etc.) FSR GS | | 15. OCCUPATIONAL SERIES 0136.01 | | 16. GRADE AND STEP 04 7 14 6 | | 17. SALARY OR RATE 17,289 \$ 19,771 | | | |
| 18. REMARKS All SICK AND <u>100</u> HOURS ANNUAL LEAVE TO BE TRANSFERRED TO THE DEPARTMENT OF STATE | | | | | | | | | |
| 19. MARITAL STATUS: MARRIED | | | | 20. DAU DOB: 19/12/52 SON DOB: 20/09/60 | | | | | |
| 21. SIGNATURE OF REQUESTING OFFICIAL X-5013 J. CARSON, COVER OFFICER | | DATE SIGNED | | 22. SIGNATURE OF CAREER SERVICE APPROVING OFFICER | | DATE SIGNED | | | |
| SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL | | | | | | | | | |
| 23. ACTION CODE 55 | 24. ENTRY CODE 10 | 25. OFFICE CODES NUMERIC 51630 | 26. REPUBLIC USA | 27. STATION CODE 45075 | 28. INTEGRITY CODE 5 | 29. EMPLOY CODE 3 | 30. DATE OF BIRTH MO. DA. YR. 06/16/61 | 31. DATE OF GRADE MO. DA. YR. | 32. DATE OF LSI MO. DA. YR. |
| 33. RET. EFF. DATE MO. DA. YR. | 34. SPECIAL REFERENCE | 35. RETIREMENT DATA 1 - YES 2 - NO | | 36. SEPARATION DATA CODE | 37. EMPLOYMENT CANCELLATION DATA TYPE MO. DA. YR. | | 38. EOD DATA | | 39. SECURITY REG NO |
| 40. VET. PREFERENCE CODE | 41. SERV. COMP. DATE MO. DA. YR. | 42. LEAVE COMP. DATE MO. DA. YR. | | 43. CAREER CATEGORY L-1-115 P-1-115 P-2-115 | 44. HEALTH INSURANCE CODE | 45. SOCIAL SECURITY NO. | | | |
| 46. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 1 - 20 YEARS SERVICE 2 - 10 YEARS SERVICE 3 - 5 YEARS SERVICE (LESS THAN 5 YEARS) 4 - 1 YEAR SERVICE (MORE THAN 1 YEAR) | | 47. LEAVE CAT. CODE | 48. FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS | | 49. STATE TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS | | 50. SOCIAL SECURITY NO. | | |
| 51. POSITION CONTROL CERTIFICATION | | | | 52. DATE OF APPROVAL | | DATE APPROVED | | | |

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(14)

69 JMR [Signature] 05 22 69

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(U has filled in)

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|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------------------------------------------------------------|---------------------------------------------------------------|------------------------------------------------------------------|--------------------------------------------------------|------------------------------------------------------------------------|----------------------------------|
| REQUEST FOR PERSONNEL ACTION | | | | | | DATE PREPARED 24 APRIL 69 | |
| 1. SERIAL NUMBER 007894 | | 2. NAME (Last-First-Middle) SMITH, JOSEPH B. | | | | | |
| 3. NATURE OF PERSONNEL ACTION REASSIGNMENT AND TRANSFER TO CONFIDENTIAL FUNDS | | | | 4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 20 18 69 | | 5. CATEGORY OF EMPLOYMENT REGULAR | |
| 6. FUNDS V TO V CP TO V | | X V TO CP CP TO CP | | 7. FINANCIAL ANALYSIS NO. CHARGEABLE 9135 0990 | | 8. LEGAL AUTHORITY (Completed by Office of Personnel) | |
| 9. ORGANIZATIONAL DESIGNATIONS DDP/WH Foreign Field Branch 1 MEXICO CITY, MEXICO Station | | | | 10. LOCATION OF OFFICIAL STATION MEXICO CITY, MEXICO | | | |
| 11. POSITION TITLE OPS OFFICER | | | | 12. POSITION NUMBER 0340 | | 13. CAREER SERVICE DESIGNATION D | |
| 14. CLASSIFICATION SCHEDULE (GS, I.B., etc.) GS | | 15. OCCUPATIONAL SERIES 0136.01 | | 16. GRADE AND STEP 14 6 | | 17. SALARY OR RATE 5 19771 | |
| 19. REMARKS FROM: DDP/WH/CA STAFF/POS. #0645 VICE ALBERT F. REYNOLDS HOME BASE WH | | | | | | | |
| 10A. SIGNATURE OF REQUESTING OFFICER <i>Henry L. Berthold</i> Henry L. Berthold C/WH/Personnel | | | | DATE SIGNED 4-24-69 | | 10B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>A. B. ...</i> | |
| DATE SIGNED 4-24-69 | | | | | | DATE SIGNED 4-24-69 | |
| SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL | | | | | | | |
| 19. ACTION CODE DD 10 | 20. EMPLOY CODE 10 | 21. OFFICE CODING NUMERIC ALPHABETIC 57620 W11 | 22. STATION CODE 45025 | 23. INTEREST CODE | 24. POSITY CODE 3 | 25. DATE OF BIRTH MO. DA. YR. 06/16/21 | 26. DATE OF GRADE MO. DA. YR. |
| 27. DATE OF IIR MO. DA. YR. | 28. NTE EXPIRES MO. DA. YR. | 29. SPECIAL REFERENCE -CC -DCR -FICA -RGR | 30. RETIREMENT DATA CODE | 31. SEPARATION DATA CODE | 32. CANCELLATION/CANCELLATION DATA TYPE MO. DA. YR. | 33. SECURITY REF. NO. | 34. SER |
| 35. FEET PREFERENCE CODE 1-10 2-10 3-10 | 36. SERV. COMP. DATE MO. DA. YR. | 37. LONG. COMP. DATE MO. DA. YR. | 38. CAREER CATEGORY CAP. SER. PERS. FILE | 39. FEGLI/HEALTH INSURANCE CODE CODE 1-15 | 40. SOCIAL SECURITY NO. | | |
| 41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 4-60 PREVIOUS SERVICE 1-25 YEARS IN SERVICE 7-60 YEARS IN SERVICE (LESS THAN 8 YEARS) 1-60 YEARS IN SERVICE (MORE THAN 8 YEARS) | | 42. LEAVE CAT. CODE | 43. FEDERAL TAX DATA FORM EXECUTED CODE MO. TAX EXEMPTIONS | 44. STATE TAX DATA FORM EXECUTED CODE MO. TAX STATE CODE | | | |
| 45. POSITION CONTROL INFORMATION | | | | 46. CP APPROVAL <i>James B. Russell</i> | | DATE APPROVED 04/28/69 | |

51

FORM 1152 USE PREVIOUS EDITION

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GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

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REF-1138

17 June 1968

MEMORANDUM FOR: Chairman, Clandestine Services Career Service Board (Panel A)

SUBJECT : Joseph B. Smith - Recommendation for Promotion from GS-14 to GS-15

1. Mr. Smith joined the Headquarters Training Branch of the OTR Operations School in October 1966 specifically to assume responsibility for Covert Action training. He spent the first few months in a thorough study and review of all CA courses previously given in OTR. This was a long and complicated job, compounded in part by the public compromise of a wide range of Agency CA activities. In closest coordination with the CA Staff, Mr. Smith devised a totally new and different CA curriculum, consisting of two short seminars for middle and senior grade officers -- one called a Covert Action Operations Seminar and one a Politics Workshop. These seminars, emphasizing the integrated nature of CS operations, have evoked a very positive response, confirming the soundness of Mr. Smith's creative efforts in revamping CA training in this fashion.

2. As a corollary to the main duties cited above, Mr. Smith has also successfully run, in conjunction with FE Division, a Psychological Warfare Operations Course for military officers being assigned to MACV/SOG in Saigon. Finally, in the CA field, Mr. Smith has provided tutorials, as requested by various area Divisions, to a number of Staff and Contract Agents and to foreign liaison representatives in such fields as black radio, youth and student operations, veterans organizations, and methods of countering Communist propaganda.

3. In February 1968 Mr. Smith was asked to assume responsibility as Tradecraft Advisor and Coordinator for the Operations Support Course, a critical block of instruction for (primarily young

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and inexperienced) CS clericals headed for overseas assignments where they may be called upon to assist case officers in operational support tasks. Although, strictly speaking, this teaching and coordination task was outside Mr. Smith's normal purview and main area of expertise, he accepted this additional responsibility with exemplary willingness, and then proceeded to discharge it smoothly, energetically, and effectively. In addition to managing an extensive live problem, the Tradecraft Advisor must ensure that presentations by a number of instructors result in a balanced and coherent coverage of all operational subjects in the course. This entails the coordination of efforts of several senior and experienced instructors, all under the nominal aegis of the course's Chief Instructor, and, thus, demands a great deal of finesse and tact. Mr. Smith has not only fulfilled this difficult role in a highly efficient manner but has also drawn on his own long field experience for pertinent and meaningful contributions to the course.

4. During Mr. Smith's tour with OTR, he was requested to participate as a member of a Survey Team in a review of the effectiveness of the Propaganda Group of the CA Staff. In a 30 June 1967 memorandum of appreciation to the Director of Training, Chief, CA Staff commented as follows on Mr. Smith's work:

"Throughout Mr. Smith participated in a most effective professional manner bringing to bear his extensive background in the Clandestine Services. His direct and objective approach to the problems considered in the course of the survey made his contribution to the overall Team effort invaluable. The Team report, which I am still in the process of discussing within the Staff, will be of considerable value not only to this Staff in our future planning but also, I feel, to the future posture of the covert propaganda mission of the Clandestine Services; thus, I heartily commend Mr. Smith for his effective participation with the Survey Team in this effort."

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5. In his last two fitness reports Mr. Smith has received a "Strong" rating and the Chief of the Operations School as reviewing official has added his opinion that Mr. Smith has done his job with distinction and with credit to himself and his career service, citing the assignment to OTR as a first-rate example of quality in rotational tours. While Mr. Smith passed on his expertise through the training process, he also enhanced his own versatility through involvement in the various training activities cited above.

6. In recognition of the foregoing, it is felt that Mr. Smith is qualified to carry out the duties of the GS-15 grade for which he is recommended. Mr. Smith has been in grade 5 1/2 years.

C.M. Broutsas

C.M. Broutsas

Chief, Headquarters Training/OTR

CONCUR:

Charles B. Wheeler

Charles B. Wheeler
Chief, Operations School/OTR

Smith has worked under my supervision on two occasions, once in the Philippines and most recently in the Office of Training. Both jobs were in the CA field where Smith is, I believe, one of the Agency's most experienced officers. My own view is that Smith made an outstanding contribution to Agency training, particularly in CA, during his recent tour with OTR.

John Richardson
John Richardson
Director of Training

21 JUN 1958

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MEMORANDUM FOR: Director of Training

SUBJECT: Statement of Appreciation - Mr. Joseph B. Smith.

1. We wish to take this means and opportunity to express formally and for the record the appreciation of the Covert Action Staff for the work of Mr. Joseph B. Smith as Chief Instructor for Covert Action of the Headquarters Operations School in the Office of Training during the past two years.

2. As you know, Mr. Smith worked closely with the Covert Action Staff in totally revamping the Headquarters covert action training program. It was through his efforts that the new intensive Covert Action Operations Seminar was introduced as a technique of instruction to replace the outdated Covert Action Operations (Familiarization) Course. He carried his basic concept one good step further in introducing the Political Action Workshop as an advanced forum for studying and applying covert action operational and planning techniques. Mr. Smith's work has also laid the groundwork for more specialized follow-up in covert action training.

3. The enthusiastic reception and endorsement of these two courses, the quality attendance by Division officers, and the participation by senior Division officers as speakers, attest to the need for new courses and the success of these endeavors.

4. Those of us who had the opportunity to work closely with "Little Joe" learned to appreciate his vitality, flexibility and personal commitment to the success of these training innovations. The contribution they have already made, and will continue to make, to the Agency's training program are testimony to the role that he played in devising and implementing them.

CA-68-904

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5. I suggest that you forward this letter to Chief, WH
so that it may be made a part of Mr. Smith's permanent
personnel record.

Fred W. Valtin
FRED W. VALTIN
Acting Chief
Covert Action Staff

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(When Filled In)

| REQUEST FOR PERSONNEL ACTION | | | | | | DATE PREPARED | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-------------------------------------------------|----------------------------------|-------------------------------------------------------------|----------------------------------|--------------------------------------------------------------------------|----------------------------------|
| 1. SERIAL NUMBER G07894 | | 2. NAME (Last-First-Middle) SMITH, JOSEPH B. | | | | 21 June 1968 | |
| 2. NATURE OF PERSONNEL ACTION REASSIGNMENT | | | | 4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 00 4 30 68 | | 3. CATEGORY OF EMPLOYMENT REGULAR | |
| 6. FUNDS X V TO V CP TO V | | V TO CP CP TO CP | | 7. FINANCIAL ANALYSIS NO. 3 8205-0820 | | 8. LEGAL AUTHORITY (Complied by Office of Personnel) | |
| 9. ORGANIZATIONAL DESIGNATIONS DDP/WH CA STAFF | | | | 10. LOCATION OF OFFICIAL STATION WASHINGTON D.C. | | | |
| 11. POSITION TITLE OPS OFFICER | | | | 12. POSITION NUMBER 0045 | | 13. CAREER SERVICE DESIGNATION D | |
| 14. CLASSIFICATION-SCHEDULE (G.S. L.R. etc.) GS | | 15. OCCUPATIONAL SERIES 0136.01 | | 16. GRADE AND STEP 14 8 | | 17. SALARY OR RATE 12771 \$ 48,791 | |
| 18. REMARKS FROM: DDS/OTR/Operations School/1314. VICE JOHN W. ISAMINGER <i>OTR/PERS J.R. DCHERTX (phone)</i> 1 - Finance 1 - Security Security Approval Granted by Pers. SB/OSG/26/68 CG-715/68 | | | | | | | |
| 19A. SIGNATURE OF REQUESTING OFFICIAL HENRY L. BERTHOLD C/WH/PERS | | | | DATE SIGNED 11/2/68 | | 19B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>[Signature]</i> | |
| DATE SIGNED July 68 | | | | | | | |
| SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL | | | | | | | |
| 24. OFFICE CODE | 25. EMPLOY CODE | 26. OFFICE CODING NUMERIC ALPHABETIC | | 27. STAFFING CODE | 28. INTEGRITY CODE | 29. REPORTS CODE | 30. DATE OF BIRTH MO. DA. YR. |
| 31. DATE OF GRADE MO. DA. YR. | 32. DATE OF GRADE MO. DA. YR. | 33. DATE OF BIRTH MO. DA. YR. | 34. DATE OF BIRTH MO. DA. YR. | 35. DATE OF BIRTH MO. DA. YR. | 36. DATE OF BIRTH MO. DA. YR. | 37. DATE OF BIRTH MO. DA. YR. | 38. DATE OF BIRTH MO. DA. YR. |
| 39. SECURITY | 40. SEE | EOD DATA | | | | | |
| 41. SECURITY | 42. SEE | EOD DATA | | | | | |
| 43. SECURITY | 44. SEE | EOD DATA | | | | | |
| 45. SECURITY | 46. SEE | EOD DATA | | | | | |
| 47. SECURITY | 48. SEE | EOD DATA | | | | | |
| 49. SECURITY | 50. SEE | EOD DATA | | | | | |
| 51. SECURITY | 52. SEE | EOD DATA | | | | | |
| 53. SECURITY | 54. SEE | EOD DATA | | | | | |
| 55. SECURITY | 56. SEE | EOD DATA | | | | | |
| 57. SECURITY | 58. SEE | EOD DATA | | | | | |
| 59. SECURITY | 60. SEE | EOD DATA | | | | | |
| 61. SECURITY | 62. SEE | EOD DATA | | | | | |
| 63. SECURITY | 64. SEE | EOD DATA | | | | | |
| 65. SECURITY | 66. SEE | EOD DATA | | | | | |
| 67. SECURITY | 68. SEE | EOD DATA | | | | | |
| 69. SECURITY | 70. SEE | EOD DATA | | | | | |
| 71. SECURITY | 72. SEE | EOD DATA | | | | | |
| 73. SECURITY | 74. SEE | EOD DATA | | | | | |
| 75. SECURITY | 76. SEE | EOD DATA | | | | | |
| 77. SECURITY | 78. SEE | EOD DATA | | | | | |
| 79. SECURITY | 80. SEE | EOD DATA | | | | | |
| 81. SECURITY | 82. SEE | EOD DATA | | | | | |
| 83. SECURITY | 84. SEE | EOD DATA | | | | | |
| 85. SECURITY | 86. SEE | EOD DATA | | | | | |
| 87. SECURITY | 88. SEE | EOD DATA | | | | | |
| 89. SECURITY | 90. SEE | EOD DATA | | | | | |
| 91. SECURITY | 92. SEE | EOD DATA | | | | | |
| 93. SECURITY | 94. SEE | EOD DATA | | | | | |
| 95. SECURITY | 96. SEE | EOD DATA | | | | | |
| 97. SECURITY | 98. SEE | EOD DATA | | | | | |
| 99. SECURITY | 100. SEE | EOD DATA | | | | | |
| 19C. POSITION CONTROL CERTIFICATION <i>[Signature]</i> | | | | 19D. APPROVAL <i>[Signature]</i> | | DATE APPROVED 7/1/68 | |

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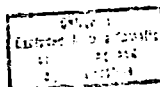
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CS-2382-48

MEMORANDUM FOR: Joseph B. Smith
VIA : Director of Training
SUBJECT : Next Assignment

1. We wish to advise you that the Clandestine Services Career Service approves your next assignment to WII Division upon completion of your current tour with the Office of Training.
2. The Clandestine Services appreciates your excellent performance in your current assignment and wishes you continuing success.

Vernet L. Gresham
Vernet L. Gresham
DDP/OP



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16 AUG 1967

**MEMORANDUM FOR : Director of Training
Room 810
1000 Glebo. Road**

**SUBJECT : Training of Military Officers
in Covert Psychological Warfare
Techniques**

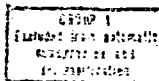
1. In response to my request of 2 May 1967 your Office did an extremely fine job in organizing and conducting the training course for the military officers who will be going to Saigon to work with Agency personnel in psychological warfare. Special note should be taken of the efforts of Mr. Joseph Smith, of your Office, who organized the course and provided not only the impetus for the program but also the catalysis for a very enthusiastic response from the students.

2. The group of trainees have been requested to provide a critique of the course after they have settled into their jobs in Saigon in order to determine how well the course material fitted their assignments. We will forward copies of these critiques as they become available.

3. Again let me express my appreciation for your very effective support.

Douglas S. Blaufarb
Douglas S. Blaufarb
Chief, Vietnam Operations

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(When Filled In)

| REQUEST FOR PERSONNEL ACTION | | | | DATE PREPARED | |
|----------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|----------------------------------------------------|-----------------------------------------------------------------|-------------------------------------------------------|-------------------------------------------|
| XRF | | | | 22 September 1966 | |
| 1. SERIAL NUMBER 001894 | | 2. NAME (Last-First-Middle) SMITH, Joseph B. | | | |
| 3. NATURE OF PERSONNEL ACTION Excepted Appointment <i>cancel</i> | | | 4. EFFECTIVE DATE REQUESTED MONTH: 10, DAY: 09, YEAR: 66 | | 5. CATEGORY OF EMPLOYMENT Regular |
| 6. FUNDS X V TO V CF TO V | | 7. FINANCIAL ANALYSIS NO. CHARGEABLE 7375-3000 | | 8. LEGAL AUTHORITY (Completed by Office of Personnel) | |
| 9. ORGANIZATIONAL DESIGNATIONS DDE/OTR Operations School Headquarters Training Branch Operations Faculty | | | 10. LOCATION OF OFFICIAL STATION Washington, D.C. | | |
| 11. POSITION TITLE Instr Operations (14) | | | 12. POSITION NUMBER 1314 | 13. CAREER SERVICE DESIGNATION D | |
| 14. CLASSIFICATION SCHEDULE (GS, LB, YN...) GS | | 15. OCCUPATIONAL SERIES 1712.32 | 16. GRADE AND STEP 14 5 | 17. SALARY OR RATE \$17,198 | |
| 19. REMARKS C-09-54 | | | | | |
| SIGNATURE OF PERSONNEL OFFICER John Richardson, Director of Trng | | DATE SIGNED 23 Sept 66 | SIGNATURE OF CAREER SERVICE APPROVING OFFICER R. M. G. G. G. | | DATE SIGNED 14 Oct 66 |
| SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL | | | | | |
| 25. ACTION CODE 1310 | 26. EMPLOY CODE 0600 | 27. OFFICE CODES NUMERIC: 0600, ALPHABETIC: HR | | 28. SECTION CODE 7513 | 29. INTEGRITY CODE |
| 30. HIRING DATE MO. DA. YR. | 31. SPECIAL REFERENCE 1-YES, 2-NO | 32. RETIREMENT DATA CODE: 2 | 33. SEPARATION DATA CODE | 34. CORRECTION/RECLASSIFICATION DATA | 35. SECURITY NO. SEE 00000 |
| 36. VET PREFERENCE CODE: 1 | 37. SERVICEMAN COMP DATE MO. DA. YR. 12/23/62 | 38. 10% INC. COMP DATE MO. DA. YR. 12/15/61 | 39. CAREER CATEGORY CODE: 1 | 40. HEALTH INSURANCE CODE: 1 | 41. SOCIAL SECURITY NO. |
| 42. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE: 1 | 43. LEAVE CAT. CODE 3 | 44. FEDERAL TAX DATA FORM EXECUTED: 1-YES, 2-NO | 45. STATE TAX DATA FORM EXECUTED: 1-YES, 2-NO | 46. SOCIAL SECURITY STATE CODE CODE: - | 47. SOCIAL SECURITY STATE CODE CODE: - |
| 48. POSITION CONTROL CERTIFICATION 10-17-66 US | | | 49. O.P. APPROVAL <i>[Signature]</i> | | DATE APPROVED 14 Oct 66 |

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

141

SECRET

19 Nov 1964 (a)

| | | | | | | | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|--------------------------------------------------------|--|-----------------------------------------------------------------------------|--------------------------------------------------------|--------------------------------------------------------------------------|----------------------------------|----------------------------------|--------------------------------|
| REQUEST FOR PERSONNEL ACTION | | | | | | DATE PREPARED 23 SEPTEMBER 1966 | | | |
| 1. SERIAL NUMBER 007894 | | 2. NAME (Last-First-Middle) Smith, Robert D. | | | | | | | |
| 3. NATURE OF PERSONNEL ACTION RESIGNATION | | | | 4. EFFECTIVE DATE REQUESTED MONTH 10 DAY 08 YEAR 66 | | 5. CATEGORY OF EMPLOYMENT REGULAR | | | |
| 6. FUNDS V TO V CF TO V | | V TO CF XX | | 7. COST CENTER NO. CHARGE 7135-0633 | | 8. LEGAL AUTHORITY (Completed by Office of Personnel) | | | |
| 9. ORGANIZATIONAL DESIGNATIONS DDP/WH FOREIGN FIELD BRANCH 4 BUENOS AIRES, ARGENTINA STATION | | | | 10. LOCATION OF OFFICIAL STATION BUENOS AIRES, ARGENTINA | | | | | |
| 11. POSITION TITLE OPS OFFICER | | | | 12. POSITION NUMBER 0084 | | 13. CAREER SERVICE DESIGNATION D | | | |
| 14. CLASSIFICATION SCHEDULE (G.S., I.R., etc.) GS | | 15. OCCUPATIONAL SERIES 0136.01 | | 16. GRADE AND STEP 14 5 | | 17. SALARY OR RATE 17198 | | | |
| 18. REMARKS FROM: SAME CAPPARRIS WILL RESIGN EFFECTIVE CLOSE OF BUSINESS 8 OCTOBER 1966. 1 - Security 1 - Finance | | | | | | | | | |
| 19A. SIGNATURE OF REQUESTING OFFICER Robert D. Cashman C/WH/Personnel | | | | DATE SIGNED 26 Sept 66 | | 19B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER [Signature] | | | |
| DATE SIGNED 17 Oct 66 | | | | | | | | | |
| SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL | | | | | | | | | |
| 19. ACTION CODE 45 | 20. EMPLOY CODE 10 | 21. OFFICE CODE/NO. NUMERIC ALPHANETIC | | 22. STATION CODE | 23. INTEGRITY CODE | 24. NOTES CODE B | 25. DATE OF BIRTH MO. DA. YR. | 26. DATE OF GRADE MO. DA. YR. | 27. DATE OF LEI MO. DA. YR. |
| 28. DATE EXPIRES MO. DA. YR. | 29. SPECIAL REFERENCE 1-CR 1-AR 1-UR | 30. PERIODIC DATA CODE | | 31. SEPARATION DATA CODE | 32. CANCELLATION CANCELLATION DATA TYPE MO. DA. YR. | | 33. SECURITY RIG NO. | 34. SER | |
| 35. (1) PREVIOUS CODE 1-1001 1-1002 1-1003 | | 36. SPEC. COMP. DATA MO. DA. YR. | | 37. LONG COMP. DATA MO. DA. YR. | 38. CAREER CATEGORY CODE | 39. HEALTH INSURANCE CODE 1-101 1-102 | 40. SOCIAL SECURITY NO. | | |
| 41. PREVIOUS GOVERNMENT SERVICE DATA CODE 1-1001 1-1002 1-1003 | | | | 42. LEAVE (A) CODE | 43. FEDERAL TAX DATA CODE | | 44. STATE TAX DATA CODE | | |
| 45. POSITION CONTROL CLASSIFICATION 10-17-66 H | | | | 46. COP APPROVAL [Signature] | | DATE APPROVED [Signature] | | | |

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1 EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

G-53

SECRET

(When Filled In)

| | | | | | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|--------------------------------------------------------|--------------------------|-------------------------------------------------------------------|-----------------------|---------------------------------------------------------------------------------|----------------------------------------------|
| REQUEST FOR PERSONNEL ACTION | | | | DATE PREPARED 21 February 1966 | | | |
| 1. SERIAL NUMBER XYB 00789 | | 2. NAME (Last-First-Middle) Smith Joseph D | | 4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 03 13 66 | | 3. CATEGORY OF EMPLOYMENT REGULAR | |
| 3. NATURE OF PERSONNEL ACTION DESIGNATION AS A PARTICIPANT IN THE CIA RETIREMENT AND DISABILITY SYSTEM | | 6. FUNDS V TO V CF TO V X V TO CF CF TO CF | | 7. COST CENTER NO. CHARGE- ABLE 6135-0633 | | 8. LEGAL AUTHORITY (Completed by Office of Personnel) PL 88-643 Sect. 203 | |
| 9. ORGANIZATIONAL DESIGNATIONS DDP/WH FOREIGN FIELD UNASSIGNED | | | | 10. LOCATION OF OFFICIAL STATION BUENOS AIRES, ARGENTINA | | | |
| 11. POSITION TITLE OPS OFFICER | | 12. POSITION NUMBER 0000 | | 13. CAREER SERVICE DESIGNATION D | | | |
| 14. CLASSIFICATION SCHEDULE (GS, E, B, etc.) GS | | 15. OCCUPATIONAL SERIES 0136.01 | | 16. GRADE AND STEP 14 5 | | 17. SALARY OR RATE \$ 16,712 | |
| 18. REMARKS EMPLOYEE WILL RECEIVE NOTIFICATION FROM THE DIRECTOR OF PERSONNEL OF THIS DESIGNATION AND RIGHT OF APPEAL TO THE DIRECTOR OF CENTRAL INTELLIGENCE. | | | | | | | |
| 19A. SIGNATURE OF REQUESTING OFFICIAL | | DATE SIGNED | | 19B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER | | DATE SIGNED | |
| SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL | | | | | | | |
| 19. REGION CODE | 20. EMPLOY CODE | 21. OFFICE CODING NUMERIC ALPHABETIC 51673 WH | | 22. STATION CODE | 23. INTEGRITY CODE | 24. HOURS CODE | 25. DATE OF BIRTH MO. DA. YR. 05 16 21 |
| | | | | 04041 | | | 26. DATE OF SPACE MO. DA. YR. 12 23 62 |
| 27. DATE OF LEI MO. DA. YR. 12 19 65 | 28. SPECIAL RESERVE | 29. RETIREMENT DATA | 30. SEPARATION DATA CODE | 31. CORRECTION CANCELLATION DATA | 32. SECURITY REQ. NO. | EOD DATA | |
| 33. VET. PREFERENCE | 34. SERV. COMP. DATE | 35. LONG. COMP. DATE | 36. CAREER CATEGORY | 37. FEGLI/HEALTH INSURANCE | | 38. SOCIAL SECURITY NO. | |
| CODE | MO. DA. YR. | MO. DA. YR. | CODE | CODE | CODE | CODE | |
| 39. PREVIOUS GOVERNMENT SERVICE DATA | 40. LEAVE CAT. CODE | | 41. FEDERAL TAX DATA | | 42. STATE TAX DATA | | |
| CODE | CODE | | CODE | | CODE | | |
| 43. POSITION CONTROL CERTIFICATION 0301-46-13 | | | | 44. OP APPROVAL See memo signed by D/Pers dated 15 Feb 1966 | | 45. DATE APPROVED 28 Feb 66 | |

FORM 1152

USE PREVIOUS EDITION

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC DOWNGRADING
AND DECLASSIFICATION

SECRET
(When Filled In)

| | |
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| REQUEST FOR PERSONNEL ACTION | DATE PREPARED 25 APRIL 1963 |
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| | |
|-----------------------------------------------|-----------------------------------------------------|
| SERIAL NUMBER 7894 036155 | NAME (Last-First-Middle) Smith, Joseph B. |
|-----------------------------------------------|-----------------------------------------------------|

| | | |
|------------------------------------------------------|------------------------------------------------------------------|---------------------------------------------|
| 3. NATURE OF PERSONNEL ACTION REASSIGNMENT | 4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 05 12 63 | 5. CATEGORY OF EMPLOYMENT REGULAR |
|------------------------------------------------------|------------------------------------------------------------------|---------------------------------------------|

| | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|-------------------------------------------------------|
| 6. FUNDS <input checked="" type="checkbox"/> V TO V <input type="checkbox"/> V TO CF <input type="checkbox"/> CF TO V <input checked="" type="checkbox"/> CF TO CF | 7. COST CENTER NO. CHARGEABLE 3135-5050-1000 | 8. LEGAL AUTHORITY (Completed by Office of Personnel) |
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| 9. ORGANIZATIONAL DESIGNATIONS DDP WH BRANCH 2 BUENOS AIRES, ARGENTINA STATION EE UNIT | 10. LOCATION OF OFFICIAL STATION BUENOS AIRES, ARGENTINA |
|--------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|

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|------------------------------------------|------------------------------------|--------------------------------------------|
| 11. POSITION TITLE OPS OFFICER | 12. POSITION NUMBER 0651 | 13. CAREER SERVICE DESIGNATION D |
|------------------------------------------|------------------------------------|--------------------------------------------|

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|---------------------------------------------------------|-------------------------------------------|-----------------------------------|--------------------------------------|
| 14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS | 15. OCCUPATIONAL SERIES 0136.01 | 16. GRADE AND STEP 14 3 | 17. SALARY OR RATE 13695 ✓ |
|---------------------------------------------------------|-------------------------------------------|-----------------------------------|--------------------------------------|

18. REMARKS

FROM: DDP/WH/2/BUENOS AIRES/BAF-848

Received by
 CS&D

| | | | |
|-----------------------------------------------------------------------|-------------------------------|--------------------------------------------------------|---------------------------------|
| 19A. SIGNATURE OF OFFICIAL ROBERT D. CASHMAN, C/WH/VERS | DATE SIGNED 4/25/63 | 19B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER | DATE SIGNED 29 Apr 63 |
|-----------------------------------------------------------------------|-------------------------------|--------------------------------------------------------|---------------------------------|

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| | | | | | | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|-------------------------------------------------------------|------------------------------------------------------|-------------------------------------------------------------|------------------------------------------------------------------|-----------------------------------------------------------|----------------------------------|--------------------------------|
| 19. ACTION CODE | 20. EMPLOY CODE | 21. SERVICE CODING NUMERIC ALPHABETIC 64650 WH | 22. STATE OR CODE 61041 | 23. INTEREST CODE | 24. NUMBER CODE 3 | 25. DATE OF BIRTH MO. DA. YR. 04/14/21 | 26. DATE OF GRADE MO. DA. YR. | 27. DATE OF LEA MO. DA. YR. |
| 28. NIE EMPLOYER MO. DA. YR. | | 29. SPECIAL REFERENCE 1 - ESC 2 - PFC 3 - NOV | 30. ASSIGNMENT DATA 1 - ESC 2 - PFC 3 - NOV | 31. SEPARATION DATA CODE | 32. CORRECTION CANCELLATION DATA TYPE MO. DA. YR. MO. DA. YR. | | 33. SECURITY REQ. NO. | |
| 35. SEL. PREFERENCE 1 - NONE 2 - 5 YR. 3 - 10 YR. | | 36. SERV. COMP. DATE MO. DA. YR. | 37. LEAV. COMP. DATE MO. DA. YR. | 38. CAREER CATEGORY CAP/REG/COO/TEMP | 39. FEEDBACK HEALTH INSURANCE 1 - YES 2 - NO | | 40. SOCIAL SECURITY NO. | |
| 41. PREVIOUS GOVERNMENT SERVICE DATA CODE 1 - NO PREVIOUS SERVICE 2 - 50 WEEKS IN SERVICE 3 - 50 WEEKS TO SERVICE (LESS THAN 3 YRS) 4 - 50 WEEKS IN SERVICE (MORE THAN 3 YRS) | | | 42. LEAVE CAT. CODE | 43. FEDERAL TEN DATA FORM ENROUTE CODE NO. DATE APPROVED | | 44. STATE TEN DATA FORM ENROUTE CODE NO. DATE APPROVED | | |

| | | |
|------------------------------------------------------------------|-----------------------------------------|---------------------------------|
| 45. POSITION CONTROL CERTIFICATION W. Kearney 05/06/63 | 46. D.P. APPROVAL 4/25/63 | DATE APPROVED 4/25/63 |
|------------------------------------------------------------------|-----------------------------------------|---------------------------------|

SECRET
(When Filled In)

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|---------------------------------------------------------------------|--|----------------------------------------------------|--|-----------------------------------------------------------------------------------------|--|--------------------------------------------------|--|
| REQUEST FOR PERSONNEL ACTION | | | | | | DATE PREPARED 18 DECEMBER 1962 | |
| 1. SERIAL NUMBER XAB 036155 007894 | | 2. NAME (Last, First-Middle) Hannell, Joseph B. | | | | | |
| 3. NATURE OF PERSONNEL ACTION PROMOTION | | | | 4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 12 23 62 | | 5. CATEGORY OF EMPLOYMENT REGULAR | |
| 6. FUNDS | | V TO V CF TO V | | V TO CF X CF TO CF | | 7. COST CENTER NO. CHARGE-ABLE 3135-5050-1000 | |
| 8. LEGAL AUTHORITY (Completed by Office of Personnel) | | | | 9. ORGANIZATIONAL DESIGNATIONS DDP-WH BRANCH 2 BUENOS AIRES, ARGENTINA STATION | | | |
| 10. LOCATION OF OFFICIAL STATION BUENOS AIRES, ARGENTINA | | | | 11. POSITION TITLE OPS OFFICER | | 12. POSITION NUMBER 0848 | |
| 13. CAREER SERVICE DESIGNATION D | | 14. CLASSIFICATION SCHEDULE (GS, LD, etc.) GS | | 15. OCCUPATIONAL SERIES 0136.01 | | 16. GRADE AND STEP 14 3 | |
| 17. SALARY OR RATE 13,695 | | 18. REMARKS FROM: SAME | | | | | |
| 19. SIGNATURE OF REQUESTING OFFICIAL Y. C. BOWERS C/WH/PERSONNEL | | DATE SIGNED 18 Dec 62 | | 19. SIGNATURE OF CAREER SERVICE APPROVING OFFICER L. M. Collins | | DATE SIGNED 18 Dec 62 | |
| SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL | | | | | | | |
| 20. ACTION CODE 22 | | 21. EMPLOY CODE 10 | | 22. OFFICE CODE 64650 WH | | 23. STATION CODE 04041 | |
| 24. DATE CAPTURED | | 25. SPECIAL REFERENCE 80 | | 26. RETIREMENT DATA | | 27. DEPARTURE DATA | |
| 28. DATE OF BIRTH 24 16 21 | | 29. DATE OF GRAD 12 23 62 | | 30. DATE OF LEAVE 12 23 62 | | EOD DATA | |
| 31. MIL. PREFERENCE | | 32. SERVICEMAN'S DATA | | 33. LEAVE DATA | | 34. FEDERAL TAX DATA | |
| 35. SOCIAL SECURITY NO. | | 36. FEDERAL TAX DATA | | 37. STATE TAX DATA | | 38. SOCIAL SECURITY NO. | |
| 39. POSITION CONTROL CERTIFICATION J. Keating 12/20/62 | | 40. O.P. APPROVAL Joseph B. Bowers | | 41. DATE APPROVED 17 Dec 62 | | | |

SECRET
(When Filled In)

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|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|--------------------------------------------------------|----------------------------------------------|--------------------------------------------------------------------|-------------------------------------------|-----------------------------------------------------------------------------|-------------------------|
| REQUEST FOR PERSONNEL ACTION | | | | | | DATE PREPARED 5 April 1962 | |
| 1. SERIAL NUMBER 036455 | | 2. NAME (Last-First-Initial) Smith, Joseph O | | | | | |
| 3. NATURE OF PERSONNEL ACTION EXCEPTED APPOINTMENT <i>Cont</i> | | | | 4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 05 27 62 | | 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 2135-5050-1000 | | 8. LEGAL AUTHORITY (Completed by Office of Personnel) | |
| 9. ORGANIZATIONAL DESIGNATIONS DDP WH BRANCH 2 BUENOS AIRES, ARGENTINA STATION | | | | 10. LOCATION OF OFFICIAL STATION BUENOS AIRES, ARGENTINA | | | |
| 11. POSITION TITLE OPERATIONS OFFICER (D) | | | | 12. POSITION NUMBER *RAF-848 | | 13. CAREER SERVICE DESIGNATION D | |
| 14. CLASSIFICATION SCHEDULE (GS, LH, etc.) GS (12) | | 15. OCCUPATIONAL SERIES 0136.01 | | 16. GRADE AND STEP 13 555 | | 17. SALARY OR RATE 4,675 | |
| 18. REMARKS C-07/54 *Personal rank assignment in accordance with HR 20-21b.(2) for a maximum period of two years. The only qualified person available for assignment to a position which must be filled immediately. | | | | | | | |
| 19. SIGNATURE OF REQUESTING OFFICER <i>Joseph O. Smith</i> P. C. BOWERS, C/WH/Personnel | | | | DATE SIGNED | | 19. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>Chas W. Claxton</i> | |
| | | | | DATE SIGNED | | 15 Apr '62 | |
| SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL. | | | | | | | |
| 20. ACTION CODE 13 | 21. EMPLOY CODE 10 | 22. OFFICE CODE 64659 WH | 23. STATE CODE NY | 24. INTEREST CODE 3 | 25. NO. OF POS. 06/16/21 | 26. DATE OF BIRTH 12 29 1915 | 27. DATE OF DEATH |
| 28. DATE EXPIRES | 29. SPECIAL REFERENCE 80 | 30. RETIREMENT DATA 1 - DIS 2 - FICA 3 - NONI | 31. SEPARATION DATA CODE 1 | 32. CONSENT TO REASSIGNMENT DATA | EOD DATA | | 33. SOCIAL SECURITY NO. |
| 34. VET. PREFERENCE 1 - NONE 2 - 5 yr. 3 - 10 yr. | 35. DEPT. CODE 1003148 | 36. LONG. CONT. BASE 09/12/51 | 37. MIL. SERV. CREDITED 1 - YES 2 - NO | 38. FEED. TAX CODE C | 39. FEED. TAX STATUS 1 - YES 2 - NO | 40. HEALTH INS. CODE | 41. SOCIAL SECURITY NO. |
| 42. PREVIOUS GOVERNMENT SERVICE DATA 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.) | 43. LEAVE CAT. CODE 6 | 44. FORM EXEMPT CODE 1 - YES 2 - NO | 45. FEED. TAX DATA 0 | 46. FEED. TAX EXEMPTIONS 1 - YES 2 - NO | 47. STATE TAX DATA | 48. STATE TAX DATA | 49. SOCIAL SECURITY NO. |
| 49. POSITION CONTROL CERTIFICATION P.O. | | | | 50. O.P. APPROVAL <i>Joseph B. Rogers</i> | | DATE APPROVED 26 Apr 62 | |

SECRET
(When Filled In)

| REQUEST FOR PERSONNEL ACTION | | | | | | DATE PREPARED | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|--------------------------------------------------------|-------------------------------------------------------|------------------------------------------------------------------|-------------------------------------------------------------------------|----------------------------------------------------------|--|
| 1. SERIAL NUMBER 007894 | | 2. NAME (Last-First-Middle) SMITH, Joseph B. | | | | 5 April 1962 | |
| 3. NATURE OF PERSONNEL ACTION RESIGNATION | | | | 4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 05 31 62 | | 5. CATEGORY OF EMPLOYMENT REGULAR | |
| 6. FUNDS <input checked="" type="checkbox"/> V. TO V <input type="checkbox"/> V TO CF <input type="checkbox"/> CF TO V <input type="checkbox"/> CF TO CF | | 7. COST CENTER NO. CHANGEABLE 2235-1000-1000 | | 8. LEGAL AUTHORITY (Completed by Office of Personnel) | | | |
| 9. ORGANIZATIONAL DESIGNATIONS DDP WH BRANCH 1 VENEZUELA SECTION | | | | 10. LOCATION OF OFFICIAL STATION WASHINGTON, D. C. | | | |
| 11. POSITION TITLE OPERATIONS OFFICER (A) | | | 12. POSITION NUMBER 80505 | | 13. CAREER SERVICE DESIGNATION D | | |
| 14. CLASSIFICATION SCHEDULE (GS, LP, etc.) GS (A) | | 15. OCCUPATIONAL SERIES 0136.01 | 16. GRADE AND STEP 13 245 | | 17. SALARY OR GRADE 11575 | | |
| 18. REMARKS <div style="text-align: right; border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">RECEIVED C/S A</div> | | | | | | | |
| 19. SIGNATURE OF REQUESTER <i>[Signature]</i> P. C. BOWERS / C/WH/Personnel | | | DATE SIGNED 23 April 62 | | 20. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>[Signature]</i> | | |
| 21. DATE SIGNED 23 April 62 | | | | | | | |
| SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL. | | | | | | | |
| 22. ACTION CODE 45 | 23. EMPLOY CODE 10 | 24. OFFICE CODING NUMERIC ALPHABETIC | | 25. POSITION CODE | 26. EMPLOY CODE 1 | 27. DATE OF BIRTH MO. DA. YR. 00 16 31 | |
| 28. NO. EMPLOYER | | 29. SPECIAL REFERENCE | 30. RETIREMENT DATA 1 - CSC 2 - FICA 3 - ACP | 31. SEPARATION DATA CODE 10000991 | 32. EMPLOYER SIGN/CANCELLATION DATA MO. DA. YR. EOO DATA → | | |
| 33. VET. PREFERENCE CODE 1 - NONE 2 - 5 YR. 3 - 10 YR. | | 34. SERV. COMP. DATE MO. DA. YR. | 35. LOAN COMP. DATE MO. DA. YR. | 36. MIL SERV. CREDIT/PAID 1 - YES 2 - NO | 37. MIL. / NAVAL INSURANCE CODE 0 - OTHER 1 - YES | | |
| 38. 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) | | | 39. LEAVE CAT. CODE | 40. FEDERAL TAX DATA FORM EMPLOYED 1 - YES 2 - NO | | 41. STATE TAX DATA FORM EMPLOYED 1 - YES 2 - NO | |
| 43. POSITION CONTROL CERTIFICATION <i>[Signature]</i> 311804 | | | | 44. O.P. APPROVAL <i>[Signature]</i> 23 April 62 | | 45. DATE APPROVED | |

SECRET
(When Filled In)

EMPLOYEE NOTICE OF RESIGNATION

I RESIGN EFFECTIVE _____ FOR THE FOLLOWING REASON:
(Date)

MY LAST WORKING DAY WILL BE -

DATE SIGNED

SIGNATURE OF EMPLOYEE

Joseph P. Smith

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
(When Filled In)

| REQUEST FOR PERSONNEL ACTION | | | | | | DATE PREPARED | |
|-------------------------------------------------------------------------------------------|-----------------------|-------------------------------------------------|------------------------------|-----------------------------------------------------------------------------|-----------------------------|-------------------------------------------------|------------------|
| 1. SERIAL NUMBER 007894 | | | | | | 2. NAME (Last-First-Middle) SMITH, Joseph B. | |
| 3. NATURE OF PERSONNEL ACTION REASSIGNMENT | | | | 4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 09 15 61 | | 5. CATEGORY OF EMPLOYMENT REGULAR | |
| 6. FUNDS X V TO V CF TO V | | 7. POST CENTER NO. CHARGE-ADL 2235-1000-1000 | | 8. LEGAL AUTHORITY (Completed by Office of Personnel) | | | |
| 9. ORGANIZATIONAL DESIGNATIONS DDP WH BRANCH 1 VENEZUELA SECTION | | | | 10. LOCATION OF OFFICIAL STATION WASHINGTON, D. C. | | | |
| 11. POSITION TITLE OPS OFFICER (D) | | | 12. POSITION NUMBER 8-505 | | 13A. PCR CONTROL NO. | 13. CAREER SERVICE DESIGNATION D | |
| 14. CLASSIFICATION SCHEDULE (GS, LT, etc.) GS (14) | | 15. OCCUPATIONAL SERIES G136.01 | 16. GRADE AND STEP 13 4 | | 17. SALARY OR RATE 11415 | | |
| 18. REMARKS (From: DDP/WH/1/Venezuela Sec/459/D.C.) Staffing complement change. | | | | | | | |
| 18A. SIGNATURE OF REQUESTOR <i>for P. C. BOWERS WH/Personnel Officer</i> | | | | 18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>Walter Repotts</i> | | | |
| SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL | | | | | | | |
| 19. AGENCY CODE | 20. POSITION CODE | 21. OFFICE CODE | 22. STATE CODE | 23. FEDERAL CODE | 24. DATE OF BIRTH | 25. DATE OF ENTRY | 26. DATE OF LEI |
| 27. PAY GRADE | 28. SPECIAL REFERENCE | 29. SET POINT DATA | 30. SEPARATION DATA | 31. CORRECTION/CANCELLATION DATA | 32. SECURITY NO. | 33. SECURITY NO. | 34. SECURITY NO. |
| 35. P.C. PREFERENCE | 36. SERV. COMP. DATA | 37. SERV. COMP. DATA | 38. P.C. SERV. CREDITED | 39. FEEDBACK / HEALTH INSURANCE | 40. SOCIAL SECURITY NO. | | |
| 41. PREVIOUS GOVERNMENT SERVICE DATA | 42. FEDERAL DATA | 43. STATE DATA | 44. FEDERAL DATA | 45. STATE DATA | | | |
| 46. POSITION CONTROL CERTIFICATION | | | | | | | |
| 47. G.P. APPROVAL | | | | | | | |

Recorded by
GKD
9/2 1961

SECRET
(When Filled In)

| REQUEST FOR PERSONNEL ACTION | | | | | | DATE PREPARED | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-----------------------------------------------------------------------|------------------------|---------------------------------------------------------------------|-------------------------------|-------------------------------------------------------|-------------------------------------|
| 1. SERIAL NUMBER 007894 ✓ | | | | | | 2. NAME (Last-First-Middle) SMITH, JOSEPH B. | |
| 3. NATURE OF PERSONNEL ACTION REASSIGNMENT | | | | 4. EFFECTIVE DATE REQUESTED MONTH: 06 DAY: 27 YEAR: 66 | | 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 2235 1000 1000 | | 8. LEGAL AUTHORITY (Completed by Office of Personnel) | |
| 9. ORGANIZATIONAL DESIGNATIONS DDP WH BRANCH 1 VENEZUELA SECTION | | | | 10. LOCATION OF OFFICIAL STATION WASHINGTON, D. C. | | | |
| 11. POSITION TITLE OPS OFFICER (D) | | | | 12. POSITION NUMBER 10-459 | | 12A. PCN CONTROL NO. | 13. CAREER SERVICE DESIGNATION D |
| 14. CLASSIFICATION SCHEDULE (GS, LH, etc.) GS (13) | | 15. OCCUPATIONAL SERIES 0136.01 | | 16. GRADE AND STEP 13 4 ✓ | | 17. SALARY OR RATE \$11415 ✓ | |
| 18. REMARKS (FROM: DDP/CA Staff/Prop.Grp./356/D.C.) <i>Tracy 3</i> 1 copy to Security. <i>Return date to WH Sec 5 Sept 66</i> Security Approval Granted by Pers. SD/OS <i>Walter</i> CONCURRENCE: <i>Charles J. Francis</i> CA/Support Group Recorded by CSFD V3 | | | | | | | |
| 18A. SIGNATURE OF REQUESTING OFFICIAL <i>PC Bowers</i> | | | | 18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>Walter</i> | | | |
| SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL | | | | | | | |
| 19. ACTION CODE | 20. EMPLOY CODE | 21. OFFICE CODING NONSPECIFIC 64300 SPECIFIC REFERENCE WH | | 22. STATE CODE 75013 | 23. WEBSITE CODE | 24. POSTING CODE | 25. DATE OF BIRTH 06/16/21 |
| 26. DATE EXPIRES | 27. SPECIAL REFERENCE | 28. RETIREMENT DATA 1 - YES 2 - NO | | 29. DEPARTMENT DATA CODE | 30. SECURITY INFORMATION DATA | 31. MILITARY DATA | 32. SEA NO. |
| 33. VET. PREFERENCE | 34. SERV. COMP. DATE | 35. LEAVE COMP. DATE | 36. MIL. SER. CREDITED | 37. FEES / HEALTH ALLOWANCE | 38. SOCIAL SEC. RET. NO. | EOD DATA → | |
| 41. PREVIOUS GOVERNMENT SERVICE DATA | 42. LEAVE CAT. CODE | 43. GROUP ID DATA | 44. TAX EXEMPTION | 45. FORM 1042-1042 | 46. FORM 1042-1042 | 47. FORM 1042-1042 | 48. FORM 1042-1042 |
| 49. POSITION CONTROL CERTIFICATION <i>W. Kearney 08/23/61</i> | | | | 50. O.P. APPROVAL <i>Walter</i> | | | |

| REQUEST FOR PERSONNEL ACTION | | | | | | | | | | | | 12 Sept. 1960 | | | | | |
|------------------------------|--|-----------------------------|--------------------|--|---------------------------------|-------------------------|--|--|-------------------------------------------|--|--------|---------------------------|-------------------------|--------------------|--|----------------------------|--|
| 1. Ser. No. | | 2. Name (Last-First-Middle) | | | | 3. Date Of Birth | | | 4. Vet. Pref. | | 5. Sex | | 6. CS - FOD | | | | |
| 107894 | | SMITH JOSEPH B | | | | Mo. Da. Yr. 06 16 21 | | | None-0 5 Pt-1 10 Pt-2 | | 1 M 1 | | Mo. Da. Yr. 09 17 51 | | | | |
| 7. SCD | | | 8. CSC Patnt. | | 9. CSC Or Other Legal Authority | | | | 10. Acmt. Affidav. | | | 11. FEGLI | | 12. LCD | | 13. Mil. Serv. Green. Ltr. | |
| Mo. Da. Yr. 10 03 48 | | | Yes-1 No-2 1 | | 50 USCA 403 J | | | | Mo. Da. Yr. Mo. Da. Yr. Mo. Da. Yr. | | | Yes-1 No-2 09 17 51 | | Yes-1 No-2 2 | | | |

PREVIOUS ASSIGNMENT

| | | | | | | | | | | | | |
|-------------------------------------------------------------|--|--------------------|--|------------------|--|----------------------------------|--|-------------------------|--|--------------------------|--|--|
| 14. Organizational Designations | | | | Code | | 15. Location Of Official Station | | | | Station Code | | |
| DDP COVERT ACTION STAFF PROPAGANDA GROUP MEDIA BRANCH | | | | 4230 | | WASH., D.C. | | | | 75013 | | |
| 16. Dept. - Field | | 17. Position Title | | 18. Position No. | | 19. Serv. | | 20. Occup. Series | | | | |
| Dept. - Field USfld - Frn 87 | | OPS OFFICER | | 0399 | | GS | | 0136.01 | | | | |
| 21. Grade & Step | | 22. Salary Or Rate | | 23. SD | | 24. Date Of Grade | | 25. PSI Due | | 26. Appropriation Number | | |
| 13 4 | | \$ 11415 10610 | | D | | Mo. Da. Yr. 10 09 55 | | Mo. Da. Yr. 10 01 61 | | 0221 1000 1000 | | |

ACTION

| | | | | | | | | | | | | | |
|----------------------|--|------|--|-------------------------|--|----------------------|--|--|--|------|--|---------------------|--|
| 27. Nature Of Action | | Code | | 28. Eff. Date | | 29. Type Of Employee | | | | Code | | 30. Separation Data | |
| Reassignment | | 37 | | Mo. Da. Yr. 10 02 60 | | Regular | | | | 10 | | | |

PRESENT ASSIGNMENT

| | | | | | | | | | | | | |
|-----------------------------------------------------|--|--------------------|--|------------------|--|----------------------------------|--|-------------------------|--|--------------------------|--|--|
| 31. Organizational Designations | | | | Code | | 32. Location Of Official Station | | | | Station Code | | |
| DDP CA Staff Propaganda Group Guidance Branch | | | | | | Wash., D. C. | | | | 75013 | | |
| 33. Dept. - Field | | 34. Position Title | | 35. Position No. | | 36. Serv. | | 37. Occup. Series | | | | |
| Dept. - Field USfld - Frn 1 | | Ops Officer | | 356 | | GS | | 0136.01 | | | | |
| 38. Grade & Step | | 39. Salary Or Rate | | 40. SD | | 41. Date Of Grade | | 42. PSI Due | | 43. Appropriation Number | | |
| 13 4 | | \$ 11415 | | D - | | Mo. Da. Yr. 10 09 55 | | Mo. Da. Yr. 10 10 61 | | 1221-1000-1000 | | |

SOURCE OF REQUEST

| | | | |
|------------------------------------------------------------|--|----------------------------------------------|--|
| A. Requested By (Name & Title) | | C. Purpose Approved By (Signature And Title) | |
| Charles J. Francis, Chief, Support Group | | Charles J. Francis for | |
| B. For Additional Information Call (Name & Telephone Ext.) | | J. FOSTER COLLINS, Chief, CA Staff | |
| Betty R. Wayland x 3625 | | | |

CLEARANCES

| Clearance | Signature | Date | Clearance | Signature | Date |
|-----------------------------------------|--------------------|------------|-------------|--------------------|---------|
| A. Career Record | <i>[Signature]</i> | 22 Sept 60 | Placement | | |
| B. Per. Control | <i>[Signature]</i> | 2-24-60 | | | |
| C. Classification | | | Approved By | <i>[Signature]</i> | 2-24-60 |
| Remarks: Action to correct slotting. | | | | | |

| | | | | | | | | | | | | | | |
|------------------------|--|-----------------------------|--|---------------------------------|--|--------------------------------------|--|--|-----------------------------|---------------|----------------------------|--|------------------------|--|
| V to V | | UY to V | | SECRET (When Filled In) | | COPY REQUEST FOR PERSONNEL ACTION | | | | DATE PREPARED | | | | |
| UY to V | | UY to V | | | | | | | | | | | | |
| 1. Serial No | | 7. Name (Last First-Middle) | | | | 3. Date Of Birth | | | 4. Val. Pref | | 5. Sex | | 6. C/E/C/D | |
| 107894 | | SMITH, Joseph B. | | | | Mo. Da Yr. 06 16 21 | | | None-0 5 Pr-1 10 Pr-2 | | M A | | Mo. Da Yr. 09 17 51 | |
| 7. SCD | | 8. CSC Code | | 9. CSC Or Other Legal Authority | | 10. Appt. Affinity | | | 11. FEGLI | | 12. LCD | | 13. Max. Term Code 100 | |
| Mo. Da Yr. 10 03 48 | | Yes-1 No-2 Code 1 | | 50 USCA 403 J | | Mo. Da Yr. No-2 1 | | | Mo. Da Yr. 09 17 51 | | Yes-1 No-2 Code 2 | | | |

CURRENT ASSIGNMENT

| | | | | | | | | | | | |
|------------------------------------------------------|--|--------------------|--|--------|--|----------------------------------|--|------------------------|--|--------------------------|--|
| 14. Organizational Designation | | | | Code | | 15. Location Of Official Station | | | | Station Code | |
| DDP FE Branch 3 Philippines Station PP Section | | | | 5161 | | Manila R. P. | | | | 57557 | |
| 16. Dept. - Field | | 17. Position Title | | | | 18. Position No. | | 19. Serv | | 20. Occup. Series | |
| Dept. - USStd - Figa Code 5 | | Ops Off | | | | 0710 | | GS | | 0136.01 | |
| 21. Grade & Step | | 22. Salary Or Rate | | 23. SD | | 24. Date Of Grade | | 25. PSI Due | | 26. Appropriation Number | |
| 13 4 | | \$ 10610 | | DP | | Mo. Da Yr. 10 09 55 | | Mo. Da Yr. 10 05 58 | | 8 3780 55 006 | |

ACTION

| | | | | | | | | | | | |
|-----------------------------------------------|--|------|--|------------------------|--|----------------------|--|------|--|---------------------|--|
| 27. Nature Of Action | | Code | | 28. Eff. Date | | 29. Type Of Employee | | Code | | 30. Separation Date | |
| Reassignment & Transfer to Vouchered Funds | | 02 | | Mo. Da Yr. 05 18 60 | | Regular | | 01 | | | |

PROPOSED ASSIGNMENT

| | | | | | | | | | | | |
|-------------------------------------------------------------|--|--------------------|--|--------|--|----------------------------------|--|------------------------|--|--------------------------|--|
| 31. Organizational Designation | | | | Code | | 32. Location Of Official Station | | | | Station Code | |
| DDP Covert Action Staff Propaganda Group Media Branch | | | | 4230 | | Wash., D. C. | | | | 75013 | |
| 33. Dept. - Field | | 34. Position Title | | | | 35. Position No. | | 36. Serv | | 37. Occup. Series | |
| Dept. - USStd - Figa Code 2 | | Ops Officer | | | | 0399 | | GS | | 0136.01 | |
| 38. Grade & Step | | 39. Salary Or Rate | | 40. SD | | 41. Date Of Grade | | 42. PSI Due | | 43. Appropriation Number | |
| 13 4 | | \$ 10610 | | E | | Mo. Da Yr. 10 09 55 | | Mo. Da Yr. 10 01 61 | | 0221 1000 1000 | |

SOURCE OF REQUEST

| | | | | | |
|----------------------------------------------------------|--|----------------------------------------------|--|---------------|--|
| A. Requested By (Name And Title) | | C. Request Approved By (Signature And Title) | | Date Approved | |
| Charles J. Francis, Chief, Support Group | | J. FOSTER COLLINS, Chief, CA Staff | | | |
| B. For Additional Information Use (Name & Telephone Ext) | | | | | |
| Bobby A. Meyland x 3625 | | | | | |

CLEARANCES

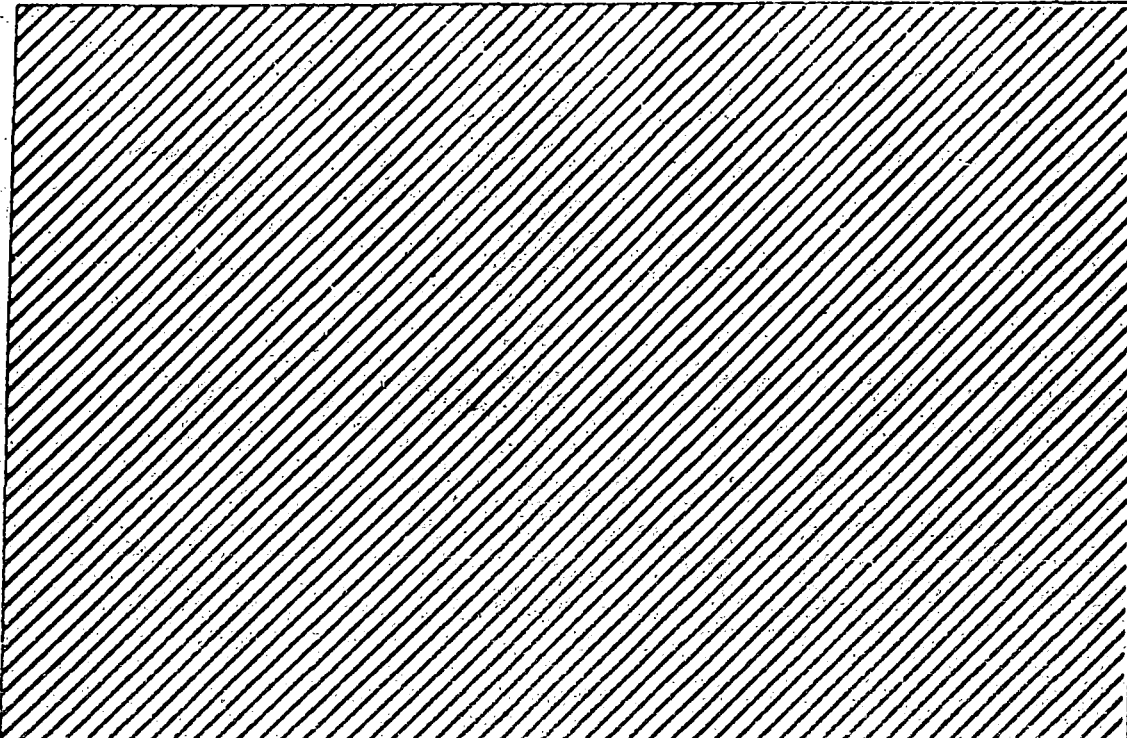
| | | | | | | | | | | | |
|-------------------|--|-----------|--|------|--|----------------|--|-----------|--|------|--|
| Clearance | | Signature | | Date | | Clearance | | Signature | | Date | |
| A. Origin Board | | | | | | B. Placement | | | | | |
| C. Classification | | | | | | E. Approved By | | | | | |

Two copies to Security

CONCUR: _____

Continued Reverse Side

SECRET
(When Filled In)



| | | |
|--------------------------------------|-------------------------------------|--------------|
| NAME OF EMPLOYEE (Last-First-Middle) | NAME AND RELATIONSHIP OF DEPENDENT* | CLAIM NUMBER |
| Smith, Joseph B. | Wife - Joan | 59-04D |

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, or death incurred on 16 September 1958

This notice should be filed in the employee's Official Personnel Folder as a permanent cross-reference to the Official Disability Claim File.

| | |
|----------------|---------------------------------|
| DATE OF NOTICE | SIGNATURE OF DCO REPRESENTATIVE |
| 29 SEP 1958 | B. De Felice |

NOTICE OF OFFICIAL DISABILITY CLAIM FILE

| REQUEST FOR PERSONNEL ACTION | | | | | | | | | | | | | | | |
|------------------------------|-----|-----------------------------|-------|---------------------------------|------|--------------------|-----|-----|--------------|------|---------|-----|--------------|-------|------|
| 3 February 1958 | | | | | | | | | | | | | | | |
| 1. Serial No. | | 2. Name (Last-First-Middle) | | | | 3. Date Of Birth | | | 4. Vac. Prd. | | 5. Sex | | 6. Civ. EDU | | |
| 7. SCD | | 8. CSC Reem. | | 9. CSC Or Other Legal Authority | | 10. Apmt. Allidat. | | | 11. FEGLI | | 12. LCD | | 13. Wh. Acc. | | |
| Mo. | Da. | Yr. | Yes-1 | Code | No-2 | Mo. | Da. | Yr. | Yes-1 | Code | Mo. | Da. | Yr. | Yes-1 | Code |
| | | | | | | | | | | | | | | | |

| PREVIOUS ASSIGNMENT | | | | | | | | | | | | |
|---------------------------------|--|----------------------|--|--------|--|----------------------------------|--|-------------|--|--------------------------|--|--|
| 14. Organizational Designations | | | | Code | | 15. Location Of Official Station | | | | Station Code | | |
| DDP/FE | | | | 121 | | MANILA, P. I. | | | | 57557 | | |
| 16. Dept. - Field | | 17. Position Title | | | | 18. Position No. | | 19. Serv. | | 20. Occup. Series | | |
| DDP/FE | | ASST OPS OF DIVISION | | | | 710 | | GS | | 0136.31 | | |
| 21. Grade & Step | | 22. Salary Or Rate | | 23. SD | | 24. Date Of Grade | | 25. PSI Due | | 26. Appropriation Number | | |
| GS-5 | | \$ | | | | 10/1/57 | | 10/1/58 | | B-3780-55-006 | | |

| ACTION | | | | | | | | | |
|------------------------|--|------|---------------|--|----------------------|--|----------------------|--|--|
| 27. Nature Of Action | | Code | 28. Eff. Date | | 29. Type Of Employee | | 30. Separation Inst. | | |
| Reassignment (V to UV) | | 35 | 02/07/58 | | Regular | | | | |

| PRESENT ASSIGNMENT | | | | | | | | | | | | |
|--------------------------------------------------------|--|--------------------|--|--------|--|----------------------------------|--|-------------|--|--------------------------|--|--|
| 31. Organizational Designations | | | | Code | | 32. Location Of Official Station | | | | Station Code | | |
| DDP/FE Branch 3 - Philippines Station FP Section | | | | 5161 | | Manila, R. P. | | | | 57557 | | |
| 33. Dept. - Field | | 34. Position Title | | | | 35. Position No. | | 36. Serv. | | 37. Occup. Series | | |
| DDP/FE | | Ops Off (FP) | | | | 710 | | GS | | 0136.31 | | |
| 38. Grade & Step | | 39. Salary Or Rate | | 40. SD | | 41. Date Of Grade | | 42. PSI Due | | 43. Appropriation Number | | |
| GS-5 | | \$ | | | | 10/1/57 | | 10/1/58 | | B-3780-55-006 | | |

| SOURCE OF REQUEST | |
|------------------------------------------------------------|----------------------------------------------|
| A. Requested By (Name And Title) | C. Request Approved By (Signature And Title) |
| Ronald [Signature] | [Signature] |
| B. For Additional Information Call (Name & Telephone Ext.) | |
| Jimmie Dewberry, Ext. 2957 | |

| CLEARANCES | | | | | |
|---------------------------------------------------|--|-------------|--|--------|--|
| Clearance | | Signature | | Date | |
| A. Career Board | | [Signature] | | [Date] | |
| B. Post General | | [Signature] | | [Date] | |
| C. Classification | | [Signature] | | [Date] | |
| Remarks: 2 copies to Security. W4-D4 attached. | | | | | |

SECRET

(When Filled In)

DD/P PERSONNEL DATA SHEET

NAME: SMITH, JOSEPH B. AGE: 16 JUN 1921 DATE: 3 FEB 1958

STATION: MANILA, R.P. AND DUTIES: OPS OFF (PP) DD/P UNIT: FE REASSIGNMENT PRIMARY CAREER DESIGNATION: DP

PRESENT GRADE: GS-13 PROPOSED GRADE: GS-13 CIA TRAINING: ORIENT, BASIC & ADVANCED PSYCH. WARFARE SEMINAR, F&S BRIEFING, BOC, CPO, OC, PRESENT T/O SLOT NUMBER AND GRADE: BF-3369 GS-14 PROPOSED T/O SLOT NUMBER AND GRADE: BFF-710 GS-14

EDUCATION: 1943 HARVARD, AB IN HISTORY; 1943-44 YALE, 36 SEM HRS IN FE POLITICS; 1947-48 JOHNS HOPKINS, 6 SEM HRS GOVT; 1950 U OF PENN, MA IN LANGUAGE PROFICIENCY: JAPANESE-LIMITED; GERMAN-LIMITED HISTORY

ASSESSED: DATE: TYPE OF POSITION: RESULTS:

EXPERIENCE PRIOR TO CIA (excluding SSU-OSS): 1943-46 JAPANESE LANGUAGE SPECIALIST, US ARMY 1946-51 ASST PROFESSOR OF HISTORY, DICKINSON COLLEGE

SUMMARY OF CIA-SSU-OSS ASSIGNMENTS INCLUDING PREVIOUS GRADES AND DATES: 17 SEP 51 EOD, 10, GS-9, OPC/FE, PLANS BRANCH, WASHINGTON, D.C. 30 MAR 52 PROMOTION, OPS OFF, GS-11, OPC/FE, PLANS & OPS BR, WASH., D.C. 26 APR 53 PROMOTED TO GS-12 20 DEC 53 REASSIGNED AS 10, GS-12, DDP/FE, MALAYA STATION 1 APR 54 ARRIVED SINGAPORE, PCS 9 OCT 55 PROMOTION, OPS OFF (PP), GS-13, DDP/FE, SINGAPORE 13 JUL 56 RETURNED TO HEADQUARTERS, PCS 2 DEC 56 REASSIGNED AS AREA OPS OFF (CH), MALAYA & AUSTRALIA SEC, WASH. 1 APR 57 REASSIGNED AS ACTING DEPUTY CHIEF, FE/5 17 NOV 57 REASSIGNMENT, AREA OPS OFF (D CH), GS-13, DDP/FE, WASH., D.C.

RECOMMENDED BY: [Signature] ARTHUR P. FRIZZELL, CFE/3

CONCURRENCES:

RECOMMENDATION OF CAREER SERVICE BOARD:

Classify According To Standard

| REQUEST FOR PERSONNEL ACTION 24 Oct. 1957 | | | | | | | | | | | | | | |
|-------------------------------------------|----|-----------------------------|---------|---------------------------------|--|---------------------|----|--------------------|------|---------|----|-------------|------|----|
| 1. Serial No. | | 2. Name (Last-First-Middle) | | | | 3. Date Of Birth | | 4. Fed. Post. Code | | 5. Sex | | 6. CS - EOD | | |
| | | SMITH, Joseph B. | | | | Mo | Da | Yr | Mo | Da | Yr | Me | Do | Yr |
| | | | | | | 06 | 16 | 22 | 1922 | 1 | M | | | |
| 7. SCD | | 8. CSC Refmt | | 9. CSC Or Other Legal Authority | | 10. Appt. Aff. Code | | 11. FEGLI | | 12. LCD | | 13. Code | | |
| Mo | Da | Yr | Yes - 1 | Code | | Mo | Da | Yr | Mo | Da | Yr | Yes - 1 | Code | |
| | | | No - 2 | | | | | | | | | No - 2 | | |

PREVIOUS ASSIGNMENT

| | | | | | | | | | | | |
|---------------------------------------------------------------------------|--------------------|--------------------|--------|------|-------------------|----------------------------------|---------------|-----------|--------------------------|-------------------|--|
| 14. Organizational Designations | | | | Code | | 15. Location Of Official Station | | | | Station Code | |
| DDP/FE Branch 5 Malaya and Australia Section Office of the Chief | | | | | | Washington, D.C. | | | | | |
| 16. Dept. Field | | 17. Position Title | | | | 18. Position No. | | 19. Serv. | | 20. Occup. Series | |
| Unit | Code | Area Ops Off (Ch) | | | | 303 | | GS | | 0136.01 | |
| 21. Grade & Step | 22. Salary Or Rate | | 23. SD | | 24. Date Of Grade | | 25. Pst. Code | | 26. Appropriation Number | | |
| 13 | \$9205.00 | | DP | | | | | | 8-3700-20 | | |

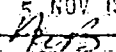
ACTION

| | | | | | | | | | | | |
|----------------------|--|------|--|---------------|--|----------------------|--|------|--|---------------------|--|
| 27. Nature Of Action | | Code | | 28. Eff. Date | | 29. Type Of Employee | | Code | | 30. Separation Data | |
| Reassignment | | | | | | Regular | | | | | |

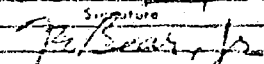
PRESENT ASSIGNMENT

| | | | | | | | | | | | |
|-------------------------------------------|--------------------|------------------------|--------|------|-------------------|----------------------------------|---------------|-----------|--------------------------|-------------------|--|
| 31. Organizational Designations | | | | Code | | 32. Location Of Official Station | | | | Station Code | |
| DDP/FE Branch 5 Office of the Chief | | | | 5121 | | Washington, D.C. | | | | 75013 | |
| 33. Dept. Field | | 34. Position Title | | | | 35. Position No. | | 36. Serv. | | 37. Occup. Series | |
| Unit | Code | Area Ops Off (D Hr Ch) | | | | 303 | | GS | | 0136.01 | |
| 38. Grade & Step | 39. Salary Or Rate | | 40. SD | | 41. Date Of Grade | | 42. Pst. Code | | 43. Appropriation Number | | |
| 13 | \$9205.00 | | DP | | 10/10/57 | | 1010-1-5 | | 8-3700-20 | | |

SOURCE OF REQUEST

| | | | |
|----------------------------------|--|----------------------------------------------------------------------------------------------------------------------|--|
| A. Requested By (Name And Title) | | B. Request Approved By (Signature And Title) | |
| Jimmie Newberry X 2957 | |  Section Chief 5 NOV 1957 | |

CLEARANCES

| Clearance | Signature | Date | Clearance | Signature | Date |
|-------------------|-----------|----------|-----------------|--------------------------------------------------------------------------------------|----------|
| A. Career Board | | | D. Placement |  | |
| B. Pos. Control | | 11/12/57 | E. Appointed By | Edw. G. Brown | 6 NOV 57 |
| C. Classification | | | | | |

Remarks

Walter J. ...

SECRET

(When Filled In)

DD/P. PERSONNEL DATA SHEET

NAME: SMITH, JOSEPH B. AGE: 16 JUNE 1921 DATE: 26 SEP 57

STATION WASHINGTON, D.C. PRIMARY CAREER DESIGNATION: DP
AND DUTIES: AREA OPS OFF (D BR CH) DD/P UNIT: FE REASSIGNMENT

PRESENT GRADE: GS-13 PRESENT T/O SLOT: BF-303
PROPOSED GRADE: GS-13 NUMBER AND GRADE: GS-13/14
CIA TRAINING: ORIENT, BASIC & ADVANCED PSYCH. WARFARE
SEMINAR, F&S BRIEFING, BOC, CFO, OC, PROPOSED T/O SLOT: BF-3369
NUMBER AND GRADE: GS-14

EDUCATION: AB IN HISTORY, 1943, HARVARD; 36 SEM HRS IN FE POLITICS, 1943-44, YALE; 6 SEM HRS GOV, 1947-48, JOHN HOPKINS; MA, HISTORY, U OF PENN 1950
LANGUAGE PROFICIENCY: JAPANESE - LIMITED;

ASSESSED: DATE: TYPE OF POSITION: RESULTS:

EXPERIENCE PRIOR TO CIA (excluding SSU-OSS):
1943-46, JAPANESE LANGUAGE SPECIALIST, US ARMY
1946-51, ASST PROFESSOR OF HISTORY, DICKINSON COLLEGE

SUMMARY OF CIA-SSU-OSS ASSIGNMENTS INCLUDING PREVIOUS GRADES AND DATES:
17 SEP 51, EOD, 10, GS-9, OPC/FE, PLANS BRANCH, WASHINGTON, D. C.
30 MAR 52, PROMOTION, OPS OFF, GS-11, OPC/FE, PLANS & OPS BR., WASHINGTON
26 APR 53, PROMOTION TO GS-12
20 DEC 53, REASSIGNED AS 10, GS-12, DDP/FE, MALAYA STATION
1 APR 54, ARRIVED SINGAPORE, PCS
9 OCT 55, PROMOTION, OPS OFF (PP), GS-13, DDP/FE, SINGAPORE
13 JUL 56, RETURNED TO HEADQUARTERS, PCS
1 DEC 56, REASSIGNED AS AREA OPS OFF (CH), MALAYA & AUSTRALIA, SEC. WASH.
1 APR 57, REASSIGNED AS ACTING DEPUTY CHIEF, FE-5

RECOMMENDED BY:

CONCURRENCES:

Joseph W. Smith
JOSEPH W. SMITH, CFE/5

RECOMMENDATION OF CAREER SERVICE BOARD:

MAIL ROOM

Allen S. ...

S-E-C-R-E-T

This Notice Expires 3 October 1957

CLAUDESTINE SERVICES
NOTICE NO. 1-138

CSN NO. 1-138
ORGANIZATION
3 September 1957

PERSONNEL ANNOUNCEMENT

FE DIVISION

Announcement is made of the appointment, effective
3 September 1957, of Mr. Joseph W. Smith as Chief, FE/5, vice
Mr. Joseph B. Smith, Acting Chief. Mr. Joseph B. Smith has resumed
his position of Deputy Chief, FE/5.

FRANK G. WISNER
Deputy Director (Plans)

Released by:
Richard Helms
Chief of Operations

S-E-C-R-E-T

~~S-E-C-R-E-T~~

This Notice Expires 7 September 1957

CLANDESTINE SERVICES
NOTICE NO. 1-131

CSN NO. 1-131

ORGANIZATION
7 August 1957

PERSONNEL ANNOUNCEMENT

FE DIVISION

Announcement is made of the designation, effective 5 August 1957,
of Mr. Joseph B. Smith as Acting Chief, FE/5, vice Mr. Robert H. Linn,
reassigned.

FRANK O. WISNER
Deputy Director (Plans)

Released by:
Richard Helms
Chief of Operations

~~S-E-C-R-E-T~~

FE/PT

S-E-C-R-E-T

This notice expires 15 May 1957

ASSIGNMENT TO
FE NOTICE NO. 1-46

ORGANIZATION
20 March 1957

PAR EAST DIVISION NOTICE

SUBJECT: Personnel Assignment

The designation of Mr. Joseph B. Smith as Acting Deputy Chief,

FE/5 is effective 1 April 1957.

Alfred C. Ulmer, Jr.
ALFRED C. ULMER, JR.
Chief, Far East Division

Distribution:
FE Staff and Branches
SSA/DEG
RI

S-E-C-R-E-T

S-E-C-R-E-T

This Notice expires 15 May 1957

FE NOTICE NO. 1-46

ORGANIZATION
20 March 1957

PAR EAST DIVISION NOTICE

SUBJECT: Personnel Assignment

Effective 15 April 1957, Mr. Joseph B. Smith is designated Acting Deputy Chief, FE/5, vice Mr. John E. MacConnell, reassigned.

Alfred C. Usher, Jr.
ALFRED C. USHER, JR.
Chief, Far East Division

Distribution:
FE Staffs and Branches
SEA/DWG
RI

S-E-C-R-E-T

STANDARD FORM 52
 PREPARED BY THE
 U. S. CIVIL SERVICE COMMISSION
 WASHINGTON, D. C. 20535
 GSA GEN. REG. NO. 27
 MAR. 1951, CHAPTER 11

REQUEST FOR PERSONNEL ACTION

UNVOUCHERED
 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) Mr. Joseph B. Smith | | 2. DATE OF BIRTH 16 Jun 1921 | 3. REQUEST NO. | 4. DATE OF REQUEST 14 Nov. 56 |
| 5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) Reassignment | | | 6. EFFECTIVE DATE A. PROPOSED: | 7. C. S. OR OTHER LEGAL AUTHORITY |
| 8. POSITION (Specify whether establish, change grade or title, etc.) | | | 9. APPROVED: <i>[Signature]</i> | |
| FROM— Ops Officer (PP) BFF-923 GS-0136.31-13 \$8990.00 P/A DDP/FE Branch 5 Malaya Singapore Station Singapore | 10. POSITION TITLE AND NUMBER | TO— Area Ops Officer (Ch) BF-302-13 GS-0136.01-13 \$8990.00 P/A DDP/FE Branch 5 Malaya & Australia Section Office of the Chief Washington, D.C. | 11. HEADQUARTERS | |
| 12. FIELD OR DEPARTMENTAL <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL | | 12. FIELD OR DEPARTMENTAL <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL | | |

13. REMARKS (Use reverse if necessary)
TRANSFER OF FUNDS UNVOUCHERED TO VOUCHERED
W/ ATTACHED
2 copies to Security

| | |
|----------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|
| 14. REQUESTED BY (Name and title) Harry P. Gilbert, FE Personnel Officer | 15. REQUEST APPROVED BY: <i>[Signature]</i> NOV 20 1956 |
| 16. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) Dorothy Tweedie x1697 | Signature: <i>[Signature]</i> Title: |

| | | | | | | | | | | | | | | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|-------|-------|--|-------------------------------------|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------|-------|------|--|--|--|--|
| 17. VETERAN PREFERENCE <table border="1"> <tr> <td>NONE</td> <td>5-YR</td> <td>10-YR</td> </tr> <tr> <td></td> <td><input checked="" type="checkbox"/></td> <td></td> </tr> </table> | NONE | 5-YR | 10-YR | | <input checked="" type="checkbox"/> | | 18. POSITION CLASSIFICATION ACTION <table border="1"> <tr> <td>NEW</td> <td>VICE</td> <td>I. A.</td> <td>REAL</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table> | NEW | VICE | I. A. | REAL | | | | |
| NONE | 5-YR | 10-YR | | | | | | | | | | | | | |
| | <input checked="" type="checkbox"/> | | | | | | | | | | | | | | |
| NEW | VICE | I. A. | REAL | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |

| | | | |
|-------------------------------------------------------------------------|------------------------------------------------------------|------------------------------------------------------|---------------------------------------------------------------------------------------------------|
| 19. APPROPRIATION FROM: 7-3745-55-012 TO: 7-3700-20 | 20. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) Yes | 21. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY) | 22. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: |
|-------------------------------------------------------------------------|------------------------------------------------------------|------------------------------------------------------|---------------------------------------------------------------------------------------------------|

23. STANDARD FORM 50 REMARKS
W/ ATTACHED
W/ ATTACHED
W/ ATTACHED

| | | | |
|-------------------------|----------------------|----------|--------------------|
| 24. CLEARANCES | INITIAL OR SIGNATURE | DATE | REMARKS |
| A | | | |
| B. CEIL OR POS. CONTROL | <i>[Signature]</i> | 30/11/56 | |
| C. CLASSIFICATION | | | |
| D. PLACEMENT OR EXPL. | <i>[Signature]</i> | 11/2/56 | |
| E | | | |
| F. APPROVED BY | <i>[Signature]</i> | | <i>[Signature]</i> |

SECRET

DD/P PERSONNEL DATA SHEET

NAME: Joseph B. SMITH AGE: 35 DATE: 14 Sept 56

STATION: Washington, D.C. DD/P UNIT: FE PRIMARY CAREER DESIGNATION: SD:DP
AND DUTIES: Area Ops. Off. (Ch.)

PRESENT GRADE: GS-13 PRESENT T/O SLOT BFF-923
PROPOSED GRADE: GS-13 NUMBER AND GRADE GS-13
CIA TRAINING: Orient. 2-5 Oct 51; Basic Psych. Warfare Seminar - May 52; Advanced Basic Psych Warfare Seminar - November 52. PROPOSED T/O SLOT: BF-303 NUMBER AND GRADE: GS-13/14

EDUCATION: 1940-43 - A.B. Harvard University - History, Govt., Economics
1943-44 - Yale, Far East Japanese, Certificate
January 1950 - U. of Pennsylvania, History - M.A.

LANGUAGE PROFICIENCY: Japanese, German

ASSESSED: DATE: TYPE OF POSITION: RESULTS:

EXPERIENCE PRIOR TO CIA (excluding SSU-OSS):

1943-1946 - U.S. Army, Cpl., MIS Japanese Language Specialist
1946-1951 - Asst. Professor of History, Eickenson College, Pennsylvania

SUMMARY OF CIA-SSU-OSS ASSIGNMENTS INCLUDING PREVIOUS GRADES AND DATES:
17 Sept 1951 - Excepted appointment, GS-9, OPC/FE/Plans Br., Washington, D.C.
30 Mar 52 - Promotion and reassign., Ops. Off., GS-11, OPC/FE/Plans & Ops Br., Psych Warfare Unit, Wash. D.C.
26 Apr 1953 - Promotion, Ops. Officer GS-12, DDP/FE/Political & Psych Warfare Sec. Wash. D.C.
20 Dec. 1953 - Reassign., Intelligence Officer, GS-12, FE/Malaya Station Singapore Malaya - Arrived O/S 1 April 1954)
28 Feb. 1954 - Reassign., Ops. Officer PP - GS-12, FE/Branch 5, Singapore, Malaya, - (9 October 1955 - Promotion to GS-13) to Present. Returned to Hqs. July 1956.

RECOMMEND BY:

CONCURRENCES:

RECOMMENDATION OF CAREER SERVICE BOARD:

Subject Prom., GS-13, 9 October 1955
Rank In Grade - 61st of 95

Approved 11/20/55
A. McCallister
Career Service

SECRET

STANDARD FORM 52
 PREVIOUS EDITIONS ARE OBSOLETE
 U. S. GOVERNMENT PRINTING OFFICE
 WASHINGTON 20540 - 757000
 GPOAL OFFICE IN

SECRET

UNVOUCHERED

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 BR in separation data on reverse.

| | | | |
|-----------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-----------------------------------------------------------------------------|----------------------------------|
| 1. NAME (Mr., Mrs., Miss - One given name, initial(s), and surname) Mr. Joseph B. Smith | 2. DATE OF BIRTH 18 June 1921 | 3. REQUEST NO. | 4. DATE OF RECEIPT 30 Aug. 56 |
| 5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) Conversion from FSS Status | | 6. EFFECTIVE DATE A. PROPOSED: C.O.B. 25 Aug. 1956 B. APPROVED: | 7. C.S. OR OTHER LEGAL AUTHORITY |
| 8. POSITION (Specify whether establish, change grade or title, etc.) | | | |

| | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|
| FROM - Ops Officer (PP) BFF-923 Info. Officer GS-0136.31-13 \$8990.00 P/A FSS-5 \$8015.00 P/A DDP/FE Branch 5, Malaya Singapore Station Singapore | 9. POSITION TITLE AND NUMBER 10. SERVICE GRADE AND SALARY 11. ORGANIZATIONAL DESIGNATIONS 12. HEADQUARTERS | TO - Ops Officer (PP) BFF-923 GS-0136.31-13 \$8990.00 P/A DDP/FE Branch 5, Malaya Singapore Station Singapore |
| <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL | <input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL | <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL |

13. REMARKS (Use reverse if necessary)

| | |
|---------------------------------------------------------------------------------------------|-----------------------------------------------|
| 14. REQUESTED BY Name and title Dorothy Treadle, Information Officer | 15. REQUEST APPROVED BY Signature Title |
| 16. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) Dorothy Treadle x4697 | |

| | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| 17. VETERAN PREFERENCE GRADE: <input type="checkbox"/> WWI <input type="checkbox"/> OTHER <input checked="" type="checkbox"/> 19 MONTH CLASS. OTHER | 18. PERSONNEL CLASSIFICATION ACTION NEW AND C.A. SEAL |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|

| | | | | |
|--------------|----------------------------------------------------|----------------------------------------------------|-----------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|
| 19. SEX M | 20. APPROPRIATION FROM 7-3745-55-042 TO Base | 21. SELECT FOR C.S. RETIREMENT ACT (FSS-59) Yes | 22. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY) | 23. LEGAL RESIDENCE STATE <input type="checkbox"/> CLAIMED <input checked="" type="checkbox"/> PROVED Phil. |
|--------------|----------------------------------------------------|----------------------------------------------------|-----------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|

24. STANDARD FORM 50 REMARKS

PP: GEORGE SCHMIDT
 Confirmed in by 0261K
 31 AUG 56
 M. Collins

| 25. CLEARANCES | INITIAL OR SIGNATURE | DATE | REMARKS |
|--------------------------|----------------------|-----------|---------|
| A. | | | |
| B. CIVIL OR POS. CONTROL | WLR | 31 Aug 56 | |
| C. CLASSIFICATION | | | |
| D. PLACEMENT OR EMP. | WLR | 31 Aug 56 | |
| E. | | | |

26. APPROVED BY
Robert A. Franklin by [Signature] 31 Aug 56

SECRET

| | |
|-------------------------------------------------------------------------------------------------------------------------------|-------------|
| STANDARD FORM 52 PROCESSED BY THE U. S. CIVIL SERVICE COMMISSION EMPLOYEES - FEDERAL PERSONNEL MANUAL, CHAPTER IV | UNVOUCHERED |
|-------------------------------------------------------------------------------------------------------------------------------|-------------|

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) Mr. Joseph B. Smith | 2. DATE OF BIRTH 16 June 1921 | 3. REQUEST NO. | 4. DATE OF REQUEST 5 Aug. 55 |
| A. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) Promotion | | 6. EFFECTIVE DATE A. PROPOSED: | 7. C. S. OR OTHER LEGAL AUTHORITY |
| B. POSITION (Specify whether establish, change grade or title, etc.) | | B. APPROVED: | |

| | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| FROM - Ops Officer (PP) BFF-923-12 GS-0136.31-12 \$7200.00 P/A 715 DDP/FE Branch 5 Singapore Station Singapore, Malaya | 8. POSITION TITLE AND NUMBER 9. SERVICE, GRADE, AND SALARY 10. ORGANIZATIONAL DESIGNATIONS 11. HEADQUARTERS 12. FIELD OR DEPARTMENTAL | TO - Ops Officer (PP) BFF-923-13 GS-0136.31-13 \$8990.00 P/A DDP/FE Branch 5 Malaya Station Singapore, Malaya |
| <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL | <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL SD:DP | |

A. REMARKS (Use reverse if necessary)

Pers. Data Sheet, Recommendation, Job Description and Fitness Report attached.

| | |
|---------------------------------------------------------------------------------------------------|--------------------------------------------------------|
| C. APPROVED BY Hendy P. Gilbert, FE Personnel Officer | D. REQUEST APPROVED BY Signature: Title: |
| E. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) Dorothy Tweedle x3780 | |

| | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 13. VETERAN PREFERENCE NONE <input type="checkbox"/> WWII <input type="checkbox"/> OTHER <input type="checkbox"/> 5-YR. <input type="checkbox"/> 10-YEAR <input checked="" type="checkbox"/> DISAB. <input type="checkbox"/> OTHER <input type="checkbox"/> | 11. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> I.A. <input type="checkbox"/> REEL <input type="checkbox"/> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|

| | | | | | |
|---------------------|----------------------|---------------------------------------------------------------------|-----------------------------------------------------------|--------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|
| 13. SEX M | 14. RACE W | 17. APPROPRIATION FROM: 6-3715--55-042 TO: Same | 18. SUBJECT TO C.S. RETIREMENT ACT (YES-NO) Yes | 19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSION ONLY) SD:DP | 20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: |
|---------------------|----------------------|---------------------------------------------------------------------|-----------------------------------------------------------|--------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|

21. STANDARD FORM 52-REMARKS

Approved SEP 13 1955
Dwight M. Collins
Career Service etc

| | | | |
|------------------------|----------------------|--------------------|------------------------------------------|
| 22. CLEARANCES | INITIAL OR SIGNATURE | DATE | REMARKS |
| A. | | | |
| B. CEIL OR POS CONTROL | | | |
| C. CLASSIFICATION | | | |
| D. PLACEMENT OR EXPL | <i>cc: [unclear]</i> | <i>16 Aug 1955</i> | <i>Approved by [unclear] 16 Aug 1955</i> |
| E. | | | |

F. APPROVED BY
Robert A. [unclear]
SECRET
per [unclear] 20 Sept 55

SECRET

DD/P

PERSONNEL DATA SHEET

NAME: Joseph B. SMITH

AGE: 34

DATE: 9 September 1955

STATION Singapore, Malaya
AND DUTIES: Ops Officer

DD/P UNIT: FE PRIMARY CAREER DESIGNATION: PP

PRESENT GRADE: GS-12

PRESENT T/O SLOT BFF-923

PROPOSED GRADE: GS-13

NUMBER AND GRADE: GS-12/13

CIA TRAINING: Orientation 2-5 Oct 51

Basic Psychological Warfare Seminar - May 52

PROPOSED T/O SLOT BFF-923

Advanced " " " " - Nov 52

NUMBER AND GRADE: GS-12/13

EDUCATION: 1940 - 1943, A.B. Harvard U, History, Government, Economics
1943 - 1944, Yale, Far East Japanese, Certificate
January 1950, A.M., U of Pennsylvania, History

LANGUAGE PROFICIENCY: Japanese, German

ASSESSED: DATE: TYPE OF POSITION: RESULTS:

EXPERIENCE PRIOR TO CIA (excluding SSU-OSS):

- 1943 - 1946, U.S. Army, Cpl, MIS Japanese language specialist
- 1946 - 1951, Ass't Professor of History, Eickenson College, Pennsylvania

SUMMARY OF CIA-SSU-OSS ASSIGNMENTS INCLUDING PREVIOUS GRADES AND DATES:

- 17 Sep 51 - Excepted appointment, GS-9, OPC/FE/Plans Branch, Washington, D.C.
- 30 Mar 52 - Prom & Reass., Ops Officer, GS-11, OPC/FE/Plans & Operations Branch Psychological Warfare Unit, Washington, D.C.
- 26 Apr 53 - Prom, Ops Officer, GS-12, ODP/FE/Political and Psychological Warfare Section, Washington, D.C.
- 20 Dec 53 - Reass., Intelligence Officer, GS-12, FE/Malaya Station Singapore, Malaya (arrived 1 April 1954)
- 28 Feb 54 - Reass., Ops Officer (PP), GS-12, FE/Branch 5, Singapore, Malaya

RECOMMENDED BY:
V. O. Goodell
Chief, FE/5

CONCURRENCES:

RECOMMENDATION OF CAREER SERVICE BOARD:

Subject promoted GS-12,
26 APRIL 1955

26 55 11 07 AM '55

OFFICE OF PERSONNEL

SECRET

SECRET

MEMORANDUM FOR: FE/Personnel

FROM : Chief, FE/S

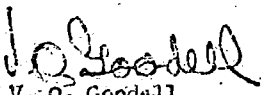
SUBJECT : Promotion of Joseph B. Smith

1. Mr. Joseph Smith holds the position of senior KUCAGE officer in the Singapore/Malaya Mission. In this capacity Mr. Smith has conducted liaison with Smyopia on KUCAGE matters pertaining to his area and has assisted with KUCAGE liaison for all of Southeast Asia.

2. The position that Mr. Smith occupies calls for a considerable degree of initiative, diplomacy and resourcefulness. Mr. Smith has demonstrated that he possesses these qualities having displayed sound judgement in dealing with a service where many policy problems have to be met and solved. In addition, as will be noted from the attached recommendation from the field, the Chief of Station has delegated to Mr. Smith most of the responsibility for the conduct of the KUCAGE program at the station. An integral part of this program has been the development of very useful independent KUBARK/KUCAGE operations by Mr. Smith.

3. Attached is a job description for Mr. Smith which illustrates in more detail the special requirements necessary for the position which he has so ably filled since April 1st of 1954.

4. Mr. Smith is recommended for promotion to GS-13.


V. O. Goodall
Chief, FE/S

SECRET

STANDARD FORM 52
FORMS ISSUED BY THE
U. S. GOVERNMENT PRINTING OFFICE
WASHINGTON, D. C. 20540

SECRET

UNVOUCHERED

REQUEST FOR PERSONNEL ACTION Information

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) Mr. Joseph B. SMITH | 2. DATE OF BIRTH 16 June 1921 | 3. REQUEST NO. | 4. DATE OF REQUEST 17 Aug 53 |
| 5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) Reassignment | | 6. EFFECTIVE DATE & PROPOSED: 20 Dec 53 | 7. C. S. OR OTHER LEGAL AUTHORITY |
| 8. POSITION (Specify whether establish, change grade or title, etc.) | | 9. APPROVED: | |

| | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|--------------------------------------------------------------------------------------------------|
| FROM - Operations Officer (FV) EF-93 GS-13-12 \$7040.00 p/a DDP/FE Political & Psychological Warfare Political & Psychological Warfare Sect. Washington, D. C. | 10. POSITION TITLE AND NUMBER | Intelligence Officer GS-12 S-5-12 |
| 11. SERVICE GRADE AND SALARY | 12. ORGANIZATIONAL DESIGNATIONS | GS-12 \$7040.00 p/a DDP/FE Malaya Station Singapore, Malaya |
| 13. HEADQUARTERS | 14. FIELD OR DEPARTMENTAL | <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL |

A. REMARKS (Use reverse if necessary)
Slot #5 (GS-13 slot)
Transfer TO Unvouchered Funds FROM Vouchered Funds

| | |
|---------------------------------------------------------------------------------------------------------|--------------------------------------------------|
| B. REQUESTED BY (Name and title) Clarence W. Witt, Jr. Personnel Officer | D. REQUEST APPROVED BY John A. Willard |
| C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) Alma Nelson, extension 3497 | E. TITLE PP/CS |

| | | | | | | | |
|------------------------|------|-------|-------|------------------------------------|--------|-------|----------|
| 15. VETERAN PREFERENCE | | | | 16. POSITION CLASSIFICATION ACTION | | | |
| None | WWII | OTHER | 5-PT. | 10-POINT | DISAB. | OTHER | CD: PP ✓ |

| | | | | | |
|---------------------|----------------------|-------------------------------------------------------------------------|-------------------------------------------------------|---------------------------------------------------|---------------------------------------------------------------------------------------------------|
| 15. SEX M | 16. RACE W | 17. APPROPRIATION FROM: 4-3700-20 TO: 4-3745-55-042 | 18. SUBJECT TO C. S. RETIREMENT ACT (Y/N) N | 19. DATE OF APPOINTMENT AS/DAYS (ACCESSIONS ONLY) | 20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: |
|---------------------|----------------------|-------------------------------------------------------------------------|-------------------------------------------------------|---------------------------------------------------|---------------------------------------------------------------------------------------------------|

21. STANDARD FORM 50 REMARKS
*E date 2. K.
per FE document
body 2/14/53*

| 22. CLEARANCES | INITIAL OR SIGNATURE | DATE | REMARKS |
|--------------------------|----------------------|------|---------|
| A. | | | |
| B. CEIL. OR POS. CONTROL | | | |
| C. CLASSIFICATION | | | |
| D. PLACEMENT OR EMPL. | CT. | | |
| E. | | | |

F. APPROVED BY
C. Taylor

SECRET

Wing Cw - Hall 5-6

STANDARD FORM 52
PROPERTY OF THE
U. S. GOVERNMENT
WHEN PURCHASED BY
INDIVIDUALS OR ORGANIZATIONS
REPRODUCTION IS
PROHIBITED

REQUEST FOR PERSONNEL ACTION

SECRET

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, initial(s), and surname) Mr. Joseph B. SMITH | 2. DATE OF BIRTH 16 June 1921 | 3. REQUEST NO. | 4. DATE OF REQUEST 17 Aug 53 |
| 5. NATURE OF ACTION REQUESTED: A. PLD/STEL (Specify whether appointment, promotion, separation, etc.) Reassignment | | 6. EFFECTIVE DATE A. PROPOSED: | 7. C. S. OR OTHER LEGAL AUTHORITY |
| B. POSITION (Specify whether establish, change grade or title, etc.) | | B. APPROVED: | |

| | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|
| 8. POSITION TITLE AND NUMBER Operations Officer (PW) EP-93 GS-12-12 \$7040.00 p/a | 9. SERVICE GRADE AND SALARY | 10. POSITION TITLE AND NUMBER Intelligence Officer (PW) S-5-12 GS-12 \$7040.00 p/a |
| 11. ORGANIZATIONAL DESIGNATIONS DDP/FE Political & Psychological Warfare Political & Psychological Warfare Sect. Washington, D. C. | 12. HEADQUARTERS | 13. ORGANIZATIONAL DESIGNATIONS DDP/FE Malaya Station Singapore, Malaya |
| <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL | <input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL | <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL |

14. REMARKS (Use reverse if necessary)
 Slot #5 (GS-13 slot)
 Transfer TO Unvouchered Funds FROM Vouchered Funds
C#1074

| | |
|---------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|
| 15. REQUESTED BY (Name and title) Clarence E. Witt, FE Personnel Officer | 16. REQUEST APPROVED BY Signature: _____ Title: _____ |
| 17. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) Alma Weiss, extension 2497 | |

| | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 18. VETERAN PREFERENCE NONE <input type="checkbox"/> WARS <input type="checkbox"/> OTHER <input type="checkbox"/> 5 PT. <input type="checkbox"/> 10 POINT <input type="checkbox"/> DISAB. OTHER <input type="checkbox"/> | 19. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> I. A. <input type="checkbox"/> DEM. <input type="checkbox"/> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|

| | | | |
|--------------------------------------------------------------------------|----------------------------------------------|----------------------------------------------------|-----------------------------------------------------------------------------------------------|
| 20. APPROPRIATION FROM: 4-3700-20 TO: 4-3745-55-01:2 | 21. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) | 22. DATE OF APPOINTMENT AFFIDAVIT (NECESSARY ONLY) | 23. LEGAL RESIDENCE STATE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED |
|--------------------------------------------------------------------------|----------------------------------------------|----------------------------------------------------|-----------------------------------------------------------------------------------------------|

24. STANDARD FORM 50 REMARKS

W. P. Schuman

| 25. CLEARANCES | INITIAL OR SIGNATURE | DATE | REMARKS |
|------------------------|----------------------|------|---------|
| A. | | | |
| B. CTR. OR PMS CONTROL | | | |
| C. CLASSIFICATION | | | |
| D. PLACEMENT OR ENTL. | | | |
| E. | | | |

F. APPROVED BY

SECRET

Security Information

SECRET
Security Information

PP Career Service Officer

1 Sept 1953

Chief, FE

Transfer of Joseph B. Smith

1. Request for transfer of subject from the FE Division PP Staff T/O to the T/O of FE Branch 5 in order that he may be assigned as Senior PP Officer in Singapore was made 17 August 1953. The Branch was notified that no action would be taken until indication was given regarding Subject's fulfillment of training requirements.

2. Subject has satisfied Phase I by virtue of his 2 years' experience. He will undertake to complete his training beginning 5 October 1953 on which date he has been enrolled in the Phase II Course.

GEORGE E. AURELL

FE-5/JSmith:grc

Distribution:

- 2 - PP Career Serv. Officer
- 2 - FE/5

Note: Request for reassignment approval was received by PP/CSO on 24 August 1953. FE Division was notified of training requirements on 25 August 1953. This memorandum was received on 3 September and forwarded to FDC on 4 September 1953.

Edw
EDWIN A. MILLARD
PP/CS

SECRET
Security Information

SECRET

SECURITY INFORMATION

STANDARD FORM 52
FORMERLY SF 52
U. S. GOVERNMENT PRINTING OFFICE
WASHINGTON, D. C. 20540
MAY 1962 EDITION
GSA GEN. REG. NO. 27
5010-108

REQUEST FOR PERSONNEL ACTION

VOUCHERED FUNDS

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6R 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) Joseph B. SMITH | 2. DATE OF BIRTH | 3. REQUEST NO. | 4. DATE OF REQUEST 27 Mar 53 |
| 5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) Promotion | | 6. EFFECTIVE DATE A. PROPOSED: | 7. C. S. OR OTHER LEGAL AUTHORITY |
| B. POSITION (Specify whether establish, change grade or title, etc.) | | B. APPROVED: <i>[Signature]</i> | |

| | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| FROM— Operations Officer (PW) BF-93-11 GS-132-11 \$5940.00 p/a LDP/FE Political & Psychological Warfare Staff Political & Psychological Warfare Section Washington, D.C. | 8. POSITION TITLE AND NUMBER 9. SERVICE, GRADE, AND SALARY 10. ORGANIZATIONAL DESIGNATIONS 11. HEADQUARTERS | TO— Operations Officer (PW) BF-93 GS-132-12 \$7040.00 p/a DDP/FE same same same |
| <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL | <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL | <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL |

A. REMARKS (Use reverse if necessary)
Position description is attached.

B. REQUESTED BY (Name and title)
Kathryn J. Rex, Personnel Officer

B. REQUEST APPROVED BY
[Signature]
Signature: **Kathryn J. Rex**

C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension)
Mary Lou Mitchell 3897 - 2314

Title: **Personnel Officer**

| | | | | | | | | | | | | | | | | | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|-------|-------|------------|-----------|--|--|--|--|------------|---------------------------------------------------------------------------------------------------------------------------------------------------|-----|------|-------|------|--|--|--|--|
| 13. VETERAN PREFERENCE | 14. POSITION CLASSIFICATION ACTION | | | | | | | | | | | | | | | | | | |
| <table border="1"> <tr> <td>NONE</td> <td>WWW</td> <td>OTHER</td> <td>SPT.</td> <td>15. POINT</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td>DEAD OTHER</td> </tr> </table> | NONE | WWW | OTHER | SPT. | 15. POINT | | | | | DEAD OTHER | <table border="1"> <tr> <td>NEW</td> <td>VICE</td> <td>I. A.</td> <td>REAL</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table> | NEW | VICE | I. A. | REAL | | | | |
| NONE | WWW | OTHER | SPT. | 15. POINT | | | | | | | | | | | | | | | |
| | | | | DEAD OTHER | | | | | | | | | | | | | | | |
| NEW | VICE | I. A. | REAL | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | |

| | | |
|---------|----------|-----------------------------------------|
| 15. SEX | 16. RACE | 17. APPROPRIATION |
| | | FROM: 3700-20 TO: 8200 |

| | | |
|----------------------------------------------|-----------------------------------------------------|---------------------------------------------------------------------------------------------------|
| 18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) | 19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY) | 20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: |
|----------------------------------------------|-----------------------------------------------------|---------------------------------------------------------------------------------------------------|

21. STANDARD FORM 50 REMARKS
[Handwritten notes]

| 22. CLEARANCES | INITIAL OR SIGNATURE | DATE | REMARKS |
|-------------------------|----------------------|----------------|---------|
| A. | | | |
| B. CEIL OR POS. CONTROL | | | |
| C. CLASSIFICATION | | | |
| D. PLACEMENT OR EMP. | <i>[Signature]</i> | 4/10/53 | |
| E. | | | |

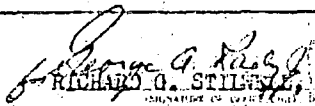
F. APPROVED BY
James H. Powell **13 Apr 53** **SECRET**

CONFIDENTIAL

| PERSONNEL ACTION REQUEST | | | | REGISTER NO. |
|---------------------------------------------------------------------------------|-------------------------------|--------------------------------------------------------------------------------------------|-----------|---------------------------------------------|
| NAME SMITH, Joseph Burkholder | | PROPOSED EFFECTIVE DATE 30 Mar. | | |
| NATURE OF ACTION Promotion | | REASON LEAVING (VOLUNTARY) | | |
| FROM | | TO | | |
| TITLE Intelligence Officer | | Ch Intelligence Officer | | |
| GRADE AND SALARY GS-9 \$5060.00 p/a | | GS-11 \$5940.00 p/a | | |
| OFFICE OPC | | OPC | | |
| DIVISION FE | | FE | | |
| BRANCH AND SECTION Plans Branch Slot 521 | | Plans and Operations Br. Psychological Warfare Unit. | | |
| 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 (Slot 521) JK | | 132 | | |
| RECOMMENDED: 11 February 1952 <small>(DATE)</small> | | George Lamb <small>(SIGNATURE OF OFFICE CHIEF, FIELD OFFICER OR MANAGER)</small> | | |
| FOR USE OF PERSONNEL ONLY | | | | |
| PLACEMENT | | TELEPHONE CALLS AND RECORDS | | |
| DATE QUALIFICATIONS APPROVED 1/24/52 | | TELEPHONE CALLS: 2123700 | | |
| CLEARANCE REQUESTED | | TELEPHONE RECORDS: 5017 | | |
| DATE | TYPE | DATE | TYPE | C. I. C. AUTHORITY: Sec. A - |
| DATE | SIGNATURE | DATE | SIGNATURE | DATE SIGNATURE: 2-25-52 |
| CLASSIFICATION | | PERSONNEL RELATIONS | | |
| BUREAU NO. 7146 | C. B. C. NO. | DATE APPROVED 2-24-52 | DATE | SIGNATURE |
| NEW | WCA | L.A. <input checked="" type="checkbox"/> | APPROVALS | SUBJECT TO SECURITY CLEARANCE |
| DATE EFFECTIVE DATE 3/3/52 | SIGNATURE JB Eddert | | DATE | SIGNATURE OF EXECUTIVE D Mulesley |

FORM NO 37-3
DEC 1950

CONFIDENTIAL

| PERSONNEL ACTION REQUEST | | | | REGISTER NO. | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|------|---------------------------------------------------------------------------------|------------------------------------------|--------------------|
| NAME SMITH, Joseph | | | REQUESTED EFFECTIVE DATE 17 Sept 51 | | |
| NATURE OF ACTION Appointment | | | WHEN LEAVING (VOUCHERED) | | |
| TITLE | | | LAST WORKING DAY: | | |
| GRADE AND SALARY | | | EMPLOYEE'S SIGNATURE: | | |
| OFFICE S. C. 29 Aug 51 | | | FROM | | |
| DIVISION | | | TO | | |
| BRANCH AND SECTION | | | Intelligence Officer | | |
| OFFICIAL STATION | | | AS-9, \$4600 p/a | | |
| DEPARTMENTAL <input type="checkbox"/> FIELD <input type="checkbox"/> | | | OPC | | |
| | | | FE | | |
| | | | Plans Branch | | |
| | | | Washington, D. C. | | |
| REMARKS C # 1314 | | | DEPARTMENTAL <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> | | |
| 8-24 71302 | | | FIELD <input type="checkbox"/> | | |
| | | | # 8003 | | |
| RECOMMENDED: 12 June 1951 (DATE) | | | | | |
| <div style="text-align: right;">  RICHARD G. STILLWELL, Chief, FE Division <small>(SIGNATURE OF EXECUTIVE OFFICER, INCLUDING CHIEF OR ACTING CHIEF)</small> </div> | | | | | |
| FOR USE OF PERSONNEL ONLY | | | | | |
| PLACEMENT | | | TRANSACTIONS AND RECORDS | | |
| DATE QUALIFICATIONS APPROVED 12 June 1951 | | | APPROPRIATION: 2123700 | | |
| CLEARANCE REQUIREMENTS | | | ALLOTMENT: 2017 | | |
| DATE | TYPE | DATE | TYPE | C. S. C. AUTHORITY: Feb. 26, 1951 | |
| | | | | DATE SIGNATURE | SIGNATURE |
| | | | | 7-19-51 | [Signature] |
| CLASSIFICATION | | | PERSONNEL OPERATIONS | | |
| MUNICIPAL NO. 2974 | | | DATE: 6/26/51 | | |
| C. S. C. NO. 3051 | | | SIGNATURE: [Signature] | | |
| DATE APPROVED 6/21/51 | | | APPROVALS | | |
| DATE | | | DATE | | |
| DATE 6/26/51 | | | SIGNATURE TO SECURITY CLEARANCE | | |
| SIGNATURE [Signature] | | | SIGNATURE OF EXECUTIVE | | |
| DATE JUN 22 1951 | | | SIGNATURE OF DIVISION CHIEF | | |
| | | | [Signature] | | |

CONFIDENTIAL

REPORT OF INTERVIEW

28 May 1951 1950

Name of Candidate Joseph B. Smith

Position Considered for: I.O. Office JL-3 Interviewer D.R. Smith

Personal

| | | | | | |
|------------|----------------|--------------|-------------------------------------|---------------|-------|
| Appearance | Dignified..... | Natural..... | <input checked="" type="checkbox"/> | Awkward.... | _____ |
| | Well-groomed.. | Clean..... | <input checked="" type="checkbox"/> | Slovenly... | _____ |
| | Wide-Awake.... | Stolid..... | _____ | Apathetic.. | _____ |
| | Expressive.... | Ordinary.... | _____ | Insignificant | _____ |

Personality

| | | | | | |
|------------------|-------------------------------------|--------------|-------------------------------------|---------------|-------|
| Persuasive.... | _____ | Responsive.. | <input checked="" type="checkbox"/> | Tactful.... | _____ |
| Importurbable.. | _____ | Steady..... | <input checked="" type="checkbox"/> | Excitable... | _____ |
| Cheerful..... | _____ | Traquill.... | _____ | Defected... | _____ |
| Straight-forward | <input checked="" type="checkbox"/> | Reserved.... | _____ | Evasive..... | _____ |
| Modest..... | <input checked="" type="checkbox"/> | Complacent.. | _____ | Conceited... | _____ |
| Dominant..... | _____ | Confident... | <input checked="" type="checkbox"/> | Subsistive... | _____ |

Is education adequate? Yes (X) No () Is language facility adequate? Yes (X) No ()

Area Knowledge Extensive studies of Japan-Korea Area but no travel in area

Previous intelligence or related experience MIS Language School

Salary level requested \$ 5000 p/a Lowest salary acceptable \$ 5000 p/a

General Recommendations

1. Candidate is not recommended for employment. Remarks: Too passive for ASST operations, does not wish to go overseas for some time
2. Candidate is recommended for employment. Justification: _____

Specific Recommendation for employment:

Position: _____ Branch: _____ Division: _____

Location: _____

Salary level: _____

Recommendation as to potential of candidate to the organization in other than the position presently under consideration: _____

(Enter any additional remarks of interviewer.)

D.R. Smith
Signature of interviewer

*Callie Tish
CS-9*

*To see copy of
10/5/51*

CONFIDENTIAL

REPORT OF INTERVIEW

May 28 1958

Name of Candidate Smith, Carl B.

Position Considered for _____ Office _____ Interviewer SJ

Personal Appearance

| | | |
|----------------|--------------------------------------------------|---------------|
| Dignified..... | Natural..... <input checked="" type="checkbox"/> | Awkward.... |
| Well-groomed.. | Clean..... <input checked="" type="checkbox"/> | Slovenly... |
| Wide-Awake.... | Stolid..... | Apathetic.. |
| Impressive.... | Ordinary.... | Insignificant |

Personality

| | | |
|------------------|--------------|--------------|
| Persuasive.... | Responsive.. | Troturn.... |
| Imperturbable.. | Steady..... | Excitable... |
| Cheerful..... | Troubled.... | Defected.... |
| Straight-Forward | Reserved.... | Envious..... |
| Modest..... | Complacent.. | Conceited... |
| Dominant..... | Confident... | Submissive.. |

Is education adequate? Yes (X) No () Is language facility adequate? Yes (X) No ()

Area Knowledge Study For Est

Previous intelligence or related experience Tapino Long School

Salary level requested \$689 Lowest salary acceptable \$5000.

General Recommendations:

1. Candidate is not recommended for employment. Remarks: _____
2. Candidate is recommended for employment. Justification See below - potential of future development - good test results

Specific Recommendation for employment:

Positions: _____ Branch: _____ Division: _____

Location: _____

Salary level: _____

Recommendation as to potential value of candidate to the organization in other than the position immediately under consideration: _____

(Enter any additional remarks on reverse side.)
SJ
Signature of interviewer

1st - bond of ...

2d - out at the time ...
the ... of ...
second page of ...

Available ...

MILITARY STATUS QUESTIONNAIRE

THIS DATE

NAME (PRINT) (Last) (Middle) (First) BIRTH DATE (Day) (Month) (Year)
Smith, Burkholder, Joseph 16 June 1921

SEX MALE FEMALE RACE **White** CODE MARITAL STATUS SINGLE WIDOWED SEPARATED MARRIED DIVORCED

NO. OF DEPENDENTS **2** AGENCY ASSIGNMENT OFFICE DIVISION CODE
POSITION OR TITLE GRADE CODE

PRESENT DRAFT STATUS

(1) HAVE YOU REGISTERED FOR DRAFT? (1) YES (2) NO

(3) IF YES, CHECK YOUR PRESENT DRAFT CLASSIFICATION BELOW

1A AVAILABLE FOR MILITARY SERVICE, AGES 18-26
 1B CONSCIENTIOUS OBJECTOR, BUT AVAILABLE FOR NON-COMBATANT DUTY.
 1C MEMBER OF ANY ACTIVE BRANCH OF MILITARY SERVICE, MUST BE ON FULL DUTY.
 1D MEMBER OF ANY RESERVE COMPONENT OF MILITARY SERVICE, CANNOT BE CALLED BY DRAFT BOARDS, CALLED ONLY BY MILITARY SERVICE CONCERNED.
 2A DEFERRED ON ACCOUNT OF OCCUPATION.
 2C DEFERRED FOR AGRICULTURAL OCCUPATION.
 3A MAN HAS DEPENDENTS.
 4A REGISTRANT WHO HAS COMPLETED SUFFICIENT SERVICE IN WORLD WAR II TO BE CLASSIFIED AS A VETERAN (NINETY DAYS SERVICE DURING FIGHTING WAR OR ONE YEAR AFTER V-J DAY), SOLE SURVIVING SON IN FAMILY. IF A FAMILY HAD TWO SONS IN A WAR AND ONE HAS KILLED, THE SOLE SURVIVING SON COME IN THIS CATEGORY.

4B OFFICIAL DEFERRED BY LAW.
 4C ALIEN.
 4D MINISTER OF RELIGION OR DIVINITY STUDENT.
 4E CONSCIENTIOUS OBJECTOR - OPPOSED TO BOTH COMBATANT AND NON-COMBATANT SERVICE.
 4F PHYSICALLY OR OTHERWISE UNFIT FOR SERVICE.
 4G MAN WHO HAS ATTAINED TWENTY-SIX BIRTHDAY, NOT LIABLE TO INDUCTION UNDER PRESENT ACT.

| LOCAL DRAFT BOARD | |
|-------------------|------------------|
| NAME | NO. |
| ADDRESS | (Street and No.) |

The remainder of this form will be filled out only by personnel who have performed duty in any of the U.S. Armed Services, Merchant Marine or any foreign military organization.

SERVICE RECORD

1. CHECK ORGANIZATIONS IN WHICH YOU HAVE SERVED:

(1) ARMY (4) AIR FORCE (7) NATIONAL GUARD
(2) NAVY (5) COAST GUARD (8) FOREIGN MILITARY ORGANIZATION
(3) MARINE CORPS (6) MERCHANT MARINE

2. LENGTH OF ACTIVE DUTY IN THE U.S. ARMED SERVICES (INCLUDING TRAINING TOURS)

| | YEARS | MONTHS |
|------------------------------------------|-------|--------|
| (1) WORLD WAR I AND ALL PRIOR DUTY | --- | --- |
| (2) BETWEEN WORLD WAR I AND WORLD WAR II | --- | --- |
| (3) WORLD WAR II | 2 | 11 |
| (4) SINCE WORLD WAR II | --- | --- |
| ACTIVE DUTY TO DATE (TOTAL) | 2 | 11 |

3. FURNISH THE FOLLOWING DATA AS TO YOUR COMMISSIONED OR ENLISTMENT STATUS UPON SEPARATION:
(1) COMMISSIONED OR (2) ENLISTED

NAME OF SERVICE **ARMY** RANK, GRADE OR RATING **T/5 grade** BRANCH OR CORPS **HIS** LAST SERIAL, SERVICE OR FILE NO. **11 081 139**

DO NOT WRITE IN SPACES BELOW

4. CHECK TYPE OF SEPARATION:

- 11) RETIREMENT FOR AGE
- 12) RETIREMENT FOR SERVICE
- 13) RETIREMENT FOR COMBAT DISABILITY
- 14) RETIREMENT FOR OTHER PHYSICAL DISABILITY
- 15) SEPARATED (POINTS, CATEGORY, ETC.) **length of service category**
- 16) RELEASE ESSENTIAL TO NATIONAL HEALTH, SAFETY OR INTEREST
- 17) RELEASE BECAUSE OF UNDUÉ HARDSHIPS

5. IF YOUR PRESENT STATUS DIFFERS IN ANY RESPECT FROM THAT STATED IN 3 ABOVE, INDICATE CHANGE ONLY AND DATE OF CHANGE:

| | DATE | CODES |
|-----------------------------------|-------|-------|
| COMMISSIONED _____ | _____ | _____ |
| SERVICE _____ | _____ | _____ |
| ARM, BRANCH OR CORPS _____ | _____ | _____ |
| RANK, GRADE OR RATING _____ | _____ | _____ |
| SERVICE, SERIAL OR FILE NO. _____ | _____ | _____ |

6. ARE YOU NOW IN THE NATIONAL GUARDY (1) YES (2) NO

(A) IF YES, WHAT UNIT? _____

(B) DID YOU ENTER FEDERAL ARMED FORCES THROUGH NATIONAL GUARDY (1) YES (2) NO

7. DO YOU HAVE RESERVE STATUS? (1) YES-INACTIVE (2) YES-ACTIVE (3) NO

(A) ARE YOU ASSIGNED TO AN AGENCY UNIT? (1) YES (2) NO

(B) IF NO, WHAT IS YOUR ASSIGNMENT? NONE

(C) IS YOUR ASSIGNMENT AN ORGANIZED UNIT? (1) YES (2) NO

8. DO YOU HAVE A MOBILIZATION ASSIGNMENT? (1) YES (2) NO

(A) IF YES, STATE NAME OF UNIT ORGANIZATION _____

REMARKS:

Frank B. Smith

SIGNATURE

SECRET

REPRODUCTION MASTERS

SECRET
(When Filled In)
DISCUSS

BIOGRAPHIC PROFILE

SECRET

H a n d l e W i t h C a r e

SECRET

| | | | |
|------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|-------------------------------------------------------------------|-------------------|
| NOTIFICATION OF ESTABLISHMENT OR CANCELLATION OF OFFICIAL COVER BACKSTOP | | DATE 20 June 1973 | FILE NO. 14732 |
| TO: (Check) | <input checked="" type="checkbox"/> CHIEF, CONTROL DIVISION, OP | SS NUMBER 717-18-1732 | |
| | <input type="checkbox"/> CHIEF, CONTRACT PERSONNEL DIVISION, OP | EMPLOYEE NUMBER 607004 | |
| | <input checked="" type="checkbox"/> CHIEF, OPERATING COMPONENT (For action) | ID CARD NUMBER | |
| ATTN: Chief Support Staff | OFFICIAL COVER | <input checked="" type="checkbox"/> ESTABLISHED | |
| REF: Form 2554 Retirement | | <input type="checkbox"/> DISCONTINUED | |
| SUBJECT SMITH, Joseph B. | UNIT Department of State | | |
| KEEP ON TOP OF FILE WHILE COVER IN EFFECT | | | |
| ESTABLISHMENT OF OFFICIAL COVER BLOCK RECORDS | | CANCELLATION OF OFFICIAL COVER UNBLOCK RECORDS EFFECTIVE DATE: | |
| <input checked="" type="checkbox"/> BASIC COVER PROVIDED EFFECTIVE DATE <u>from 1950</u> | SUBMIT FORM 3254 _____ W-2 TO BE ISSUED. (HNB 20-11) | | |
| <input type="checkbox"/> OPERATIONAL COVER PROVIDED FOR _____ TDY _____ OTHER (Specify) | SUBMIT FORM 642 TO CHANGE LIMITATION CATEGORY. (HNB 20-7) | | |
| <input checked="" type="checkbox"/> SUBMIT FORM 642 TO CHANGE LIMITATION CATEGORY. (HNB 20-7) | EAA: CATEGORY I | CATEGORY II | |
| | RETURN ALL OFFICIAL DOCUMENTATION TO CCS | | |
| <input checked="" type="checkbox"/> SUBMIT FORM 3254 _____ TO BE ISSUED. (HNB 20-11) | SUBMIT FORM 2688 FOR HOSPITALIZATION CARD | | |
| <input checked="" type="checkbox"/> SUBMIT FORM 1322 FOR ANY CHANGE AFFECTING THIS COVER. (HR 240-2*) | DO NOT WRITE IN THIS BLOCK | | |
| <input checked="" type="checkbox"/> SUBMIT FORM 1323 FOR TRANSFERRING COVER RESPONSIBILITY. (HR 240-2*) | FILE | | |
| <input checked="" type="checkbox"/> EAA: CATEGORY I | CATEGORY II | | |
| <input checked="" type="checkbox"/> SUBMIT FORM 2688 FOR _____ HOSPITALIZATION CARD. | | | |
| REMARKS AND/OR COVER HISTORY | | | |
| SUBJECT WILL BE DENIED FOR ENTIRE PERIOD OF EMPLOYMENT EXCEPT FOR US GOVERNMENT APPLICATIONS. | | | |
| COVER HISTORY: | | | |
| Sent 51 - Jan 54 - Hqs - Svant | | | |
| 20 Jan 54 - Aug 56 - Singapore - OSI - Int | | | |
| Aug 56 - Feb 58 - Hqs - OTC | | | |
| Feb 58 - Mar 60 - Manila - OTC | | | |
| Apr 60 - May 62 - Hqs - OTC | | | |
| Sent 60 - May 62 - Hqs - OTC | | | |
| May 62 - Jun 72 - Mexico City - State - Int | | | |
| DISTRIBUTION: | | <i>James J. ...</i> CHIEF, OFFICIAL COVER, CENTRAL COVER STAFF | |
| COPY 1 - CO OF CPD | | | |
| COPY 2 - OPERATING COMPONENT | | | |
| COPY 3 - OS/SRCC | | | |
| COPY 4 - GL/TFO | | | |
| COPY 5 - CCS-FILE | | | |

SECRET

| | | |
|---------------------------------------------------------------------------------|--------------------------------------------------------------------------------|-----------------------------------------|
| NOTIFICATION OF ESTABLISHMENT OF OFFICIAL COVER BACKSTOP | | DATE 22 September 1966 |
| TO: (Copy) | <input checked="" type="checkbox"/> CHIEF, PERSONNEL OPERATIONS DIVISION | ESTABLISHED FOR SMITH, Joseph B. |
| | <input type="checkbox"/> CHIEF, CONTRACT PERSONNEL DIVISION | |
| | <input checked="" type="checkbox"/> CHIEF, OPERATING COMPONENT (For action) WH | |
| ATTN: Mr. Hannah | FILE NO. K-1480 | |
| REF: Form 1322 dated 20 September 1966 | ID CARD NO. B-5261 | |
| OFFICIAL COVER BACKSTOP ESTABLISHED Services and Support Group (Provisional) | EMPLOYEE NO. | |

KEEP ON TOP OF FILE WHILE COVER IN EFFECT

Block Records;
(OPMEMO 20-800-11)

- a. Temporarily for _____ days, effective _____
- b. Continuing, effective as of 23 September 1954

Submit Form 642 to change limitation category.
(HHR 20-7)

Ascertain that Army W-2 being issued.
(HR 20-601-1)

Submit Form 1322 for any change affecting this cover.
(R 240-250)

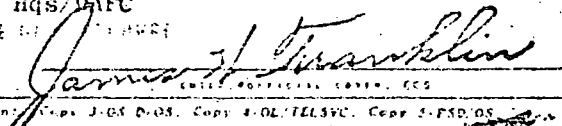
Submit Form 1323 for transferring cover responsibility.
(R 240-250)

Remarks:

Sep 51 - Sep 54 Hqs/Overt
 Sep 54 - Aug 56 Singapore USIS integrated
 Aug 56 - Feb 58 Hqs/DAFC
 Feb 58 - Mar 60 DAFC/Manila
 Mar 60 - May 62 Hqs/DAFC
 May 62 - Sep 66 Buenos Aires/NOC
 Sep 66 - Hqs/DAFC

Cover History

JB/jaw


 (with official stamp)

DISTRIBUTION: Copy 1-POB, Copy 2-Operating Component, Copy 3-OS D-OS, Copy 4-OL/TELSVC, Copy 5-FSD, OS
 Copy 6-OC/OPS, Copy 7-File

CS

File No. K-1480
21 July 1960

SECRET

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

SUBJECT : Joseph B. Smith

1. Cover arrangements are in process, and/or have been completed for the above-named Subject.
2. Effective 26 April 1960, it is requested that your records be properly blocked ~~requested~~ to deny ~~acknowledge~~ Subject's current Agency employment to an external inquirer.
3. This memorandum confirms an oral request of Edward Fitzgerald, OCL/CCO.

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

cc: SSD/OS

**THIS MEMO MUST REMAIN
 ON TOP OF FILE**

SECRET

NOT RECORDED

14-12400


ET

RECORD OF LEAVE DATA

| | | | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|-----------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|--------------------------------------|--------------------------------------------|
| 1 NAME (Last - First - Middle) SMITH JOSEPH B | | 2 SOCIAL SECURITY ACCT NO. 714-18-4732 | | 3 (FOR AGENCY USE) | |
| 4 DATE AND NATURE OF SEPARATION RETIREMENT 063073 | | 5 A SUBJECT TO 5 USC 5305 (4) <i>day leave ceiling</i> <input type="checkbox"/> YES <input type="checkbox"/> NO | | 6 LAST DATE SUBJECT TO 5 USC 5304B | |
| 7 TOTAL SERVICE FOR LEAVE (as of date of separation) <input type="checkbox"/> Less than 15 years (show) _____ years _____ months _____ days <input type="checkbox"/> 15 years or more | | 8 ANNUAL LEAVE BALANCE AS OF THAT DATE (hours) | | | |
| SUMMARY OF ANNUAL AND SICK LEAVE | | | SUMMARY OF HOME LEAVE (DAYS) | | |
| 7 Careover balance from prior leave year ending | | | 18. Basic service period of 24 months of continuous service above: | | |
| MO | DAY | YEAR | ANNUAL | SICK | DATE STARTED |
| 01 | 06 | 73 | 360 | 2019 | 11 11 11 |
| 8 Current leave year accrual through pay period ending | | | 19. Current 12 months accrual period began on | | |
| | | | 096 | 047 | Hours absence without pay since that date: |
| 9. Total | | | 20. Current balance <i>in accrual</i> as of | | |
| | | | 456 | 2067 | No. days: 44 |
| 10. Reduction in credits, if any (current year) | | | 21. Twelve months accrual rate as of date of separation | | |
| | | | 0 | 0 | No. days: 15 |
| 11. Total leave taken, current year through date of separation | | | 22. Dates leave used, prior 24 months: | | |
| | | | | | FROM TO |
| | | | | | MO DAY YEAR MO DAY YEAR |
| 12. Balance: | | | 23. During current calendar year | | |
| | | | 456 | 2067 | A. Regular - active duty or training |
| 13. Total hours paid in lump sum | | | B. Special - civil disturbance | | |
| | | | 0 | | |
| 14. Salary rate(s) per hour: \$13.69 | | | 24. Remarks (include short leave information, if applicable): | | |
| 15. Lump sum leave dates (if part-time tour, explain in remarks) | | | SCD: 10/03/48 | | |
| MO | DAY | YEAR | HOUR | | |
| From | 00 | 00 | 00 | | |
| To | 00 | 00 | 00 | | |
| ABSENCE WITHOUT PAY (Except while in receipt of pay from BECA) | | | MILITARY LEAVE | | |
| 16. During leave year in which separated | | | 25. During current calendar year | | |
| | | | 0 | A. Regular - active duty or training | |
| 17. During step increase waiting period which began on | | | B. Special - civil disturbance | | |
| MO | DAY | YEAR | HOURS | | |
| 12 | 10 | 72 | 0 | | |
| 26. CERTIFIED CORRECT BY: (Signature) | | 27. THIS AGENCY - ADDRESS TELEPHONE NO. | | 27. DATE | |
| Joseph B. Smith | | FOR CHIEF PAYROLL | | 11/19/79 | |

SECRET
(When Filled In)

LML: 03 JUL 73

| NOTIFICATION OF PERSONNEL ACTION | | | | | | | | | | | | | |
|-----------------------------------------------------------------------------------------------------------------|--|--------------------------------------|-------------------------|---------------------------------|----------------------------------|---------------------------|--------------------------------------------------------------------------------------|------------------------------------|--|---------------------|--|-------------------|--|
| NEF | | | | | | | | | | | | | |
| 1. SERIAL NUMBER | | 2. NAME (LAST FIRST-MIDDLE) | | | | | | | | | | | |
| 007894 | | SMITH JOSEPH B | | | | | | | | | | | |
| 3. NATURE OF PERSONNEL ACTION | | | | 4. EFFECTIVE DATE | | 5. CATEGORY OF EMPLOYMENT | | | | | | | |
| CONVERSION FROM FSR, RETIREMENT (VOLUNTARY) UNDER CIA RETIREMENT AND DISABILITY SYSTEM AND CANCELLATION OF NSCA | | | | MO. 06 1973 | | REGULAR | | | | | | | |
| 6. FUNDS | | 7. Financial Analysis No. Chargeable | | 8. CSC OR OTHER LEGAL AUTHORITY | | | | | | | | | |
| CF TO V | | 3135 0990 0000 | | P L 88-643 SECT 233 | | | | | | | | | |
| 9. ORGANIZATIONAL DESIGNATIONS | | | | | 10. LOCATION OF OFFICIAL STATION | | | | | | | | |
| DDO/WH DIVISION FOREIGN FIELD BRANCH 1-MEXICO CITY, MEXICO STATION | | | | | MEXICO CITY, MEXICO | | | | | | | | |
| 11. POSITION TITLE | | | | | 12. POSITION NUMBER | | 13. SERVICE DESIGNATION | | | | | | |
| OPS OFFICER | | | | | 0340 | |  | | | | | | |
| 14. CLASSIFICATION SCHEDULE (GS, FS, etc.) | | | 15. OCCUPATIONAL SERIES | | 16. GRADE AND STEP | | | | | | | | |
| GS | | | 0136.01 | | 14 8 | | | | | | | | |
| 18. REMARKS | | | | | | | | | | | | | |
| SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL | | | | | | | | | | | | | |
| 19. ACTION CODE | | 20. EMPLOY CODE | | 21. OTHER CODING | | 22. STATION CODE | | 23. INTEREST CODE | | 24. HUNTER CODE | | 25. DATE OF BIRTH | |
| 45 | | 10 | | | | | | | | | | MO. 06 19 21 | |
| 26. DATE EXPIRES | | 27. SPECIAL REFERENCE | | 28. RETIREMENT DATA | | 29. SEPARATION DATA CODE | | 30. Correction / Cancellation Data | | | | | |
| | | | | | | OBJ0000 | | | | | | | |
| 31. VET PREFERENCE | | 32. SERV. COMP. DATE | | 33. SERV. COMP. DATE | | 34. CARRIER CATEGORY | | 35. FEELI/HEALTH INSURANCE | | 36. SOCIAL SECURITY | | | |
| | | | | | | | | | | | | | |
| 37. PREVIOUS CIVILIAN GOVERNMENT SERVICE | | | | 38. LEAVE CAT. CODE | | 39. FEDERAL TAX DATA | | 40. STATE TAX DATA | | | | | |
| | | | | | | | | | | | | | |
| SIGNATURE OR OTHER AUTHENTICATION | | | | | | | | | | | | | |
| <p style="text-align: right;">POSTED</p> <p style="text-align: right;">JUL 7 1973</p> | | | | | | | | | | | | | |

FORM 540 1150 Use Previous Edition 06/0 11 73

SECRET
BBG

GROUP 1
Excluded from automatic
downgrading and
declassification

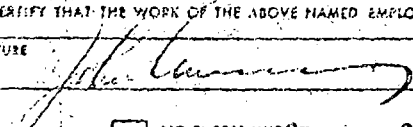
(When Filled In)

"PAY ADJUSTMENT IN ACCORDANCE WITH 5 U.S.C. 5305 AND EXECUTIVE ORDER 11691 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE CATED 08 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 07 JANUARY 1973

| NAME | SERIAL | ORGN. | FUNDS | GR-STEP | NEW SALARY |
|----------------|--------|--------|-------|---------|------------|
| SMITH JOSEPH B | 007894 | 51 620 | CF | GS 14 8 | \$28,478 |

G
51

| 1. SERIAL NO. | | 2. NAME | | 3. ORGANIZATION | | 4. FUNDS | | 5. LWOP HOURS | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|----------------|----------------|--------------------|------|-------------------------------|----------------|----------------|------|
| 007894 | | SMITH JOSEPH B | | 51 620 | | CF | | | |
| 6. OLD SALARY RATE | | | | 7. NEW SALARY RATE | | | | 8. TYPE ACTION | |
| Grade | Step | Salary | Last Eff. Date | Grade | Step | Salary | EFFECTIVE DATE | SI | ADD. |
| GS 14 | 7 | \$26,050 | 12/14/69 | GS 14 | 8 | \$27,084 | 12/10/72 | | |
| CERTIFICATION AND AUTHENTICATION | | | | | | | | | |
| I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE. | | | | | | | | | |
| SIGNATURE | | | | | | DATE | | | |
|  | | | | | | 11-17-72 | | | |
| <input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD | | | | | | | | | |
| CLERK'S INITIALS | | | | | | AUDITED BY | | | |
| J. B. SMITH | | | | | | 11/35 554 W.P.F. (1-51) | | | |

FORM 744 560 E Use previous editions PAY CHANGE NOTIFICATION

051

SECRET
(When Filled In)

| NOTIFICATION OF PERSONNEL ACTION | | | | | |
|-----------------------------------------------------------------------------------------------------------------------------------------|--|-----------------------------|----------------------------------|--------------------------------------|---------------------------------|
| DCS 10/13/72 | | | | | |
| 1. SERIAL NUMBER | | 2. NAME (LAST-FIRST-MIDDLE) | | | |
| 007894 | | SMITH JOSEPH B | | | |
| 3. NATURE OF PERSONNEL ACTION | | | 4. EFFECTIVE DATE | | 5. CATEGORY OF EMPLOYMENT |
| CHANGE IN N.S.C.A. | | | MO. DA. YR. 02 2 72 | | |
| A FUNDS | | V TO V | V TO C | 7. FINANCIAL ANALYSIS NO. CHARGEABLE | 8. CSC OR OTHER LEGAL AUTHORITY |
| | | C TO V | X C TO C | 3135 0950 0002 | |
| 9. ORGANIZATIONAL DESIGNATIONS | | | 10. LOCATION OF OFFICIAL STATION | | |
| ODP/WH DIVISION | | | MEXICO CITY, MEXICO | | |
| 11. POSITION TITLE | | | 12. POSITION NUMBER | 13. CAREER SERVICE DESIGNATION | |
| OPS OFFICER | | | 0340 | D | |
| 14. CLASSIFICATION SCHEDULE (GS, IS, OR) | | 15. OCCUPATIONAL SERIES | 16. GRADE AND STEP | 17. SALARY OR RATE | |
| GS | | 0136.01 | 14 | | |
| 18. REMARKS | | | | | |
| | | | | | |
| SIGNATURE OF OTHER AUTHENTICATION | | | | | |
| | | | | | |
| <div style="border: 1px solid black; padding: 5px; display: inline-block;"> POSTED WEB 10-26-72 </div> | | | | | |

"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 | ORGN. | FUNDS | GR-STEP | NEW SALARY |
|----------------|--------|-------|-------|------------|------------|
| SMITH JOSEPH B | 007894 | 51 | 620 | CF GS 14 7 | \$26,392 |

"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 |
|----------------|--------|-------|-------|------------|------------|
| SMITH JOSEPH B | 007894 | 51 | 620 | CF GS 14 7 | \$24,979 |

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 91-231 AND EXECUTIVE ORDER 11524 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: 28 DECEMBER 1969

| NAME | SERIAL | ORGN. | FUNDS | GR-STEP | NEW SALARY |
|----------------|--------|-------|-------|------------|------------|
| SMITH JOSEPH B | 007894 | 51 | 620 | CF GS 14 7 | \$23,573 |

651

| | | | | | | | | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|----------------|----------------|--------------------|------|----------|---------------------------------|----------------|------|
| 1. SERIAL NO. | | 2. NAME | | 3. ORGANIZATION | | 4. FUNDS | | 5. LWOP HOURS | |
| 007894 | | SMITH JOSEPH B | | 51 620 | | CF | | | |
| A. OLD SALARY RATE | | | | 7. NEW SALARY RATE | | | | 8. TYPE ACTION | |
| Grade | Step | Salary | Last Eff. Date | Grade | Step | Salary | EFFECTIVE DATE | SI | ADJ. |
| GS 14 | 8 | \$21,621 | 12/17/67 | GS 14 | 7 | \$22,239 | 12/13/69 | | |
| CERTIFICATION AND AUTHENTICATION | | | | | | | | | |
| I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE. | | | | | | | | | |
| SIGNATURE <i>John W. ...</i> | | | | | | | DATE <i>9-1-1969</i> | | |
| <input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD | | | | | | | | | |
| CLERK'S INITIALS | | | | | | | APPROVED BY: <i>[Signature]</i> | | |
| FORM 550-E Use previous editions PAY CHANGE NOTIFICATION (4-57) | | | | | | | | | |

207 12 23 1969

8000

"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 9 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 13 JULY 1959

| NAME | SERIAL | GRN. | FUNDS | GR-STEP | NEW SALARY |
|----------------|--------|------|-------|------------|------------|
| SMITH JOSEPH B | 007894 | 51 | 620 | CF GS 14 6 | \$21,621 |

MAY 69

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

| | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------|
| 1. SERIAL NUMBER 007894 | | 2. NAME (LAST FIRST MIDDLE) SMITH JOSEPH B | |
| 3. NATURE OF PERSONNEL ACTION INTEGRATION-DEPARTMENT OF STATE | | | 4. EFFECTIVE DATE MO DA YR 05 21 69 |
| 5. CATEGORY OF EMPLOYMENT REGULAR | | | 6. FUNDING A. FUNDS V TO V CF TO V X V TO CF CF TO CF |
| 7. Financial Analysis No. Chargeable 9135 (0990) 0000 | | 8. CSC OR OTHER LEGAL AUTHORITY 50 USC 403 J | |
| 9. ORGANIZATIONAL DESIGNATIONS DDP/WH FOREIGN FIELD BRANCH 1 MEXICO CITY, MEXICO STATION | | 10. LOCATION OF OFFICIAL STATION MEXICO CITY, MEXICO | |
| 11. POSITION TITLE POL OFF ATTACHE OPS OFFICER | | 12. POSITION NUMBER 0340 | 13. SERVICE DESIGNATION D |
| 14. CLASSIFICATION SCHEDULE (GS, FS, etc.) FSR GS | 15. OCCUPATIONAL SERIES 0136.01 | 16. GRADE AND STEP 04 7 14 6 | 17. SALARY OR RATE 17289 19771 |
| 18. REMARKS SUBJECT IS TO BE PAID THE DIFFERENCE BETWEEN CIA SALARY OF \$19771 AND FSR SALARY OF \$17289 TO BE PAID BY DEPT. OF STATE AND ALLOWANCES IN ACCORDANCE THEREWITH. ALL SICK AND ANNUAL LEAVE TO BE TRANSFERRED TO THE DEPT. OF STATE. MARITAL STATUS: MARRIED DAU DOB: 19 DECEMBER 1952 SON DOB: 20 SEPTEMBER 1960 | | | |
| SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL | | | |
| 19. ACTION CODE 35 | 20. EMPLOY CODE 10 | 21. OFFICE CODING NUMBER 51620 ALPHABETIC WH | 22. STATION CODE 45075 |
| 23. PAYROLL CODE S | 24. PAYROLL CODE 3 | 25. DATE OF BIRTH MO DA YR 06 16 21 | 26. DATE OF GRADE MO DA YR |
| 27. DATE OF LEI MO DA YR | 28. NET EARNINGS MO DA YR | 29. SPECIAL REFERENCE | 30. RETIREMENT DATA 1. CODE 2. CH 3. FICA 4. SERVICE |
| 31. SEPARATION DATA CODE | 32. CORRECTION / Correction Data | 33. SECURITY REG. NO. | 34. SER |
| 35. VET PREFERENCE CODE 1. NONE 2. 5PT 3. 10PT | 36. SERV COMP DATE MO DA YR | 37. LONG COMP DATE MO DA YR | 38. CAREER CATEGORY CIV MIL REGI GENP |
| 39. FEDERAL HEALTH INSURANCE CODE 1. YES 2. NO | 40. SOCIAL SECURITY NO. | 41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 1. NO PREVIOUS SERVICE 2. HAS BEEN IN SERVICE 3. BREAK IN SERVICE (LESS THAN 5 YRS) 4. BREAK IN SERVICE (MORE THAN 5 YRS) | 42. LEAVE CAT CODE |
| 43. FEDERAL TAX DATA FORM REPORTED 1. YES 2. NO | 44. STATE TAX DATA CODE 1. YES 2. NO | 45. STATE TAX DATA CODE 1. YES 2. NO | 46. STATE TAX DATA CODE 1. YES 2. NO |
| SIGNATURE OR OTHER AUTHENTICATION | | | |

POSTED

0522-69/77K

(When Filled In)

FORM 1150
MAY 1969

Use Previous Edition

SECRET

PLW

16 MAY 69

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

DDP

| | | | |
|------------------------------------------------------------------------------------------------------|------------------------------------|-------------------------------------------------|---------------------------------------------------------|
| 1. SERIAL NUMBER 007894 | | 2. NAME (LAST-FIRST-MIDDLE) SMITH JOSEPH B | |
| 3. NATURE OF PERSONNEL ACTION REASSIGNMENT AND TRANSFER TO CONFIDENTIAL FUNDS | | | 4. EFFECTIVE DATE 05 18 69 |
| | | | 5. CATEGORY OF EMPLOYMENT REGULAR |
| 6. FUNDS | V TO V | X | V TO CF |
| | CF TO V | | CF TO CF |
| 7. Financial Analysis No. Chargeable 9135 0990 0000 | | 8. CSC OF OTHER LEGAL AUTHORITY 50 USC 403 J | |
| 9. ORGANIZATIONAL DESIGNATIONS DDP/WH FOREIGN FIELD BRANCH I MEXICO CITY, MEXICO STATION | | | 10. LOCATION OF OFFICIAL STATION MEXICO CITY, MEXICO |
| 11. POSITION TITLE OPS OFFICER | | 12. POSITION NUMBER 0340 | 13. SERVICE DESIGNATION D |
| 14. CLASSIFICATION SCHEDULE (OY, LB, BK) GS | 15. OCCUPATIONAL SERIES 0136.01 | 16. GRADE AND STEP 14 6 | 17. SALARY OF RATE 13771 |

18. REMARKS

HOME BASE: WH

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| | | | | | | | | |
|-----------------------------------------|-------------------------|----------------------------------------------|--------------------|---------------------------|-----------------------------|-----------------------------------------------|-----------------------------------|---------------------------------|
| 19. ACTION CODE 20 | 20. EMPLOYER CODE 10 | 21. OFFICE CODING DOMESTIC WH 51620 WH | | 22. STATION CODE 45075 | 23. PAY GRADE CODE 3 | 24. DATE OF BIRTH 05 16 21 | 25. DATE OF GRADE NO GA 18 | 26. DATE OF SET NO LA 18 |
| 27. TIME EXPENSE | | 28. SPECIAL REFERENCE | | 29. PERFORMANCE DATA | 30. SEPARATION DATA CODE | 31. CORRECTION (Operational Data) 100 DATA | | 32. SECURITY FILE NO. |
| 33. PAY PREFERENCE | | 34. 1964 COMP DATE | 35. 1965 COMP DATE | 36. EMPLOYER CATEGORY | 37. FEIC / HEALTH INSURANCE | | 38. SOCIAL SECURITY NO. | |
| 39. PREVIOUS FEDERAL GOVERNMENT SERVICE | | | | 40. LEAVE CAT CODE | 41. FEDERAL TAX DATA | | 42. STATE TAX DATA | |
| 43. OTHER PERSONNEL SERVICES | | | | 44. OTHER EMPLOYER | 45. NO. TAX PAYER | 46. FORMER EMPLOYER | 47. STATE EMPLOYER | 48. STATE CODE |

SIGNATURE AND TITLE AUTHORITY

POSTED
05-16-69
13771

DDP 1150
100 May 1969

Use Previous
Edition

SECRET

PLW

FVD: 16 JUL 68

SECRET
(When Filled In)

| NOTIFICATION OF PERSONNEL ACTION | | | | | | | | | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|-----------------------------|-------------------------|------------------------|----------------------------------|--------------------------------------|---------------------------|--------------------------------------|-------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| 1. SERIAL NUMBER | | 2. NAME (LAST FIRST MIDDLE) | | | | | | | | | |
| 007894 | | SMITH, JOSEPH B | | | | | | | | | |
| 3. NATURE OF PERSONNEL ACTION | | | | | 4. EFFECTIVE DATE | | 5. CATEGORY OF EMPLOYMENT | | | | |
| REASSIGNMENT | | | | | MO DA YR 07 14 68 | | REGULAR | | | | |
| 6. FUNDS | | V TO V | | V TO CP | | 7. Financial Analysis No. Chargeable | | 8. CSC OR OTHER LEGAL AUTHORITY | | | |
| X | | | | | | 9235 0620 0000 | | 50 USC 403 J | | | |
| 9. ORGANIZATIONAL DESIGNATIONS | | | | | 10. LOCATION OF OFFICIAL STATION | | | | | | |
| DDP/WH CA STAFF | | | | | WASH., D.C. | | | | | | |
| 11. POSITION TITLE | | | | | 12. POSITION NUMBER | | 13. SERVICE DESIGNATION | | | | |
| OPS OFFICER | | | | | 0645 | | D | | | | |
| 14. CLASSIFICATION SCHEDULE (OS, LS, etc.) | | | 15. OCCUPATIONAL SERIES | | 16. GRADE AND STEP | | 17. SALARY OR RATE | | | | |
| GS | | | 0136.01 | | 14 6 | | 19771 | | | | |
| 10. REMARKS | | | | | | | | | | | |
| | | | | | | | | | | | |
| SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL | | | | | | | | | | | |
| 19. ACTION CODE | 20. EMPLOY CODE | 21. OFFICE CODING | | 22. STATION CODE | 23. INTEGREE CODE | 24. HOURS CODE | 25. DATE OF BIRTH | | 26. DATE OF GRADE | 27. DATE OF ESI | |
| 37 | 10 | 51150 | WH | 75013 | | | MO DA YR 05 16 21 | | | | |
| 28. DATE EXPIRES | | 29. SPECIAL REFERENCE | | 30. RETIREMENT DATA | | 31. SEPARATION DATA CODE | | 32. Continuation / Cancellation Date | | 33. SECURITY RTO NO | 34. SEC |
| MO DA YR | | | | | | | | MO DA YR | | ADD DATA | |
| 35. VET. PREFERENCE | | 36. SERV. COMP. DATE | | 37. LOYALTY COMP. DATE | | 38. CAREER CATEGORY | | 39. LEGAL / MILITARY SERVICE | | 40. SOCIAL SECURITY RTO | |
| FORM 1 1-11 2 12-31 | | MO DA YR | | MO DA YR | | CODE | | CODE | | CODE | |
| 41. PREVIOUS CIVILIAN GOVERNMENT SERVICE | | | | 42. LEASE CASE CODE | | 43. FEDERAL TAX DATA | | 44. STATE TAX DATA | | | |
| CODE | | | | CODE | | CODE | | CODE | | | |
| 1 NO PREVIOUS SERVICE 2 NO BREAK IN SERVICE 3 BREAK IN SERVICE LESS THAN 1 YEAR 4 BREAK IN SERVICE MORE THAN 1 YEAR | | | | | | 1 YES 2 NO | | 1 YES 2 NO | | | |
| SIGNATURE OF OTHER AUTHORITY | | | | | | | | | | | |
| FROM: OTR | | | | | | | | | | | |
| <table border="1"> <tr> <td style="padding: 5px;"> <p style="text-align: center; font-weight: bold; font-size: 1.2em;">POSTED</p> <p style="text-align: center; font-size: 0.8em;">[Signature]</p> </td> </tr> </table> | | | | | | | | | | <p style="text-align: center; font-weight: bold; font-size: 1.2em;">POSTED</p> <p style="text-align: center; font-size: 0.8em;">[Signature]</p> | |
| <p style="text-align: center; font-weight: bold; font-size: 1.2em;">POSTED</p> <p style="text-align: center; font-size: 0.8em;">[Signature]</p> | | | | | | | | | | | |

FORM 1150
5-68

Use Previous Edition

SECRET

FVD

SECRET
(When Filled In)

(When Filled In)

"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 |
|----------------|--------|--------|-------|---------|------------|------------|
| SMITH JOSEPH B | 007894 | SI 150 | V | GS 14 5 | \$19,481 | \$19,771 |

D-5

| | | | | | | | | | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-------------------------|----------------|--------------------|-----------------|----------|-----------------------------|----------------|----------------|--|--|
| 1. SERIAL NO. | | 2. NAME | | | 3. ORGANIZATION | | 4. FUNDS | | 5. EMP NOVS | | |
| 007894 | | SMITH JOSEPH B | | | 17 500 | | V | | | | |
| 6. OLD SALARY RATE | | | | 7. NEW SALARY RATE | | | | 8. TIME ACTION | | | |
| Grade | Step | Salary | Last Eff. Date | Grade | Step | Salary | EFFECTIVE DATE | W | ADJ. | | |
| GS 14 | 5 | \$17,198 | 12/19/65 | GS 14 | 6 | \$17,721 | 12/17/67 | | | | |
| CERTIFICATION AND AUTHENTICATION | | | | | | | | | | | |
| I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE | | | | | | | | | | | |
| SIGNATURE <i>C M Broudas</i> | | | | | | | DATE <i>13 October 1967</i> | | | | |
| <input checked="" type="checkbox"/> NO EXCESS LWOP 0 0 <input checked="" type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD | | | | | | | | | | | |
| CLERK'S INITIALS | | | | | | | | | CHECKED BY | | |
| FORM 7-66 560 E | | PAY CHANGE NOTIFICATION | | | | | | | 14-511 | | |

DEPARTMENT OF THE ARMY
 OFFICE OF THE ADJUTANT GENERAL
 WASHINGTON, D.C. 20315

14-00000

"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 |
|----------------|--------|-------|-------|-----------|---------------|---------------|
| SMITH JOSEPH B | 007894 | 17 | 600 | V GS 14 5 | \$17,198 | \$17,953 |

MRT: 17 OCT 66

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

DAF

| | | | |
|---------------------------------------------------------------------------------------------------------------------|------------------------------------|-----------------------------------------------|-------------------------------------------------|
| 1. SERIAL NUMBER 007894 | | 2. NAME (LAST-FIRST-MIDDLE) SMITH JOSEPH B | |
| 3. NATURE OF PERSONNEL ACTION EXCEPTED APPOINTMENT CAREER | | | 4. EFFECTIVE DATE 10 09 66 |
| | | | 5. CATEGORY OF EMPLOYMENT REGULAR |
| 6. FUNDS | V TO V | V TO CF | 7. COST CENTER NO. CHARGEABLE 7275 3000 0000 |
| | CF TO V | CF TO CF | |
| 9. ORGANIZATIONAL DESIGNATION DDS/OTR OPERATIONS SCHOOL HEADQUARTERS TRAINING BRANCH OPERATIONS FACULTY | | | 10. LOCATION OF OFFICIAL STATION WASH., D.C. |
| 11. POSITION TITLE INSTR OPERATIONS | | 12. POSITION NUMBER 1314 | 13. SERVICE DESIGNATION D |
| 14. CLASSIFICATION SCHEDULE (GS, LO, etc.) GS | 15. OCCUPATIONAL SERIES 1712.32 | 16. GRADE AND STEP 14 5 | 17. SALARY OR RATE 17198 |

18. REMARKS

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| | | | | | | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|----------------------------------------------------------|----------------------------------------------|----------------------------------------------------------|--------------------------------------------|-----------------------------------|----------------------------------|---------------------------------|
| 19. ACTION CODE 13 | 20. EMPLOY CODE 10 | 21. OFFICE CODING 17600 OTR | 22. STATION CODE 75012 | 23. INTEREST CODE | 24. HOURS CODE 1 | 25. DATE OF BIRTH 05 18 21 | 26. DATE OF PRGE 12 23 62 | 27. DATE OF LEL 12 19 65 |
| 28. WIE SERVICE NO SA | 29. SPECIAL PAYMENTS | 30. RETIREMENT DATA 1. CSC 2. FICA 3. TONR 2 | 31. SEPARATION DATA CODE | 32. CORRECTION/CANCELLATION DATA 1. YES 2. NO 1 | 33. SECURITY REG NO 00000 | 34. SER MIL | EOD DATA | |
| 35. VET. PREFERENCE CODE 1 | 36. SERV COMP DATA NO CA 10 10 03 48 | 37. LEAV. COMP DATE 09 17 51 | 38. CAREER CATEGORY C | 39. FASER/HEALTH INSURANCE 1. YES 2. NO 1 | 40. SOCIAL SECURITY NO | | | |
| 41. PREVIOUS GOVERNMENT SERVICE DATA 1. NO PREVIOUS SERVICE 2. NO BREAK IN SERVICE 3. BREAK IN SERVICE LESS THAN 1 YEAR 4. BREAK IN SERVICE MORE THAN 1 YEAR 1 | | 42. LEAVE CAT CODE R | 43. FEDERAL TAX DATA 1. YES 2. NO 1 | | 44. STATE TAX DATA 1. YES 2. NO 1 | | | |

SIGNATURE OF OTHER AUTHORITY (if any)

POSTED
10 OCT 66

FORM 1159 (1-57)

Use Previous Edition

SECRET

GROUP 1
EXCLUDED FROM AUTOMATIC
DOWNGRADING AND
DECLASSIFICATION

(When Filled In)

MRT: 17 OCT 66

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

| | | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-------------------------------------------------------------|--------------------------------------------------------|
| 1. SERIAL NUMBER 007894 | | 2. NAME (LAST FIRST MIDDLE) Smith, Joseph | |
| 3. NATURE OF PERSONNEL ACTION RESIGNATION | | 4. EFFECTIVE DATE 10 18 1966 | |
| 5. CATEGORY OF EMPLOYMENT REGULAR | | 6. COST CENTER NO. CHARGEABLE 7135 0633 0000 | |
| 7. FUNDS V TO V CF TO V X CF TO CF | | 8. USE OF OTHER LEGAL AUTHORITY | |
| 9. ORGANIZATIONAL DESIGNATIONS DOP/WH FOREIGN FIELD BRANCH 4 BUENOS AIRES, ARGENTINA STATION | | 10. LOCATION OF OFFICIAL STATION BUENOS AIRES, ARGENTINA | |
| 11. POSITION TITLE OPS OFFICER | | 12. POSITION NUMBER 0024 | |
| 13. SERVICE DESIGNATION D | | 14. CLASSIFICATION SCHEDULE (GS, LR, etc.) GS | |
| 15. OCCUPATIONAL SERIES 0136.01 | | 16. GRADE AND STEP 14 5 | |
| 17. SALARY OR RATE 17193 | | 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. INTIGREE CODE | 24. REG. CODE | 25. DATE OF BIRTH 06 11 1921 | 26. DATE OF GRACE MO DA YR |
| 27. DATE OF LEI | 28. NET LEAVES MO DA YR | 29. SPECIAL REFERENCE 1. ILL 2. FICA 3. USRA | 30. SEPARATION DATA CODE 600091 |
| 31. COLLECTION/CANCELLATION DATA | 32. SECURITY ESO NO | 33. SECURITY ESO NO | 34. SEC |
| 35. NET PREFERENCE 1. 1000 2. 1000 3. 1000 | 36. SERV. COMP. DATE MO DA YR | 37. LEAVE COMP. DATE MO DA YR | 38. CAREER CATEGORY CODE CLASS. CODE FUND. FUND. |
| 39. FEDERAL HEALTH INSURANCE | 40. SOCIAL SECURITY NO. | 41. FEDERAL PAY DATA MO DA YR | 42. STATE PAY DATA MO DA YR |
| 43. PREVIOUS GOVERNMENT SERVICE DATA 1. NO PREVIOUS SERVICE 2. BREAK IN SERVICE (LESS THAN 2 YRS) 3. BREAK IN SERVICE (MORE THAN 2 YRS) | 44. LEAVE CAT. CODE | 45. FEDERAL PAY DATA MO DA YR | 46. STATE PAY DATA MO DA YR |

SIGNATURE ON OTHER AUTHORIZATION

Joseph Smith

1122

Use Previous Edition

SECRET

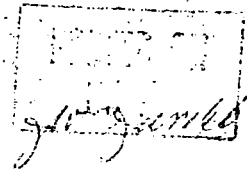
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"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 89-504
PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,
AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 3 JULY 1966

| NAME | SERIAL | ORGN. | FUNDS | GR-STEP | OLD SALARY | NEW SALARY |
|----------------------|--------|-------|-------|------------|------------|------------|
| <i>Smith, Joseph</i> | 007894 | 51 | 720 | CF GS 14 5 | \$16,712 | \$17,198 |

SECRET
(When Filled In)

| NOTIFICATION OF PERSONNEL ACTION | | | | | | | | | |
|--------------------------------------------------------------------------------------|--|-----------------------------------------------------|-------------------------------------|-------------------------------------------------------------|--------------------------|-------------------------------------|--------------------|---------------------------------|--|
| 1. SERIAL NUMBER 007894 | | 2. NAME (LAST FIRST MIDDLE) <i>Smith, Joseph</i> | | | | | | | |
| 3. NATURE OF PERSONNEL ACTION REASSIGNMENT | | | | 4. EFFECTIVE DATE MO DA YR 05 23 66 | | 5. CATEGORY OF EMPLOYMENT | | | |
| 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 | | 6139 0633 0000 | | | |
| 9. ORGANIZATIONAL DESIGNATIONS DDP WH DIVISION BR 4 BUENOS AIRES ARGENT ST | | | | 10. LOCATION OF OFFICIAL STATION BUENOS AIRES, ARGENTINA | | | | | |
| 11. POSITION TITLE OPS OFFICER | | | | 12. POSITION NUMBER 0084 | | 13. CAREER SERVICE DESIGNATION D | | | |
| 14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS | | | 15. OCCUPATIONAL SERIES 0138, 01 | | 16. GRADE AND STEP 14 | | 17. SALARY OR RATE | | |
| 18. REMARKS | | | | | | | | | |
|  | | | | | | | | | |
| SIGNATURE OF OTHER AUTHENTICATION | | | | | | | | | |

SECRET
(When Filled In)

NOV 11 1966

NOTIFICATION OF PERSONNEL ACTION

005

| | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|-------------------------------------------------------------|--------------------------------------------------------|
| 1. SERIAL NUMBER 007394 | | 2. NAME (LAST-FIRST-MIDDLE) Smith, David | |
| 3. NATURE OF PERSONNEL ACTION DESIGNATION AS PARTICIPANT IN CIA RETIREMENT AND DISABILITY SYSTEM | | 4. EFFECTIVE DATE NO. DA. YR. 03 13 66 | 5. CATEGORY OF EMPLOYMENT REGULAR |
| 6. FUNDS V TO V CF TO V X V TO CF CF TO CF | | 7. COST CENTER NO. CHARGEABLE 6135 (633 0000) | 8. CSC OR OTHER LEGAL AUTHORITY PL 28-643 SECT. 203 |
| 9. ORGANIZATIONAL DESIGNATIONS DDP/WH FOREIGN FIELD UNASSIGNED | | 10. LOCATION OF OFFICIAL STATION BUENOS AIRES, ARGENTINA | |
| 11. POSITION TITLE OPS OFFICER | | 12. POSITION NUMBER 0000 | 13. SERVICE DESIGNATION D |
| 14. CLASSIFICATION SCHEDULE (GS, LR, etc.) GS | 15. OCCUPATIONAL SERIES 0136.01 | 16. GRADE AND STEP 14 5 | 17. SALARY OR RATE 16712 |
| 18. REMARKS EMPLOYEE WILL RECEIVE NOTIFICATION FROM THE DIRECTOR OF PERSONNEL OF THIS DESIGNATION AND RIGHT OF APPEAL TO THE DIRECTOR OF CENTRAL INTELLIGENCE. | | | |

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

| | | | | | | | | | | | | | | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-----------------------------------------------------|---------------------------------------------------------------------|------------------------------------|--------------------------------------------------------------------------------------|------------------------------------------------------------|----------------------------------------------|--------------------------------------------------------------------|----------------------|----------------------------------------------|---------|--|--------------------------------------------|--|--|
| 19. ACTION CODE 23 | 20. EMPLOY CODE 10 | 21. OFFICE CODING NUMERIC ALPHABETIC 51620 WH | | 22. STATION CODE 0404 | 23. INTEGREE CODE | 24. HOURS CODE 3 | 25. DATE OF BIRTH MO. DA. YR. 10 18 21 | | | 26. DATE OF GRADE MO. DA. YR. 12 23 62 | | | 27. DATE OF LEI MO. DA. YR. 12 19 65 | | |
| 28. NTE EXPIRES MO. DA. YR. | | 29. SPECIAL REFERENCE | 30. RETIREMENT DATA 1 - CSC 2 - FICA 3 - NONE COEF 2 | | 31. SEPARATION DATA CODE | 32. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR. | | | 33. SECURITY RLO NO. | | 34. SEX | | | | |
| 35. VET. PREFERENCE CODE 0 - NONE 1 - 5% 2 - 10% | | 36. SERV. COMP. DATE MO. DA. YR. | | 37. LONG COMP. DATE MO. DA. YR. | | 38. CAREER CATEGORY CIV. SERV. CODE PROF. SERV. CODE | | 39. FSAI/HEALTH INSURANCE CODE 0 - NONE 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 1 YEAR 3 - BREAK IN SERVICE MORE THAN 1 YEAR | | | | 42. LEAVE CAT. CODE | 43. FEDERAL TAX DATA FORM EXEMPTED CODE NO. TAX ABNORMATIONS 1 - YES 2 - NO | | | 44. STATE TAX DATA FORM EXEMPTED CODE NO. TAX EXEMP. STATE CODE | | | | | | | |

EOD DATA

SIGNATURE OR OTHER AUTHENTICATION

POSTED
03 70204 N
JAG

WV/T
Smith

| | | | | | | | | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|------------------------------|----------------|-----------------------|-----------------------|------------------------------|----------------|----------------|----|-----|
| 1. Serial No. | | 2. Name | | 3. Cost Center Number | | 4. LWOP Hours | | | | |
| 007894 | | <i>Smith Joseph</i> | | 51 720 CF | | | | | | |
| 5. OLD SALARY RATE | | | | 6. NEW SALARY RATE | | | | 7. TYPE ACTION | | |
| Grade | Step | Salary | Last Eff. Date | Grade | Step | Salary | Effective Date | PSI | LS | ADJ |
| GS 14 | 4 | \$15,640 \$16,204 | 12/22/63 | GS 14 | 5 | \$15,640 \$16,712 | 12/19/65 | | | |
| 8. Remarks and Authorization | | | | | | | | | | |
| / / 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>Joseph B. Pagan</i> | | | | | DATE: <i>10 10 65</i> | | | | | |
| PAY CHANGE NOTIFICATION | | | | | | | | | | |

560E Mfg 365

(43)

"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 4 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 OCTOBER 1965

| NAME | SERIAL | ORGN. | FUNDS | GR-STEP | OLD SALARY | NEW SALARY |
|---------------------|--------|-------|-------|------------|------------|------------|
| <i>Smith Joseph</i> | 007894 | 51 | 720 | CF GS 14 4 | \$15,640 | \$16,204 |

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

| NAME | SERIAL | ORGN | FUNDS | GR-ST | OLD SALARY | NEW SALARY |
|-----------------------------------------------|--------|------|-------|------------|------------|------------|
| XXXXXXXXXX <i>Smith, Joseph</i> | 007894 | 51 | 650 | CF GS 14 4 | \$14,120 | \$14,965 |

FORWARDED
01-10

WH

| | | | | | | | | | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|---------------|----------------|--------------------|-----------------------|---------|----------------|----------------|-----|-----|
| 1. Serial No. | | 2. Name | | | 3. Cost Center Number | | 4. LWOP Hours | | | |
| 007894 | | <i>Joseph</i> | | | 51 650 CF | | | | | |
| 5. OLD SALARY RATE | | | | 6. NEW SALARY RATE | | | | 7. TYPE ACTION | | |
| Grade | Step | Salary | Last Eff. Date | Grade | Step | Salary | Effective Date | PSI | ISM | ADI |
| GS 14 | J | 513,093 | 12/23/62 | GS 14 | 4 | 514,120 | 12/22/63 | | | |
| 8. Remarks and Authentication | | | | | | | | | | |
| <p> / / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS AUDITED BY <i>[Signature]</i> </p> <p>I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.</p> <p>SIGNATURE <i>[Signature]</i> DATE 15 Oct 63</p> | | | | | | | | | | |
| c/wH/z PAY CHANGE NOTIFICATION | | | | | | | | | | |

SECRET
(When Filled In)

REC: 10 MAY 63

| NOTIFICATION OF PERSONNEL ACTION | | | | | | | | | | | |
|---------------------------------------------------------------------------------------------------------------------------|--|-----------------------------------------------------|-----------------------------------|----------------------|--|-------------------------------------------------------------|--|--------------------------------------|--|-------------------------|--|
| 1. SERIAL NUMBER 007894 | | 2. NAME (LAST-FIRST-MIDDLE) <i>Smith, Joseph</i> | | | | | | | | | |
| 3. NATURE OF PERSONNEL ACTION REASSIGNMENT | | | | | | 4. EFFECTIVE DATE MO. DA. YR. 05 12 63 | | 5. CATEGORY OF EMPLOYMENT REGULAR | | | |
| 6. FUNDS | | V TO V | | U TO U | | 7. COST CENTER NO. (CHARGEABLE) | | 8. CSC OR OTHER LEGAL AUTHORITY | | | |
| U TO V | | X | | U TO U | | 3135 5050 1000 | | 50 USC 403 J | | | |
| 9. ORGANIZATIONAL DESIGNATIONS DDP WH BRANCH 2 BUENOS AIRES, ARGENTINA STATION EE UNIT | | | | | | 10. LOCATION OF OFFICIAL STATION BUENOS AIRES, ARGENTINA | | | | | |
| 11. POSITION TITLE OPS OFFICER | | | | | | 12. POSITION NUMBER 0651 | | 13. SERVICE DESIGNATION D | | | |
| 14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS | | | 15. OCCUPATIONAL SERIES 013501 | | | 16. GRADE AND STEP 14 3 | | 17. SALARY OR RATE 13695 | | | |
| 18. REMARKS | | | | | | | | | | | |
| SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL | | | | | | | | | | | |
| 19. ACTING CODE | | 20. OFFICE CODING | | 21. SECTION CODE | | 22. INTERVIEW CODE | | 23. HOURS CODE | | 24. DATE OF BIRTH | |
| 37 10 | | 64650 WH | | 04734 | | 3 | | 05 16 21 | | | |
| 25. SPECIAL REFERENCE | | 26. RETIREMENT DATA | | 27. SEPARATION DATA | | 28. CORRECTION/CANCELLATION DATA | | 29. SECURITY REQ. NO. | | 30. SEC. NO. | |
| | | | | | | | | EOD DATA | | | |
| 31. PREFERENCE | | 32. SERA. COMP. DATE | | 33. LONG COMP. DATE | | 34. CAREER CATEGORY | | 35. FEGLI / HEALTH INSURANCE | | 36. SOCIAL SECURITY NO. | |
| | | | | | | | | | | | |
| 37. PREVIOUS GOVERNMENT SERVICE DATA | | | | 38. FEDERAL TAX DATA | | | | 39. STATE TAX DATA | | | |
| | | | | | | | | | | | |
| SIGNATURE OR OTHER AUTHENTICATION | | | | | | | | | | | |
| <div style="border: 1px solid black; padding: 5px; display: inline-block;"> POSTED <i>05/13/63 JKS</i> </div> | | | | | | | | | | | |

POSTED BY
glo
MAY 1963

EOD DATA

POSTED
05/13/63 JKS

LLG: 21 DEC. 62

SECRET
(When Filled In)

| NOTIFICATION OF PERSONNEL ACTION | | | | | | | | | | | | | | | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|------------------------------------------------|------------------------------------|-----------------------------------------------------|--|---------------------------------------------------------------|--|------------------------------------------------------------|--|----------------------------------------------------------|--|--------------------------------------------------|--|--------------------------------------------------|--|------------------------------------------------|--|
| OCB | | | | | | | | | | | | | | | | | |
| 1. SERIAL NUMBER 62-1844 620455 | | 2. NAME (LAST-FIRST-MIDDLE) Smith, Joseph O | | | | | | | | | | | | | | | |
| 3. NATURE OF PERSONNEL ACTION PROMOTION | | | | 4. EFFECTIVE DATE NO. DA. YR. 12 23 62 | | 5. CATEGORY OF EMPLOYMENT REGULAR | | | | | | | | | | | |
| 6. FUNDS | | V TO V | | V TO CP | | 7. COST CENTER NO. CHARGEABLE 3135 5050 1000 | | 8. CSC OR OTHER LEGAL AUTHORITY 50 USC 403 J | | | | | | | | | |
| CF TO V | | X | | CF TO CP | | | | | | | | | | | | | |
| 9. ORGANIZATIONAL DESIGNATIONS DDP WH BRANCH 2 BUENOS AIRES, ARGENTINA STATION | | | | | | 10. LOCATION OF OFFICIAL STATION BUENOS AIRES, ARGENTINA | | | | | | | | | | | |
| 11. POSITION TITLE OPS OFFICER | | | | | | 12. POSITION NUMBER 0848 | | 13. CAREER SERVICE DESIGNATION D | | | | | | | | | |
| 14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS | | | 15. OCCUPATIONAL SERIES 0136.01 | | | 16. GRADE AND STEP 14 3 | | 17. SALARY OR RATE 13695 | | | | | | | | | |
| 18. REMARKS | | | | | | | | | | | | | | | | | |
| SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL | | | | | | | | | | | | | | | | | |
| 19. ACTION CODE 22 | | 20. EMPLOY. CODE 10 | | 21. OFFICE CODING NUMERIC ALPHABETIC 61650 WH | | 22. STATION CODE 04041 | | 23. INTERCEE CODE | | 24. HIGHT. CODE 3 | | 25. DATE OF BIRTH MO. DA. YR. 06 16 21 | | 26. DATE OF GRADE MO. DA. YR. 12 23 62 | | 27. DATE OF LEI MO. DA. YR. 12 23 62 | |
| 28. NIE EXPIRES MO. DA. YR. 80 | | | | 29. SPECIAL REFERENCE | | 30. RETIREMENT DATA | | 31. SEPARATION DATA CODE | | 32. CORRECTION/CANCELLATION DATA EOD DATA | | 33. SECURITY REG. NO. | | 34. SER | | | |
| 35. VET. PREFERENCE CODE 0: NONE 1: 5 PT. 2: 10 PT. | | 36. SEAV. COMP. DATE MO. DA. YR. | | 37. LONG. COMP. DATE MO. DA. YR. | | 38. CAREER CATEGORY CODE 2: NO 3: YES | | 39. FEGLI / HEALTH INSURANCE CODE 0: GIVEN 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 EXEMPTED CODE 1: YES 2: NO | | | | 44. STATE TAX DATA FORM CALCULATED 1: YES 2: NO | | | | | | | |
| SIGNATURE OR OTHER AUTHENTICATION | | | | | | | | | | | | | | | | | |
| FOSTER 21/12/62 | | | | | | | | | | | | | | | | | |

Bar

14-00000
FORM 1150
4-62

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 87-793 AND
DCI MEMORANDUM DATED 1 AUGUST 1961, SALARY IS ADJUSTED AS FOLLOWS:
EFFECTIVE 14 OCTOBER 1962

| NAME | SERIAL | ORGN | FUNDS | OLD GRST | OLD SALARY | NEW GRST | NEW SALARY |
|----------------------|------------------|-------|---------|-------------|---------------|-------------|---------------|
| <u>Smith, Joseph</u> | 007894 | | | | | | |
| | 29725 | 44630 | CF 13 B | \$11575 | 13 B | \$12610 | |

JL

SECRET
(When Filled In)

ARM: 1 JUNE 62

| OAB NOTIFICATION OF PERSONNEL ACTION | | | | | | | | | | | |
|------------------------------------------------------------------------------------------------------------------------------------------|-----------------|----------------------------------------------|------------------------------------|---------------------|----------------------|----------------------------------------------------------------------------------------|--------------------|-------------------------------------------------|-------------------|-------------------------------------|-----------------|
| 1. SERIAL NUMBER 007894 032555 | | 2. NAME (LAST-FIRST-MIDDLE) Smith, Joseph | | | | | | | | | |
| 3. NATURE OF PERSONNEL ACTION EXCEPTED APPOINTMENT (CAREER) | | | | | | 4. EFFECTIVE DATE MO. DA. YR. 05 27 62 | | 5. CATEGORY OF EMPLOYMENT REGULAR | | | |
| 6. FUNDS | | V TO V | | V TO CP | | 7. POST CENTER NO. CHARGEABLE 2135 5050 1000 | | 8. CSC OR OTHER LEGAL AUTHORITY 50 USC 403 J | | | |
| CF TO V | | X | | CF TO CP | | 9. ORGANIZATIONAL DESIGNATIONS DDP WH BRANCH 2 BUENOS AIRES ARGENTINA STATION | | | | | |
| 10. LOCATION OF OFFICIAL STATION BUENOS AIRES, ARGENTINA | | | | | | 11. POSITION TITLE OPS OFFICER | | 12. POSITION NUMBER 0848 | | 13. CAREER SERVICE DESIGNATION D | |
| 14. CLASSIFICATION SCHEDULE (GS, LO, etc.) GS | | | 15. OCCUPATIONAL SERIES 0136.01 | | | 16. GRADE AND STEP 13 5 | | 17. SALARY OR RATE 11675 | | | |
| 18. REMARKS | | | | | | | | | | | |
| <div style="border: 1px solid black; padding: 5px; display: inline-block;"> POSTED ON 26 June 62 </div> | | | | | | | | | | | |
| SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL | | | | | | | | | | | |
| 19. ACTION CODE | 20. EMPLOY CODE | 21. OFFICE CODING | | 22. STATION CODE | 23. INTERSEC CODE | 24. PAYGR. | 25. DATE OF BIRTH | | 26. DATE OF GRADE | | 27. DATE OF EGI |
| 13 | 10 | NUMERIC | ALPHABETIC | 04041 | | 3 | MO. DA. YR. | MO. DA. YR. | MO. DA. YR. | | |
| | | 04650 | WH | | | | 06 16 21 | 10 09 55 | 10 01 61 | | |
| 28. NTE EXPIRES | | 29. SPECIAL REFERENCE | | 30. RETIREMENT DATA | | 31. SEPARATION DATA CODE | | 32. CORRECTION/CANCELLATION DATA | | 33. SECURITY REG. NO. | 34. SEX |
| | | 30 | | 1 | | | | | | 07894 | M1 |
| 35. VLT. PREFERENCE | | 36. SERV. COMP. DATE | | 37. LONG COMP. DATE | | 38. MIL. SERV. CREDIT/LCO | | 39. FEGLI / HEALTH INSURANCE | | 40. SOCIAL SECURITY NO. | |
| 1 | | MO. DA. YR. | | MO. DA. YR. | | 1 - YES 2 - NO | | 1 - YES 2 - NO | | | |
| | | 10 03 48 | | 09 17 51 | | C | | I | | | |
| 41. PREVIOUS GOVERNMENT SERVICE DATA | | | | 42. LEAVE CAT. CODE | 43. FEDERAL TAX DATA | | 44. STATE TAX DATA | | | | |
| 1 | | | | 6 | 0 0 | | | | | | |
| SIGNATURE OR OTHER AUTHENTICATION | | | | | | | | | | | |
| <div style="border: 1px solid black; padding: 10px; display: inline-block;"> POSTED 26/07/62 WK </div> | | | | | | | | | | | |

26 June 62

ARM: 1 JUNE 62

SECRET
(When Filled in)

| NOTIFICATION OF PERSONNEL ACTION | | | | | | | | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|-------------------------------|-------------------------|---------------------------------|----------------------------------|----------------------------------|--------------------------------|-------------------------|-------------------|-----------------|
| 1. SERIAL NUMBER | | 2. NAME (LAST-FIRST-MIDDLE) | | | | | | | | |
| 007894 | | SMITH JOSEPH B | | | | | | | | |
| 3. NATURE OF PERSONNEL ACTION | | | | | 4. EFFECTIVE DATE | | 5. CATEGORY OF EMPLOYMENT | | | |
| RESIGNATION | | | | | 05 26 62 | | REGULAR | | | |
| 6. FUNDS | | 7. COST CENTER NO. CHARGEABLE | | 8. CSC OR OTHER LEGAL AUTHORITY | | | | | | |
| X | | 2235 1000 1000 | | | | | | | | |
| 9. ORGANIZATIONAL DESIGNATIONS | | | | | 10. LOCATION OF OFFICIAL STATION | | | | | |
| DDP WH BRANCH 1 VENEZUELA SECTION | | | | | WASH., D. C. | | | | | |
| 11. POSITION TITLE | | | | | 12. POSITION NUMBER | | 13. CAREER SERVICE DESIGNATION | | | |
| OPS OFFICER | | | | | 0505 | | D | | | |
| 14. CLASSIFICATION SCHEDULE (GS, LN, etc.) | | | 15. OCCUPATIONAL SERIES | | 16. GRADE AND STEP | | 17. SALARY OR RATE | | | |
| GS | | | 0136.01 | | 13 5 | | 11675 | | | |
| 18. REMARKS | | | | | | | | | | |
| | | | | | | | | | | |
| SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL | | | | | | | | | | |
| 19. ACTION CODE | 20. EMPLOY CODE | 21. OFFICE CODING | | 22. STATION CODE | 23. INTEGRATE CODE | 24. HIRING CODE | 25. DATE OF BIRTH | | 26. DATE OF GRADE | 27. DATE OF LGS |
| 45 | 10 | | | | | | 06 16 62 | | | |
| 28. NTE EXPIRES | | 29. SPECIAL REFERENCE | 30. RETIREMENT DATA | | 31. SEPARATION DATA (CODE) | 32. CORRECTION CANCELLATION DATA | | 33. SECURITY REG NO. | | 34. SEC REG NO. |
| | | | | | 1800001 | | | EOD DATA | | |
| 35. YET. PREFERENCE | 36. SERV. COMP. DATE | | 37. LONG. COMP. DATE | | 38. MIL. SERV. CREDIT/CD | 39. FEELI / HEALTH INSURANCE | | 40. SOCIAL SECURITY NO. | | |
| | | | | | | | | | | |
| 41. PREVIOUS GOVERNMENT SERVICE DATA | | | 42. LEAVE CAT. CODE | 43. FEDERAL TAX DATA | | 44. STATE TAX DATA | | | | |
| | | | | | | | | | | |
| SIGNATURE OR OTHER AUTHENTICATION | | | | | | | | | | |
| <div style="border: 2px solid black; padding: 5px; display: inline-block;"> <p style="margin: 0;">POSTED</p> <p style="margin: 0;">06/16/62 ZJK</p> </div> | | | | | | | | | | |

SEP 1 1962

AES: 15 SEPT 61

SECRET
(When Filled In)

| NOTIFICATION OF PERSONNEL ACTION | | | | | | | | | | | |
|-------------------------------------------------------------------------------------------------------------------------|-----------------|-------------------------------|----|---------------------------------|------------------|----------------------------------|-------------------|----------------------------------|--------------------------------|-------------------------|-----------------|
| 1. SERIAL NUMBER | | 2. NAME (LAST-FIRST-MIDDLE) | | | | | | | | | |
| 007894 | | SMITH JOSEPH B | | | | | | | | | |
| 3. NATURE OF PERSONNEL ACTION | | | | | | 4. EFFECTIVE DATE | | | 5. CATEGORY OF EMPLOYMENT | | |
| REASSIGNMENT | | | | | | 09 15 61 | | | REGULAR | | |
| 6. FUNDS | | 7. COST CENTER NO. CHARGEABLE | | 8. CSC OR OTHER LEGAL AUTHORITY | | 9. V TO V | | 10. V TO CF | | 11. CF TO V | |
| X | | 2235 1000 1000 | | 50 USC 403 J | | | | | | | |
| 18. ORGANIZATIONAL DESIGNATIONS | | | | | | 19. LOCATION OF OFFICIAL STATION | | | | | |
| DDP WH BRANCH 1 VENEZUELA SEC | | | | | | WASH., D.C. | | | | | |
| 11. POSITION/TITLE | | | | | | 12. POSITION NUMBER | | | 13. CAREER SERVICE DESIGNATION | | |
| OPS OFFICER | | | | | | 0505 | | | D | | |
| 14. CLASSIFICATION SCHEDULE (GS, WD, etc.) | | | | 15. OCCUPATIONAL SERIES | | 16. GRADE AND STEP | | 17. SALARY OR RATE | | | |
| GS | | | | 0136.01 | | 13 4 | | 11415 | | | |
| 18. REMARKS | | | | | | | | | | | |
| SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL | | | | | | | | | | | |
| 19. ACTION CODE | 20. EMPLOY CODE | 21. OFFICE CODING | | 22. STATION CODE | 23. INTEGER CODE | 24. MONTH CODE | 25. DATE OF BIRTH | | 26. RATE OF GRADE | | 27. DATE OF LEI |
| 37 | 10 | 64300 | WH | 75013 | | 1 | 09 | 16 | 21 | | |
| 28. HSE EXPIRES | | 29. SPECIAL REFERENCE | | 30. RETIREMENT DATA | | 31. SEPARATION DATA CODE | | 32. CONNECTION/CANCELLATION DATA | | 33. SECURITY REQ NO | |
| | | | | | | | | EOD DATA | | | |
| 34. VET. PREFERENCE | | 35. SERV. COMP. DATE | | 36. LONG COMP. DATE | | 37. MIL. SERV. CREDIT/LEI | | 38. FEGLI/HEALTH INSURANCE | | 39. SOCIAL SECURITY NO. | |
| | | | | | | | | | | | |
| 40. PREVIOUS GOVERNMENT SERVICE DATA | | | | 41. LEAVE CAT | | 42. FEDERAL TAX DATA | | 43. STATE TAX DATA | | | |
| | | | | | | | | | | | |
| SIGNATURE OR OFFICE AUTHENTICATION | | | | | | | | | | | |
| <div style="border: 1px solid black; padding: 5px; display: inline-block;"> <p>FORWARDED</p> <p>09/14/61 ZJK</p> </div> | | | | | | | | | | | |

ARE:25 AUG 1961

SECRET
(When Filled In)

| NOTIFICATION OF PERSONNEL ACTION | | | | | | | | | | |
|----------------------------------------------------------------------------|-----------------|-------------------------------|-------------------------|---------------------------------|----------------------------------|----------------------------|--------------------------------|----------------------------------|-------------------|-------------------------|
| 1. SERIAL NUMBER | | 2. NAME (LAST-FIRST-MIDDLE) | | | | | | | | |
| 007894 | | SMITH JOSEPH B | | | | | | | | |
| 3. NATURE OF PERSONNEL ACTION | | | | | 4. EFFECTIVE DATE | | 5. CATEGORY OF EMPLOYMENT | | | |
| REASSIGNMENT | | | | | 08 25 61 | | REGULAR | | | |
| 6. FUNDS | | 7. COST CENTER NO. CHARGEABLE | | 8. CSC OR OTHER LEGAL AUTHORITY | | | | | | |
| X | | 2235 1000 1000 | | 50 USC 403 J | | | | | | |
| 9. ORGANIZATIONAL DESIGNATIONS | | | | | 10. LOCATION OF OFFICIAL STATION | | | | | |
| DDP WH BRANCH 1 VENEZUELA SECTION | | | | | WASH., D. C. | | | | | |
| 11. POSITION TITLE | | | | | 12. POSITION NUMBER | | 13. CAREER SERVICE DESIGNATION | | | |
| OPS OFFICER | | | | | 0459 | | D | | | |
| 14. CLASSIFICATION SCHEDULE (GS, WR, etc.) | | | 15. OCCUPATIONAL SERIES | | 16. GRADE AND STEP | | 17. SALARY OR RATE | | | |
| GS | | | 0136.01 | | 13 4 | | 11415 | | | |
| 18. REMARKS | | | | | | | | | | |
| | | | | | | | | | | |
| SPACES BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL | | | | | | | | | | |
| 19. ACTION CODE | 20. EMPLOY CODE | 21. OFFICE CODING | | 22. STATION CODE | 23. INSURANCE CODE | 24. PARTIAL CODE | 25. DATE OF BIRTH | | 26. DATE OF GRADE | 27. DATE OF SET |
| 37 | 10 | 64300 WH | | 75013 | | 1 | 05 16 21 | | | |
| 28. WFE EXPIRES | | 29. SPECIAL REFERENCE | | 30. RETIREMENT DATA | | 31. SEPARATION DATA CODE | | 32. CORRECTION/CANCELLATION DATA | | 33. SECURITY 412 NO. |
| | | | | | | | | EOD DATA | | |
| 34. PFI. PREFERENCE | | 35. SERV. COMP. DATE | | 36. LONG COMP. DATE | | 37. MIL. SERV. CREDITS/CO. | | 38. FEGLI / HEALTH INSURANCE | | 39. SOCIAL SECURITY NO. |
| | | | | | | | | | | |
| 40. PREVIOUS GOVERNMENT SERVICE DATA | | | | 41. LEAVE CAT. CODE | | 42. FEDERAL TAX DATA | | 43. STATE TAX DATA | | |
| | | | | | | | | | | |
| SIGNATURE OR OTHER AUTHENTICATION | | | | | | | | | | |
| <div style="text-align: right;"> <p>10/10/61</p> <p>08/29/61 JK</p> </div> | | | | | | | | | | |

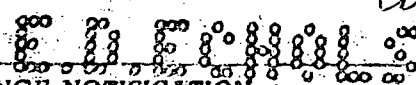
1150
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8/25/61

SECRET

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25
25

SECRET
(When Filled In)

| | | | | | | | | | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|----------------|---------------|-----------------------|------|---------------|----------------|----------------|-----|------|
| 1. Serial No. | | 2. Name | | 3. Cost Center Number | | 4. LWOP Hours | | | | |
| 07824 | | SMITH JOSEPH R | | WH 74 V | | | | | | |
| 5. OLD SALARY RATE | | | | 6. NEW SALARY RATE | | | | 7. TYPE ACTION | | |
| Grade | Step | Salary | Last-TH. Date | Grade | Step | Salary | Effective Date | FBI | LSI | ADJ. |
| 15 | 13 | 4 | \$11,415 | 04/03/69 | 13 | 5 | \$11,675 | 10/01/69 | | |
| 8. Remarks and Authentication | | | | | | | | | | |
| <p> <input checked="" type="checkbox"/> NO EXCESS LWOP <input checked="" type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> IN LWOP STATUS AT END OF WAITING PERIOD </p> <p style="text-align: right;"> <i>JK</i> <i>WK</i> </p> | | | | | | | | | | |
|  PAY CHANGE NOTIFICATION | | | | | | | | | | |

Form 500
743

Obsolete Previous Edition

SECRET

(481)

L 1

SECRET
(When Filled In)

BLT 30 SEPT 1960

| NOTIFICATION OF PERSONNEL ACTION | | | | | | | | | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|-----------------------------|-------------------------|----------------------------|----------------------------------|---------------------------------------------------|---------------------------|--------------------------------------|-------------------|-------------------------|
| 1. SERIAL NUMBER | | 2. NAME (LAST-FIRST MIDDLE) | | | | | | | | |
| 00789A | | SMITH JOSEPH B | | | | | | | | |
| 3. NATURE OF PERSONNEL ACTION | | | | | 4. EFFECTIVE DATE | | 5. CATEGORY OF EMPLOYMENT | | | |
| REASSIGNMENT | | | | | MO. DA. YR. 10 02 60 | | REGULAR | | | |
| 6. FUNDS | | V TO V | | V TO CF | | 7. COST CENTER NO. CHARGEABLE | | 8. CSC OR OTHER LEGAL AUTHORITY | | |
| X | | | | | | 1221 1000 1000 | | 50 USC 403 d | | |
| 9. ORGANIZATIONAL DESIGNATIONS | | | | | 10. LOCATION OF OFFICIAL STATION | | | | | |
| DDP CA STAFF PROPAGANDA GROUP GUIDANCE BRANCH | | | | | WASH., D. C. | | | | | |
| 11. POSITION TITLE | | | | 12. POSITION NUMBER | | 13. CAREER SERVICE DESIGNATION | | | | |
| OPS OFFICER | | | | 0356 | | D | | | | |
| 14. CLASSIFICATION SCHEDULE (GS, WB, WC) | | | 15. OCCUPATIONAL SERIES | | 16. GRADE AND STEP | | 17. SALARY OR RATE | | | |
| GS | | | 0136.01 | | 13 4 | | 11415 | | | |
| 18. REMARKS | | | | | | | | | | |
| <div style="border: 1px solid black; padding: 10px; width: fit-content; margin: auto;"> <p>FD-113</p> <p>10-20-60 WR</p> </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. MONTH | 25. DATE OF BIRTH | | 26. DATE OF GRADE | 27. DATE OF 1ST |
| 37 | 10 | 44300 | CA | 75013 | | 1 | 06 | 16 | 21 | |
| 28. HEE EXPIRES | | 29. SPECIAL REFERENCE | | 30. RETIREMENT DATA | | 31. SEPARATION DATA CODE | | 32. CORRECTION/CANCELLATION DATA | | 33. SECURITY REG NO. |
| | | | | | | | | | | ROD DATA |
| 35. VET. PREFERENCE | | 36. SERV. COMP. DATE | | 37. LONG COMP. DATE | | 38. MIL. SERA. CREDIT-LED | | 39. FEELI/HEALTH INSURANCE | | 40. SOCIAL SECURITY NO. |
| | | | | | | | | | | |
| 41. PREVIOUS GOVERNMENT SERVICE DATA | | | | 42. LEAVE CAT. | | 43. FEDERAL SER. DATA | | 44. STATE SER. DATA | | |
| CODE 0 - NO PREVIOUS SERVICE 1 - 12 MONTHS IN SERVICE 2 - BREAK IN SERVICE LESS THAN 12 MONTHS 3 - BREAK IN SERVICE MORE THAN 12 MONTHS | | | | CODE 1 - 124 2 - 100 | | CODE NO. TAX DEFERPTIONS 1 - 185 2 - 100 | | CODE NO. TAX EXEMP. STATE CODE | | |
| SIGNATURE OR OTHER AUTHENTICATION | | | | | | | | | | |

IN ACCORDANCE WITH THE PROVISIONS OF P. L. 86-568 AND DCI MEMO DATED
1 AUGUST 1986, SALARY IS ADJUSTED AS FOLLOWS EFFECTIVE 10 JULY 1986.

| SO | NAME | SERIAL | ORGN | GR-ST | OLD SALARY | NEW SALARY |
|----|----------------|--------|-------|---------|------------|------------|
| D | SMITH JOSEPH B | 107894 | 42 30 | GS-13 4 | \$10,610 | \$11,415 |

/s/ EMMETT D. ECHOLS
DIRECTOR OF PERSONNEL

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

PAS: 25 JULY 1960

| | | | | | | | | | | | | | | | |
|---------------|-----|-----------------------------|-------|---------------------------------|------------------|-----|--------------------|---------------|------|-----------|-------|------------|-----|---------|--|
| 1. Serial No. | | 2. Name (Last-First-Middle) | | | 3. Date Of Birth | | | 4. Vol. Pref. | | 5. Sex | | 6. C.S. ID | | | |
| 107894 | | SMITH JOSEPH B | | | Mo. | Da. | Yr. | Non-0 | Code | M | I | Mo. | Da. | Yr. | |
| 06 | | 16 | | 21 | 5 Pr-1 | | 1 | | | | 09 | 17 | 51 | | |
| 7. SCD | | 8. CSC Reim. | | 9. CSC Or Other Legal Authority | | | 10. Apmt. Allidav. | | | 11. FEGLI | | 12. LCD | | 13. ... | |
| Mo. | Da. | Yr. | Yes-1 | Code | | | | Mo. | Da. | Yr. | Yes-1 | Code | | | |
| 10 | 03 | 48 | No-2 | 1 | 50 USCA 403 | | | Mo. | Da. | Yr. | Yes-1 | Code | | | |
| | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |

PREVIOUS ASSIGNMENT

| | | | | | | | | | | | | |
|------------------------------------------------------|------|--------------------|--|------------------|--|----------------------------------|-----------|--|--------------------------|--------------|--------------------------|--|
| 14. Organizational Designations | | | | Code | | 15. Location Of Official Station | | | | Session Code | | |
| DDP FE BRANCH 3 PHILIPPINES STATION PP SECTION | | | | 5161 | | MANILA, R.P. | | | | 57557 | | |
| 16. Dept. - Field | | 17. Position Title | | 18. Position No. | | | 19. Serr. | | 20. Comp. Series | | | |
| Dept. - 2 | Code | OPS OFFICER | | 0710 | | | GS | | 0136.01 | | | |
| USHD - 4 | | | | | | | | | | | | |
| Frqn. - 6 | 5 | | | | | | | | | | | |
| 21. Grade & Step | | 22. Salary Or Rate | | 23. SD | | 24. Date Of Grade | | | 25. PSI Due | | 26. Appropriation Number | |
| 13 4 | | \$ 10610 | | D | | Mo. Da. Yr. 10 09 55 | | | Mo. Da. Yr. 10 05 58 | | 8 3780 55 006 | |

ACTION

| | | | | | | | | | | | |
|-----------------------------------------------|--|------|--|--------------------------|--|----------------------|--|------|--|---------------------|--|
| 27. Nature Of Action | | Code | | 28. Eff. Date | | 29. Type Of Employee | | Code | | 30. Separation Data | |
| REASSIGNMENT & TRANSFER TO VOUCHERED FUNDS | | 02 | | Mo. Da. Yr. 05 29 60 | | REGULAR | | 01 | | | |

PRESENT ASSIGNMENT

| | | | | | | | | | | | | |
|-------------------------------------------------------------|------|--------------------|--|------------------|--|----------------------------------|-----------|--|--------------------------|--------------|--------------------------|--|
| 31. Organizational Designations | | | | Code | | 32. Location Of Official Station | | | | Session Code | | |
| DDP COVERT ACTION STAFF PROPAGANDA GROUP MEDIA BRANCH | | | | 4230 | | WASH., D.C. | | | | 75013 | | |
| 33. Dept. - Field | | 34. Position Title | | 35. Position No. | | | 36. Serr. | | 37. Comp. Series | | | |
| Dept. - 2 | Code | OPS OFFICER | | 0399 | | | GS | | 0136.01 | | | |
| USHD - 4 | | | | | | | | | | | | |
| Frqn. - 6 | 2 | | | | | | | | | | | |
| 38. Grade & Step | | 39. Salary Or Rate | | 40. SD | | 41. Date Of Grade | | | 42. PSI Due | | 43. Appropriation Number | |
| 13 4 | | \$ 10610 | | D | | Mo. Da. Yr. 10 09 55 | | | Mo. Da. Yr. 10 01 61 | | 0221 1000 1000 | |

44. Remarks

7-26-60

| 0. OLD SALARY RATE | | | | | | 7. NEW SALARY RATE | | | | | |
|--------------------|------|----------|---------------------|----|----|--------------------|------|----------|----------------|----|----|
| GRADE | STEP | SALARY | LAST EFFECTIVE DATE | | | GRADE | STEP | SALARY | EFFECTIVE DATE | | |
| GS 13 | 7 | \$10,130 | 04 | 07 | 57 | GS 13 | 3 | \$10,370 | 10 | 05 | 58 |

TO BE COMPLETED BY THE OFFICE OF THE COMPTROLLER

8. CHECK ONE NO EXCESS LWOP EXCESS LWOP

IF EXCESS LWOP, CHECK FOLLOWING:
 IN PAY STATUS AT END OF WAITING PERIOD
 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

| GRADE | STEP | SALARY | MO. | DA. | YR. |
|-------|------|--------|-----|-----|-----|
|-------|------|--------|-----|-----|-----|

13. REMARKS

14. AUTHENTICATION

SECRET (WHEN FILLED IN)

| | | | | |
|--------------------|----------------|--------------------|----------|--------------|
| 1. EMP. SERIAL NO. | 2. NAME | 3. ASSIGNED ORGAN. | 4. FUNDS | 5. ALLOTMENT |
| 507894 | SMITH JOSEPH B | DDP/FE - 2d | UV | |

| 6. OLD SALARY RATE | | | | | | 7. NEW SALARY RATE | | | | | |
|--------------------|------|----------|---------------------|-----|-----|--------------------|------|----------|----------------|-----|-----|
| GRADE | STEP | SALARY | LAST EFFECTIVE DATE | | | GRADE | STEP | SALARY | EFFECTIVE DATE | | |
| | | | MO. | DA. | YR. | | | | MO. | DA. | YR. |
| GS 13 | 2 | \$10,130 | 04 | 07 | 57 | GS 13 | 3 | \$10,370 | 10 | 05 | 58 |

REMARKS

FFVE-722

CERTIFICATION

I CERTIFY THAT THE SERVICE AND CONDUCT OF THE ABOVE NAMED EMPLOYEE ARE SATISFACTORY.

TYPED, OR PRINTED, NAME OF SUPERVISOR: Frank T. Driscoll FE/P/FSH

DATE: 10 OCT 1958

SIGNATURE OF SUPERVISOR: [Signature]

PERIODIC STEP INCREASE

SECRET (WHEN FILLED IN)

| | | | | |
|--------------------|----------------|--------------------|----------|--------------|
| 1. EMP. SERIAL NO. | 2. NAME | 3. ASSIGNED ORGAN. | 4. FUNDS | 5. ALLOTMENT |
| 507894 | SMITH JOSEPH B | DDP/FE 2d | UV | |

| 6. OLD SALARY RATE | | | | | | 7. NEW SALARY RATE | | | | | |
|--------------------|------|----------|---------------------|-----|-----|--------------------|------|----------|----------------|-----|-----|
| GRADE | STEP | SALARY | LAST EFFECTIVE DATE | | | GRADE | STEP | SALARY | EFFECTIVE DATE | | |
| | | | MO. | DA. | YR. | | | | MO. | DA. | YR. |
| GS 13 | 3 | \$10,370 | 10 | 05 | 58 | GS 13 | 4 | \$10,610 | 05 | 03 | 59 |

TO BE COMPLETED BY THE OFFICE OF COMPTROLLER

8. CHECK ONE NO EXCESS LWOP EXCESS LWOP

IF EXCESS LWOP, CHECK FOLLOWING:
 IN PAY STATUS AT END OF WAITING PERIOD
 IN LWOP STATUS AT END OF WAITING PERIOD

9. NUMBER OF HOURS LWOP

10. INITIALS OF CLERK

11. AUDITED BY

TO BE COMPLETED BY THE OFFICE OF PERSONNEL

12. TYPE OF ACTION

13. REMARKS

14. AUTHENTICATION

10/11/58

SECRET

S E C R E T

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 |
|----------------|--------|------------|------------|------------|
| SMITH JOSEPH B | 507894 | GS-13-2 | \$ 9,205 | \$10,130 |

GORDON W. STEWART
/S/ DIRECTOR OF PERSONNEL

S E C R E T

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

DMG 7 FEB 58

| | | | | | | | | | | | | | | | |
|-------------------------|--|-----------------------------------------------|--|--|------------------------------------------------|--|--|---------------------------------------------------|--|-----------------------------------|--|----------------------------------------|--|-----------------------------------------------------------------------------------------------|--|
| 1. Serial No. 507894 | | 2. Name (Last-First-Middle) SMITH JOSEPH B | | | 3. Date Of Birth Mo. Da. Yr. 06 16 21 | | | 4. Vet. Prof. None-0 5 Pt-1 10 Pt-2 1 | | 5. Sex M 1 | | 6. CS - EGD Mo. Da. Yr. 09 17 51 | | | |
| 7. SCD | | 8. CSC Rmnt. Yes-1 No-2 1 | | | 9. CSC Or Other Legal Authority 50 USCA 403 | | | 10. Apmt. Alliday Mo. Da. Yr. | | 11. Ft. GLI Yes-1 No-2 1 | | 12. LCD Mo. Da. Yr. 09 17 51 | | 13. ¹⁰¹ ₁₀₁ ¹⁰¹ ₁₀₁ Yes-1 No-2 Code 2 | |

PREVIOUS ASSIGNMENT

| | | | | | | | | | | | | |
|--------------------------------------------------------------------------|--|-------------------------------------------|--|--------------|--|-------------------------------------------------|--|----------------------------------------|--|---------------------------------------|--|--|
| 14. Organizational Designations DDP FE BR 5 OFFICE OF THE CHIEF | | | | Code 5121 | | 15. Location Of Official Station WASH. D. C. | | | | Station Code 75013 | | |
| 16. Dept. - Field Dept - 1 USfld - 3 Frgn - 5 2 | | 17. Position Title AREA OPS OF D BR CH | | | | 18. Position No. 3369 | | 19. Serv. GS | | 20. Occup. Series 0136.01 | | |
| 21. Grade & Step 13 2 | | 22. Salary Or Rate \$ 9205 | | 23. SD DP | | 24. Date Of Grade Mo. Da. Yr. 10 09 55 | | 25. PSI Due Mo. Da. Yr. 10 05 58 | | 26. Appropriation Number 8 3700 20 | | |

ACTION

| | | | | | | | | | | | |
|-----------------------------------------------------------------------|--|------------|--|------------------------------------------|--|---------------------------------|--|------------|--|---------------------|--|
| 27. Nature Of Action REASSIGNMENT TRANSFER TO UNVOUCHERED FUNDS | | Code 05 | | 28. Eff. Date Mo. Da. Yr. 02 09 58 | | 29. Type Of Employee REGULAR | | Code 01 | | 30. Separation Data | |
|-----------------------------------------------------------------------|--|------------|--|------------------------------------------|--|---------------------------------|--|------------|--|---------------------|--|

PRESENT ASSIGNMENT

| | | | | | | | | | | | | |
|-----------------------------------------------------------------------------------------|--|---------------------------------|--|--------------|--|--------------------------------------------------|--|----------------------------------------|--|-------------------------------------------|--|--|
| 31. Organizational Designations DDP FE BRANCH 3 PHILIPPINES STATION PP SECTION | | | | Code 5161 | | 32. Location Of Official Station MANILA S. P. | | | | Station Code 57557 | | |
| 33. Dept. - Field Dept - 1 USfld - 3 Frgn - 5 5 | | 34. Position Title OPS OF PP | | | | 35. Position No. 0710 | | 36. Serv. GS | | 37. Occup. Series 0136.31 | | |
| 38. Grade & Step 13 2 | | 39. Salary Or Rate \$ 9205 | | 40. SD DP | | 41. Date Of Grade Mo. Da. Yr. 10 09 55 | | 42. PSI Due Mo. Da. Yr. 10 05 58 | | 43. Appropriation Number 8 3700 55 006 | | |

44. Remarks

SUBJECT TO APPROVED MEDICAL CLEARANCE PRIOR TO BEING SENT OVERSEAS.

FOBIED

AM

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

DMG.

| | | | | | | | | | | | | | | |
|-----------------------------------|--|-----------------------------------------------|--|--------------------------------------------------|---------------------------------------------|-----------------------------------|--|-----------------------------------------------------------|-----------------------------------------|---------------|------------------------------------|----------------------------------------|---------------------------------------------------------------|--|
| 1. Serial No. 107894 | | 2. Name (Last-First-Middle) SMITH JOSEPH B | | | 3. Date Of Birth Mo. Da. Yr. 06 10 21 | | | 4. Vac. Prof. None-0 5 Pt-1 10 Pt-2 Code 1 | | 5. Sex M 1 | | 6. CS - FOD Mo. Da. Yr. 07 17 51 | | |
| 7. SCD Mo. Da. Yr. 10 03 48 | | 8. CSC Reamt. Yes-1 No-2 Code 1 | | 9. CSC Or Other Legal Authority 50 USCA 403 J | | 10. Apmt. Allidav. Mo. Da. Yr. | | | 11. FEGLI Yes-1 No-2 Code - | | 12. LCD Mo. Da. Yr. 07 17 51 | | 13. <small>Min. Service</small> Yes-1 No-2 Code 2 | |

PREVIOUS ASSIGNMENT

| | | | | | | | | | | | | |
|----------------------------------------------------------------------------------------------------|--|----------------------------------------------------|--|-------------------------|--|-------------------------------------------------|--|------------------------------|--|---------------------------------------|--|--|
| 14. Organizational Designations DDP FE BR 5 MALAYA & AUSTRALIA SEC OFFICE OF THE CHIEF | | | | Code | | 15. Location Of Official Station WASH. D. C. | | | | Station Code | | |
| 16. Dept. - Field Dept. - 2 USHD - 4 Frgn. - 6 | | 17. Position Title Code 2 AREA OPS OFF CH | | 18. Position No. 303 | | 19. Serv. GS | | 20. Occup. Series 0136.01 | | | | |
| 21. Grade & Step 13 2 | | 22. Salary Or Rate \$ 9205 | | 23. SD DP | | 24. Date Of Grade Mo. Da. Yr. | | 25. PSI Due Mo. Da. Yr. | | 26. Appropriation Number 8 3700 20 | | |

ACTION

| | | | | | | | | | | | |
|--------------------------------------|--|------------|--|------------------------------------------|--|---------------------------------|--|------------|--|---------------------|--|
| 27. Nature Of Action REASSIGNMENT | | Code 56 | | 28. Eff. Date Mo. Da. Yr. 11 17 57 | | 29. Type Of Employee REGULAR | | Code 01 | | 30. Separation Data | |
|--------------------------------------|--|------------|--|------------------------------------------|--|---------------------------------|--|------------|--|---------------------|--|


PRESENT ASSIGNMENT

| | | | | | | | | | | | |
|--------------------------------------------------------------------------|--|--------------------------------------------------------|--|--------------------------|--|-------------------------------------------------|--|----------------------------------------|--|---------------------------------------|--|
| 31. Organizational Designations DDP FE BR 5 OFFICE OF THE CHIEF | | | | Code 5121 | | 32. Location Of Official Station WASH. D. C. | | | | Station Code 75013 | |
| 33. Dept. - Field Dept. - 2 USHD - 4 Frgn. - 6 | | 34. Position Title Code 2 AREA OPS OF D BR CH | | 35. Position No. 3309 | | 36. Serv. GS | | 37. Occup. Series 0136.01 | | | |
| 38. Grade & Step 13 2 | | 39. Salary Or Rate \$ 9205 | | 40. SD DP | | 41. Date Of Grade Mo. Da. Yr. 10 10 55 | | 42. PSI Due Mo. Da. Yr. 10 10 55 | | 43. Appropriation Number 8 3700 20 | |

44. Remarks

POSTED
11/24/57

SECRET
(WHEN FILLED IN)

| 1. EMP. SERIAL NO. | | 2. NAME | | | 3. ASSIGNED ORGAN. | | 4. FUNCS | | 5. SELECT | | |
|--------------------------------------------------------------------------------------|------|----------------|---------------------|---------|--------------------|--------------------------------------------------------------------------------------|----------|----------|----------------|-----|-----|
| 107894 | | SMITH JOSEPH B | | | DDP/FE 14 | | V-20 | | | | |
| 6. OLD SALARY RATE | | | | | 7. NEW SALARY RATE | | | | | | |
| GRADE | STEP | SALARY | LAST EFFECTIVE DATE | | | GRADE | STEP | SALARY | EFFECTIVE DATE | | |
| | | | MO. | DA. | YR. | | | | MO. | DA. | YR. |
| 13 | 1 | \$ 8,990 | 10 | 09 | 55 | 13 | 2 | \$ 9,205 | 04 | 06 | 57 |
| REMARKS | | | | | | | | | | | |
| 07 | | | | | | | | | | | |
| CERTIFICATION | | | | | | | | | | | |
| I CERTIFY THAT THE SERVICE AND CONDUCT OF THE ABOVE NAMED EMPLOYEE ARE SATISFACTORY. | | | | | | | | | | | |
| TYPED, OR PRINTED, NAME OF SUPERVISOR | | | | DATE | | SIGNATURE OF SUPERVISOR | | | | | |
| R H LINDA | | | | 130MAY7 | |  | | | | | |
| PERIODIC STEP INCREASE - CERTIFICATION | | | | | | | | | | | |

FORM NO. 560
1 MAR. 55

SECRET

PERSONNEL FOLDER (11)

STANDARD FORM 50 (4 PART)
REV. APRIL 1951
RECOMMENDED BY
U. S. CIVIL SERVICE COMMISSION
CHAPTER 51, FEDERAL PERSONNEL MANUAL

CENTRAL INTELLIGENCE AGENCY

CONFIDENTIAL

NOTIFICATION OF PERSONNEL ACTION

141

| | | | |
|------------------------------------------------------------------|------------------|--------------------------|------------|
| 1. NAME (LAST-FIRST-MIDDLE ONE GIVEN NAME, INITIALS, AND SUFFIX) | 2. DATE OF BIRTH | 3. JOURNAL OR ACTION NO. | 4. DATE |
| Mr. Joseph B. Smith 107894 | 16 Jan 1921 | | 5 Dec 1956 |

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 01 | 2 Dec 1956 | 50 USC 403 j |

| | | | |
|--------------------------------------------------------------------------------------------------------------------|-------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| FROM | | TO | |
| Ops Officer (FP) EPF-923 GS-0136-31-13 \$8990.00 per annum MSG/FS Branch 5 Malaya Singapore Station | 8. POSITION TITLE | Area Ops Officer (CM) EP-303-13 GS-0136-01-13 \$8990.00 per annum MSG/FS Branch 5 Malaya & Australia Section Office of the Chief | 9. SERVICE SERIES, GRADE, SALARY |
| Singapore | 10. ORGANIZATIONAL DESIGNATIONS 512131 | Washington, D. C. | 11. HEADQUARTERS 2 |
| <input checked="" 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 | | | | 14. POSITION OR ASSOCIATION ACTION | | | | |
| NONE | WWII | OTHER | S. PT. | 10 POINT | NEW | VICE | I. A. | 72 AL |
| | | | <input checked="" type="checkbox"/> | | | | | |

| | | | | |
|---------|---------------------------------------------|---------------------------------|------------------------------------------------------|----------------------------------------------------------------------------|
| 15. SEX | 16. APPROPRIATION | 17. SURVIVOR'S & RETIREMENT ACT | 18. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY) | 19. LEGAL RESIDENCE |
| M | FROM: 7-3745-55-042 TO: 7-3700-20 750-13 | Yes | | <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: |

20. REMARKS:

3 EOD 09/17/51

"Transfer 20 Vouchered Funds FCSI Unvouchered Funds."

FILED
1956

CONFIDENTIAL

ENTRANCE PERFORMANCE RATING:
Director of Personnel

4. PERSONNEL FOLDER COPY

Ep 12/06/56

NO (7 PART)
APRIL 1956
IMPLEMENTS BY
CIVIL SERVICE COMMISSION
FORM NO. FEDERAL PERSONNEL MANUAL

SECRET
(WHEN FILLED IN)

NOTIFICATION OF PERSONNEL ACTION

MJW

| | | | | |
|----------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|-------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|
| 1. NAME (MR., MRS., MISS, ONE GIVEN NAME, INITIAL(S), AND SURNAME) MR. JOSEPH B. SMITH | | 2. DATE OF BIRTH 16 Jun 1921 | 3. JOURNAL OR ACTION NO. | 4. DATE 6 Sept 1956 |
| This is to notify you of the following action affecting your employment: | | | | |
| 5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) Conversion from FSS Status 60 | | 6. EFFECTIVE DATE 26 Aug 1956 | 7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY 50 USCA 405 J | |
| FROM Ops. Officer (PP) (Info. Officer) BFF-923 GS-0136.31-13 \$8990.00 per annum (FSS-5 \$8015.00 per annum) | | 8. POSITION TITLE | TO Ops. Officer (PP) BFF-923 GS-0136.31-13 \$8990.00 per annum | |
| 9. SERVICE SERIES, GRADE, SALARY | | 10. ORGANIZATIONAL DESIGNATION 516900 | 11. HEADQUARTERS 5 | |
| 12. FIELD OR DEPT. <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL | | 12. FIELD OR DEPT. <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL | | |
| 13. VETERAN'S PREFERENCE NONE WWII OTHER 5-PT. 10-POINT X | | 14. POSITION CLASSIFICATION ACTION NEW VICE I. A. REAL SD/DP | | |
| 16. RACE W | 17. APPROPRIATION 3745-55-042 same 430-51 | 18. SUBJECT TO C. S. RETIREMENT ACT yes | 19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY) | 20. LEGAL RESIDENCE <input checked="" type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: |
| MARKS: 3 EOD | | | | |
| <div style="border: 1px solid black; padding: 5px; display: inline-block;"> POSTED 10/5/56 <i>WJR</i> </div> | | | | |
| SEE PERFORMANCE RATING: | | 1. SIGNATURE OR OTHER AUTHENTICATION | | |
| Director of Personnel | | | | |

1. EMPLOYEE COPY

ET

25/9/56

SECRET
 (WHEN FILLED IN)

NOTIFICATION OF PERSONNEL ACTION

708

| | | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|-----------------------------------------------------|
| 1. NAME (MR., MRS., MISS, ONE GIVEN NAME, INITIALS, AND SURNAME) MR. JOSEPH B. SMITH | | 2. DATE OF BIRTH 16 June 1921 | 3. JOURNAL OR ACTION NO. | 4. DATE 4 October 1955 |
| This is to notify you of the following action affecting your employment: | | | | |
| 5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) PROMOTION | | 6. EFFECTIVE DATE 9 Oct. 1955 | 7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY 50 UBCA 403 J | |
| FROM | | TO | | |
| Ops Officer (PP) BFF-923-12 OS-0136.31-12 \$7785.00 per annum Branch 5 | | 8. POSITION TITLE | Ops Officer (PP) BFF-923 OS-0136.31-13 \$8990.00 per annum | |
| 9. SERVICE CENTER, GRADE, SALARY | | 10. ORGANIZATIONAL DESIGNATIONS DDP/FE Branch 5 Malaya Singapore Station | | |
| 11. HEADQUARTERS Singapore, Malaya | | 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"/> REAS. OTHER | | 14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> I. A. <input type="checkbox"/> REAL <input type="checkbox"/> SD-DP | | |
| 15. 32A M | 16. RACE W | 17. APPROPRIATION FROM: 6-5745-55-042 TO: BAND | 18. SUBJECT TO C. 5. RETIREMENT ACT (YES-NO) Yes | 19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY) |
| 20. LEGAL RESIDENCE <input checked="" type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: | | 21. REMARKS <div style="text-align: right; border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">POSTED <i>10/10/55</i></div> | | |
| ESTRACE PERFORMANCE RATING: Director of Personnel | | 2. SIGNATURE OR OTHER AUTHENTICATION | | |

SECRET

1. EMPLOYEE COPY

Recd 10/4/55

1. Employee's name (and social security account number when appropriate)
SMITH, Joseph Arthur

2. Job title
ASST

3. Division
FINANCE DIVISION

4. Slip No.
8-12 87010

5. Employee's name (and social security account number when appropriate)
SMITH, Joseph Arthur

6. Grade and salary
GS-12 \$7010

PAY ROLL CHANGE DATA

| | BASE PAY | OVERTIME | GROSS PAY | RET. | TAX | BOND | F. I. C. A. | NET PAY |
|--------------------|---------------------------------------------------------------------------------------------------------|----------|-----------|------|-----|------|--------------------------------------|------------------------------------|
| 7. Previous period | | | | | | | | |
| 8. New period | | | | | | | | |
| 9. Pay this period | | | | | | | | |
| 10. Remarks | PURSUANT TO DCI DIRECTIVE EFFECTIVE 13 MAR. 1955 ADJUSTED TO: 7785 | | | | | | 11. Appropriation(s) 82-19 | 12. Prepared by 8 Sep 54 |

13. Audited by

14. Effective date
24 Oct 54

15. Date last equivalent
26 Apr 53

16. Old salary
\$7010

17. New salary
\$7210

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

20. (Check applicable box in case of excess LWOP)
 End of period
 End of month
 End of year

STANDARD FORM NO. 1126d—Forced
 Form prescribed by Comp. Gen., U. S.
 Proc. 8, 1950, General Regulations No. 102

PAY ROLL CHANGE SLIP—PERSONNEL COPY

1952 FORM 52
EMPLOYED BY THE
U.S. ARMY, AIR FORCE,
NAVY AND MARINE CORPUS,
AND THE NATIONAL GUARD,
AND THE COAST GUARD

Unvouchered

Edmond
2/25/54
PP

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) Mr. Joseph B. Smith | | 2. DATE OF BIRTH 16 June 1921 | 3. REQUEST NO. | 4. DATE OF REQUEST 17 Feb 54 |
| 5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) Reassignment | | | 6. EFFECTIVE DATE A. PROPOSED: FEB 28 1954 | 7. C.S. OR OTHER LEGAL AUTHORITY |
| 8. POSITION (Specify whether establish, change grade or title, etc.) | | | B. APPROVED: FEB 28 1954 | |
| FROM - Intelligence Officer B-5 GS-12 \$7040. p/a DUP/PP Malaya Island Singapore | 9. POSITION TITLE AND NUMBER 10. SERVICE GRADE AND SALARY 11. ORGANIZATIONAL DESIGNATION 12. HEADQUARTERS | TO - O-5 Officer (PP) BRP-923 GS-0136.31--12 \$7040. p/a Same Branch 5 Singapore, Malaya | 12. FIELD OR DEPARTMENTAL <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL | |

9. REMARKS (Use reverse if necessary)

| | |
|---------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|
| 13. REQUESTED BY (Name and title) Cristine Collins | 14. REQUEST APPROVED BY <i>[Signature]</i> Signature: H. C. Clinkscale Title: PE Personnel Officer |
| 15. VETERAN PREFERENCE GRADE AND OTHER S.P.T. 10 POINT DISAB. OTHER | |

| | | |
|-----------------------------------------------------------|-----------------------------------------------------|------------------------------------------------------------------------------------------------|
| 16. SUBJECT TO C.S. RETIREMENT ACT (YES-NO) Yes | 17. DATE OF APPOINTMENT AFFIDAVIT (APPLICANTS ONLY) | 18. LEGAL RESIDENCE STATE: <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED |
|-----------------------------------------------------------|-----------------------------------------------------|------------------------------------------------------------------------------------------------|

| | |
|-----------------------------------------------------------------|------------------------------|
| 19. APPROPRIATION FROM: 4-3745-55-042 TO: Same | 20. STANDARD FORM 50 REMARKS |
|-----------------------------------------------------------------|------------------------------|

copies to Sec. 2/20

POSTED
On 25 Feb 54

| | | | | |
|---------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|--------------------------|-------------------------------|
| 21. APPROVED BY [Signature] | 22. CHECKS A. <input type="checkbox"/> B. CELL OR POS CONTROL C. CLASSIFICATION D. PLACEMENT OR ENTL. E. <input type="checkbox"/> | INITIAL OR SIGNATURE [Signature] | DATE 23 Feb 54 | REMARKS [Signature] |
|---------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|--------------------------|-------------------------------|

STANDARD FORM 52
 FORM 52 OF THE
 U. S. CIVIL SERVICE COMMISSION
 REQUEST FOR PERSONNEL ACTION

7/17/54
 8/19/54
 Jan

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) Mr. Joseph B. Smith | 2. DATE OF BIRTH 16 June 1921 | 3. REQUEST NO. | 4. DATE OF REQUEST 14 July 54 |
| 5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) Integration - USIA | | 6. EFFECTIVE DATE A. PROPOSED: 23 Feb. 1954 | 7. C. S. OR OTHER LEGAL AUTHORITY |
| 8. POSITION (Specify whether establish, change grade or title, etc.) INTELLIGENCE OFFICER # 5-5 | | B. APPROVED: 23 Feb. 1954 | |

| | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------|
| FROM - Ops Officer (PP) EPP 923 GS-0136-21-18 \$7040.00 P/A GS-132-12 DDP/FE Malaya Station Singapore, Malaya | 9. POSITION TITLE AND NUMBER: Information Officer EPP 923 | 10. SERVICE, GRADE, AND SALARY: FSS-5 \$7095.00 P/A |
| 11. HEADQUARTERS: Singapore, Malaya | 12. FIELD OR DEPARTMENTAL: <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL | 12. FIELD OR DEPARTMENTAL: <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL |

A. REMARKS (Use reverse if necessary)
 No differential is to be paid since Subject's CIA salary is \$7040 and FSS is \$7095.
 Sick and annual leave are to be held in escrow until Subject reverts to GS status.
 *EOD USIA 23 Feb. 1954

| | |
|---------------------------------------------------------------------------------------------------|----------------------------------------------------------------|
| B. REQUESTED BY (Name and title) H. C. Clinkscale, Jr. Personnel Office | D. REQUEST APPROVED BY Approved [Signature] |
| C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) Gertrude Smith X-2314 | E. SIGNATURE AND TITLE [Signature] PP/Career Service |

| | | | | | | | | | | | | | | | | | | | | | | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------|-------|-------------------------------------|----------|----------|--|--|--|-------------------------------------|--|--|--|--|--------|-------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------|-------|------|--|--|--|--|
| 13. VETERAN PREFERENCE <table border="1"> <tr> <td>NONE</td> <td>WWII</td> <td>OTHER</td> <td>5-PT.</td> <td>10-POINT</td> </tr> <tr> <td></td> <td></td> <td></td> <td><input checked="" type="checkbox"/></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td>DISAB.</td> <td>OTHER</td> </tr> </table> | NONE | WWII | OTHER | 5-PT. | 10-POINT | | | | <input checked="" type="checkbox"/> | | | | | DISAB. | OTHER | 14. POSITION CLASSIFICATION ACTION <table border="1"> <tr> <td>NEW</td> <td>VICE</td> <td>I. A.</td> <td>REAL</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </table> CD : PP | NEW | VICE | I. A. | REAL | | | | |
| NONE | WWII | OTHER | 5-PT. | 10-POINT | | | | | | | | | | | | | | | | | | | | |
| | | | <input checked="" type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | |
| | | | DISAB. | OTHER | | | | | | | | | | | | | | | | | | | | |
| NEW | VICE | I. A. | REAL | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | |

| | | | | | |
|---------------------|----------------------|--------------------------------------------------------------------|------------------------------------------------------------|-----------------------------------------------------|---------------------------------------------------------------------------------------------------------------|
| 15. SEX M | 16. RACE W | 17. APPROPRIATION FROM: 5-3745-55-042 TO: SAME | 18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) Yes | 19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY) | 20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: PRIN |
|---------------------|----------------------|--------------------------------------------------------------------|------------------------------------------------------------|-----------------------------------------------------|---------------------------------------------------------------------------------------------------------------|

21. STANDARD FORM 50 REMARKS

POSTED

MAY 6 1954

| | | | |
|-------------------------|----------------------|-----------------|---------|
| 22. CLEARANCES | INITIAL OR SIGNATURE | DATE | REMARKS |
| A. | | | |
| B. CEIL OR POS. CONTROL | [Signature] | 3 Aug 54 | |
| C. CLASSIFICATION | | | |
| D. PLACEMENT OR EMPL. | [Signature] | 7/30/54 | |
| E. | | | |

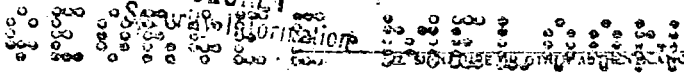
F. APPROVED BY
Joseph B. Ragan by O. C. Dawson 7/29/54

CENTRAL INTELLIGENCE AGENCY

SECRET

NOTIFICATION OF PERSONNEL ACTION

FORM 13 NOV. 53 8888

| | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| 1. NAME (MR.—MISS—MRS.—ONE GIVEN NAME, INITIAL(S), AND SURNAME) Mr. Joseph B. Smith | | 2. DATE OF BIRTH 16 June 21 | 3. JOURNAL OR ACTION NO. & DATE 14 Dec. 53 |
| <i>This is to notify you of the following action affecting your employment:</i> | | | |
| 5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) Reassignment | | 6. EFFECTIVE DATE B. O. B. 20 Dec 53 | 7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY 50 USCA 403 j |
| FROM Operations Officer (PW) 89-93 | | TO Intelligence Officer 8-5-12 | |
| 8. SERVICE, SERIES, GRADE, SALARY GS-132-12 \$7040.00 per annum | | 8. SERVICE, SERIES, GRADE, SALARY GS-132-12 \$7040.00 per annum | |
| 9. ORGANIZATIONAL DESIGNATIONS DDP/VE Political & Psychological Warfare Political & Psychological Warfare Sect | | 9. ORGANIZATIONAL DESIGNATIONS DDP/VE Malaya Station | |
| 11. HEADQUARTERS Washington, D. C. | | 11. HEADQUARTERS Singapore, Malaya | |
| <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL | | <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL | |
| 13. VETERAN'S PREFERENCE NONE <input type="checkbox"/> WWII <input type="checkbox"/> OTHER <input type="checkbox"/> 5-PT. <input checked="" type="checkbox"/> 10-POINT DISAB./OTHER <input type="checkbox"/> claimed | | 14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> L.A. <input type="checkbox"/> REAL <input type="checkbox"/> CD-PP | |
| 15. SEX M | 16. RACE W | 17. APPROPRIATION FROM: 4-3700-20 TO: 4-3745-55-042 | 18. SUBJECT TO C. S. RETIREMENT ACT (YES—NO) Yes |
| | | 19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY) | 20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> MOVED 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. | | | |
| "Transfer TO Unvouchered funds FROM Vouchered funds." | | | |
| SECRET | | | |
| ENTRANCE PERFORMANCE RATING:  | | | |
| Personnel Director | | | |

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

| | | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|
| 1. NAME (MR—MRS—MRS.—ONE GIVEN NAME, INITIAL(S), AND SURNAME) Mr. Joseph B. Smith | | 2. DATE OF BIRTH 16 June 21 | 3. JOURNAL OR ACTION NO. | 4. DATE 16 Apr. 53 |
| This is to notify you of the following action affecting your employment: | | | | |
| 5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) Promotion | | 6. EFFECTIVE DATE 26 Apr. 53 | 7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY Schedule A-6.116(b) | |
| FROM Operations Officer (PW) HF-93-11 68-132-11 \$5940.00 per annum DOP/PB Political and Psychological Warfare Political and Psychological Warfare Section Washington, D.C. <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL | | 8. POSITION TITLE Desk HF-93 | TO 68-132-12 \$7040.00 per annum Same Same Same Same <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL | |
| 9. SERVICE, SERIES, GRADE, SALARY | | 10. ORGANIZATIONAL DESIGNATIONS | | |
| 11. HEADQUARTERS | | 12. FIELD OR DEPTL | | |
| 11. VETERAN'S PREFERENCE NONE <input type="checkbox"/> WWII <input checked="" type="checkbox"/> OTHER <input type="checkbox"/> 5-PT. <input checked="" type="checkbox"/> 10-POINT <input type="checkbox"/> DISAB <input type="checkbox"/> OTHER <input type="checkbox"/> | | 14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> L.A. <input type="checkbox"/> REPL. <input type="checkbox"/> | | |
| 13. SEX M | 13. RACE W | 17. APPROPRIATION FROM: 11X2100 TO: 3700-20 | 18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) yes | 19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY) |
| 19. SEX | | 20. LEGAL RESIDENCE <input checked="" type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED Atlanta | | |
| 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. | | | | |

ENTRANCE PERFORMANCE RATING:

Chief, Personnel Division

Form 10-1-51 (Rev. 1-1-51)

(1) Staff or Division FE (2) Date T/O Approved 17 November 1952 (3) Effective date of Action 7 December 1952

| (4) NAME | (5) ORG. INF. & POS. TITLE | (6) SCHEDULE SERIES-GRADE | (7) SLOT NOS. | (8) ACTION | (9) ORG. INF. & POS. TITLE | (10) SCHEDULE SERIES-GRADE | (11) SLOT NOS. |
|----------------------------------------------------|----------------------------|---------------------------|---------------|------------|----------------------------------------|----------------------------|----------------|
| OPC/FE FE-2 China Sec Eng, Horatius | Intell Off. | GS-13 | 581 | | Pol & Dev FE Staff C/C Ops Off-File | GS-132-13 | BF-98 |
| OPC/FE P&O Br Ferguson, Edna | Secy-Steno | GS-6 | 501 | | Secy-Steno | GS-312-6 | BF-90 |
| OPC/FE P&O Br Cpe. Sec Sherman, Katharine L. - P/W | Ops Off | GS-14 | 1173 | | Pol & Dev FE Staff C/C Ops Officer | GS-132-14 | BF-91 |
| OPC/FE P&O Br PIs Sec Ishii, John - P/W Unit | Ops Off | GS-12 | 523 | | Ops Off P/W | GS-132-12 | BF-92 |
| OPC/FE P&O Br Ops Sec Smith, Joseph - P/W Unit | Intell Off | GS-11 | 521 | | Ops Off P.W. | GS-132-11 | BF-93 |
| OPC/FE P&O Br Int Sec Christensen, Julianne | Intell Off | GS-7 | 525 | | Ops Off-R.A. | GS-132-7 | BF-94 |

(12) APPROVED BY: [Signature]
Staff or Division Chief

(13) APPROVED BY: [Signature]
Class. & Reg. Div.

(14) APPROVED BY: [Signature]
Personnel Div.

SECRET
Security Information

STANDARD FORM NO. 10 (PART 2)
5010-108-01
REPRODUCED 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, INITIALS, AND SURNAME) Mr. Joseph B. Smith | | 2. DATE OF BIRTH 16 June 1921 | 3. JOURNAL OR ACTION NO. #1389 | 4. DATE 24 Mar. 52' | | | | | | | | | | | | | | |
| This is to notify you of the following action affecting your employment: | | | | | | | | | | | | | | | | | | |
| 9. NATURE OF ACTION (USE STANDARD TERMINOLOGY) Reassignment & Promotion | | 6. EFFECTIVE DATE 30 Mar. 52' | 7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY Schedule A-6, 116(b) | | | | | | | | | | | | | | | |
| FROM Intelligence Officer | | TO Operations Officer | | | | | | | | | | | | | | | | |
| GS-9-132 \$5060.00 per. annum. OPC FE Plans Branch | | GS-11-132 \$5940.00 per. annum. OPC FE Plans & Operations Branch Psychological Warfare Unit | | | | | | | | | | | | | | | | |
| 10. ORGANIZATIONAL DESIGNATION | | 11. HEADQUARTERS Washington, D. C. | | | | | | | | | | | | | | | | |
| 12. FIELD OR DEPT'L <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL | | 12. FIELD OR DEPT'L <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL | | | | | | | | | | | | | | | | |
| 13. VETERAN'S PREFERENCE <table border="1"> <tr> <td>GRADE</td> <td>DATE</td> <td>OTHER</td> <td>5 PT.</td> <td>10 POINT</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td>DISAB. OTHER</td> </tr> </table> | | GRADE | DATE | OTHER | 5 PT. | 10 POINT | | | | | DISAB. OTHER | 14. POSITION CLASSIFICATION ACTION <table border="1"> <tr> <td>NEW</td> <td>INCL.</td> <td>IA.</td> <td>REPL.</td> </tr> </table> BH. #9881 3/23/52' | | | NEW | INCL. | IA. | REPL. |
| GRADE | DATE | OTHER | 5 PT. | 10 POINT | | | | | | | | | | | | | | |
| | | | | DISAB. OTHER | | | | | | | | | | | | | | |
| NEW | INCL. | IA. | REPL. | | | | | | | | | | | | | | | |
| 15. IS DEA | 16. RACE | 17. APPROPRIATION 2123500 | 18. SUBJECT TO C. S. RETIREMENT ACT (YES - NO) Yes | 19. DATE OF APPOINT. MILITARY APPOINTMENT (ACCESSIONS ONLY) | | | | | | | | | | | | | | |
| 15 | W | 2017 | | 20. LEGAL RESIDENCE <input checked="" type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: Penna. | | | | | | | | | | | | | | |
| 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. | | | | | | | | | | | | | | | | | | |
| (921) | | | | | | | | | | | | | | | | | | |
| Chief, Personnel Division | | | | | | | | | | | | | | | | | | |
| ENTRANCE EFFICIENCY RATING: | | 22. SIGNATURE OR OTHER AUTHENTICATION <i>[Handwritten Signature]</i> | | | | | | | | | | | | | | | | |

144 3-23-52

P.C. 8/29/51

(ml)

STANDARD FORM NO. 10 PARTS
REVISED 1949
REGULATED BY
CHAPTER 51, FEDERAL PERSONNEL MANUAL
U. S. CIVIL SERVICE COMMISSION

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. Joseph D. Smith | | 16 June 1921 | 8003 | 17 Sept. 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 | | | | | | | | | | | | | | | | | |
| Accepted Appointment | | 17 Sept. 1951 | Schedule A-6.116(b) | | | | | | | | | | | | | | | | | |
| FROM | | TO | | | | | | | | | | | | | | | | | | |
| 8. POSITION TITLE | | Intelligence Officer, GS-9 | | | | | | | | | | | | | | | | | | |
| 9. SERVICE SERIES, GRADE, SALARY | | GS-9-132 \$4600.00 per. annum. | | | | | | | | | | | | | | | | | | |
| 10. ORGANIZATIONAL DESIGNATIONS | | OPC FE Plans Branch | | | | | | | | | | | | | | | | | | |
| 11. HEADQUARTERS | | Washington, D. C. | | | | | | | | | | | | | | | | | | |
| 12. FIELD OR DEPT'L | | FIELD DEPARTMENTAL | | | | | | | | | | | | | | | | | | |
| 13. VETERAN'S PREFERENCE | | 14. POSITION CLASSIFICATION ACTION | | | | | | | | | | | | | | | | | | |
| <table border="1"> <tr> <td>None</td> <td>White</td> <td>Other</td> <td>5-PT.</td> <td colspan="2">10-POINT</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td>Disab.</td> <td>Other</td> </tr> </table> | | None | White | Other | 5-PT. | 10-POINT | | | | | | Disab. | Other | <table border="1"> <tr> <td>New</td> <td>Yield</td> <td>P.A.</td> <td>Deal</td> </tr> </table> | | | New | Yield | P.A. | Deal |
| None | White | Other | 5-PT. | 10-POINT | | | | | | | | | | | | | | | | |
| | | | | Disab. | Other | | | | | | | | | | | | | | | |
| New | Yield | P.A. | Deal | | | | | | | | | | | | | | | | | |
| 15. BEA | | 16. RACE | | 17. APPROPRIATION | | | | | | | | | | | | | | | | |
| | | | | FROM: 2123900 TO: 2087 | | | | | | | | | | | | | | | | |
| 18. SUBJECT TO C. 1. RETIREMENT ACT (YES-NO) | | 19. DATE OF APPOINTMENT AFFIDAVIT (ACQUISITION ONLY) | | 20. LEGAL RESIDENCE (CLAIMED (X) PROVED () STATE) | | | | | | | | | | | | | | | | |
| | | 17 Sept. 1951 | | (X) CLAIMED () PROVED | | | | | | | | | | | | | | | | |
| 21. REMARKS: THIS ACTION IS SUBJECT TO ALL APPLICABLE LAWS, RULES, AND REGULATIONS AND MAY BE SUBJECT TO INVESTIGATION AND REVIEW BY THE UNITED STATES CIVIL SERVICE COMMISSION. THE ACTION MAY BE CORRECTED OR CANCELLED IF NOT IN ACCORDANCE WITH ALL REQUIREMENTS. | | | | | | | | | | | | | | | | | | | | |
| (7A302) | | | | | | | | | | | | | | | | | | | | |
| <p>WARRANT TO DCI DIRECTIVE 24 OCT. 1951 ADJUSTED TO 5060</p> <p>This appointment is subject to the satisfactory completion of a trial period of one year.</p> <p>Subject to a satisfactory medical examination.</p> <p>1951 Affidavit Executed.</p> <p>cas - 04/24/53 csecc - 04/17/51 LCC - 04/17/51</p> <p><i>DD Medical</i></p> <p>D. V. MURPHY</p> <p>Personal Division</p> <p>Signature: <i>[Handwritten Signature]</i></p> | | | | | | | | | | | | | | | | | | | | |
| 22. SIGNATURE OF OTHER AUTHORITY | | 23. SIGNATURE OF OTHER AUTHORITY | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | |

4. PERSONNEL FOLDER COPY

SECRET
(When Filled In)

| FITNESS REPORT | | | | | EMPLOYEE SERIAL NUMBER | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|----------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------------------------------|-------------------|
| | | | | | 007894 | |
| SECTION A GENERAL | | | | | | |
| 1. NAME (Last) (First) (Middle) Smith, Joseph B. | | | 2. DATE OF BIRTH 16 Jun 21 | 3. SEX M | 4. GRADE GS-14 | 5. SO D |
| 6. OFFICIAL POSITION TITLE Operations Officer | | | 7. OFF/DIV/BR OF ASSIGNMENT DDP/WH/1 | | 8. CURRENT STATION Mexico City | |
| 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 CAREER-PROVISIONAL (See Instructions - Section C) SPECIAL (Specify): | | | <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> INITIAL REASSIGNMENT SUPERVISOR REASSIGNMENT EMPLOYEE SPECIAL (Specify): | | | |
| 11. DATE REPORT DUE IN O.P. 31 December 1972 | | | 12. REPORTING PERIOD (From - to) 1 January - 31 October 1972 | | | |
| SECTION B PERFORMANCE EVALUATION | | | | | | |
| <p>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.</p> <p>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> <p>P-Profitant Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p>S-Strong Performance is characterized by exceptional proficiency.</p> <p>O-Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p> | | | | | | |
| SPECIFIC DUTIES | | | | | | |
| List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised). | | | | | | |
| SPECIFIC DUTY NO. 1 Supervises a section that is responsible for CA, Political, and Exile activities. This includes supervision over two officers, 1 NOC, one IA and one secretary. | | | | | RATING LETTER S | |
| SPECIFIC DUTY NO. 2 Supervises operations for the collection of intelligence on selected targets in the Mexican government and political arena. | | | | | RATING LETTER S | |
| SPECIFIC DUTY NO. 3 Develops new contacts and operations to improve the output of Station third country targeted propaganda. | | | | | RATING LETTER S | |
| SPECIFIC DUTY NO. 4 Develops new contacts for producing intelligence on significant targets in the Mexican political and intellectual community. | | | | | RATING LETTER 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, dependability, pertinent personal traits or habits, and potential 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 | |

J.P.S.
1/5/72

SECRET

OFFICE OF PERSONNEL

SECTION C NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required. 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.

Subject is a mature seasoned officer who has an excellent grasp and understanding of local politics and its ever changing profile. Most of his career Subject has specialized in the CA activity and this experience has proven very useful to the Station. During this reporting period he was given added responsibility in supervision and a change of pace with operational duties in the subversive, leftist and oxile field. He accepted the new challenge and performed well. Just recently the Station has completed major reorganizational changes which resulted in Subject once more concentrating his attention on CA and Mexican government matters. He has done exceptionally well at developing contacts in Government circles and we are taking advantage of his ability to do this to develop long lasting and meaningful relationships. (This beyond official liaison contacts.)

Subject is responsive to guidance and direction and is one of our more imaginative officers. Most recently he has indicated a desire to retire, after completion of his present tour in August 1973. Subject has performed well at this Station for over three years and his departure will be most felt in the area of his specialization.

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 | |
| 8 Jan 1973 | /s/ XXXXXXXXXXXXXXXX Joseph B. Smith | |
| 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 |
| 8 Jan 1973 | Operations Officer | /s/ John W. Beckwith |
| 3. BY REVIEWING OFFICIAL | | |
| COMMENTS OF REVIEWING OFFICIAL | | |
| I agree with the above. The loss to the Station is greater than usual for Subject is retiring and thus his considerable talents will probably be unavailable to the Agency, unless some special arrangements are made in the future, depending on what he ends up doing. | | |
| I am personally sorry to see this friend leave the Agency and I know further that it will be hard to replace his abilities in various operational fields, including that of good contacts in the community here. He has served the Agency well here and in many other posts and his leaving is a loss to us. | | |
| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
| 8 Jan 1973 | Chief of Station | /s/ John R. Horton |

SECRET

SECRET
(When Filled In)

| FITNESS REPORT | | | | EMPLOYEE SERIAL NUMBER | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|--------------------|
| | | | | 007894 | |
| SECTION A GENERAL | | | | | |
| 1. NAME (Last) (First) (Middle) | | | 2. DATE OF BIRTH (D, M, Y) | | 3. GRADE |
| Smith, Joseph B. | | | 16 June 21 1944 | | GS-14 D |
| 4. OFFICIAL POSITION TITLE | | | 5. OFFICE/DIVISION OF ASSIGNMENT | | 6. CURRENT STATION |
| Operations Officer | | | DDP/WH/1 | | Mexico City |
| 7. CHECK (X) TYPE OF APPOINTMENT | | | 8. CHECK (X) TYPE OF REPORT | | |
| <input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) <input type="checkbox"/> SPECIAL (Specify): | | | <input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE <input type="checkbox"/> SPECIAL (Specify): | | |
| 9. DATE REPORT DUE IN O.P. | | | 10. REPORTING PERIOD (From - to) | | |
| | | | April 1971 - 31 December 1971 | | |
| SECTION B PERFORMANCE EVALUATION | | | | | |
| <p>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.</p> <p>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> <p>P-Proficient Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p>S-Strong Performance is characterized by exceptional proficiency.</p> <p>O-Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p> | | | | | |
| SPECIFIC DUTIES | | | | | |
| List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised). | | | | | |
| SPECIFIC DUTY NO. 1 Supervises the CA section of the station which includes one station case officer, one senior outside career agent and parttime services of one senior contract agent. | | | | | RATING LETTER O |
| SPECIFIC DUTY NO. 2 Supervises operations for the collection of intelligence on selected targets in the Mexican government and political arena. | | | | | RATING LETTER S |
| SPECIFIC DUTY NO. 3 Develops new contacts and operations to improve the output of station third country targeted propaganda. | | | | | RATING LETTER S |
| SPECIFIC DUTY NO. 4 Develops new contacts for producing intelligence on significant targets in the Mexican intellectual community. | | | | | RATING LETTER S |
| 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 |

28 FEB 1972

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.

Feb 25 1 42 PM '72
Subject is now well into his second tour at this station and has not lost any of his momentum. He charges into his work daily as if it were all a new challenge and new experience. His past fitness reports from this station have all reflected his professional approach to the job and he continues to merit these plaudits. He is conscientious, dedicated and a team worker. He takes direction well and takes great pride in meeting deadlines. One of our more imaginative officers who is effective.

Yet, with all of this, he has not progressed in the organization as he should have. It has been recommended that he be considered for promotion and/or a chance in a command job. The station is presently considering some reorganization which will give Subject an opportunity to manage and direct activity which will be diversified and a change from the specialized jobs he has held in the past. This will be another excellent test for him and we are optimistic in that he will handle this new assignment with the same degree of expertise that we have learned to expect from him.

SECTION D CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

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

DATE 9 Feb 1972 SIGNATURE OF EMPLOYEE /s/ Joseph B. Smith

2. BY SUPERVISOR

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

DATE 9 Feb 1972 OFFICIAL TITLE OF SUPERVISOR Deputy Chief of Station TYPED OR PRINTED NAME AND SIGNATURE /s/ George A. Fill

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

I agree with all of the above. Concerning his performance here and his delay in getting a promotion, I made a special point of bringing these matters to the attention of Deputy Chief, WOMACE, while I was in Washington in October of 1971. Our pending re-organization would find him with considerably increased responsibility, which is a good indicator of how we feel about him.

DATE 9 Feb 1972 OFFICIAL TITLE OF REVIEWING OFFICIAL Chief of Station TYPED OR PRINTED NAME AND SIGNATURE /s/ John R. Horton

SECRET

SECRET
(When Filled In)

| FITNESS REPORT | | | | | EMPLOYEE SERIAL NUMBER | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|------------------------------------------------|-----------------------------------|-------------------------|--------------------|
| | | | | | 007894 | |
| SECTION A GENERAL | | | | | | |
| 1. NAME (Last) SMITH, JOSEPH B. (First) (Middle) | | | 2. DATE OF BIRTH 16 June 21 | 3. SEX M | 4. GRADE GS-14 | 5. SD D |
| 6. OFFICIAL POSITION TITLE Operations Officer | | | 7. OFF/DIV/BR OF ASSIGNMENT DDP/WH/Branch 1 | 8. CURRENT STATION Mexico City | | |
| 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 | INITIAL |
| <input type="checkbox"/> | CAREER-PROVISIONAL (See Instructions - Section C) | | <input checked="" type="checkbox"/> | ANNUAL | REASSIGNMENT SUPERVISOR | |
| <input type="checkbox"/> | SPECIAL (Specify): | | <input type="checkbox"/> | SPECIAL (Specify): | | |
| 11. DATE REPORT DUE IN O.P. | | | 12. REPORTING PERIOD (From - to) | | | |
| | | | April 1970 - 31 March 1971 | | | |
| 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 | Supervises the CA section of the station which includes one station case officer, one senior outside career agent and parttime services of one senior contract agent. | | | | | RATING LETTER O |
| SPECIFIC DUTY NO. 2 | Supervises operations for the collection of intelligence on selected targets in the Mexican government and political arena. | | | | | RATING LETTER S |
| SPECIFIC DUTY NO. 3 | Develops new contacts and operations to improve the output of station third country targeted propaganda. | | | | | RATING LETTER O |
| SPECIFIC DUTY NO. 4 | Develops new contacts for producing intelligence on significant targets in the Mexican intellectual community. | | | | | RATING LETTER S |
| SPECIFIC DUTY NO. 5 | Uses his language capability in the conduct of above-mentioned operational activity, especially 3 and 4. | | | | | RATING LETTER S |
| SPECIFIC DUTY NO. 6 | | | | | | RATING LETTER |
| OVERALL PERFORMANCE IN CURRENT POSITION | | | | | | |
| Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance. | | | | | | RATING LETTER S |

SECRET

(When Filled In)

| SECTION C | | NARRATIVE COMMENTS | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|-------------------------------------|--|
| <p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</p> | | | |
| <p>Subject, a senior officer in MAR respects, has been at this station for the past 20 months as the responsible CA and Political officer. His past fitness report covered very thoroughly and accurately his ability to meet, develop and recruit assets that are important to station's objective. He enjoys his work and the challenge of being on the spot. He is a thoroughly experienced officer in his field and although forced to specialize for years, we must start thinking of more responsible and more diversified employment for this fine officer.</p> <p>He is conscientious, dedicated and a team worker. He takes direction well and takes great pride in completing his obligations on schedule. One of the more imaginative officers of the station who is aggressive and effective. He handles his financial responsibilities well and has a good appreciation for the expenditure of official funds.</p> <p>I was particularly impressed with Subject during his recent activity re the MAR disclosures. Subject cannot be credited for the disclosures but he can be given full credit for exploiting these events. He quickly put to use all of his assets. He personally prepared material for passage to the press. He supplied information for coverage in other papers in the hemisphere. He coordinated and furnished guidance to other Latin American stations on this subject. In all, he worked</p> | | | |
| -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 | | |
| 26 March 1971 | /s/ Joseph B. Smith | | |
| 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 | |
| 26 March 1971 | Deputy Chief of Station | /s/ George A. Fill | |
| 3. BY REVIEWING OFFICIAL | | | |
| COMMENTS OF REVIEWING OFFICIAL | | | |
| <p>I agree with all of the above. Subject does a marvelous job in the propaganda field, getting a great deal of product out of a greatly-reduced (in number and cost) propaganda apparatus. He has a good sense of politics, and we have a few operations which are devoted to finding out what the COM won't tell us and what the political section probably can't get at. He has a good way with people and has made some interesting acquaintances which, in themselves, greatly increase the sensitivity of the station.</p> <p>Our lack of a political mission here, aside from the limited one</p> | | | |
| -continued | | | |
| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE | |
| 26 March 1971 | Chief of Station | /s/ John R. Horton | |

SECRET

SECTION C**NARRATIVE COMMENTS****-continued**

long hours, devoted his full efforts and produced remarkably when we needed him. He can always be expected to perform in this manner.

COMMENTS OF REVIEWING OFFICIAL**-continued**

alluded to above, means that Subject is not able fully to use and to demonstrate his great operational talent and flair in this field. What we have here to do is done well under his able management.

For one reason or another, I think largely because of his having been in more or less specialized jobs, although senior ones, rather than having been in a command position, Subject has lost ground in promotions, having been in grade since December, 1962. I should like to see him promoted in this position or, if this is difficult, to see him given a chance in a command job which might qualify him for promotion.

SECRET
(When Filled In)

| FITNESS REPORT | | | | | | EMPLOYEE SERIAL NUMBER | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------------------------|----------------------------------------------|------------------------------------------------------------|-----------------------------------|-------------------------------------|--------------------|
| | | | | | | CO7894 | |
| SECTION A GENERAL | | | | | | | |
| 1. NAME (Last) (First) (Middle) Smith Joseph B. | | | 2. DATE OF BIRTH 16 June 21 | 3. SEX M | 4. GRADE GS-14 | 5. SO D | |
| 6. OFFICIAL POSITION TITLE Ops Off. | | | 7. OFF/DIV/BR OF ASSIGNMENT DDP/WII/Br. 1 | | 8. CURRENT STATION Mexico City | | |
| 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 checked="" type="checkbox"/> | INITIAL |
| CAREER-PROVISIONAL (See Instructions - Section C) | | | | <input type="checkbox"/> | ANNUAL | REASSIGNMENT SUPERVISOR | |
| SPECIAL (Specify): | | | | SPECIAL (Specify): | | | |
| 11. DATE REPORT DUE IN O.P. 05/70 | | | | 12. REPORTING PERIOD (From - to) June 1969 - April 1970 | | | |
| SECTION B PERFORMANCE EVALUATION | | | | | | | |
| <p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p> | | | | | | | |
| SPECIFIC DUTIES | | | | | | | |
| List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised). | | | | | | | RATING LETTER |
| SPECIFIC DUTY NO. 1 Chief of CA Section, supervising one Station Case Officer, two outside Case Officers and one secretary. | | | | | | | S |
| SPECIFIC DUTY NO. 2 Directing CA assets so that they not only accomplish assigned CA missions, but contribute to Station's efforts against Soviet targets. | | | | | | | S |
| SPECIFIC DUTY NO. 3 Development of new contacts and assets to contribute to priority Station objectives. | | | | | | | S |
| SPECIFIC DUTY NO. 4 Liaison with the LNPURE political section and with QKFLOWAGE | | | | | | | S |
| SPECIFIC DUTY NO. 5 | | | | | | | RATING LETTER |
| SPECIFIC DUTY NO. 6 | | | | | | | RATING LETTER |
| <p align="right">12 JULY 1970</p> | | | | | | | |
| OVERALL PERFORMANCE IN CURRENT POSITION | | | | | | | |
| Take into account everything about the employan 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 and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</p> <p>Subject has his goals clearly in mind and has proceeded about his business with full confidence and perseverance. He is conscientious, dedicated and a team worker. Subject has gained the confidence of his supervisors and his subordinates have accepted him as one of the group. He has recently experienced some unusual operation problems where he was required to handle the termination of some very delicate assets. He organized, planned and handled the terminations personally in a very professional and successful manner. He was commended for this work by both Headquarters and Station management. He has developed political contacts at all levels and has been very instrumental in developing disseminable information in this manner. He has quickly moved to replace assets which were terminated and by his efforts will fill in the void in a minimum amount of time. Subject enjoys meeting people and conducting operations. In the future, he will be forced to spend more time in managing his section due to administrative changes now taking place in the Station. He takes directions well and can be depended upon to fulfill all his obligations on schedule. He has an excellent command of the Spanish language and he is definitely cost conscious in the projects which he handles. Of special note is that Subject was one of the first officers to quickly retool his section when given a new requirement to fulfill. He responded immediately and in so doing once more indicated his desire</p> | | | |
| SECTION D | | CERTIFICATION AND COMMENTS | |
| -continued | | | |
| 1. BY EMPLOYEE | | | |
| I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT | | | |
| DATE | SIGNATURE OF EMPLOYEE | | |
| 05/15/70 | /s/ Joseph B. Smith | | |
| 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 | |
| 05/15/70 | | /s/ George A. Fill | |
| 3. BY REVIEWING OFFICIAL | | | |
| COMMENTS OF REVIEWING OFFICIAL | | | |
| <p>Concur fully with above and would add that Subject is one of the Station's most aggressive and effective development/contact officers. In what has been an almost complete reorganization of the Station and the termination or redirection of most of its assets, Subject has probably moved faster and more effectively than any other section. Perhaps even more notable, his development of new assets and potential assets has more than kept pace with the termination of those who have outlived their usefulness. While he is very thorough and effective in all of his undertakings, a tendency to go off on tangents has a slight effect on his overall efficiency. This is probably due in large</p> | | | |
| -continued | | | |
| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE | |
| 05/15/70 | Chief of Station | /s/ James B. Boland | |

SECRET

SECTION C

NARRATIVE COMMENTS

Continued

to operate in a manner which best suited Station's objectives.

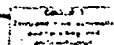
COMMENTS OF REVIEWING OFFICIAL

Continued

part to his considerable mental agility and imaginativeness,
and as such could hardly be called a weakness.

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(When Filled In)

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|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|-------------------------------|---------------------------------------------------------------|--------------------------|---------------------------------------------|--------------------------|
| FITNESS REPORT | | | | | | EMPLOYEE SERIAL NUMBER 007894 | |
| SECTION A GENERAL | | | | | | | |
| 1. NAME (Last) (First) (Middle) SMITH, Joseph B. | | | 2. DATE OF BIRTH 16 Jun 21 | 3. SEX M | 4. GRADE GS-14 | 5. SD D | |
| 6. OFFICIAL POSITION TITLE Ops Officer | | | | 7. OFF/DIV/BR OF ASSIGNMENT DDP/WII/CA Staff | | 8. CURRENT STATION Headquarters | |
| 9. CHECK (X) TYPE OF APPOINTMENT | | | | 10. CHECK (X) TYPE OF REPORT | | | |
| <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"/> |
| CAREER-PROVISIONAL (See Instructions - Section C) | | | | INITIAL | | REASSIGNMENT SUPERVISOR | |
| SPECIAL (Specify): | | | | ANNUAL | | REASSIGNMENT EMPLOYEE | |
| 11. DATE REPORT DUE IN O.P. 30 April 1969 | | | | 12. REPORTING PERIOD (From- to) July 1968 to 31 March 1969 | | | |
| SECTION B PERFORMANCE EVALUATION | | | | | | | |
| <p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p> | | | | | | | |
| SPECIFIC DUTIES | | | | | | | |
| List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised). | | | | | | | |
| SPECIFIC DUTY NO. 1 Help to establish and monitor the political action and propaganda priorities and plans of the Division, including commenting on policy papers and plans originating outside the Division. | | | | | | RATING LETTER P | |
| SPECIFIC DUTY NO. 2 Prepare propaganda guidance to accomplish priority area-wide objectives. | | | | | | RATING LETTER S | |
| SPECIFIC DUTY NO. 3 Advise and consult with the Branches and Desks concerning the management of political and propaganda activities. | | | | | | RATING LETTER S | |
| SPECIFIC DUTY NO. 4 Direct the activities of a contract specialist in conducting political research, including polling, useful in the achievement of Division objectives. | | | | | | RATING LETTER 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 | |



SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

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

Mr. Smith lives cover^{action} -- his imaginative and disciplined / mind comes forth with many operational concepts and ideas ranging from simple, quite routine matters to complicated and carefully shaded activities. It is to be expected that within this enthusiastic outpouring, practical details of implementation are sometimes buried. In these instances, Mr. Smith quickly trims his sails and comes forth with the needed realistic approach. In short, he is a fine operations officer, more competent and at ease in real as against planning or policy situations.

SECTION D

CERTIFICATION AND COMMENTS

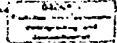
| | | |
|----------------------------------------------------------------|-----------------------------------------------------------------|------------------------------------------|
| 1. BY EMPLOYEE | | |
| I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT | | |
| DATE | SIGNATURE OF EMPLOYEE | |
| 24 February 1969 | <i>[Signature]</i> | |
| 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 |
| 24 February 1969 | C/WH/CA | <i>[Signature]</i> Gerard Droller |
| 3. BY REVIEWING OFFICIAL | | |
| COMMENTS OF REVIEWING OFFICIAL | | |
| Mr. Smith is an excellent CA officer. I concur in this report. | | |
| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
| 26 February 1969 | WH/Executive Officer | <i>[Signature]</i> Donald C. Marelius |

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(When Filled In)

| FITNESS REPORT | | | | | | EMPLOYEE SERIAL NUMBER | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|-------------------------------------|-------------------------------|----------------------------------|--------------------------|--------------------------|---------|
| | | | | | | 007894 | |
| SECTION A | | | | GENERAL | | | |
| 1. NAME (Last) (First) (Middle) | | | 2. DATE OF BIRTH | 3. SEX | 4. GRADE | 5. SO | |
| SMITH, Joseph B. | | | 16 June 1921 | M | GS-14 | D | |
| 6. OFFICIAL POSITION TITLE | | | 7. OFF DIVISION OF ASSIGNMENT | | 8. CURRENT STATION | | |
| Instr Ops | | | DDS/OTR/OS/HTB | | Hdqs. <i>WAR/CS</i> | | |
| 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"/> | CAREER-PROVISIONAL (See Instructions - Section C) | <input checked="" type="checkbox"/> | ANNUAL | <input type="checkbox"/> | REASSIGNMENT SUPERVISOR | <input type="checkbox"/> | |
| <input type="checkbox"/> | SPECIAL (Specify): | <input type="checkbox"/> | | SPECIAL (Specify): | <input type="checkbox"/> | | |
| 11. DATE REPORT DUE IN O.P. | | | | 12. REPORTING PERIOD (From - to) | | | |
| 30 April 1968 | | | | 1 April 1967 to 29 March 1968 | | | |
| SECTION B | | | | PERFORMANCE EVALUATION | | | |
| <p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counselling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p> | | | | | | | |
| SPECIFIC DUTIES | | | | | | | |
| List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised). | | | | | | | |
| SPECIFIC DUTY NO. 1 | | | | | | RATING LETTER | |
| Chief Instructor for the Covert Action Operations Seminar and the CA Politics Workshop. | | | | | | S | |
| SPECIFIC DUTY NO. 2 | | | | | | RATING LETTER | |
| Course Coordinator for the Vietnam Psywar Course given to the military in conjunction with FE Division. | | | | | | S | |
| SPECIFIC DUTY NO. 3 | | | | | | RATING LETTER | |
| Tradecraft Advisor and Coordinator for the Operations Support Course | | | | | | S | |
| SPECIFIC DUTY NO. 4 | | | | | | RATING LETTER | |
| | | | | | | | |
| 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. Matters of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</p> | | | |
| <p>As indicated in the last Fitness Report, Mr. Smith assumed responsibility for Covert Action training presented by this Branch in the wake of the compromise of a wide range of Agency CA activities. Quite apart from all the operational consequences of these public disclosures, there were also, of course, concomitant ramifications in the training field. Following careful study and examination of the new situation, Mr. Smith devised, in closest coordination with the CA Staff, a radically new and different Covert Action curriculum. The existing comprehensive courses on youth and labor operations were discontinued for obvious reasons. In place of these and the part-time Covert Action Operations Course, Mr. Smith developed a new, full-time, three-day Covert Action Operations Seminar for middle and senior grade officers. This intensive seminar, stressing the integrated nature of CS operations, was designed as a basic core around which skills-oriented seminars or workshops could be built to deal with such topics as propaganda operations, election operations, use of agents of influence, etc. To date, in line with this concept, a Politics Workshop has been created to provide training in the assessment, recruitment, and handling of assets among key interest groups, including political parties.</p> | | | |
| <p>The resonance which these new courses has evoked confirms the soundness of Mr. Smith's creative efforts in completely revamping Covert Action training in the</p> | | | |
| (cont.) | | | |
| 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 | | |
| 10 May 68 | <i>Joseph Smith</i> | | |
| 2. BY SUPERVISOR | | | |
| WAS THE EMPLOYEE HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION | | |
| 6 | | | |
| DATE | OFFICIAL TITLE OF SUPERVISOR | TYPED OR PRINTED NAME AND SIGNATURE | |
| 10 May 1968 | Chief, Headquarters Training, Operations School/OTR | <i>C M Broutsas</i> C. M. BROUTSAS | |
| 3. BY REVIEWING OFFICIAL | | | |
| COMMENTS OF REVIEWING OFFICIAL | | | |
| <p>Concur. Mr. Smith has done his job with distinction and with credit to himself and his career service. His assignment to OTR is a first-rate example of quality in rotational tours. At the same time he has given a good deal to the training mission, I think it also fair to say he has gained professionally from the rather wide exposure to disciplines other than CA which he has handled extremely well.</p> | | | |
| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE | |
| 10 May 1968 | Chief, Operations School/OTR | <i>Charles B. Wheeler</i> CHARLES B. WHEELER | |

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SECTION C - NARRATIVE COMMENTS, Joseph B. Smith (cont.)

Agency. In design and content the new courses reflect thoughtfulness, imagination, and realism--a combination of traits only too seldom encountered.

As a corollary to the main duties cited above, Mr. Smith has also successfully run, in conjunction with FE Division, a Psychological Warfare Operations Course for military officers being assigned to MACV/SOG in Saigon. Finally, in the CA field, Mr. Smith has provided tutorials, as requested by various area Divisions, to a number of Staff and Contract Agents and to foreign liaison representatives in such fields as black radio, youth and student operations, veterans organizations, and methods of countering Communist propaganda.

In February 1968 Mr. Smith was asked to assume responsibility as Tradecraft Advisor and Coordinator for the Operations Support Course, a critical block of instruction for (primarily young and inexperienced) CS clericals headed for overseas assignments where they may be called upon to assist case officers in operational support tasks. Although, strictly speaking, this teaching and coordination task was outside Mr. Smith's normal purview and main area of expertise, he accepted this additional responsibility with exemplary willingness, and then proceeded to discharge it smoothly, energetically, and effectively. In addition to managing an extensive live problem, the Tradecraft Advisor must ensure that presentations by a number of instructors result in a balanced and coherent coverage of all operational subjects in the course. This entails the coordination of efforts of several senior and experienced instructors, all under the nominal aegis of the course's Chief Instructor, and, thus, demands a great deal of finesse and tact. Mr. Smith has not only fulfilled this difficult role in a highly efficient manner but has also drawn on his own long Field experience for pertinent and meaningful contributions to the course.

Mr. Smith occasionally handles Branch-wide administrative tasks and in my absence functions as Acting Chief, Headquarters Training Branch, to my complete satisfaction. At such times he has exercised supervisory responsibilities well. He is cost conscious and makes effective use of personnel, space, equipment, and funds.

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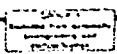
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In summary, Mr. Smith is a mature and responsible officer, keeps things nicely in perspective, and has a good sense of priorities. In tackling problems he strives to make molehills out of mountains, which is a refreshing change; in short, a dedicated and intelligent officer and, withal, unfailingly cordial and cooperative.

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| FITNESS REPORT | | | | | | EMPLOYEE SERIAL NUMBER | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|-------------------------------------|----------------------------------|--------------------------|--------------------|--------------------------|--|
| | | | | | | 007894 | |
| SECTION A GENERAL | | | | | | | |
| 1. NAME (Last) (First) (Middle) | | | 2. DATE OF BIRTH | 3. SEX | 4. GRADE | 5. SD | |
| SMITH, Joseph B. | | | 16 June 1921 | M | GS-14 | D | |
| 6. OFFICIAL POSITION/TITLE | | | 7. OFF/DIV/BR OF ASSIGNMENT | | 8. CURRENT STATION | | |
| Intr Operations | | | DDS/OTM/OS/IT | | Headquarters WAC | | |
| 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"/> | |
| <input type="checkbox"/> | CAREER-PROVISIONAL (See Instructions - Section C) | <input checked="" type="checkbox"/> | ANNUAL | <input type="checkbox"/> | | <input type="checkbox"/> | |
| <input type="checkbox"/> | | | <input type="checkbox"/> | | | | |
| 11. DATE REPORT DUE IN O.P. | | | 12. REPORTING PERIOD (From - to) | | | | |
| 28 April 1967 | | | 1 April 1966 - 31 March 1967 | | | | |
| SECTION B PERFORMANCE EVALUATION | | | | | | | |
| <p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p> | | | | | | | |
| SPECIFIC DUTIES | | | | | | | |
| List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised). | | | | | | | |
| SPECIFIC DUTY NO. 1 | | | | | | RATING LETTER | |
| Chief Instructor for Covert Action subjects presented in Headquarters Training | | | | | | S | |
| SPECIFIC DUTY NO. 2 | | | | | | RATING LETTER | |
| SPECIFIC DUTY NO. 3 | | | | | | RATING LETTER | |
| SPECIFIC DUTY NO. 4 | | | | | | RATING LETTER | |
| 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 | |



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.

APR 21 9 27 AM '67

Since his assignment to Headquarters Training Branch of the Operations School, Mr. Smith has been principally engaged in a thorough study and review of all courses in Covert Action previously given in OTR. This has been a long and complicated job, the difficulty of which has been compounded by the necessity, at least in part through public events, to plan and project a total revision of instruction in the CA field. As a result, Mr. Smith has not yet had the opportunity to teach. This will come shortly, however, when a new course begins on 8 May. The "Strong" rating given him here is based on the excellent work and thoroughly professional approach he has taken in all of the preparatory work he has undertaken. He has been eminently successful in establishing useful new relationships and in maintaining his old contacts in the Clandestine Services for the purpose of laying a solid groundwork for high quality training. In addition to his responsibilities in OTR he has been regularly consulted by the CA Staff in a survey of one of its activities. This is fine testimony for the regard in which he is held outside the confines of his present job. The prognosis for a very effective performance in all of his teaching assignments is excellent. He has no supervisory responsibilities and is average in cost consciousness.

SECTION D

CERTIFICATION AND COMMENTS

| | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| 1. BY EMPLOYEE | | |
| I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT | | |
| DATE 10 April 1967 | SIGNATURE OF EMPLOYEE <i>Joseph B. Smith</i> | |
| 2. BY SUPERVISOR | | |
| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 6 | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION | |
| DATE 7 April 1967 | OFFICIAL TITLE OF SUPERVISOR Chief, Headquarters Training | TYPED OR PRINTED NAME AND SIGNATURE <i>Charles B. Wheeler</i> CHARLES B. WHEELER |
| 3. BY REVIEWING OFFICIAL | | |
| COMMENTS OF REVIEWING OFFICIAL As noted above, Mr. Smith, for several valid reasons, has not done much teaching in his first six months in the Operations School, but judging from the way he handles himself in preparing his courses, he will be a very effective teacher once he begins, which will be very soon. | | |
| DATE 13 April 1967 | OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, Operations School/TR | TYPED OR PRINTED NAME AND SIGNATURE <i>Benjamin H. Cushing</i> BENJAMIN H. CUSHING |

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(When Filled In)

| FITNESS REPORT | | | | EMPLOYEE SERIAL NUMBER | |
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| | | | | C07894 ✓ | |
| SECTION A GENERAL | | | | | |
| 1. NAME <i>SMITH, JACQUES</i> (First) (Middle) | | 7. DATE OF BIRTH 16 Jun 21 | 8. SEX M | 4. GRADE GS-14 | 5. DD D |
| B. OFFICIAL POSITION/TITLE Ops Officer | | 7. OFF/DIV/BR OF ASSIGNMENT DDP/WII/4 | | 8. CURRENT STATION Buenos Aires | |
| 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 CAREER/PROVISIONAL (See Instructions - Section C) | | | <input type="checkbox"/> INITIAL <input checked="" type="checkbox"/> REASSIGNMENT SUPERVISOR <input type="checkbox"/> ANNUAL <input checked="" type="checkbox"/> REASSIGNMENT EMPLOYEE | | |
| SPECIAL (Specify): | | | SPECIAL (Specify): | | |
| 11. DATE REPORT DUE IN O.P. | | | 12. REPORTING PERIOD (From - to) 1 April - 28 August 1968 | | |
| SECTION B PERFORMANCE EVALUATION | | | | | |
| <p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counselling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p> | | | | | |
| SPECIFIC DUTIES | | | | | |
| List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employee's with supervisory responsibilities MUST be rated on their ability to supervise (Indicate number of employees supervised). | | | | | |
| SPECIFIC DUTY NO. 1 Operational and administrative management of all Station media activities. | | | | RATING LETTER S | |
| SPECIFIC DUTY NO. 2 Conduct liaison with local services on Covert Action operations. | | | | RATING LETTER S | |
| SPECIFIC DUTY NO. 3 Spotting, developing, handling and exploiting unilateral assets. | | | | RATING LETTER P | |
| SPECIFIC DUTY NO. 4 Preparation of operational, contact and dissemination reports. | | | | RATING LETTER S | |
| SPECIFIC DUTY NO. 5 Preparation of operational programs, projects and briefing papers in the media field. | | | | RATING LETTER S | |
| SPECIFIC DUTY NO. 6 | | | | RATING LETTER | |
| 30 DEC 1968 | | | | | |
| 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 overall 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.

Subject has been under the direct ^{DEC 30} supervision of this rating officer for a period of 14 months. This report is being submitted because of the transfer of the employee. For the last 6 weeks of the period covered by this report Subject was under the direct supervision of the COS because of the absence from the Station of this rating officer. Any differences of opinion with respect to the caliber of Subject's performance during the last six weeks will be reflected in the reviewing officer's comments.

During this period, as in the preceding period, Subject carried out all of his assigned duties and responsibilities in a highly professional and thoroughly competent manner. He continued to show a good deal of initiative and imagination in dealing with the liaison services on day to day matters. He demonstrated a keen sense of the internal political situation and he made maximum use of his contacts to elicit a large amount of disseminable information. Subject took over one new operational project during this period and he was able, because of his deep knowledge and understanding of the operational techniques employed in the CA field, to improve on the quality of the agent's product. Subject is an able and fully qualified officer who acquired a good deal of expertise about local operating conditions and then proceeded to apply his specialized knowledge and past experience to the Station's advantage. He has a great capacity for creative

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/ | |
| 2. BY SUPERVISOR | | |
| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION | |
| 14 | Subject had departed Station | |
| DATE | OFFICIAL TITLE OF SUPERVISOR | TYPED OR PRINTED NAME AND SIGNATURE |
| 15 September 66 | Deputy Chief of Station | Michael Tanos /s/ |
| 3. BY REVIEWING OFFICIAL | | |
| COMMENTS OF REVIEWING OFFICIAL | | |
| I would have rated Subject employee about the same. During the period under review, I had the opportunity to follow this employee's activities closely and can attest to his professional and imaginative handling of key assets. He corrected an earlier occupational fault found in many CA officers of a lack of cost consciousness, by cutting back on costs without adverse results to the operations concerned. During the one year under my observation, this employee performed highly satisfactorily. | | |
| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
| 16 September 66 | Chief of Station | Nicholas Natsios /s/ |

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- 2 -

SECTION C (CONTINUED)

thinking; he is perceptive and resourceful. He requires a minimum of guidance and direction. Subject showed some definite improvement with respect to cost consciousness and it is noteworthy that it did not adversely affect his enthusiasm. His operational and positive reports continue to be clear, concise and well written.

Summed up, Subject is a highly regarded professional officer who made a most worthwhile contribution to the Station's overall mission.

SECRET

S-E-C-R-E-T
(when filled in)

MEMORANDUM FOR: Chief, Transactions & Records Branch/OP
FROM: Chief, External Training Branch/RS/TR
SUBJECT: Completion of External Training

21 DEC 1966

This is to advise you that SMITH, Joseph Burkholder training request # R-18762 attended the following external training program:

COURSE: NATIONAL INTERDEPARTMENTAL SEMINAR
INSTITUTION: DEPARTMENT OF STATE
DATE: 21 NOVEMBER - 16 DECEMBER 1966
GRADE: Successful Completion

FOR THE DIRECTOR OF TRAINING:

Neil Mack

Attachments:

Grade Report
 Certificate of Satisfactory/Successful Completion
 Certificate of Completion
 Roster of Participants
 Training Report by Institution
 Training Report by Student
 None
 Other: _____

GROUP I
excluded from automatic
downgrading and
declassification

S-E-C-R-E-T
(when filled in)



Department of State • Department of Defense •
Agency for International Development • U. S. Information Agency

NATIONAL INTERDEPARTMENTAL SEMINAR

This is to certify that

Joseph Burkholder Smith

has successfully completed the seminar on

PROBLEMS OF DEVELOPMENT
AND INTERNAL DEFENSE

at the Foreign Service Institute, Washington, D.C.

December 16, 1966

X TRUE COPY OF
SIGNED ORIGINAL

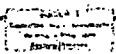
Seminar Coordinator

W. A. Callahan
Director of FSI

SECRET
(When Filled In)

Yes

| FITNESS REPORT | | | | EMPLOYEE SERIAL NUMBER | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-----------------------------------------|-------------------------------------------------------------------------------------------------------|------------------------------------|------------|
| | | | | 007894 | |
| SECTION A GENERAL | | | | | |
| 1. NAME (Last) <i>Smith</i> (First) <i>Joseph</i> (Middle) <i>G.</i> | | 2. DATE OF BIRTH 16 Jun 21 | 3. SEX M | 4. GRADE GS-14 | 5. SD D |
| 6. OFFICIAL POSITION TITLE Ops Officer | | 7. OFF/DIV/BR OF ASSIGNMENT DDP/WH/4 | | 8. CURRENT STATION Buenos Aires | |
| 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 checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> SPECIAL (Specify): <i>WR 4</i> | | |
| 11. DATE REPORT DUE IN O.P. 31 May 1966 | | | 12. REPORTING PERIOD (From - to) 13 July 1965 - 31 Mar 1966 | | |
| SECTION B PERFORMANCE EVALUATION | | | | | |
| <p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counselling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p> | | | | | |
| SPECIFIC DUTIES | | | | | |
| List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised). | | | | | |
| SPECIFIC DUTY NO. 1 Operational and administrative management of all Station media activities. | | | | RATING LETTER S | |
| SPECIFIC DUTY NO. 2 Conduct liaison with local services on Covert Action operations. | | | | RATING LETTER S | |
| SPECIFIC DUTY NO. 3 Supervise one deep cover agent who operates in the student field. | | | | RATING LETTER P | |
| SPECIFIC DUTY NO. 4 Spotting, developing, handling and exploiting unilateral assets. | | | | RATING LETTER P | |
| SPECIFIC DUTY NO. 5 Preparation of operational, contact and dissemination reports. | | | | RATING LETTER S | |
| SPECIFIC DUTY NO. 6 Preparation of operational programs, projects and briefing papers in the media field. | | | | 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 | |



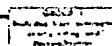
SECRET

(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. <u>Manner of performance of managerial or supervisory duties must be described, if applicable.</u></p> | | | |
| <p>Subject has been under the direct guidance and supervision of this rating officer for the nine-month period covered by this report.</p> | | | |
| <p>Subject is well grounded in the knowledge and application of Covert Action tradecraft techniques and he has amply demonstrated an ability for creative thinking. He is both imaginative and resourceful and he uses his extensive knowledge of the internal political scene and his fluency in Spanish to the best operational advantage. He has initiative and he is persistent in carrying things through to a conclusion. He has an excellent facility for written communication. His operational and positive reports are clear, concise and well presented. He requires a minimum of guidance and direction. He responds very well to supervision and he accepts comments, suggestions and criticism in the constructive light in which they are presented. As a supervisor he has been able to obtain satisfactory results.</p> | | | |
| <p>Subject's only weakness is that he tends to be less cost conscious than is desirable and unless his activities are circumscribed he is apt to allow his fertile mind and enthusiasm to get out of hand.</p> | | | |
| <p>Summed up, Subject is a highly professional and experienced officer who has all of the necessary operational and intellectual abilities to meet the requirements of the job.</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 | | |
| 26 April 1966 | [Signature] /s/ | | |
| 2. BY SUPERVISOR | | | |
| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION | | |
| Nine | | | |
| DATE | OFFICIAL TITLE OF SUPERVISOR | TYPED OR PRINTED NAME AND SIGNATURE | |
| 26 April 1966 | Deputy Chief of Station | Michael Tanes /s/ | |
| 3. BY REVIEWING OFFICIAL | | | |
| COMMENTS OF REVIEWING OFFICIAL | | | |
| <p>I would have rated Subject officer approximately the same. In the past eight months that I have observed him in action, he has demonstrated an ability to get things done in a professional manner. He is, without doubt, the most professional and effective senior case officer at this Station. It was a pleasure to work with this officer and he will be sorely missed after his departure in August.</p> | | | |
| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE | |
| 27 April 1966 | Chief of Station | Nicholas A. Natsios /s/ | |

SECRET
(When Filled In)

| FITNESS REPORT | | | | EMPLOYEE SERIAL NUMBER | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|--------------------|
| | | | | 007394 | |
| SECTION A GENERAL | | | | | |
| 1. NAME (Last) (First) (Middle) [REDACTED] | | 2. DATE OF BIRTH 16 June 21 | 3. SEX M | 4. GRADE GS-14 | 5. PD D |
| 6. OFFICIAL POSITION/TITLE Operations Officer | | 7. OFF/DIV/BR OF ASSIGNMENT DDP/WH/4 | | 8. CURRENT STATION Buenos Aires | |
| 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 checked="" type="checkbox"/> REASSIGNMENT SUPERVISOR <input type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE <input type="checkbox"/> SPECIAL (Specify): | | |
| 11. DATE REPORT DUE IN O.P. 31 August 1965 | | | 12. REPORTING PERIOD (From - to) 1 April 1965 - 12 July 1965 | | |
| 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 counselling, 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 Maintains contact with Chief and other key officers of the Psychological Action Department of the principal Argentine intelligence service and is case officer for an important and large CA project run in conjunction with the local service. | | | | RATING LETTER S | |
| SPECIFIC DUTY NO. 2 Case officer for three unilateral CA projects in the following fields: one propaganda (films), one student/youth, and one political action. These projects have significant FI overtones. | | | | RATING LETTER S | |
| SPECIFIC DUTY NO. 3 Case officer of a new project essentially FI in nature. | | | | RATING LETTER S | |
| SPECIFIC DUTY NO. 4 Supervisor for one American Staff Agent in the CA field who is case officer of one formal project and is engaged in important developmental work. | | | | RATING LETTER S | |
| SPECIFIC DUTY NO. 5 Assists the Station CA officer in over-all and tactical planning. | | | | RATING LETTER S | |
| 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 previous assignments 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 |
| 2 AUG 1965 | | | | | |



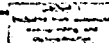
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(When Filled In)

| SECTION C | | NARRATIVE COMMENTS | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|-------------------------------------|--|
| <p>Indicate significant strengths or weaknesses demonstrated in current position. Be fair 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>This report is submitted due to the ^{July 29, 0530 1965} reassignment of the supervisor. Subject's performance remains as before. The Rating Letter of Specific Duty No. 1 was lowered from "O" to "S" for the simple reason that the goal in large measure has been achieved, i.e., a substantial reduction in costs but with a concurrent improvement in the net product - a not inconsiderable achievement in that this is a joint undertaking with the local service. Specific Duty No. 2 lists three unilateral CA projects rather than four as described in the last report. This is due to the termination (on Subject's recommendation) of one of these projects.</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 | | |
| 12 July 65 |  /s/ | | |
| 2. BY SUPERVISOR | | | |
| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION | | |
| 15 | | | |
| DATE | OFFICIAL TITLE OF SUPERVISOR | TYPED OR PRINTED NAME AND SIGNATURE | |
| 12 July 65 | Operations Officer | Frederick Larkin /s/ | |
| 3. BY REVIEWING OFFICIAL | | | |
| COMMENTS OF REVIEWING OFFICIAL | | | |
| This officer's performance in the last three months has continued at a high level and I have nothing to add to the reviewing comments made in his last report. | | | |
| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE | |
| 12 July 65 | Chief of Station | J. Foster Collins /s/ | |

SECRET
(When Filled In)

SW

| FITNESS REPORT | | | | EMPLOYEE SERIAL NUMBER | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-----------------------------|-------------------------------------------------------------------------------------------|------------------------|--------------------|
| SECTION A <i>Smith, Joseph B.</i> GENERAL | | | | 007894 | |
| 1. NAME <i>(Last) (First) (Middle)</i> | | 2. DATE OF BIRTH | 3. SEX | 4. GRADE | 5. SD. |
| <i>[Redacted]</i> | | 16 June 21 | M | GS-14 | D |
| 6. OFFICIAL POSITION TITLE | | 7. OFF/DIV/GR OF ASSIGNMENT | | 8. CURRENT STATION | |
| Ops. Officer | | DDP/WP/4 | | Buenos Aires | |
| 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 | | |
| SPECIAL (Specify): | | | SPECIAL (Specify): | | |
| 11. DATE REPORT DUE IN O.P. | | | 12. REPORTING PERIOD (From - to) | | |
| 31 May 1965 | | | 1 April 1964 - 31 March 1965 | | |
| SECTION B PERFORMANCE EVALUATION | | | | | |
| <p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p> | | | | | |
| SPECIFIC DUTIES | | | | | |
| List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised). | | | | | |
| SPECIFIC DUTY NO. 1 Maintains contact with the Chief and other key officers of the Psychological Action Department of the principal Argentine intelligence service and is case officer for an important and large CA project run in conjunction with the local service. | | | | | RATING LETTER O |
| SPECIFIC DUTY NO. 2 Case officer for four unilateral CA projects in the following fields: one propaganda (films), two student/youth, and one political action. These projects have significant FI overtones. | | | | | RATING LETTER S |
| SPECIFIC DUTY NO. 3 Case officer of a new project essentially FI in nature. | | | | | RATING LETTER S |
| SPECIFIC DUTY NO. 4 Supervisor for one American Staff Agent in the CA field who is case officer of one formal project and is engaged in important developmental work. | | | | | RATING LETTER S |
| SPECIFIC DUTY NO. 5 Assists the Station CA officer in over-all and tactical planning. | | | | | RATING LETTER S |
| SPECIFIC DUTY NO. 6 Serves as coordinator of the Station's activities in the student youth field. | | | | | RATING LETTER P |
| 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, excellent 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 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>There is little change over the previous report. Subject remains eager and aggressive and his enthusiasm for his assignment has not been dulled by the everyday frustrations and difficulties of doing business and living in Argentina. Subject's political action project was reactivated during this period with the return to Buenos Aires of the principal agent. This activity shows promise of making an important contribution to understanding the political tides at work in Argentina. Subject has developed a long-time agent in the liaison service (and recruited his wife) to a point where the "take" has been considerably improved. Subject's project management remains good and his reporting is both timely and in depth.</p> <p>Subject supervises an American Staff Agent under deep cover in which effort Subject exhibits a high degree of competence. This officer continues to show an admirable cost consciousness which can be demonstrated in his management of a large and important CA liaison project; the costs to the Agency of this project have been reduced about 65% since subject assumed direction while at the same time improving the end result. Subject's Spanish continues to improve and he has no difficulty in understanding and in speaking with Argentines who have no English.</p> <p>Subject has obviously established effective rapport with his agents and his Argentine colleagues and friends. This is in part due to a genuine interest on Subject's part in these people, their country's problems, and their culture. Subject remains responsive to guidance</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 | | |
| 24 May 65 | <i>Samuel P. ...</i> | | |
| 2. BY SUPERVISOR | | | |
| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION | | |
| 12 | | | |
| DATE | OFFICIAL TITLE OF SUPERVISOR | TYPED OR PRINTED NAME AND SIGNATURE | |
| 24 May 65 | Operations Officer | Frederick Larkin, Jr. /s/ | |
| 3. BY REVIEWING OFFICIAL | | | |
| COMMENTS OF REVIEWING OFFICIAL | | | |
| <p>From fairly close observation of his work I agree generally with ratings and comments of supervisor. The rating of "outstanding" on his work with liaison was justified in his last report because of the exceptional job he had done in developing this relationship. While he has continued to maintain it at a high level, there is some question in my mind whether a rating of "outstanding" is still justified. He is definitely a strong and active officer, handling a heavy load of liaison and independent operations. A well-rounded judgement of this officer should, however, include the statement that he sometimes rushes ahead a bit too precipitously and enthusiastically, and is inclined to gloss over operational details which can be important. He is effective</p> | | | |
| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE | |
| 24 May 65 | Chief of Station | J. Foster Collins /s/ | |

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S E C R E T

SECTION C (Continued)

and direction but is quick to disagree if such be the case. However, he can be counted upon to implement fully a decision once one has been reached.

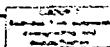
SECTION D.3. (Continued)

in his written work, more so than in his oral presentations which tend to be somewhat rambling. He is a cheerful and outgoing person who has learned Spanish exceptionally rapidly and well. He has developed a good understanding of, and rapport with, his contacts both liaison and independent.

SECRET
(When Filled In)

Done

| FITNESS REPORT | | | | EMPLOYEE SERIAL NUMBER | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|----------------------------------|---------------------------------------------|----------------------------------|--------------------------------------------------|
| | | | | 007894 | |
| SECTION A <i>Smith, Joseph S</i> GENERAL | | | | | |
| 1. NAME (Last) (First) (Middle) | | 2. DATE OF BIRTH | 3. SEX | 4. GRADE | 5. SD |
| <i>[Redacted]</i> | | 16 June 1921 | M | GS-14 | D |
| 6. OFFICIAL POSITION TITLE | | | 7. OFF/DIV/BR OF ASSIGNMENT | | 8. CURRENT STATION |
| Operations Officer | | | DDP WHD 2 | | Buenos Aires |
| 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) | | |
| 31 May 1964 | | | 1 April 1963-31 March 1964 | | |
| SECTION B PERFORMANCE EVALUATION | | | | | |
| <p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p> | | | | | |
| SPECIFIC DUTIES | | | | | |
| List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised). | | | | | |
| SPECIFIC DUTY NO. 1 Maintains contact with the Chief and other key officer of the Psychological Action Department of the principal Argentine intelligence service and is case officer for an important and large CA project run in conjunction with the local service. | | | | | RATING LETTER O |
| SPECIFIC DUTY NO. 2 Case officer for four unilateral CA projects in the following fields: propaganda (films), economic action and reporting, student/youth, and political action. Three of these have significant FI overtones. | | | | | RATING LETTER S |
| SPECIFIC DUTY NO. 3 Supervisor for one American Staff Agent in the CA field who is case officer of one formal project and is engaged in important developmental work. | | | | | RATING LETTER S |
| SPECIFIC DUTY NO. 4 Assists the Station CA officer in over-all and tactical planning. | | | | | RATING LETTER P |
| SPECIFIC DUTY NO. 5 Serves as coordinator of the Station's activities in the student/youth field. | | | | | RATING LETTER P |
| SPECIFIC DUTY NO. 6 | | | | | RATING LETTER |
| | | | | | POSTED ON 05-45 |
| 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 |
| 33 JUN 1964 | | | | | |



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.

Subject remains the eager, aggressive, and intelligent individual described in his last Fitness Report. During the year under review, Subject was assigned case-officership of two agents taken over from an officer who departed PCS. One of these agents is in an area new to Subject--economic action and economic reporting. In total, Subject is case officer of four active projects plus one that is temporarily inactive as the agent is absent from Argentina. Also, Subject is the supervisor of one American Staff Agent under deep cover. Subject handles these varied assignments with a high degree of competence and indicates a versatility of high degree. Subject's project management is good and his formal reporting to both his supervisor and Headquarters is kept current and done in depth.

This officer has consistently shown a cost consciousness during the period he has been at this Station (24 months). In addition he has an ability to relate cost to production which has resulted in almost halving funds spent for his CA liaison project while at the same time improving the product--and with the cooperation of the local service.

Subject's language competence (Spanish) is sufficiently fluent to permit him to engage in extended professional conversations with agents and others who have no English.

--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 |
| 22 May 1964 | <i>[Signature]</i> |

2. BY SUPERVISOR

| | |
|-----------------------------------------------|-----------------------------------------------------------------|
| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION |
| 20 | |

| | | |
|-------------|------------------------------|-------------------------------------|
| DATE | OFFICIAL TITLE OF SUPERVISOR | TYPED OR PRINTED NAME AND SIGNATURE |
| 22 May 1964 | Operations Officer | /S/ Frederick Larkin |

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

I generally concur with the Supervisor's ratings on Subject and on his general comments. In direct dealings with this officer I find him an aggressive and well-rounded officer who carries a full load of projects and liaison activity. He is making a significant contribution to the Station's mission.

| | | |
|-------------|--------------------------------------|-------------------------------------|
| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
| 22 May 1964 | Chief of Station | /S/ J. Foster Collins |

SECRET

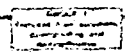
Continuation of Section C, Fitness Report, attachment
to HABT-2892, 22 May 1964

Subject's rapport with his agents and other contacts appears to be excellent, which is doubtless an important element in his continuing success with his projects. Subject is responsive to guidance and direction and when after full discussion a course of action is agreed upon, he can be counted upon to take action within the agreed limits.

SECRET
(When Filled In)

GA

| FITNESS REPORT | | | | EMPLOYEE SERIAL NUMBER | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|----------------------------------|-------------------------------------|----------------------------------|--------------------------------------------------|
| SECTION A <i>Smith, Joseph G.</i> GENERAL | | | | 007894 | |
| 1. NAME (Last) (First) (Middle) | | 2. DATE OF BIRTH | 3. SEX | 4. GRADE | 5. SO |
| <i>Smith, Joseph G.</i> | | 16 June 1921 | Male | GS-14 | D |
| 5. OFFICIAL POSITION TITLE | | | 7. OFF/DIV/BR OF ASSIGNMENT | 8. CURRENT STATION | |
| Ops Officer | | | DDP WH 2 | Buenos Aires | |
| 9. CHECK (X) TYPE OF APPOINTMENT | | | 10. CHECK (X) TYPE OF REPORT | | |
| <input checked="" type="checkbox"/> | CAREER | <input type="checkbox"/> RESERVE | <input type="checkbox"/> TEMPORARY | <input type="checkbox"/> INITIAL | <input type="checkbox"/> REASSIGNMENT SUPERVISOR |
| CAREER-PROVISIONAL (See Instructions - Section C) | | | <input checked="" type="checkbox"/> | ANNUAL | <input type="checkbox"/> REASSIGNMENT EMPLOYEE |
| SPECIAL (Specify) | | | SPECIAL (Specify) | | |
| 11. DATE REPORT DUE IN O.P. | | | 12. REPORTING PERIOD (From - to) | | |
| 31 May 1963 | | | 5 June 1962 - 31 March 1963 | | |
| SECTION B PERFORMANCE EVALUATION | | | | | |
| <p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p> | | | | | |
| SPECIFIC DUTIES | | | | | |
| List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised). | | | | | |
| SPECIFIC DUTY NO. 1 | | | | RATING LETTER | |
| Maintains contact with the Chief and other key officers of the Psychological Action Department of the principal Argentine intelligence service. | | | | S | |
| SPECIFIC DUTY NO. 2 | | | | RATING LETTER | |
| Case officer for an important and large CA project run in conjunction with the local service. | | | | O | |
| SPECIFIC DUTY NO. 3 | | | | RATING LETTER | |
| Case officer for two unilateral CA projects, one in the propaganda field and the other political action with important FI overtones. | | | | S | |
| SPECIFIC DUTY NO. 4 | | | | RATING LETTER | |
| Case officer for two American staff agents in the CA field. This involves four formal projects and important developmental work. | | | | P | |
| SPECIFIC DUTY NO. 5 | | | | RATING LETTER | |
| Assists the Station CA officer in over-all and tactical planning. | | | | 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 |
| 11 JUN 1963 | | | | | |



SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective the relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training, commitment 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 must be described, if applicable.

Subject is an aggressive, eager, and intelligent person who knows what he wants to do with and where to take his projects. In the case of the project with the local service, Subject inherited an expensive project over which little control had been exercised in either effective utilization of funds or the actual operations. After analyzing the project to determine the state of assets, capabilities, etc., Subject ingratiated himself in a highly commendatory way with the Argentines concerned to the end that Subject's ideas and positive cooperation are now sought on a daily basis. This has resulted in greatly improved project management and, better, more demonstrable results for the money spent.

Also, during this period Subject developed and recruited one new agent, a leading political scientist with access to important political leaders. In addition Subject inherited a project in the motion picture field which he has developed into an effective mechanism which now promises to reach into the newspaper field.

In addition to the above three projects, Subject is case officer for two staff agents who between them handle four projects. Subject has had these responsibilities for less than three months and during this period he has handled these assignments proficiently.

Subject's language competence (Spanish) is proficient; he is able to converse meaningfully in Spanish with persons of intelligence interest who have no English.

(continued on separate sheet)

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

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

DATE: 24 May 1963 SIGNATURE OF EMPLOYEE: /S/ [Redacted]

2. BY SUPERVISOR

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

DATE: 24 May 1963 OFFICIAL TITLE OF SUPERVISOR: Operations Officer TYPED OR PRINTED NAME AND SIGNATURE: /S/ Frederick Larkin Jr.

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

I am in general agreement with the supervisor's assessment of this individual, whom I have seen fairly frequently. He is extremely active and aggressive and has moved ahead rapidly into new activities in both the liaison and unilateral field. He has only recently taken over the direction and supervision of two other case officers so it is too early to know what his abilities in this area are, but it is in this direction that he should work for broadening his career potential.

DATE: 24 May 1963 OFFICIAL TITLE OF REVIEWING OFFICIAL: Chief of Station TYPED OR PRINTED NAME AND SIGNATURE: /S/ James F. Collins

SECRET

Continuation of Section C, Fitness Report, attachment to HART-2308, 24 May 1963

Subject has no important weaknesses. His aggressiveness and eagerness have at times led to hasty action that might have resulted in professionally embarrassing results. On the other hand, these very qualities resulted in a recent and important recruitment. Subject is responsive to guidance and direction. He reports fully and within time limits. Subject's rapport with those with whom he is in professional contact appears excellent.

SECRET
(When Filled In)

| | |
|-----------------------|------------------------|
| FITNESS REPORT | EMPLOYEE SERIAL NUMBER |
|-----------------------|------------------------|

| | | | |
|-------------------------------------------------------|------------------------------------------------------|-----------------------------------------|-------------------------------------------------------------|
| SECTION A GENERAL | | | |
| 1. NAME Last: Smith First: Joseph Middle: P. | 2. DATE OF BIRTH 16 June 1921 | 3. SEX Male | 4. GRADE GS-13 |
| 5. SERVICE DESIGNATION D | 6. OFFICIAL POSITION TITLE Operations Officer | 7. OFF/DIV/BR OF ASSIGNMENT DDP/WH/1 | |
| 8. CAREER STAFF STATUS | | 9. TYPE OF REPORT | |
| <input type="checkbox"/> NOT ELIGIBLE | <input type="checkbox"/> MEMBER | <input type="checkbox"/> DEFERRED | <input checked="" type="checkbox"/> REASSIGNMENT/SUPERVISOR |
| <input type="checkbox"/> PENDING | <input type="checkbox"/> DECLINED | <input type="checkbox"/> DENIED | <input type="checkbox"/> REASSIGNMENT/EMPLOYEE |
| 10. DATE REPORT DUE IN O.P. | 11. REPORTING PERIOD From: 1 Jan 62 To: 30 Apr 62 | 12. SPECIAL (Specify) | |

| | | | | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|-----------------|-----------------------------------------------------------------------------------------------------------------|---------------|-----------------|-----------------|
| 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 Provide hqs support to field installations by reviewing projects and forwarding them for approval, obtaining base traces, clearances, etc. | | RATING NO. 5 | SPECIFIC DUTY NO. 4 Meet, brief, debrief non-US Government figures of intelligence and/or operational interest. | | RATING NO. 5 | |
| SPECIFIC DUTY NO. 2 Have primary responsibility for operational and intelligence correspondence with the field via cable and pouch. | | RATING NO. 5 | SPECIFIC DUTY NO. 5 Supervise area desk personnel (ops officers, reports officers, JOTs, secretaries) | | RATING NO. 6 | |
| SPECIFIC DUTY NO. 3 Prepare oral briefings, memoranda, studies, Special Group Papers, other correspondence for DCI and other center officials of CIA and other USG agencies. | | RATING NO. 5 | SPECIFIC DUTY NO. 6 | | RATING NO. | |

| | | | | | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|--|------------------------|--|
| SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION | | | | | | |
| Take into account everything about the employee which influences his effectiveness in his current position: performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance. | | | | | | |
| 1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding. | | | | | RATING NO. 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 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 NEEDING SUPPORT | | | | | | | | | X | |
| FACILITATES WORK OR OPERATION OF HIS OFFICE | | | | | | | | | | X |
| WRITES EFFECTIVELY | | | | | | | | | X | |
| SECURITY CONSCIOUS | | | | | | | | X | | |
| THINKS CLEARLY | | | | | | | | | | X |
| DISCIPLINE IN ORGANIZING, MAINTAINING AND DISPOSING OF RECORDS | | | | | | | | X | | |
| OTHER FACTORS | | | | | | | | | | |
| SEE SECTION "E" ON REVERSE SIDE | | | | | | | | | | |

SECRET
(When Filled In)

SECTION E NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

State 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. Smith was head of the Venezuela Desk at the beginning of the reporting period. He left this position shortly thereafter in preparation for an overseas assignment, with another branch of WHD. During his duty with WH/1, Mr. Smith was a strong asset. With his previous operational experience and his innate good sense, he supervised the Venezuela Desk in a most effective fashion. This was particularly evident during the Presidential visit to Venezuela and Colombia in December 1961. The effective management of the Headquarters aspects of the visit called for a well-coordinated, efficient and intensive effort by all concerned. Mr. Smith and the personnel under his supervision measured up quite well in this situation.

SECTION F CERTIFICATION AND COMMENTS

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

DATE: SIGNATURE OF EMPLOYEE

2. BY SUPERVISOR
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION: IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

Four months Subject departed on overseas assignment.

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: OFFICIAL TITLE OF SUPERVISOR: TYPED OR PRINTED NAME AND SIGNATURE
8 June 1962 AC/EE/1 R. Reynolds

3. BY REVIEWING OFFICIAL
I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.
I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.
I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.
I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.

COMMENTS OF REVIEWING OFFICIAL

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

SECRET

SECRET
(When Filled In)

| | | | | | | | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|-----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|-----------------|-----------------|---|---|---|
| FITNESS REPORT | | EMPLOYEE'S NAME | | EMPLOYEE'S SERIAL NUMBER | | | | | |
| SECTION A - GENERAL | | | | | | | | | |
| 1. NAME OF EMPLOYEE | | 2. DATE OF BIRTH | | 3. SEX | | | | | |
| Smith, Joseph B. | | 15 June 1921 | | Male | | | | | |
| 4. TITLE OR POSITION | | | | | | | | | |
| Operations Officer | | | | | | | | | |
| 5. TYPE OF REPORT | | | | | | | | | |
| DDP/WH/1 | | | | | | | | | |
| 6. CAREER STAFF STATUS | | 7. TYPE OF REPORT | | | | | | | |
| NOT ELIGIBLE | MEMBER | DEFERRED | INITIAL | REASSIGNMENT/SUPERVISOR | | | | | |
| PENDING | DECLINED | DENIED | ANNUAL | REASSIGNMENT/EMPLOYEE | | | | | |
| 8. DATE REPORT DUE IN O.P. | | 10. REPORTING PERIOD | | 9. SPECIAL (Specify) | | | | | |
| 28 February 1962 | | 19 Jul 61 - 31 Dec 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 Reviews, assesses, and supervises all current operations in his area and provides guidance and support to the field. | | RATING NO. 5 | SPECIFIC DUTY NO. 4 Drafts dispatches, telegrams and cables. Edits and occasionally drafts project actions, assures their proper coordination and processes them for approval. | | RATING NO. 5 | | | | |
| SPECIFIC DUTY NO. 2 Recommends courses of action to the field and policy to his superior. | | RATING NO. 5 | SPECIFIC DUTY NO. 5 Reviews and monitors field monetary obligations and expenditures. | | RATING NO. 5 | | | | |
| SPECIFIC DUTY NO. 3 Keeps abreast of the political and economic situation in his country and briefs superiors as requested. | | RATING NO. 5 | SPECIFIC DUTY NO. 6 Supervises reports officer's and secretary's work and exercises general responsibility for all operational and administrative duties of his unit. | | RATING NO. 6 | | | | |
| SECTION C - EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION | | | | | | | | | |
| Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance. | | | | | | | | | |
| 1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding. | | | | | RATING NO. 4 | | | | |
| SECTION D - DESCRIPTION OF THE EMPLOYEE | | | | | | | | | |
| In the rating heads 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 | |
| WORKS EFFICIENTLY | | | | | | | | X | |
| SECURITY CONSCIOUS | | | | | | | X | | |
| KNOWS CLEARLY | | | | | | | | X | |
| DISCIPLINED IN ORIGINATING, MAINTAINING AND CLOSING OF RECORDS | | | | | | | | X | |
| OTHER CHARACTERISTICS | | | | | | | | | |

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.

This employee was new to WH and served only about three months under the supervision of the undersigned. He brought wide experience and background in CA work to the Branch due to his past experience in other components of KUBARK. He was applying himself industriously to the task of learning about the WH area and specifically Venezuela, for which country he was the desk officer responsible for FI as well as CA work. His performance was excellent and can be expected to improve with more familiarization with the area.

SECTION F CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

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

| | |
|--------------|------------------------|
| DATE | SIGNATURE OF EMPLOYEE |
| 4 April 1962 | <i>Joseph E. Smith</i> |

2. BY SUPERVISOR

| | |
|-----------------------------------------------|-----------------------------------------------------------------|
| 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 | OFFICIAL TITLE OF SUPERVISOR | TYPED OR PRINTED NAME AND SIGNATURE |
| 26 March 1962 | C/WH/L | /s/ Edwin M. Terrell |

3. BY REVIEWING OFFICIAL

| | |
|-------------------------------------|---------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION. |
| <input checked="" 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:

During the period from the rating officer's departure in Oct 1961 until Mr. Smith was reassigned to another Branch in Feb 1962 in preparation for an overseas assignment, he demonstrated high competence in all of his duties, thereby confirming the rating officer's expectations in the last sentence of Section E. On the basis of this fine performance, I would upgrade the rating in Section C from 4 to 5.

| | | |
|--------------|--------------------------------------|-------------------------------------|
| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
| 4 April 1962 | AC/WH/L | <i>R. Reynolds</i> |

SECRET

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

TRAINING REPORT

Spanish Basic Reading, Speaking, Writing I

~~100~~ hours, part time, 16 January 1961 - 24 March 1961 ~~6~~ students

Student: Joseph B. Smith

Year of Birth: 1921

SOB Date: September 1951 Grade: GS-15

Office: CA Staff

COURSE OBJECTIVES - CONTENT AND METHODS

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

The general aim of the course is to enable the student to use the spoken language with moderate facility and accuracy in a large number of everyday situations while providing a basis for further learning of the language either by actual use in the area or by further formal study. The three major objectives of this phase of the course are to develop an ability: (1) to adequately distinguish and pronounce the sounds of the language; (2) to use appropriately a small quantity of Spanish sentences and expressions; (3) to comprehend normal-speed spoken Spanish in a limited number of everyday, non-technical situations.

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

ACHIEVEMENT RECORD

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

| <u>Unsatisfactory</u> | <u>Satisfactory</u> | <u>Excellent</u> | <u>Incomplete</u> |
|-----------------------|---------------------|------------------|-------------------|
| | | 3 * | 3 |

It is regrettable that Mr. Smith will not be able to continue in the course at this time but increased office duties do not permit it. Mr. Smith had made a very profitable start in Spanish in this course.

FOR THE DIRECTOR OF TRAINING: /s/ L. C. MARRIN

Chief Instructor

22 May 1961
Date

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

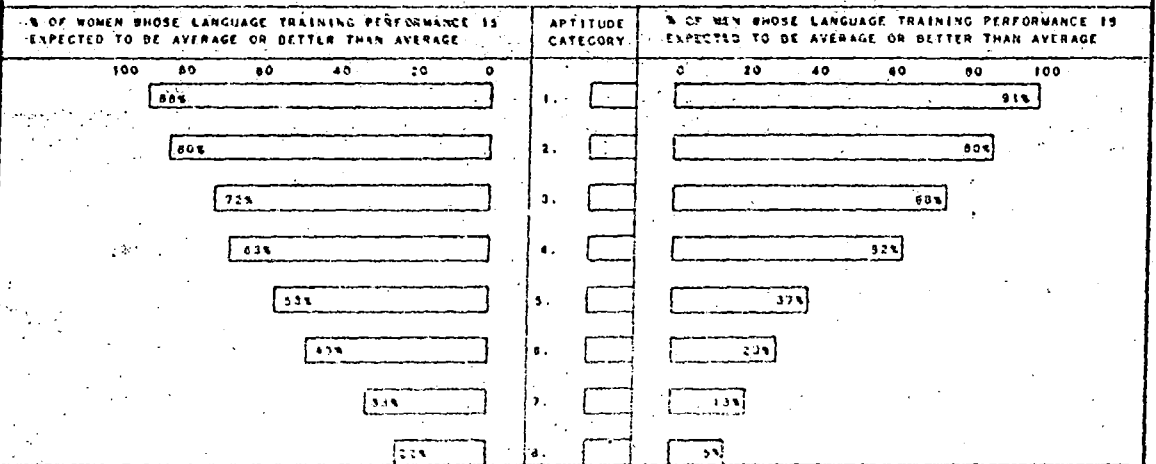
CONFIDENTIAL
(When Filled In)

FOREIGN LANGUAGE APTITUDE AND EXPERIENCE REPORT

DATE OF TESTING

NAME: _____ OFFICE: _____ GALL: _____ FEMALE: _____

The category checked below is an interpretation of the scores made by the person named above on a battery of foreign language aptitude tests. The relationships between test performance and subsequent training performance of trainees in Agency language training courses are indicated by the graphs next to the aptitude categories. The graphs to the left are for women and the graphs to the right are for men. From these graphs you can read for each aptitude category the probability that a person in that category will perform in an Agency foreign language training course at an average or better-than-average level. For example, 22 percent of the women who obtain an aptitude rating of "8" can be expected to be average or better in course performance, while 5 percent of the men with ratings of "8" can be expected to be average or better in course performance. A man needs an aptitude rating of "6" to have about the same expectation of success in language training as a woman with a rating of "8." At the other end of the scale, 80 percent of either men or women who obtain aptitude ratings of "2" can be expected to do average or better-than-average work in training. The differences in relationship are due to differences between men and women in both training performance and test scores. On the average women are somewhat higher on both.



Since many things other than aptitudes enter into the determination of training course performance, in any class of students there will usually be some whose performance will be better than would be expected from their test scores, just as there will likely be some whose performance is poorer than expected. STRENGTH OF MOTIVATION, PRIOR EXPERIENCE WITH A FOREIGN LANGUAGE, and other factors should be considered in selecting people for language training and in interpreting language training results. For example, the number of languages previously studied or learned and the amount of academic and nonacademic language-learning experience are factors not measured by the tests but are indicative of probable success in learning a foreign language. Whether such experience was in the same language as the one to be studied or in a different one is, of course, an additional relevant factor.

NUMBER OF FOREIGN LANGUAGES STUDIED OR LEARNED BY THIS INDIVIDUAL

| MONTHS OF ACADEMIC TRAINING | | | NONACADEMIC EXPERIENCE (1 YEAR OF WORK) | |
|-----------------------------|------------|-------|-----------------------------------------|----------|
| BEGIN SCHOOL | EXCELLENCE | OTHER | READING OR WRITING | SPEAKING |
| 15 | 2 | 1 | 1 | 1 |

DATE: _____ SIGNATURE OF OFFICER: _____

SECRET
(When Filled In)

FITNESS REPORT

EMPLOYEE SERIAL NUMBER
7894

SECTION A GENERAL

1. NAME (Last) **SMITH** (First) **Joseph** (Middle) **B.** 2. DATE OF BIRTH **16 June 1921** 3. SEX **M** 4. GRADE **GS-13**

5. SERVICE DESIGNATION **D** 6. OFFICIAL POSITION TITLE **Ops Officer** 7. OFF/DIV/BRN OF ASSIGNMENT **DDP/CA/PROP/Guld Br.**

8. CAREER STAFF STATUS: NOT ELIGIBLE, MEMBER, DEFERRED, PENDING, DECLINED, DENIED 9. TYPE OF REPORT: INITIAL, ANNUAL, REASSIGNMENT/SUPERVISOR, REASSIGNMENT/EMPLOYEE

10. DATE REPORT DUE IN O.P. **31 January 1961** 11. REPORTING PERIOD **From 25 May 60 - 31 Dec. 60** SPECIAL (Specify) **U.S.**

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 Conceive, write and coordinate propaganda guidance on matters relating to area of geographic and substantive competence. (WH) | | | RATING NO. 5/6 | SPECIFIC DUTY NO. 4 Supervise the establishment & maintenance of basic files including those deriving from NSC & OCB policy papers & those necessary for the conduct of campaigns. | | | RATING NO. 5 |
| SPECIFIC DUTY NO. 2 Originate, develop and coordinate continuing strategic propaganda campaigns of world-wide significance. (Nationalism-Neutrality) | | | RATING NO. 3 | SPECIFIC DUTY NO. 5 Participate in review of and contributes substantively to Agency planning-cycle documents. | | | RATING NO. 5/6 |
| SPECIFIC DUTY NO. 3 Analyze such public and official papers & communications as may be required to maintain knowledge in areas of assigned responsibility & to assure stimulation & coordination of propaganda operations. | | | RATING NO. 5/6 | SPECIFIC DUTY NO. 6 | | | RATING NO. |

SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.

1 - Performance in many important respects fails to meet requirements.
2 - Performance meets most requirements but is deficient in one or more important respects.
3 - Performance closely 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. **5/6**

SECTION D DESCRIPTION OF THE EMPLOYEE

In the rating boxes below, check (X) the degree to which each characteristic applies to the employee

| 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 NEEDED | | | | | | | X | |
| DOES HIS JOB WITHOUT STRONG SUPPORT | | | | | | | | X |
| FACILITATES SMOOTH OPERATION OF HIS OFFICE | | | | | | | X | |
| WORKS EFFECTIVELY | | | | | | | X | |
| SECURITY CONSCIOUS | | | | | | | X | |
| FINES CLEARLY | | | | | | | X | |
| DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS | | | | | | X | | |
| OTHER (22-423) | | | | | | | | |

SEE SECTION 41 ON REVERSE SIDE

SECRET

(When Filled In)

OFFICE OF PERSONNEL

SECTION E NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

State 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 justify the basis for determining future personnel actions.

JAN 27 2 21 PM '61

Mr. Smith has demonstrated both competence and versatility since his assignment to CA/PROP. With no prior experience in the area, he was assigned to WH affairs and has quickly developed both a surprising knowledge of the problems of that volatile group of countries and an excellent rapport with members of the Division (which, on several occasions has indicated a strong interest in securing his services when his release from the staff can be arranged). Assignments are completed with dispatch and in good order.

The rating of 3 with regard to the proposed campaign on Neutralism-Nationalism reflects only that we have not yet got underway in this admittedly difficult and controversial field. The sum of research which Mr. Smith has done in this field leads him to the present conclusion (in which undersigned concurs) that unlike most of our other campaigns this will have to be conducted on a selected country basis and differently tailored for each.

During the absence of the rating official Mr. Smith has acted as Branch Chief.

SECTION F CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

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

DATE 23 January 1961

SIGNATURE OF EMPLOYEE [Signature]

2. BY SUPERVISOR

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

DATE 23 January 1961

OFFICIAL TITLE OF SUPERVISOR CA/PROP/C/Guidance Branch

TYPED OR PRINTED NAME AND SIGNATURE W. H. CARPENTER

3. BY REVIEWING OFFICIAL

- I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.
I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.
I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.
I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.

COMMENTS OF REVIEWING OFFICIAL

DATE

OFFICIAL TITLE OF REVIEWING OFFICIAL CA/C/PROP

TYPED OR PRINTED NAME AND SIGNATURE HENRY C. SUTTON

SECRET

1/6

SECRET
(When Filled In)

4 Apr 60 63-115
13-27
22

| FITNESS REPORT | | | | EMPLOYEE SERIAL NUMBER | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|----------------------------|----------------------------------------|-----------------------------------------------------------|-------------------|-----------------|
| SECTION A GENERAL | | | | 13 | | |
| 1. NAME (Last) (First) (Middle) | | 2. DATE OF BIRTH | | 3. SEX | 4. GRADE | |
| SMITH, Joseph B. | | 16 June 1921 | | M | GS-13 | |
| 5. SERVICE DESIGNATION | | 6. OFFICIAL POSITION TITLE | | 7. OFF/DIV/BR OF ASSIGNMENT | | |
| AF | | Asst. Chief | | FELICIA/MAIL/4 | | |
| 8. CAREER STAFF STATUS | | | 9. TYPE OF REPORT | | | |
| NOT ELIGIBLE | <input checked="" type="checkbox"/> MEMBER | DEFERRED | INITIAL | REASSIGNMENT/SUPERVISOR | | |
| PENDING | DECLINED | DENIED | ANNUAL | <input checked="" type="checkbox"/> REASSIGNMENT/EMPLOYEE | | |
| 10. DATE REPORT DUE IN O.P. | | 11. REPORTING PERIOD | | SPECIAL (Specify) | | |
| | | 1 Nov 59 30 Mar 60 | | | | |
| SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES | | | | | | |
| List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised). | | | | | | |
| 1 - Unsatisfactory | 2 - Barely adequate | 3 - Acceptable | 4 - Competent | 5 - Excellent | 6 - Superior | 7 - Outstanding |
| SPECIFIC DUTY NO. 1 | | RATING NO. | SPECIFIC DUTY NO. 4 | | RATING NO. | |
| Operations officer, political action | | 6 | Assisting in political action planning | | 4 | |
| SPECIFIC DUTY NO. 2 | | RATING NO. | SPECIFIC DUTY NO. 5 | | RATING NO. | |
| Collection and processing of intelligence | | 4 | | | | |
| SPECIFIC DUTY NO. 3 | | RATING NO. | SPECIFIC DUTY NO. 6 | | RATING NO. | |
| Origination of correspondence | | 5 | | | | |
| SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION | | | | | | |
| Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance. | | | | | | |
| <ul style="list-style-type: none"> 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. 4/5 | |
| 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 |
| GETS THINGS DONE | | | | | | |
| RESOURCEFUL | | | | | | X |
| ACCEPTS RESPONSIBILITIES | | | | | | X |
| CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES | | | | | | X |
| DOES HIS JOB WITHOUT STRONG SUPPORT | | | | | | X |
| FACILITATES SMOOTH OPERATION OF HIS OFFICE | | | | | | X |
| WRITES EFFECTIVELY | | | | | | X |
| SECURITY CONSCIOUS | | | | | X | |
| THINKS CLEARLY | | | | | X | |
| DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS | | | | | | X |
| OTHER (Specify): | | | | | | |

SECRET

(When Filled In)

SECTION E NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

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

Subject is an exceptionally able political action officer. His capacity for grasping a rapidly developing political situation quickly and for making on-the-spot decisions is quite unique, and he would be a powerful addition to any station with a challenging political program. He is not always able to separate the significant from the insignificant and therefore tends to over-report. He is also inclined to operate more as a singleton than as an integrated member of an operations team. He has been quite successful in exploiting PP contacts for FI by-product. Additional training does not appear necessary at this time.

In preparing this report, careful consideration was given to the guidance in FS Field Dispatch No. 20-40 which recognizes the principle of rating the individual against the group, and establishes an "average" rating as being an entirely satisfactory performance. The supervisor, however, considers this fitness report to be in keeping with that guidance.

This report has been prepared in accordance with 11 Division standards which recognize the rating of the individual against the group. Thus an "average" rating reflects an entirely satisfactory performance.

SECTION F CERTIFICATION AND COMMENTS

| | | |
|-----------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|----------------------------------------------------------|
| 1. BY EMPLOYEE | | |
| <i>I certify that I have seen Sections A, B, C, D and E of this Report.</i> | | |
| DATE | SIGNATURE OF EMPLOYEE | |
| | /s/ Joseph B. Smith | |
| 2. BY SUPERVISOR | | |
| 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. | | |
| <input type="checkbox"/> | EMPLOYEE UNDER MY SUPERVISION LESS THAN 30 DAYS | <input type="checkbox"/> REPORT MADE WITHIN LAST 30 DAYS |
| <input type="checkbox"/> | OTHER (SPECIFY) | |
| DATE | OFFICIAL TITLE OF SUPERVISOR | TYPED OR PRINTED NAME AND SIGNATURE |
| 30 March 1960 | | /s/ Donald M. Richardson |
| 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 | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
| 30 March 1960 | | /s/ John H. Richardson |

SECRET

SECRET
(When Filled In)

| | |
|-----------------------|------------------------|
| FITNESS REPORT | EMPLOYEE SERIAL NUMBER |
|-----------------------|------------------------|

| SECTION A GENERAL | | | | | |
|---------------------------------------|--------------------------------------------|----------------------------------------------------|--------------------------------------------|-------------------------------------------------------------|-------------------|
| 1. NAME <i>(Last)</i> SMITH, | <i>(First)</i> Joseph | <i>(Middle)</i> B. | 7. DATE OF BIRTH 16 June 1921 | 3. SEX M | 6. GRADE GS-13 |
| 8. SERVICE DESIGNATION DP | | 8. OFFICIAL POSITION TITLE OPS Officer, PP | | 7. OFF/DIV/BR OF ASSIGNMENT Manila | |
| 9. CAREER STAFF STATUS | | | 9. TYPE OF REPORT | | |
| <input type="checkbox"/> NOT ELIGIBLE | <input checked="" type="checkbox"/> MEMBER | <input type="checkbox"/> DEFERRED | <input type="checkbox"/> INITIAL | <input checked="" 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 Sept 1958-31 Oct 1959 | | 12. SPECIAL (Specify) Promotion | |

| 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 As case officer has directed and managed two well established PP projects. | | RATING NO. 5 | SPECIFIC DUTY NO. 4 Assists in the production of Station PP themes as required. | | RATING NO. 5 | |
| SPECIFIC DUTY NO. 2 Served as a principal case officer for a special election project. | | RATING NO. 6 | SPECIFIC DUTY NO. 5 Acts as Deputy Chief, PP | | RATING NO. 5 | |
| SPECIFIC DUTY NO. 3 Collects and produces intelligence according to Station requirements. | | RATING NO. 5 | SPECIFIC DUTY NO. 6 | | RATING NO. 4 | |

| SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-----|
| Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance. | | | |
| <ul style="list-style-type: none"> 1 - Performance in most 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. | <table border="1" style="width: 50px; height: 50px; margin: auto;"> <tr><td style="text-align: center;">RATING NO.</td></tr> <tr><td style="text-align: center;">4/5</td></tr> </table> | RATING NO. | 4/5 |
| RATING NO. | | | |
| 4/5 | | | |

| 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 | | | X |
| ACCEPTS RESPONSIBILITIES | | | | | | | X | | | X |
| CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES | | | | | | | X | | | X |
| DOES HIS JOB WITHOUT STRONG SUPPORT | | | | | | | X | | | X |
| FACILITATES SMOOTH OPERATION OF HIS OFFICE | | | | | | | X | | | X |
| WRITES EFFECTIVELY | | | | | | | X | | | X |
| SECURITY CONSCIOUS | | | | | | X | | | | X |
| THINKS CLEARLY | | | | | | | X | | | X |
| DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS | | | | | | | | | | X |
| OTHER (Specify): | | | | | | | | | | X |
| SEE SECTION "E" ON REVERSE SIDE | | | | | | | | | | |

SECRET
(When Filled In)

SECTION E NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

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

Subject has a well developed background applied to PP operations in the Far East. He has continually demonstrated initiative and imagination in obtaining the maximum production from his projects, and has developed new assets of definite value to the Station. He is a capable handler of agents, and has particular potential in the political action field. He has proven especially effective in a special election project in which he handled and developed numerous high level contacts. No particular weaknesses were observed. Subject is well qualified for senior operational assignments in either PP or FI, and is recommended for promotion. Since subject is planning to return for a second tour, no additional training is recommended at this time.

In preparing this report, careful consideration was given to the guidance in FE Field Dispatch No. 20-40 which recognizes the principle of rating the individual against the group, and establishes an "average" rating as being an entirely satisfactory performance. The supervisor, however, considers this fitness report to be in keeping with that guidance in that subject has clearly demonstrated a high degree of operational capability as indicated herein.

SECTION F CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

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

| | |
|-----------------|-----------------------|
| DATE | SIGNATURE OF EMPLOYEE |
| 5 November 1959 | /s/ Joseph B. Smith |

2. BY SUPERVISOR

| | |
|-----------------------------------------------|-----------------------------------------------------------------|
| MONTHS EMPLOYER HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION |
| 21 months | |

| | |
|-------------------------------------------------|---------------------------------|
| EMPLOYEE UNDER MY SUPERVISION LESS THAN 30 DAYS | REPORT MADE WITHIN LAST 90 DAYS |
| | |

OTHER (Specify):

| | | |
|-----------------|------------------------------|-------------------------------------|
| DATE | OFFICIAL TITLE OF SUPERVISOR | TYPED OR PRINTED NAME AND SIGNATURE |
| 5 November 1959 | C/PP | William T. Tennant |

3. BY REVIEWING OFFICIAL

- I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.
- I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.
- I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.
- I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.

COMMENTS OF REVIEWING OFFICIAL

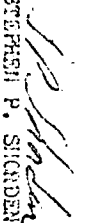
| | | |
|-----------------|--------------------------------------|-------------------------------------|
| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE |
| 9 November 1959 | Chief of Station | John E. Richardson |

SECRET

9 November 1959

COMMENT OF REVIEWING OFFICIAL:

HALSEY, ROCHON and I have carefully reviewed this Fitness Report in order to comply with division policy of avoiding overrating. We are satisfied that TCOHILL, who has been given a high rating with respect to specific performance characteristics, fully merits such rating. During the fourteen years I have been with the Agency, I have had the opportunity to observe personally a good number of political action operation officers. Additionally, I have worked closely with TCOHILL during the current 1959 Philippine election. I have no hesitation in stating that I regard him as an unusually qualified officer for political action in the field. I believe also that he should be promoted as soon as practicable from GS-13 to GS-14.


STEPHEN P. SHINDEN

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) SMITH | (First) Joseph | (Middle) B. | 2. DATE OF BIRTH 16 June 1921 | 3. SEX M | 4. SERVICE DESIGNATION OP DP |
| 3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT Manila | | | 5. OFFICIAL POSITION TITLE Ops Officer--Deputy Chief, (PP) | | |
| 7. GRADE GS-13 | 8. DATE REPORT DUE IN OP | 9. PERIOD COVERED BY THIS REPORT (Inclusive dates) 15 March-15 September 1958 | | | |
| 10. TYPE OF REPORT (Check one) | <input checked="" type="checkbox"/> INITIAL | <input type="checkbox"/> REASSIGNMENT-SUPERVISOR | <input type="checkbox"/> SPECIAL (Specify) | | |
| | <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.

A. CHECK (X) APPROPRIATE STATEMENTS:

| | |
|--------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL. | IF INDIVIDUAL IS RATED "1" IN C1 OR D, A WARNING LETTER HAS SENT TO HIM & A COPY ATTACHED TO THIS REPORT. |
| THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS. | |
| I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS. | |
| I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW I EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify): | |

B. THIS DATE **5 Nov 58** C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR **William T. Tarrant** D. SUPERVISOR'S OFFICIAL TITLE **Chief, PP**

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 **[Signature]** DATE **17 DEC 1958**
 Posted Res. Control
[Signature] DEC 18 1958

CONTINUED ON ATTACHED SHEET

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

1. THIS DATE **5 Nov 58** B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL **George E. Aurell** C. OFFICIAL TITLE OF REVIEWING OFFICIAL **COB**

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
- 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 WEARNESS.
 - 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: Subject has proven himself to be an effective and productive case officer.

SECRET

(When Filled In)

OFFICE OF PERSONNEL

2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES

DIRECTIONS:

- 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.
- Rate performance on each specific duty considering ONLY effectiveness in handling of this specific duty.
- For supervisors, ability to supervise will always be rated as a specific duty by supervisors (those who supervise a secretary only).
- Compare in your mind, when possible, the individual being rated with others performing the same duty at a similar level of responsibility.
- Two individuals with the same job title may be performing different duties. If so, rate them on different duties.
- Be specific. Examples of the kind of duties that might be rated are:

| | | |
|-----------------------------|--------------------------------|--------------------------------|
| 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 |

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.

| | | |
|--------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| DESCRIPTIVE: RATING NUMBER | 1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY 2 - BARELY ADEQUATE 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 | 6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS. 7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY |
|--------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|

| | | | |
|---------------------------------------------------------------------------------------------|--------------------|------------------------------------------------|--------------------|
| SPECIFIC DUTY NO. 1 As case officer directs and manages two well-established FP ops | RATING NUMBER 5 | SPECIFIC DUTY NO. 4 Acts as Deputy Chief PP | RATING NUMBER 5 |
| SPECIFIC DUTY NO. 2 Collects and produces intelligence according to Station requirements | RATING NUMBER 5 | SPECIFIC DUTY NO. 5 DEK | RATING NUMBER |
| SPECIFIC DUTY NO. 3 Assists in the production of Station PP themes as required | RATING NUMBER 5 | SPECIFIC DUTY NO. 6 | RATING NUMBER |

3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job.

Subject has a well developed background applied to PROCTOATE operations in the Far East. He has demonstrated he is a careful and productive case officer and a capable handler of agents. No particular weaknesses were observed.

SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION

DIRECTIONS: 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.

| | |
|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5 RATING NUMBER | 1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED 2 - OF DOUBTFUL SUITABILITY... COULD 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 |
|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? YES NO. IF YES, EXPLAIN FULLY:

Well qualified for most operational assignments both PROCTOATE and DIACROSTLY.

SECRET

2 DEC 1958

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 CE no later than 30 days after the due date indicated in item 8 of Section "E" below.

| SECTION E. GENERAL | | | |
|-------------------------------------------------------|---------------------------------------------|--------------------------------------------------------------------------------------|--------------------------------------|
| 1. NAME (Last) SMITH | (First) Joseph B. | (Middle) | 2. DATE OF BIRTH 16 June 1921 |
| 3. SEX M | | 4. SERVICE DESIGNATION EE DP | |
| 5. OFFICE/DIVISION BRANCH OF ASSIGNMENT Manila | | 6. OFFICIAL POSITION TITLE Ops Officer-Deputy Chief, (PP) | |
| 7. GRADE GS-13 | 8. DATE REPORT DUE IN OP | 9. PERIOD COVERED BY THIS REPORT (Inclusive dates) 15 March-15 September 1958 | |
| 10. TYPE OF REPORT (Check one) | <input checked="" type="checkbox"/> INITIAL | REASSIGNMENT-SUPERVISOR | SPECIAL (Specify) |
| | <input type="checkbox"/> ANNUAL | REASSIGNMENT-EMPLOYEE | |

| SECTION F. CERTIFICATION | | |
|------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|----------------------------------------------------|
| 1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGEMENT OF THE INDIVIDUAL BEING RATED | | |
| A. THIS DATE 5 Nov 1958 | B. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR William T. Tarrant | C. SUPERVISOR'S OFFICIAL TITLE Chief, PP |
| 2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO. | | |
| A. THIS DATE 5 Nov 1958 | B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL George E. Aurell | C. OFFICIAL TITLE OF REVIEWING OFFICIAL CO3 |

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.

| | |
|---|--------------------------------------------------------------------------------------------------------------------------------|
| 5 | 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 as to the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive group 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 | ACTUAL | POTENTIAL | DESCRIPTIVE SITUATION |
|---------------------------------------------------------------------------------|--------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION | | | |
| 2 - BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION | | | |
| 3 - BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION | | | |
| 4 - BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION | | | |
| | 3 | | A GROUP DOING THE BASIC JOB (line clerks, stenographers, technicians or professional specialists of various kinds)-WHICH CONTACT WITH IMMEDIATE SUPERORDINATES IS FREQUENT (First line supervisor) |
| | | 2 | 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 POLICY PLANS, ORGANIZATION AND POLICY (Executive level) |
| | | 2 | WHEN CONTACT WITH IMMEDIATE SUPERORDINATES IS NOT FREQUENT |
| | | 3 | WHEN IMMEDIATE SUPERORDINATE ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION |
| | | 2 | WHEN IMMEDIATE SUPERORDINATES INCLUDE LEVELS OF THE CAREERER JOB |
| | | | Other (Specify) |

SECRET

(When Filled In)

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION
6 months

4. COMMENTS CONCERNING POTENTIAL
Qualified as senior case officer in both PROGNOSIS and DIAGNOSIS activities.

OFFICE OF PERSONNEL
 15 < 25 PM '58
 MAIL ROOM

SECTION II. FUTURE PLANS

1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL
Continue with present duties for time being.

2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS
Subject and family well adapted to overseas duties

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

SECRET

(When Filled In)

34

6 JUN 1958

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 supervisors 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) SMITH Joseph B. 2. DATE OF BIRTH 16 June 1921 3. SEX M 4. SERVICE DESIGNATION DP 5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT Manila 6. OFFICIAL POSITION TITLE Ops Officer--Deputy Chief, (PP) 7. GRADE GS-13 8. DATE REPORT DUE IN OP Special 9. PERIOD COVERED BY THIS REPORT (Inclusive dates) 15 March-15 May 1958 10. TYPE OF REPORT (Check one) INITIAL REASSIGNMENT-SUPERVISOR REASSIGNMENT-EMPLOYEE SPECIAL (Specify) Promotion action

SECTION B. CERTIFICATION

1. FOR THE RATER: THIS REPORT [X] HAS [] HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT:

A. CHECK (X) APPROPRIATE STATEMENTS: X THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL. IF INDIVIDUAL IS RATED "I" IN C1 OR D - A WARNINGS LETTER HAS BEEN SENT TO HIM & A COPY ATTACHED TO THIS REPORT. THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS. I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW I EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify): I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.

B. THIS DATE 19 May 1958 C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR William T. Tarrant D. SUPERVISOR'S OFFICIAL TITLE Chief, PP

7. 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 14 JUL 1958 Posted Post Control CA Reviewed by PUD GDB 7/24/58

I certify that any substantial difference of opinion with the supervisor is reflected in the above section. A. THIS DATE 19 May 1958 B. TYPED OR PRINTED NAME AND SIGNATURE OF OFFICIAL George E. Aurrell C. OFFICIAL TITLE OF REVIEWING OFFICIAL COS

SECTION C. JOB PERFORMANCE EVALUATION

1. RATING ON GENERAL PERFORMANCE OF DUTIES DIFFERENCES: 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.

- 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: Subject has proven himself to be an effective and productive case officer.

SECRET

OFFICE OF PERSONNEL

2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES

DIRECTIONS:

- 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 others performing 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:
- | | | |
|-----------------------------|--------------------------------|--------------------------------|
| 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 | INTERVIEWING 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 |
- 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.

| | | |
|---------------------------|-------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|
| DESCRIPTIVE RATING NUMBER | 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 As case officer directs and manages two well-established PP ops | RATING NUMBER 5 | SPECIFIC DUTY NO. 6 Act as Deputy Chief PP | RATING NUMBER 5 |
| SPECIFIC DUTY NO. 2 Collect and produce intelligence according to Station requirements | RATING NUMBER 5 | SPECIFIC DUTY NO. 3 | RATING NUMBER |
| SPECIFIC DUTY NO. 3 Assist in the production of Station PP themes as required | RATING NUMBER 5 | SPECIFIC DUTY NO. 4 | RATING NUMBER |

3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job.

Subject has a well developed background applied to PBOCTOATE operations in the Far East. He has demonstrated he is a careful and productive case officer and a capable handler of agents. No particular weaknesses were observed.

SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION

DIRECTIONS: 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.

- 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 DUTY 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

IS THIS INDIVIDUAL BETTER SUITED FOR SOME OTHER POSITION IN THE ORGANIZATION? YES NO. IF YES, EXPLAIN FULLY:

Well qualified for most operational assignments both PBOCTOATE and DTGHOSTLY.

SECRET

SECRET

(When Filled In)

JUN 1958

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 OI 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 |
| SMITH - Joseph E. | 16 June 1921 | M | DP |
| 5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT | | 6. OFFICIAL POSITION TITLE | |
| | | Ops. Officer-Deputy Chief, (PP) | |
| 7. GRADE | 8. DATE REPORT DUE IN OF | 9. PERIOD COVERED BY THIS REPORT (Inclusive dates) | |
| GS-13 | Special | 15 March - 15 May 1958 | |
| 10. TYPE OF REPORT (Check one) | INITIAL | REASSIGNMENT-SUPERVISOR | SPECIAL (Specify) |
| | ANNUAL | REASSIGNMENT-EMPLOYEE | Promotion action |

| SECTION F. CERTIFICATION | | |
|------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------|-----------------------------------------|
| 1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGEMENT OF THE INDIVIDUAL BEING RATED | | |
| A. THIS DATE | B. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR | C. SUPERVISOR'S OFFICIAL TITLE |
| 19 May 1958 | William T. Tarrant | Chief, PP |
| 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 | C. OFFICIAL TITLE OF REVIEWING OFFICIAL |
| 19 May 1958 | George E. Aurell | COS |

| 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. | |
| 5 RATING NUMBER | 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No. If your answer is YES, indicate below your opinion or grade 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 | DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No. If your answer is YES, indicate below your opinion or grade 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. | |
|---------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | ACTUAL | POTENTIAL |
| 3 | 0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION | |
| | 1 - BELIEVE INDIVIDUAL SHOULD BE A BARE SUPERVISOR IN THIS KIND OF SITUATION | |
| | 2 - BELIEVE INDIVIDUAL SHOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION | |
| | 3 - BELIEVE INDIVIDUAL SHOULD BE A STRONG SUPERVISOR IN THIS SITUATION | |
| | 2 | A GROUP WHOSE THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) entail contact with immediate subordinates IS FREQUENT (First line supervisor) |
| | 2 | 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, COORDINATION AND POLICY (Executive level) | |
| 2 | WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT | |
| 3 | WHEN IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION | |
| 2 | WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX | |
| | Other (Specify) | |

SECRET

OFFICE OF THE ADJUTANT GENERAL

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION
 Two months

4. COMMENTS CONCERNING POTENTIAL
 Qualified as senior case officer in both PROSTATE and UICHOSTLY activities.

JUN 26 2 03 PM '58

SECTION II. FUTURE PLANS

1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL
 Continue with present duties for time being.

2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS
 Subject and family well adapted to overseas duties.

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 THEM; 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 | CATEGORY | STATEMENT |
|----------|----------------------------------------------------|----------|-----------------------------------------------------------------|----------|----------------------------------------------------------------|
| 4 | 1. TENDS TO SEE ANOTHER'S POINT OF VIEW | 4 | 11. HAS HIGH STANDARDS OF ACCOMPLISHMENT | 3 | 21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES |
| 4 | 2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES | 4 | 12. SHOWS ORIGINALITY | 4 | 22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS |
| 4 | 3. HAS INITIATIVE | 4 | 13. ACCEPTS RESPONSIBILITY | 4 | 23. IS THOUGHTFUL OF OTHERS |
| 4 | 4. IS CALM IN HIS THINKING | 4 | 14. ADMITS HIS ERRORS | 4 | 24. WORKS WELL UNDER PRESSURE |
| 3 | 5. STUDIES CONTINUALLY FOR NEW KNOWLEDGE AND IDEAS | 4 | 15. RESPONDS WELL TO SUPERVISION | 4 | 25. DISPLAYS JUDGMENT |
| 3 | 6. KNOWS WHEN TO SEEK ASSISTANCE | 4 | 16. DOES HIS JOB WITHOUT STRONG SUPERVISOR | 4 | 26. IS SECURITY CONSCIOUS |
| 4 | 7. CAN GET ALONG WITH PEOPLE | 4 | 17. COMES UP WITH SOLUTIONS TO PROBLEMS | 4 | 27. IS VERSATILE |
| 4 | 8. HAS INTEREST FOR FACTS | 4 | 18. IS ORGANIZED | 4 | 28. HAS CAPACITY FOR CONSTRUCTION |
| 4 | 9. GETS THROUGH WORK | 4 | 19. THINKS CLEARLY | 4 | 29. FACILITATES SWOOTH OPERATION OF HIS OFFICE |
| 4 | 10. CAN KEEP OTHERS INTERESTED | 4 | 20. CONSIDERS ALL ASPECTS OF A PROBLEM BEFORE MAKING A DECISION | 4 | 30. SEES AND ASSUMES RESPONSIBILITY FOR CONTINUOUS IMPROVEMENT |

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 20-379. It is recommended that you read the entire form before completing any portion. 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) SMITH (First) Joseph (Middle) B. 2. DATE OF BIRTH 15 June 1921 3. SEX M 4. SERVICE DESIGNATION SD:DP 5. OFFICE/DIVISION BRANCH OF ASSIGNMENT DDP FR 5 6. OFFICIAL POSITION TITLE Area Ops Officer, ADBr. Ch. 7. GRADE GS-13 8. DATE REPORT DUE IN OF 9. PERIOD COVERED BY THIS REPORT (Inclusive dates) 2 December 1956 - 2 August 1957 10. TYPE OF REPORT (Check one) X INITIAL REASSIGNMENT-SUPERVISOR REASSIGNMENT-EMPLOYEE SPECIAL (Specify)

SECTION B.

CERTIFICATION

1. FOR THE RATER: THIS REPORT [X] HAS [] WAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY. NOT:

A. CHECK (X) APPROPRIATE STATEMENTS:

X THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL. IF INDIVIDUAL IS RATED "M", "C" OR "D", A WARNING LETTER WAS SENT TO HIM & A COPY ATTACHED TO THIS REPORT. THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS. I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW TO EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify): I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.

B. THIS DATE 2 August 1957 C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR R. H. Linn D. SUPERVISOR'S OFFICIAL TITLE Chief, FR/5

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 23 AUG 1957 Posted Pos. Control Reviewed by [Signature]

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

A. THIS DATE 9 AUG 1957 B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL Alfred C. Hines, Jr. C. OFFICIAL TITLE OF REVIEWING OFFICIAL CSE

SECTION C.

JOB PERFORMANCE EVALUATION

1. RATINGS ON GENERAL PERFORMANCE OF DUTIES

DEFINITIONS: 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.

- 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

DIRECTIONS:

- a. State in the spaces below up to six of the most important ^{OFFICE} ~~SECRET~~ ^{SECRET} 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 ^{AUG 22 10 23 AM '57} performing 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:

| | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> ORAL BRIEFING GIVING LECTURES CONDUCTING SEMINARS WRITING TECHNICAL REPORTS CONDUCTING EXTERNAL LIAISON TYPING TAKING DICTATION SUPERVISING | <ul style="list-style-type: none"> HAS AND USES AREA KNOWLEDGE DEVELOPS NEW PROGRAMS ANALYZES INDUSTRIAL REPORTS MANAGES FILES OPERATES RADIO COORDINATES WITH OTHER OFFICES WRITES REGULATIONS PREPARES CORRESPONDENCE | <ul style="list-style-type: none"> CONDUCTS INTERROGATIONS PREPARES SUMMARIES TRANSLATES GERMAN DEBRIEFING SOURCES KEEPS BOOKS DRIVES TRUCK MAINTAINS AIR CONDITIONING EVALUATES SIGNIFICANCE OF DATA |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

- 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.

| | | |
|---------------------------|-------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------|
| DESCRIPTIVE RATING NUMBER | 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 Supervision, as Deputy Chief of Branch | RATING NUMBER 5 | SPECIFIC DUTY NO. 4 Operational and administrative planning | RATING NUMBER 5 |
| SPECIFIC DUTY NO. 2 Prepares cables and dispatches | RATING NUMBER 5 | SPECIFIC DUTY NO. 5 Coordination of branch activities | RATING NUMBER 5 |
| SPECIFIC DUTY NO. 3 Oral briefings | RATING NUMBER 5 | SPECIFIC DUTY NO. 6 | RATING NUMBER |

3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job.

Subject is capable, conscientious, and energetic. He gets along well with associates and is a good supervisor. His scholarly knowledge of political science and history, coupled with an ability to express himself well is a distinct asset. Has a slight tendency to lecture his listeners, and is sometimes carried away by the momentum of his own initiative and aggressive approach to problems but of course these characteristics can easily be qualities rather than faults when recognized and guided.

SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION

DIRECTIONS: 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.

- 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

IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? YES NO. IF YES, EXPLAIN FULLY:

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 CI no later than 30 days after the due date indicated in item 8 of Section "E" below.

SECTION E.

GENERAL

| | | | | | |
|------------------------------------------------------------|----------------------------------|----------------------------------------------------------------------------------------------|-----------------------------------------------------------------|--------------------|----------------------------------------|
| 1. NAME (Last) SMITH | (First) Joseph | (Middle) Bo | 2. DATE OF BIRTH 16 June 1921 | 3. SEX M | 4. SERVICE DESIGNATION SD:DP |
| 5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT DDP FE 5 | | | 6. OFFICIAL POSITION TITLE Area Ops Officer, ADBr.Ch. | | |
| 7. GRADE GS-13 | 8. DATE REPORT DUE IN OP | 9. PERIOD COVERED BY THIS REPORT (Inclusive dates) 2 December 1956 - 2 August 1957 | | | |
| 10. TYPE OF REPORT (Check one) | <input type="checkbox"/> INITIAL | <input checked="" type="checkbox"/> REASSIGNMENT-SUPERVISOR | <input type="checkbox"/> SPECIAL (Specify) | | |
| | <input 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

| | | |
|--------------------------------------|---------------------------------------------------------------------------|------------------------------------------------------|
| A. THIS DATE 2 August 1957 | B. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR R. H. Linn | C. SUPERVISOR'S OFFICIAL TITLE Chief, FE/5 |
|--------------------------------------|---------------------------------------------------------------------------|------------------------------------------------------|

2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.

| | | |
|-----------------------------------|---------------------------------------------------------------------------------------------|-------------------------------------------------------|
| A. THIS DATE 9 AUG 1957 | B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL Alfred C. Ulmer, Jr. | C. OFFICIAL TITLE OF REVIEWING OFFICIAL CPE |
|-----------------------------------|---------------------------------------------------------------------------------------------|-------------------------------------------------------|

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.

| | | |
|-------------------------------|--------------------------------------------------------------------------------------------------------------------------------|---------|
| RATING NUMBER 4 | 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 | BY DATE |
| | 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 PRESENT LEVEL | |
| | 7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSIGNMENT TO 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 |
|----------|-----------|----------------------------------------------------------------------------------------------------------------------------|
| 3 | | A GROUP DOING THE BASIC JOB (First line supervisors) |
| | 2 | A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors) |
| | 2 | 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
3 months

4. COMMENTS CONCERNING POTENTIAL
 Subject has many qualities which as he acquires experience and maturity, will make him increasingly valuable as a supervisor, operator, *down to level case officer.*

MAIL ROOM

SECTION II. FUTURE PLANS

1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL
 Management training might be useful.

2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS
 Has well-balanced attitude toward his work and his associates. His short stature and quiet personality make him acceptable to many orientals who might be repelled by the average American.

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

TRAINING EVALUATION

COUNTERESPIONAGE OPERATIONS COURSE NO. 16

| | | | | |
|--------------------------------------------------------------------------|---------------------------------|-------------------------------|-----------------------------------------------|------------------------------|
| NAME SMITH, Joseph B. | | SEX Male | DATE OF COURSE 25 Nov - 13 Dec 1957 | NO. OF STUDENTS 15 |
| DATE OF BIRTH 16 June 1921 | EDD DATE 17 Sept 1951 | GRADE OR RANK GS-13 | OFFICE DDP PR | |
| PRESENTED ASSIGNMENT OR PRESENT POSITION Deputy Chief of PR/S. | | | | |

- I. Course Objectives: to familiarize the student with the various types of CE operations and with methods and procedures peculiar to CE in the field and at headquarters, to outline CE objectives, and to increase proficiency in the recognition and exploitation of leads.

- II. Course Characteristics: The Counterespionage Operations Course is of three weeks duration. The curriculum material is presented by means of lectures, seminars, and directed reading. It is divided into sections as follows:
 - A. Introduction (definition of terms, the CI Staff, operational security and risk assessment, sources of CE leads, CI reporting and records, documentation)
 - B. Interrogation
 - C. Foreign Intelligence Services (with emphasis on currently hostile services)
 - D. Penetration and Defection
 - E. Double Agent Operations

During the course each student is required to present orally a CE case and to submit a written analysis of the case. Evaluations are based on problems, written exercises requiring analysis of assigned case studies, the case analysis presented by the student, and on objective tests.

S-E-C-R-E-T

III. Evaluations: (This student's performance indicated by asterisk.)

- A. Two double agent problems and one walk-in problem requiring case analysis. This analysis involves thorough study of the case:
1. To determine areas of missing, inadequate, or questionable information.
 2. To pick out information which can be checked through other sources.
 3. To recognize all possible leads.
 4. To assess the risk involved.
 5. To propose appropriate action (operational decisions).

| | Fail | Poor | Satis | Exc | Sup | Incomplete |
|--------------------------------|------|------|-------|-----|-----|------------|
| Ratings in this class | | 6 | 8 * | | | 1 |
| Total of ratings in 15 classes | 1 | 15 | 199 | 18 | | 4 |

- B. Four written exercises requiring analysis of assigned CE case studies.

| | Fail | Poor | Satis | Exc | Sup | Incomplete |
|--------------------------------|------|------|-------|-----|-----|------------|
| Ratings in this class | | 4 | 9 * | 1 | | 1 |
| Total of ratings in 14 classes | | | 193 | 24 | | 1 |

- C. Case Analysis (Student Presentation.)

| | Fail | Poor | Satis | Exc | Sup | Incomplete |
|--------------------------------|------|------|-------|-----|-----|------------|
| Ratings in this class | | | 8 | 6 * | | 1 |
| Total of ratings in 15 classes | | | 179 | 49 | | 1 |

- D. Objective tests based on all sections of the course.

| | Fail | Poor | Satis | Exc | Sup | Incomplete |
|--------------------------------|------|------|-------|-----|-----|------------|
| Ratings in this class | | 2 | 7 | 5 * | | 1 |
| Total of ratings in 15 classes | 5 | 54 | 132 | 43 | 1 | 1 |

Mr. Smith was reserved, but his contributions were quite pertinent and advanced the progress of the class discussions. In his written work he showed a sound knowledge and a feel for the handling of agents, but in other aspects of the cases and problems his efforts were more casual. His student presentation demonstrated a cautious approach and a comprehensive analysis of a possible double agent.

EXCELLENCE The student demonstrated outstanding ability or proficiency in meeting this course goal or objective; he indicated an unusually thorough knowledge of the material presented, or, if skills were involved, he demonstrated that he was one of the most effective individuals in this area.

ADVANCED The student showed unusual competence, skill, or ability in meeting this objective or goal; he demonstrated a thorough grasp of the material presented, or, if skills were involved, he demonstrated that he could perform in an extremely effective manner in this area.

SATISFACTORILY The student met this objective in a consistent and adequate manner; he demonstrated a good understanding and a grasp of the information presented, or if skills were involved, he demonstrated sufficient competence to operate effectively in this area.

MINIMAL Although the student may have met some of the standards set for the achievement of this course goal or objective, he demonstrated serious gaps in knowledge or sufficient lack of skill to be of doubtful competence.

UNSATISFACTORY The student was unable to grasp the concepts or information presented, or he operated that he did not acquire the necessary information and skills to operate at even minimal facility in this area.

FOR THE DIRECTOR OF TRAINING

Henry D. H. Carroll

S E C R E T

REPORT OF SW and F & S TRAINING

- Date: 27 Oct 1955
Grade:
1. Pseudo: Joseph B. Smith
~~Am...~~
2. Office: _____ Divisions: _____ Branch: _____
3. Project Assignment: Malaya Station
4. Dates Trained: 10 Oct 1955
Location: Singapore
5. Training Received:
Basic SW: Briefing in use of low level systems for dead-drop use only.
F & S: NO restoration.
Other:
6. Evaluation: Smith
~~Smith~~ was able to spend only about three hours in the briefing session. During this time, he was able to use all uses systems assigned for station use and, since he will be able to get help from Sergeant J. WENSTH (q.v.) if necessary, he should have no difficulty with them. Further training would be required if mail channels or higher level systems were to be used.
7. Instructor: Nlyceas A. CHAMBERLAIN

Chief, KURIOT Laboratory

S E C R E T

SECRET
(When Filled In)

| | | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|--------------------------|------|------------------------------------------------------------------------|
| (1-9) | | LANGUAGE DATA RECORD | | |
| 107894 | | | | |
| PART I-GENERAL | | | | |
| 1. NAME (Last-First-Middle) (17-24) | | 2. DATE OF BIRTH (25-36) | | |
| SMITH, Joseph S. | | MONTH | DAY | YEAR |
| | | June | 18 | 1967 |
| 3. LANGUAGE (37-38) | 4. TODAY'S DATE (39-42) | | 5. | |
| German | MONTH | DAY | YEAR | <input type="checkbox"/> I HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE |
| 283 | May | 2 | 1967 | |
| PART II-LANGUAGE ELEMENTS | | | | |
| SECTION A. Reading (40) | | | | |
| 1. I CAN READ TEXTS OF ANY DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY ONLY RARELY. | | | | |
| 2. I CAN READ TEXTS OF MOST GRADES OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALLY. | | | | |
| 3. I CAN READ TEXTS OF AVERAGE DIFFICULTY (newspapers, reference materials, etc.), USING THE DICTIONARY FREQUENTLY. | | | | |
| ③ 4. I CAN READ SIMPLE TEXTS, SUCH AS STREET SIGNS, NEWSPAPER HEADLINES, ETC., USING THE DICTIONARY FREQUENTLY. | | | | |
| 5. I HAVE NO READING ABILITY IN THE LANGUAGE. | | | | |
| SECTION B. Writing (41) | | | | |
| 1. I CAN WRITE PERSONAL LETTERS AND SIMILAR MATERIAL WITH COMPLETE SUCCESS WITHOUT USING THE DICTIONARY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH VERY FEW GRAMMATICAL ERRORS, IN NATIVE STYLE, USING THE DICTIONARY ONLY RARELY. | | | | |
| 2. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL WITH COMPLETE SUCCESS, USING THE DICTIONARY ONLY RARELY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH FEW GRAMMATICAL ERRORS, BUT IN A STYLE WHICH MAY NOT BE NATIVE, USING THE DICTIONARY OCCASIONALLY. | | | | |
| 3. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH OCCASIONAL MINOR GRAMMATICAL ERRORS AND IN OBVIOUSLY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY OCCASIONALLY. | | | | |
| ④ 4. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY FREQUENTLY. | | | | |
| 5. I CANNOT WRITE IN THE LANGUAGE. | | | | |
| SECTION C. Pronunciation (42) | | | | |
| 1. MY PRONUNCIATION IS NATIVE. | | | | |
| 2. WHILE NATIVES CAN DETECT AN ACCENT IN MY PRONUNCIATION THEY HAVE NO DIFFICULTY UNDERSTANDING ME. | | | | |
| 3. MY PRONUNCIATION IS OBVIOUSLY FOREIGN, BUT ONLY RARELY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND. | | | | |
| ④ 4. MY PRONUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND. | | | | |
| 5. I HAVE NO SKILL IN PRONUNCIATION. | | | | |
| CONTINUE ON REVERSE SIDE | | | | |

CONTINUATION OF PART III-LANGUAGE ELEMENTS

OFFICE OF PERSONNEL

SECTION D.

Speaking (43)

- 1. I SPEAK FLUENTLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE FREELY AND IDIOMATICALLY IN ALL FIELDS WITH WHICH I AM FAMILIAR.
- 2. I SPEAK FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE IN MOST FIELDS WITH WHICH I AM FAMILIAR AND I EMPLOY SOME POPULAR SAYINGS, LITERARY QUOTATIONS, AND COMMON PROVERBS.
- 3. I GET ALONG QUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUSINESS IN PARTICULAR FIELDS.
- 4. I MANAGE TO GET ALONG IN THE MOST COMMON SITUATIONS OF DAILY LIFE AND TRAVEL.
- 5. I HAVE NO ABILITY TO USE THE LANGUAGE IN ANY OF THE ABOVE RESPECTS.

MAY 6 2 54 PM '57

MAIL ROOM

SECTION E.

Understanding (34)

- 1. I UNDERSTAND NON-TECHNICAL CONVERSATION ON ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND NEARLY EVERYTHING I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
- 2. I UNDERSTAND NON-TECHNICAL CONVERSATION ON NEARLY ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MOST OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES, INCLUDING MOST JOES AND PUNS.
- 3. I UNDERSTAND NEARLY ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRAVEL, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.
- 4. I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
- 5. I AM NOT ABLE TO UNDERSTAND THE SPOKEN LANGUAGE.

BEFORE CONTINUING - CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.

PART III-EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)

- 1. I HAVE HAD EXPERIENCE AS A TRANSLATOR.
- 2. I HAVE HAD EXPERIENCE AS AN INTERPRETER.
- 3. BOTH OF THE ABOVE STATEMENTS APPLY.
- 4. NONE OF THE ABOVE STATEMENTS APPLY.

PART IV-CERTIFICATION

I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS CERTIFICATION CONSTITUTES MY APPLICATION FOR A MAINTENANCE AWARD PROVIDED I AM ELIGIBLE UNDER THE TERMS OF REGULATION NO. 25 (11), PAR. 1014). I UNDERSTAND THAT I MUST PASS AN OBJECTIVE LANGUAGE PROFICIENCY TEST BEFORE I BECOME ELIGIBLE FOR AN AWARD, AND THAT IRRESPECTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE AWARDS WILL BE CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.

DATE SIGNED

2 May 1957

SIGNATURE

Charles B. West

1401

e

1422

E

SECRET
(When Filled In)

| | | | | | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-------------------------|-----|--------------------------|------------------------------------------------------------------------|------|--|
| (1-8) | | LANGUAGE DATA RECORD | | | | | |
| 107894 | | PART I-GENERAL | | | | | |
| 1. NAME (Last-First-Middle) (17-24) | | | | 2. DATE OF BIRTH (25-30) | | | |
| SMITH, Joseph E. | | | | MONTH | DAY | YEAR | |
| | | | | June | 16 | 1921 | |
| 3. LANGUAGE (31-32) | | 4. TODAY'S DATE (33-38) | | 5. | | | |
| Japanese | | MONTH | DAY | YEAR | <input type="checkbox"/> I HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE | | |
| 379 | | May | 2 | 1957 | | | |
| PART II-LANGUAGE ELEMENTS | | | | | | | |
| SECTION A. Reading (40) | | | | | | | |
| 1. I CAN READ TEXTS OF ANY DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY ONLY RARELY. | | | | | | | |
| 2. I CAN READ TEXTS OF MOST GRADES OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALLY. | | | | | | | |
| 3. I CAN READ TEXTS OF AVERAGE DIFFICULTY (Newspapers, reference materials, etc.), USING THE DICTIONARY FREQUENTLY. | | | | | | | |
| 4. I CAN READ SIMPLE TEXTS, SUCH AS STREET SIGNS, NEWSPAPER HEADLINES, ETC., USING THE DICTIONARY FREQUENTLY. | | | | | | | |
| 5. I HAVE NO READING ABILITY IN THE LANGUAGE. | | | | | | | |
| SECTION B. Writing (41) | | | | | | | |
| 1. I CAN WRITE PERSONAL LETTERS AND SIMILAR MATERIAL WITH COMPLETE SUCCESS WITHOUT USING THE DICTIONARY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH VERY FEW GRAMMATICAL ERRORS, IN NATIVE STYLE, USING THE DICTIONARY ONLY RARELY. | | | | | | | |
| 2. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL WITH COMPLETE SUCCESS, USING THE DICTIONARY ONLY RARELY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH FEW GRAMMATICAL ERRORS, BUT IN A STYLE WHICH MAY NOT BE NATIVE, USING THE DICTIONARY OCCASIONALLY. | | | | | | | |
| 3. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH OCCASIONAL MINOR GRAMMATICAL ERRORS AND IN OBVIOUSLY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY OCCASIONALLY. | | | | | | | |
| 4. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY FREQUENTLY. | | | | | | | |
| 5. I CANNOT WRITE IN THE LANGUAGE. | | | | | | | |
| SECTION C. Pronunciation (42) | | | | | | | |
| 1. MY PRONUNCIATION IS NATIVE. | | | | | | | |
| 2. WHILE NATIVES CAN DETECT AN ACCENT IN MY PRONUNCIATION THEY HAVE NO DIFFICULTY UNDERSTANDING ME. | | | | | | | |
| 3. MY PRONUNCIATION IS OBVIOUSLY FOREIGN, BUT ONLY RARELY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND. | | | | | | | |
| 4. MY PRONUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND. | | | | | | | |
| 5. I HAVE NO SKILL IN PRONUNCIATION. | | | | | | | |
| CONTINUE ON REVERSE SIDE | | | | | | | |

CONTINUATION OF PART II-LANGUAGE ELEMENTS

SECTION D. Speaking (43)

- 1. I SPEAK FLUENTLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS; I CONVERSE FREELY AND IDIOMATICALLY IN ALL FIELDS WITH WHICH I AM FAMILIAR.
- 2. I SPEAK FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE IN MOST FIELDS WITH WHICH I AM FAMILIAR AND I EMPLOY SOME POPULAR SAYINGS, LITERARY QUOTATIONS, AND COMMON PROVERBS.
- 3. I GET ALONG QUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUSINESS IN PARTICULAR FIELDS.
- 4. I MANAGE TO GET ALONG IN THE MOST COMMON SITUATIONS OF DAILY LIFE AND TRAVEL.
- 5. I HAVE NO ABILITY TO USE THE LANGUAGE IN ANY OF THE ABOVE RESPECTS.

SECTION E. Understanding (44)

- 1. I UNDERSTAND NON-TECHNICAL CONVERSATION ON ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND NEARLY EVERYTHING I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
- 2. I UNDERSTAND NON-TECHNICAL CONVERSATION ON NEARLY ALL SUBJECTS; BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MOST OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES, INCLUDING MOST JOKES AND PUNS.
- 3. I UNDERSTAND NEARLY ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRAVEL, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.
- 4. I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
- 5. I AM NOT ABLE TO UNDERSTAND THE SPOKEN LANGUAGE.

BEFORE CONTINUING - CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.

PART III-EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)

- 1. I HAVE HAD EXPERIENCE AS A TRANSLATOR.
- 2. I HAVE HAD EXPERIENCE AS AN INTERPRETER.
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PART IV-CERTIFICATION

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DATE SIGNED

2 May 1967

SIGNATURE

Joseph B. Smith

1491

1491

CONFIDENTIAL

15 February 1956

FITNESS REPORT (PART I) PERFORMANCE

INSTRUCTIONS

FOR THE ADMINISTRATOR: This report is designed to help you express your evaluation of your subordinate who, in turn, may use this evaluation to help supervisors and other officials in their organization. It is also organization policy that you should first discuss the report with him of his strengths and weaknesses. It is also organization policy that you should first discuss the report with him of his strengths and weaknesses. It is also organization policy that you should first discuss the report with him of his strengths and weaknesses. It is also organization policy that you should first discuss the report with him of his strengths and weaknesses.

SECTION A. **SMITH Joseph B.** GENERAL

NAME: SMITH, Joseph B. GRADE: GS-13

DATE OF BIRTH: 16 June 1921 SEX: M SERVICE DESIGNATION: DP

OFFICE OF ORIGIN: Singapore

DATE OF EVALUATION: May 1955

Year prior to his departure on 24 May 1956.

SECTION B. CERTIFICATION

Rated after his departure.

This report is based on the performance of the individual during the period specified in the report and is not based on the performance of the individual during the period specified in the report.

This report is based on the performance of the individual during the period specified in the report and is not based on the performance of the individual during the period specified in the report.

24 July 1956

Robert A. Barnack Chief of Station

| | |
|---------------------------------|-------------|
| BY | DATE |
| Posted For: <i>WJA</i> | 13 SEP 1956 |
| Reviewed By: <i>[Signature]</i> | |

Aug. 1956

[Signature] Chief, FE/5

SECTION C. JOB PERFORMANCE EVALUATION

5

REMARKS: Consider only the probability and effectiveness with which the individual being rated has performed his duties during the rating period. Assign a New FE/5 with outstanding ability and a similar level of responsibility. So long as the individual's performance is satisfactory, it should be maintained.

COMMENTS:

CONFIDENTIAL

CONFIDENTIAL

15 February 1956

2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES

- DEFINITIONS:**
- 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 items of unimportant nature.
 - b. Rate performance on each specified duty, considering ONLY effectiveness in performance of this specific duty.
 - c. For supervisory ability, the supervisor will evaluate based on a separate duty item such as "Supervising those who supervise a subordinate."
 - d. Compare, in your mind, when possible, the individual being rated with others performing 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:

| | | |
|------------------------------|---------------------------------|-------------------------------|
| ARM SHIPPING | MAG AND LOGS AREA ENGINEERING | EVIDENCE INTERROGATIONS |
| GIVING LECTURES | DEFENSE WAR PROGRAMS | TRAVEL SUMMARIES |
| CONDUCTING SEMINARS | ANALYZING INDUSTRIAL REPORTS | TRANSLATE GERMAN |
| EDITING TECHNICAL REPORTS | MANAGING FILES | SHIPPING ORDERS |
| CONDUCTING EXTENDING LIAISON | OPERATING RADIO | REPLY WORK |
| TRIPING | COORDINATING WITH OTHER OFFICES | ISSUE TRUCK |
| TAKING DICTATION | REPLY REGULATIONS | MAINTAIN AIR CONDITIONING |
| SUPERVISING | PREPARE CORRESPONDENCE | EVALUATE SIGNIFICANCE OF DATA |
 - 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.

| | | |
|-----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. INCOMPLETE IN THE PERFORMANCE OF THIS DUTY 2. RARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY | 3. PERFORMS THIS DUTY ACCEPTABLY 4. PERFORMS THIS DUTY AS A COMPETENT MEMBER 5. PERFORMS THIS DUTY AS AN ADEPT MEMBER WHO HELDS A DISTINCT ADVANTAGE OVER OTHERS | 1. PERFORMS THIS DUTY IN AN OUTSTANDING MANNER 2. RARELY INADEQUATE IN THE PERFORMANCE OF THIS DUTY 3. PERFORMS THIS DUTY AS AN ADEPT MEMBER WHO HELDS A DISTINCT ADVANTAGE OVER OTHERS |
|-----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

| SPECIFIC DUTY | RATING NUMBER | SPECIFIC DUTY | RATING NUMBER |
|----------------------------------------------------|---------------|------------------------------------------------|---------------|
| Planning, developing unilateral local operations | 5 | Writes intelligence reports and estimates | 5 |
| Case officer for unilateral operations | 5 | Handling of Station KUCAGE correspondence | 5 |
| Liaison with SMOOTHER, especially SMOOTH on KUCAGE | 5 | Liaison with and work for QKFLCWAGE and ODACID | 5 |

3. NARRATIVE DESCRIPTION OF MEMBER OF TOP PERFORMANCE

Smith: Great strengths and weaknesses, particularly those which affect development on present job.

is an intelligence, sincere, imaginative, hard-working, loyal KUBARK officer who is a definite credit to the organization. He has carried out all his assignments in a most professional manner and has served as a most useful and respected member of the team. His judgment and opinions are respected by his colleagues both in KUBARK and ODACID.

SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION

DEFINITION: Take into account here everything you know about the individual. Consider his conduct in the past, 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.

1. IS THIS INDIVIDUAL SUITABLE FOR THE JOB AS DESCRIBED?

2. IF NOT, WHAT ARE THE REASONS?

3. IF YES, HOW DOES HE FIT IN WITH THE ORGANIZATION?

4. IF YES, HOW DOES HE FIT IN WITH THE ORGANIZATION?

5. IF YES, HOW DOES HE FIT IN WITH THE ORGANIZATION?

6

MAIL ROOM

SEP 12 11 17 AM '56

OFFICE OF PERSONNEL

Figure 1 (back)
CONFIDENTIAL

CONFIDENTIAL

10 February 1956

| FITNESS REPORT (PART II) - CONFIDENTIAL | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|---------------------------------------------------------------------------|---------|
| INSTRUCTIONS | | | |
| <p>FOR THE ADMINISTRATIVE OFFICER: This report is to be prepared for the purpose of providing information on the performance of the employee during the period of his assignment to the position. It is to be prepared by the immediate superior of the employee and should be completed and forwarded to the Administrative Officer within the time specified in Section 1 of this report.</p> | | | |
| SECTION I | NAME | SMITH, Joseph B. | GENERAL |
| | DATE OF BIRTH | 16 June 1921 | M |
| | PLACE OF BIRTH | Singapore | DP |
| | POSITION | Ops. Officer (PP) | |
| GS-13 | PERIOD OF REPORT | Year prior to his departure on 24 May 1956. <i>May 1955 to</i> | |
| | CERTIFICATION | <p>Robert A. Barnack, Chief of Station</p> <p>R. H. Linn, Chief, FE/5</p> | |
| SECTION C | ESTIMATE OF POTENTIAL | | |
| <p>1. <i>60</i></p> <p>2. <i>2</i></p> <p>3. <i>10 to 15 to 20</i></p> | | | |

15 February 1956

CONFIDENTIAL

1. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION

26 months

2. INDICATE THE EMPLOYEE'S NAME, NUMBER, POSITION AND ORGANIZATION

Smith

3. INDICATE THE EMPLOYEE'S QUALIFICATIONS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENT

Smith is ready, willing and able to shoulder additional responsibilities inherent in a more responsible position in the organization. He has the intelligence, know-how, enthusiasm and drive that the organization desires in its officers.

4. INDICATE THE EMPLOYEE'S FUTURE PLANS

SECTION 4. FUTURE PLANS

5. INDICATE THE EMPLOYEE'S OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL

Smith is scheduled for assignment in KUCAGE, Headquarters, which he is fully qualified to handle. It is hoped he will, during his Headquarters tour, be able to take the Basic Management training course. After his headquarters tour, he should receive a field assignment to make full use of his abilities.

6. INDICATE THE EMPLOYEE'S PERSONAL CIRCUMSTANCES, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENT

Smith is happily married to an intelligent young lady, and they have two attractive daughters. His wife is willing to go anywhere her husband desires on assignment for KUBARK.

SECTION 1. 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.

1. DOES NOT COVERED THIS, PLEASE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL

2. APPLIES TO THE INDIVIDUAL TO THE GREATEST POSSIBLE DEGREE

3. APPLIES TO INDIVIDUAL TO A LIMITED DEGREE

4. APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE

5. APPLIES TO INDIVIDUAL TO AN EXTREME DEGREE

| CATEGORY | STATEMENT | CATEGORY | STATEMENT | CATEGORY | STATEMENT |
|----------|----------------------------------------------------|----------|------------------------------------------|----------|--------------------------------------------------------|
| 4 | 1. WOULD YOU SEE ANOTHER'S POINT OF VIEW? | 4 | 11. HAS HIGH STANDARDS OF ACCOMPLISHMENT | 4 | 21. IS AFFILIATED IN DISCREET MANNER WITH ASSOCIATES |
| 4 | 2. DO YOU HAVE RESERVATIONS ON HIS PERSONAL LIFE? | 5 | 12. SHOWS ORGANIZATION | 3 | 22. IMPLEMENTS DECISIONS OR AGREEMENTS IN THE REALM OF |
| 5 | 3. HAS INITIATIVE | 5 | 13. BELIEVES RESPONSIBILITY IS HIS | 4 | 23. IS THOROUGH IN HIS WORK |
| 5 | 4. IS ANALYTICAL IN HIS THINKING | 3 | 14. KNOWS HIS OWN MIND | 4 | 24. WORKS WELL UNDER PRESSURE |
| 4 | 5. KNOWS CONSTANTLY HOW TO PROBLEM-SOLVE AND IDEAS | 3 | 15. RESPONDS WELL TO SUPERVISION | 4 | 25. DISPLAYS JUDGMENT |
| 3 | 6. ENJOYS WORK TO THE MAXIMUM | 4 | 16. DOES HIS JOB WITHOUT SUPERVISION | 4 | 26. IS SECURITY CONSCIOUS |
| 4 | 7. CAN GET ALONG WITH PEOPLE | 4 | 17. COMES UP WITH SOLUTIONS TO PROBLEMS | 4 | 27. IS HONEST |
| 3 | 8. HAS RECORD FOR HIGH PRODUCTIVITY | 3 | 18. IS COURTEOUS | 3 | 28. HAS AN INTEREST IN INVESTIGATION |
| 4 | 9. IS A GOOD LISTENER | 4 | 19. SHOWS ENERGY | 4 | 29. INITIATES SUGGESTIONS WHICH IMPROVE HIS OFFICE |
| 4 | 10. CAN TAKE RESPONSIBILITY | 3 | 20. IS A GOOD WORKER | 4 | 30. SHOWS WELL-BEING AND CERTAINLY POSITIVE ATTITUDE |

OFFICE OF PERSONNEL

Figure 2 (back)

23074

SECRET

CUMULATIVE TRAINING RECORD

DATE

PP 1 October 1955

NAME

Joseph B. SMITH

PROJECTED PERSONNEL ACTION

PROMOTION REASSIGNMENT OTHER (Explain) ROTATION TRAVEL

FROM:

Ops Off PP, GS-13, Singapore

TO:

Ops Off PP, GS-13, Hqs.

FOO

17 Sept 51

| X | COURSE | DATE TAKEN | X | COURSE | DATE TAKEN |
|----|-----------------------------------------------|--------------|---|------------------------------|------------|
| PW | BASIC. ORIENT. ALSO DIC. BITC. SOC. REP. PH I | | | AIR OPS. 1 2 3 4 5 | |
| | CLAND. M & T ALSO OC. PH II | 5/10-6/11/53 | | MAR. OPS 1 2 3 4 5 | |
| | CLAND. OPS. ALSO AIC. AITC. ADC. CAI. PH III | | | CLAND. PLD. ACT. 1 2 3 4 5 6 | |
| | RESISTANCE OPS ALSO PM. I-III-III RAFF | | | SURVIVAL 1 2 3 4 5 6 | |
| R | CLAND. SERV. REV | | | BASIC PHOTO | |
| | WORLD COMMUNISM | 888 CPO | | DOCUMENTATION | |
| A | ANTI-COMM. OPS. | | | LOCKS | |
| | ADMIN PROCEDURES | | | SECRET WRITING | |
| | OPS. SUPPORT | | | FLAPS & SEALS | |
| | TRADECRAFT-PHASE | | | SMALL ARMS FAM. | |
| | ADMIN PHASE | | | OTHER TRAINING | |
| | REPORTS | | | CPO | 7-18/12/53 |
| | ORDER OF BATTLE | | | CIA Q. | 2-5/10/51 |
| | COUNTERESPIONAGE | | | | |
| | ADV. COUNTER-ESPIONAGE | | | | |
| | OPB. SECURITY | | | | |
| | WAR PLANS | | | | |
| X | CLAND. POL. WARP. | | | | |
| | STAYBEHIND OPS. | | | | |
| | TECH. DEV. ORIENT. | | | | |
| | INSTN. TECH. | | | | |
| | EVASION-ESCAPE | | | | |
| | SAB. OPS. | | | | |
| | INVEST. TECH. ALSO CI TECH. | | | | |
| | ADMIN REFRESHER | | | | |
| | ROG. IMPROVE. | | | | |
| | BASIC SHIPV. | | | | |
| A | BASIC MGMT. | | | PRE-TEST | |
| | BALLOON OPS. | | | ASSESSMENT | |

REMARKS:

- CONSTRUCTIVE CREDIT (CC) HAS BEEN AUTHORIZED FOR COURSES SO MARKED BASED UPON SUBJECT'S PREVIOUS BACKGROUND EXPERIENCE TRAINING.
- SUBJECT HAS COMPLETED TRAINING OR RECEIVED CONSTRUCTIVE CREDIT AS SHOWN AT THE LEFT.

TRAINING OFFICER COMMENTS:

A. THIS DOES (NOT) MEET TRAINING STANDARDS RE QUALIFICATION FOR THE PROJECTED ACTION. NO FURTHER TRAINING RECOMMENDED AT THIS TIME.

B. SUBJECT IS CURRENTLY ENROLLED IN COURSES MARKED WITH AN "S". THE COMPLETION OF WHICH WILL SATISFY BASIC QUALIFYING STANDARDS.

C. UNLESS SUBJECT HAS HAD PREVIOUS HQ. OR FIELD EXPERIENCE WHICH CAN BE ACCEPTED IN LIEU OF TRAINING, SUBJECT SHOULD BE REQUIRED TO TAKE QUALIFYING REFRESHER A-Addtl. 1. A-P-X ROTAXX When Available UPON RETURN TO HQ.

D. WAIVER AND CC. SHOULD BE REQUESTED FOR THOSE COURSES MARKED WITH A "W".

E. RECOMMENDATIONS FOR ADDITIONAL TRAINING WERE MADE _____ DATE ____ THESE RECOM. ENDATIONS HAVE NOT BEEN MET.

Subject to Waiver test,

DIVISION TRAINING OFFICER

Donald H. Sage

STAFF TRAINING OFFICER

Walter C. Long

Henry J. Guiraud, PP/SD/TRO

TO: Personnel Officer,

FROM: Career Management Officer

The above projected personnel action has been approved disapproved by the Career Service Board. Additional training as indicated above has been recommended by the Training Officer to satisfy requirements of the proposed personnel action.

Please schedule these courses as soon as possible through your Division Training Officer who will coordinate with the Senior Staff Training Officer.

DATE

20 November 1956

SIGNATURE OF CAREER MANAGEMENT OFFICER

W. McCallister

SECRET
(When Filled In)

FIELD FITNESS REPORT

The Fitness Report is an important factor in organizational 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 to make sure the report is accurate and complete. Primary responsibility rests 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 in a general way he knows where he stands.

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

SECTION I

| | | | | |
|-----------------------------------------|----------------------------------------------------|------------------|--------|------------------------|
| LEAVE BLANK - FOR HEADQUARTERS USE ONLY | | 1. DATE OF BIRTH | 2. SEA | 3. SERVICE DESIGNATION |
| <i>Joseph B. Smith</i> | | 16 June 1921 | H | <i>HUGAGE SP:OP</i> |
| 4. GRADE | 5. STATION DESIGNATION (Current) | | | |
| GS-12 | SINGAPORE | | | |
| 6. DUE DATE OF THIS REPORT | 7. PERIOD COVERED BY THIS REPORT (Inclusive dates) | | | |
| | 31 March 1954 - 1 May 1955 | | | |

SECTION II (To be completed by field supervisor)

| | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|
| 1. CURRENT POSITION | 2. DATE ASSUMED RESPONSIBILITY FOR POSITION |
| Senior Kugage Officer, Singapore | 31 March 1954 |
| 3. STATE THE SPECIFIC ASSIGNMENTS OF TASKS WHICH ARE TYPICAL OF THOSE GIVEN TO THE EMPLOYEE DURING THE PAST THREE TO SIX MONTHS (List in order of frequency) | |
| <ol style="list-style-type: none"> 1. Conduct of liaison with SMOTH FE Headquarters on HUGAGE matters relating to FE. 2. Conduct of covert <i>HUGAGE</i> projects, <i>Televox</i>, <i>Temperament</i>, and <i>Tenacious</i>. 3. Initiation through Project <i>Temperament</i> of covert themes targeted at other SEA countries. 4. Development of additional covert operational activity and agents. 5. Development of one specific joint operation with SMOTH targeted at SEA. 6. Coordination of <i>DTPILLAR-SMOTH</i> local liaison. 7. Development of plans for other joint operations with SMOTH targeted at various FE countries. 8. Contact with <i>QKHAISEED-PBCRUMBLE</i>. | |

SECTION III (To be completed at headquarters only)

DO NOT COMPLETE FOR HEADQUARTERS USE ONLY

| | |
|-------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| AUTHENTICATION OF REPORT AND SIGNATURES | |
| 1. NAME OF RATER (Type) | 2. NAME OF REVIEWING OFFICIAL IN FIELD (Type) |
| <i>Robert J. Jantzen</i> | <i>Robert J. Jantzen</i> |
| 3. THIS REPORT () WAS () WAS NOT SHOWN TO THE INDIVIDUAL BEING RATED. | |
| 4. DATE REPORT AUTHENTICATED BY HQ | 5. NAME AND SIGNATURE OF ADMINISTRATIVE OR PERSONNEL OFFICER AT HEADQUARTERS AUTHORIZED TO AUTHENTICATE REPORT AND SIGNATURES |
| Aug. 1955 | <i>V. C. Goodell</i> <i>J. O. Goodell</i> |

DO NOT COMPLETE FOR HEADQUARTERS USE ONLY

SECRET

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SECTION IV

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 in some degree to most people. On the right hand side of the page are four major categories of descriptions. The scale within each category is 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 that you have the definite opinion that the description is not at all suited to the individual.

| STATEMENTS | SAMPLES | 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. | | | | 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 SPECIAL SUPPORT. | | | | | | X | |

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(When Filled In)

| | | | | | | | | | | | | | | |
|---------------------------------------------------------|--|--|--|--|--|--|--|---|---|---|---|---|--|--|
| 26. CAN THINK ON HIS FEET. | | | | | | | | | | X | | | | |
| 27. COMES UP WITH SOLUTIONS TO PROBLEMS. | | | | | | | | | | X | | | | |
| 28. STIMULATING TO ASSOCIATES; A "SPARK PLUG". | | | | | | | | | X | | | | | |
| 29. TOUGH MINDED. | | | | | | | | | X | | | | | |
| 30. OBSERVANT. | | | | | | | | | | | X | | | |
| 31. CAPABLE. | | | | | | | | | | | X | | | |
| 32. CLEAR THINKING. | | | | | | | | | | | X | | | |
| 33. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS. | | | | | | | | | | X | | | | |
| 34. EVALUATES SELF REALISTICALLY. | | | | | | | | | | X | | | | |
| 35. WELL INFORMED ABOUT CURRENT EVENTS. | | | | | | | | | | | | X | | |
| 36. DELIBERATE. | | | | | | | | | | X | | | | |
| 37. EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES. | | | | | | | | X | | | | | | |
| 38. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS. | | | | | | | | | X | | | | | |
| 39. THOUGHTFUL OF OTHERS. | | | | | | | | | X | | | | | |
| 40. WORKS WELL UNDER PRESSURE. | | | | | | | | | | X | | | | |
| 41. DISPLAYS JUDGEMENT. | | | | | | | | | | X | | | | |
| 42. GIVES CREDIT WHERE CREDIT IS DUE. | | | | | | | | | X | | | | | |
| 43. HAS DRIVE. | | | | | | | | | | | X | | | |
| 44. IS SECURITY CONSCIOUS. | | | | | | | | | | | | X | | |
| 45. VERSATILE. | | | | | | | | | | X | | | | |
| 46. HIS CRITICISM IS CONSTRUCTIVE. | | | | | | | | | | X | | | | |
| 47. ABLE TO INFLUENCE OTHERS. | | | | | | | | X | | | | | | |
| 48. FACILITATES SMOOTH OPERATION OF HIS OFFICE. | | | | | | | | | | X | | | | |
| 49. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION. | | | | | | | | | | | X | | | |
| 50. A GOOD SUPERVISOR. | | | | | | | | | X | | | | | |

SECTION V

A. WHAT ARE HIS OUTSTANDING STRENGTHS?
Subject has demonstrated to a high degree the resourcefulness, initiative, diplomatic skill and imagination his job requires.

B. WHAT ARE HIS OUTSTANDING WEAKNESSES?
He really has none but his talkativeness, which is really overbearing, is somewhat has led many people to believe he talks too much on a plane far from practical. Subject is getting his talkativeness in hand.

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C. INDICATE IF YOU THINK THAT ANY SINGLE STRENGTH OR WEAKNESS OUTWEIGHS ALL OTHER CONSIDERATIONS:
no.

D. DO YOU FEEL THAT HE REQUIRES CLOSE SUPERVISION? NO YES. IF YES, WHY?

E. WHAT TRAINING DO YOU RECOMMEND FOR THIS INDIVIDUAL?
none. Experience in the field is what is needed.

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):
none.

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 GENUINELY 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. FACILELY BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION.

SECRET

SECRET
SECURITY INFORMATION

PERSONNEL EVALUATION REPORT

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

| | | | | |
|----------------------------------------------------|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|-------------------------------------|
| 1. NAME (Last) SMITH | (First) Joseph | (Middle) B. | 2. GRADE GS 11 | 3. POSITION-TITLE Ops Off |
| 4. OFFICE DDP | STAFF OR DIVISION FE | BRANCH FI | <input checked="" type="checkbox"/> DEPT'L. <input type="checkbox"/> FIELD | IF FIELD, SPECIFY STATION |
| 5. PERIOD COVERED BY REPORT From _____ To _____ | | 6. TYPE OF REPORT <input type="checkbox"/> Initial <input type="checkbox"/> Annual <input type="checkbox"/> Special <input type="checkbox"/> Reassignment <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.

1. Exercise staff supervision over and assist Branch PP officers in the conduct of operations.
2. Advise my chief on the problems and developments in the conduct of Branch PP operations.
3. Conduct liaison with elements of DD/P Senior Staffs.
4. Plan and coordinate division-wide and division participation in world-wide PP operations.

8. LIST COURSES OF INSTRUCTION COMPLETED DURING REPORT PERIOD.

| Name of Course | Location | Length of Course | Date Completed |
|----------------------------------------|----------|------------------|----------------|
| Basic Psychological Warfare Seminar | | 4 months | May 1952 |
| Advanced Psychological Warfare Seminar | | 6 months | Nov 1952 |

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

Psychological and political warfare operations.

IF DIFFERENT FROM YOUR PRESENT JOB, EXPLAIN YOUR QUALIFICATIONS (APTITUDE, KNOWLEDGE, SKILLS).

10.

11 Sept 1953 Joseph B Smith
DATE SIGNATURE

Items 11 through 13 will be completed by Supervisor

11. BRIEFLY DESCRIBE THIS PERSON'S PERFORMANCE ON THE MAJOR DUTIES LISTED UNDER ITEM 7 ABOVE.

- a. Has done a superior job in selling himself and his ideas to his seniors as well as subordinates both within and outside the FE Division.
- b. Should be recognized for his creative thinking and outside studies on his own time in support of this assignment.

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SECURITY INFORMATION

17. IN WHAT RESPECT IS THIS PERSON'S PERFORMANCE ON PRESENT WORK MOST NOTICEABLY GOOD OR OUTSTANDING?
See Para. 11 (b) and realistic application of covert techniques.

18. ON WHAT ASPECT OF PERFORMANCE SHOULD THIS PERSON CONCENTRATE EFFORT FOR SELF IMPROVEMENT?
Should concentrate on more concise oral presentations.

19. COMMENT ON THIS PERSON'S ABILITY TO HANDLE GREATER RESPONSIBILITIES NOW OR IN THE FUTURE.
Capable of added responsibilities and with proper guidance and experience has almost unlimited capabilities.

20. ARE THERE OTHER DUTIES WHICH BETTER SUIT THIS PERSON'S QUALIFICATIONS? (Recommend appropriate reassignment, if possible.)
No.

21. WHAT TRAINING OR ROTATION DO YOU RECOMMEND FOR THIS PERSON?
Due for complete training prior to field assignment in January 1954.

22. IF PERFORMANCE DURING REPORT PERIOD HAS BEEN UNSATISFACTORY, THERE IS ATTACHED COPY OF MEMORANDUM NOTIFYING THIS PERSON OF UNSATISFACTORY PERFORMANCE. NA

23. 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.

21 Dec 1953 DATE
William H. Adams SIGNATURE OF SUPERVISOR

24. I HAVE REVIEWED THE ABOVE REPORT. (Comments, if any, are shown in item 20.)
28 Dec DATE
George A. [unclear] SIGNATURE OF SECURITY OFFICIAL

25. COMMENTS (If necessary, may be continued on reverse side of cover sheet.)

SECRET
SECURITY INFORMATION

Handwritten initials and marks

PERSONNEL EVALUATION REPORT

Items 1 through 8 will be completed by Administrative or Personnel Officer

1. NAME (Last) (First) (Middle) 2. GRADE 3. POSITION TITLE
Smith Joseph Burkholder GS-12 Ops Officer (PW) 20-PP

4. OFFICE STAFF OR DIVISION BRANCH FE/PP DEPT'L. IF FIELD, SPECIFY STATION
DDP FE ~~Political~~ DEPT'L. FIELD

5. PERIOD COVERED BY REPORT 6. TYPE OF REPORT
From To Initial Annual Special
2-17-53 2-17-53 Reassignment 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.

See period 2-17-52 to 2-17-53 report - No Change

8. LIST COURSES OF INSTRUCTION COMPLETED DURING REPORT PERIOD.
Name of Course Location Length of Course Date Completed

9. IN WHAT TYPE OF WORK ARE YOU PRIMARILY INTERESTED?
IF DIFFERENT FROM YOUR PRESENT JOB, EXPLAIN YOUR QUALIFICATIONS (APTITUDE, KNOWLEDGE, SKILLS).

10.
DATE 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.

SECRET
SECURITY INFORMATION

PERSONNEL EVALUATION REPORT

Items 1 through 6 will be completed by Administrative or Personnel Offices.

| | | | | | |
|----------------------------------------------------|--------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|-------------------------------------|-------------|
| 1. NAME (Last) SMITH | (First) Joseph | (Middle) B. | 2. GRADE GS 11 | 3. POSITION TITLE Ops Off | CD-2 |
| 4. OFFICE DLP | STAFF OR DIVISION FS | BRANCH PF | <input checked="" type="checkbox"/> DEPT'L. <input type="checkbox"/> FIELD | IF FIELD, SPECIFY STATION | |
| 5. PERIOD COVERED BY REPORT From _____ To _____ | | 6. TYPE OF REPORT <input type="checkbox"/> Initial <input type="checkbox"/> Annual <input type="checkbox"/> Special <input type="checkbox"/> Reassignment <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.

- Exercise staff supervision over and assist Branch PF officers in the conduct of operations.
- Advise my chief on the problems and developments in the conduct of Branch PF operations.
- Conduct liaison with elements of DD/P Senior Staffs.
- Plan and coordinate division-wide and division participation in world-wide PF operations.

8. LIST COURSES OF INSTRUCTION COMPLETED DURING REPORT PERIOD.

| Name of Course | Location | Length of Course | Date Completed |
|----------------------------------------|----------|------------------|----------------|
| Basic Psychological Warfare Seminar | | 4 months | May 1952 |
| Advanced Psychological Warfare Seminar | | 6 months | Nov 1952 |

9. IN WHAT TYPE OF WORK ARE YOU PRIMARILY INTERESTED?
Psychological and political warfare operations.

IF DIFFERENT FROM YOUR PRESENT JOB, EXPLAIN YOUR QUALIFICATIONS (APTITUDE, KNOWLEDGE, SKILLS).

DATE _____ SIGNATURE _____

Items 11 through 13 will be completed by Supervisor.

11. BRIEFLY DESCRIBE THIS PERSON'S PERFORMANCE ON THE MAJOR DUTIES LISTED UNDER ITEM 7 ABOVE.

- Has done a superior job in selling himself and his ideas to his seniors as well as subordinates both within and outside the FS Division.
- Should be recognized for his creative thinking and outside studies on his own time in support of this assignment.

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SECURITY INFORMATION

12. IN WHAT RESPECT IS THIS PERSON'S PERFORMANCE ON PRESENT JOB MOST ACCREDITED, GOOD OR OUTSTANDING?
See Para. 11 (b) and realistic application of covert techniques.
OFFICE OF RECORD

13. ON WHAT ASPECT OF PERFORMANCE SHOULD THIS PERSON CONCENTRATE EFFORT FOR SELF IMPROVEMENT?
Should concentrate on more concise oral presentations.
FILES SECTION

14. COMMENT ON THIS PERSON'S ABILITY TO HANDLE GREATER RESPONSIBILITIES NOW OR IN THE FUTURE.
Capable of added responsibilities and with proper guidance and experience has almost unlimited capabilities.

15. ARE THERE OTHER DUTIES WHICH BETTER SUIT THIS PERSON'S QUALIFICATIONS? (Recommend appropriate reassignment, if possible.)
No.

16. WHAT TRAINING OR ROTATION DO YOU RECOMMEND FOR THIS PERSON?
Due for complete training prior to field assignment in January 1954.

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 1, 8 AND 9, ARE SHOWN BELOW UNDER ITEM 20.

19. I HAVE REVIEWED THE ABOVE REPORT. (Comments, if any, are shown in item 20.)
DATE SIGNATURE OF SUPERVISOR

DATE SIGNATURE OF REVIEWING OFFICIAL

20. COMMENTS: (If necessary, may be continued on reverse side of cover sheet.)

SECRET

TRAINING EVALUATION

OPERATIONS

IMPORTANT: The official to whom this report is entrusted is personally responsible for it. He may show it to other members of his staff or to the student concerned if such action is considered necessary and advisable. This report summarizes the test results. Observations and opinions of the various instructors for the course listed only. More complete data are available in the files of the office of Training (Covert), and may be examined after contacting the Training and Evaluation Officer. Any questions as regards the evaluation of this student should be referred to the Chief, Training and Evaluation, TR(C).

| | | | |
|-----------------------------------------|----------------------|--------------------|------------------|
| NAME OF STUDENT (LAST) (FIRST) (MIDDLE) | AGE | GRADE (GS OR NANN) | DATE OF REPORT |
| SMITH, Joseph B. | 32 | GS-12 | 13 November 1953 |
| DIVISION | PROJECTED ASSIGNMENT | COURSE NO. | |
| IS/FE | Senior PP Officer | 4 | |

SA PERFORMANCE RECORD

PO THE FOLLOWING GRADES SHOW THE ACHIEVEMENT OF THE STUDENT IN THE MAJOR ELEMENTS OF THE COURSE. TWO GRADES ARE ASSIGNED IN EACH AREA, ONE FOR COMPREHENSION AND ONE FOR IMPLEMENTATION. A SPECIFIC DEFINITION OF EACH OF THESE TERMS, AS WELL AS OF THE ADJECTIVAL RATINGS EMPLOYED, IS GIVEN ON THE BACK OF THIS EVALUATION FORM.

| MAJOR ELEMENTS | ADJECTIVAL RATINGS | | | | | | | | | |
|-------------------------------------------|--------------------|------|-------|------|--------------|------|-----------|------|----------|------|
| | FAILURE | | POOR | | SATISFACTORY | | EXCELLENT | | SUPERIOR | |
| | COMP. | IMP. | COMP. | IMP. | COMP. | IMP. | COMP. | IMP. | COMP. | IMP. |
| 1. Organization of Clandestine Operations | | | | | | | X | | | |
| 2. Cover | | | | | | | X | X | X | |
| 3. Communications | | | | | | | X | X | X | |
| 4. Target Analysis | | | | | | | X | X | X | |
| 5. Criteria For Agent Selection | | | | | | | X | X | X | |
| 6. Agent Recruitment | | | | | | | X | X | X | |
| 7. Agent Handling | | | | | | | | X | X | X |
| 8. Agent Direction | | | | | | | | X | X | X |
| 9. Assessment and Reassessment | | | | | | | X | X | X | |
| 10. Special Operational Problems | | | | | | | | X | X | X |

THAT RECORD

THE FOLLOWING INDICATES THE VARIOUS TRAITS AS OBSERVED BY THE INSTRUCTORS DURING THE TRAINING PERIOD. THE OBSERVATIONS INCLUDE THE STUDENT'S PARTICIPATION AND CONDUCT IN TRAINING AS WELL AS HIS REACTIONS TO VARIOUS PROBLEMS AND SITUATIONS.

| | 1 | 2 | 3 | 4 | 5 |
|-----------------------------------------------------------------------------|---------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|-----------------------------------------------------------------------|
| A. Constructive Imagination (NOT OBSERVED <input type="checkbox"/>) | 1 Lack of constructive imagination or inactivity in approach to problems. | 2 Shown only a very limited degree of constructive imagination. | 3 Shows sufficient constructive imagination to meet most school situations satisfactorily. | 4 Demonstrated the possession of creative ability to a greater than average degree. | 5 Outstandingly creative, inventive, or original. |
| B. Astuteness (NOT OBSERVED <input type="checkbox"/>) | 1 Appears quill and naive. | 2 Exhibited below average shrewdness and discernment. | 3 Displayed adequate judgment and perspicacity. | 4 Displayed above average perspicacity and shrewdness. | 5 Displayed exceptional shrewdness and perspicacity. |
| C. Industry (NOT OBSERVED <input type="checkbox"/>) | 1 Does not show sufficient application of time and effort. | 2 Applied only the minimum amount of time and effort necessary. | 3 Showed adequate compliance as regards time and effort necessary. | 4 Volunteered greater time and effort than is normally expected in this course. | 5 Was unusually industrious, giving generously of time and effort. |
| D. Initiative (NOT OBSERVED <input type="checkbox"/>) | 1 Consistently failed to act without being specifically instructed to do so. | 2 Generally exhibited a low level of initiative but occasionally acted on his own. | 3 Normally took steps to implement ideas without external prompting. | 4 Usually displayed enthusiasm and aggressiveness in carrying out projects. | 5 Displayed unusual energy, enthusiasm, and aggressiveness. |

| | | | | |
|------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|
| E. Ability to Write (NOT OBSERVED <input type="checkbox"/>) | | | | |
| 1 Seems unable to express thoughts clearly in written | 2 Has ease in expressing thoughts clearly in written | 3 Written work shows no significant weakness. | 4 Has good ability to express thoughts clearly in written form. | 5 Has outstanding ability to express ideas in clear, correct, coherent manner. |
| F. Facility of oral expression (NOT OBSERVED <input type="checkbox"/>) | | | | |
| 1 Unable to express self clearly. Presented ideas in groping and incoherent fashion. | 2 Lacked fluency or ease in his speech, but meaning usually clear. | 3 Displayed reasonable facility in oral expression. | 4 Spoke confidently, conveying ideas clearly and readily. | 5 Outstanding in fluency and clarity of oral expression. |
| G. Ability to Get Along With Associates. (NOT OBSERVED <input type="checkbox"/>) | | | | |
| 1 Frequently alienated his associates. | 2 Failed to win social acceptance but did not actively antagonize others. | 3 Reasonably effective in his social relations. | 4 Displays definite harmonious relationships with his associates. | 5 Unusually effective in his ability to win acceptance from others. |
| H. Ability to Influence His Associates (NOT OBSERVED <input type="checkbox"/>) | | | | |
| 1 Withdrawn from group activities to a significant and actions of others. | 2 Normally, accepted relationships. | 3 Was fairly successful in selling a point or himself. | 4 Was assertive at by his own personality and thinking. | 5 Was outstanding in respect and attraction through his personality and thinking. |
| I. Tact (NOT OBSERVED <input type="checkbox"/>) | | | | |
| 1 Harshly blunt and indiscreet. | 2 Frequently said or did something which induced an unfavorable reaction. | 3 Reasonably discreet and tactful. | 4 Has good discernment for the appropriate thing to say or do. | 5 Constantly demonstrated keen perception for fitting speech or conduct. |
| J. Adaptation to Training (NOT OBSERVED <input type="checkbox"/>) | | | | |
| 1 Displayed no interest or enthusiasm for training and failed to adapt himself to the demands made upon | 2 Accepted training program reluctantly and had difficulty adapting himself to the training received. | 3 Displayed average interest and acceptance of training. | 4 Exhibited excellent acceptance of training and readily accepted to demands made upon him. | 5 Outstanding in his acceptance of training and display of enthusiasm and interest. |

Subject was outstanding in his performance and especially so in his ability to adjust to training. He met and exceeded all normal requirements. His superior thinking ability allows him to cover most of the ground on all pertinent points rapidly and it is only through deliberate self-control that he slows down sufficiently to make an easily understandable oral presentation.

His imaginative analytical ability make him a natural for directing clandestine activity. His professional background would make him very worthwhile for consideration by the Office of Training upon completion of his contemplated year of duty in the field.

| | |
|----------------------------------------------------|---------------------------------------------------------|
| APPROVED SIGNATURE OF DEPUTY FOR STAFF TRAINING | REVIEWED SIGNATURE OF CHIEF, TRAINING AND EVALUATION |
|----------------------------------------------------|---------------------------------------------------------|

S-E-C-R-E-T
Security Information

SUBJECT: Training Evaluation
Communist Party Operations Course, Advanced Training Division

Student's Name SMITH, Joseph B. Course No. 19
Division and Branch FE-5/PP Grade GS-12 Age 32

The Communist Party Operations Course is a specialized two-weeks' course designed to provide adequate background and understanding of the World Communist Movement, and to increase the effectiveness of staff personnel charged with the planning and conduct of operations against these movements. The emphasis is on essentials, the generally valid aspects of Party policy, tactics, administration, organization, and action.

A combination of lectures, seminars, and written assignments is utilized, and the evaluation is based on the observation of the instructional staff. The supervisor is cautioned that this evaluation should be considered subjective in nature and applies only to the two weeks' period of the course. In those cases where no comment is given for one phase or activity, it does not imply that the student is deficient but only that the instructors do not feel that they have sufficient basis upon which to place a meaningful evaluation.

1. Student Performance in the Classroom:

Mature comprehension of the World Communist Movement and the varied aspects of its theory and practice. A developed feeling for current relationships between "national" Communist Parties' practices and the World Communist Movement; including its organization, strategy, tactics, and operations.

Superior comprehension -- in his area of assignment he was especially effective in his grasp of CP operations and tactics.

2. Willingness to Share Own Experiences or Thinking

Freely expressed ideas when appropriate to the subject.

3. Ease of assimilation in the group - pleasant, cooperative relationship:

Pleasant but reserved.

S-E-C-R-E-T

S-E-C-R-E-T
Security Information

4. Cooperation with the staff in presenting pertinent suggestions as to future material for the course with the purpose of the improvement of same:

Appreciative of the course; suggested valuable background material for incorporation in certain subjects.

5. Efficient use of study periods and after hours to read materials contained in student folders, including materials assigned for home study with the resulting reflection in class participation:

Used all available time and materials for study during and after class.

6. Class attendance and compliance with training and security regulations:

Punctual and security conscious.

Instructors' over-all comment where appropriate.

Frank J. Vesely
Chief Instructor, CFI

Date 22 December 1953

1 December 1952

- 1. Name: Joseph Smith 2. Grade: GS-11
 - 3. Position: _____
 - 4. Period has worked for report: _____
 - 5. Dates (start and end) of report: _____
- Time in Grade: 9 months

Education:

Previous Experiences:

| | Unsatisfactory | Poor | Fair | Good | Very Good | Excellent | Superior | Outstanding |
|--------------------------------------------------------------------------------------------------|----------------|------|------|------|-----------|-----------|----------|-------------|
| His efficiency in carrying out this assignment | | | | | | | | ✓ |
| Degree to which he extended himself in fulfilling his assigned duties | | | | | | | | ✓ |
| His ability to get along with his associates | | | | | | ✓ | | |
| His ability to get along with subordinates | | | | | | | | |
| The conduct of his social and personal life insofar as it affected the performance of his duties | | | | | | ✓ | | |
| His ability to carry out his duties in the face of discouragement and frustration | | | | | | | | |
| His political conviction and attitude toward the work of the agency | | | | | | | ✓ | |
| His attitude toward career development by the agency | | | | | | ✓ | | |
| Emotional stability under field conditions | | | | | | | | N.F. |
| Degree to which he shows initiative | | | | | | ✓ | | |
| Ability to work without supervision | | | | | | | | ✓ |

N.F.

N.F.

6. Other Comments: N.F.

Walter J. ...
 Registrar, ...

I agree with the evaluation of the supervisor except for the following:

William W. ...
 Chief of ...

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) (first) (middle) SMITH Joseph Burkholder | DATE OF BIRTH (month, day, year) <i>Jan. 16 - 1921</i> | SOCIAL SECURITY NUMBER <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%; text-align: center;">714</td> <td style="width: 33%; text-align: center;">18</td> <td style="width: 33%; text-align: center;">4732</td> </tr> </table> | 714 | 18 | 4732 |
| 714 | 18 | 4732 | | | |
| EMPLOYING DEPARTMENT OR AGENCY | 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** (A)

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.

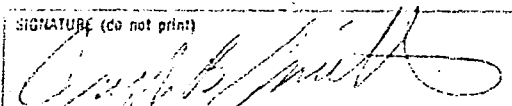
Mark here if you **DO NOT WANT OPTIONAL but do want regular insurance** (B)

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** (C)

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 STUB." THEN RETURN THE ENTIRE FORM TO YOUR EMPLOYING OFFICE.

| | |
|-------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| SIGNATURE (do not print)  DATE <i>1/14/68</i> | FOR EMPLOYING OFFICE USE ONLY (official receiving date stamp) <div style="text-align: center;"> OFFICE OF PERSONNEL FEB 20 11 23 AM '68 </div> |
|-------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

SECRET

See Table of Effective Dates on back of Original


ORIGINAL COPY—Retain in Official Personnel Folder

STANDARD FORM No. 176-1
 JANUARY 1954
 (For use with last April 14, 1953)
 176-101

CONFIDENTIAL
(When Filled In)

MEMORANDUM OF UNDERSTANDING

I hereby acknowledge that I have read and understand the contents of Handbook 20-4, Employee Conduct, dated 9 July 1970, and the information brochure for PCS returnees, dated May 1964.


Signature
Joseph B. Smith


Date

CONFIDENTIAL
(When Filled In)

MEMORANDUM OF UNDERSTANDING

SECRET

| FIELD REASSIGNMENT QUESTIONNAIRE | | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------|--------------------------------------------------------------------------|----------------------------------------------------|---------------------------------------------|
| DO NOT COMPLETE FOR HEADQUARTERS USE ONLY | | | | |
| NAME OF EMPLOYEE (use pseudo only if SA) Joseph B. Smith | | DATE (from item S-1) 21 Oct. 1970 | NAME OF SUPERVISOR (true) John R. Horton | DATE (from item S-2) 21 Oct. 1970 |
| DATE RECEIVED AT HEADQUARTERS: 29 Oct. 1970 | | DISPATCH NUMBER: HMMT -10581 | DATE RECEIVED BY CAREER SERVICE: | |
| TO BE COMPLETED BY EMPLOYEE | | | | |
| 1. DATE OF BIRTH 16 June 1921 | 2. SERVICE DESIGN D | 3. YOUR CURRENT POSITION, TITLE AND GRADE C/CA, Mexico City 14 | 4. STATION OR BASE Mexico City | 5. CRYPT FOR CURRENT COVER LNGOLD |
| 6A. DATE OF PCS ARRIVAL IN FIELD 21 June 1969 | 6B. REQUESTED DATE OF DEPARTURE | 6C. EXPECTED DATE OF FIRST CHECK-IN AT HQ | 6D. DESIRED DATE TO REPORT TO DUTY AFTER LEAVE | |
| 7. NUMBER AND AGES OF DEPENDENTS WHO WILL TRAVEL WITH YOU: Three: wife 47, daughter 19, son 11 | | | | |
| 8. PERSONAL CIRCUMSTANCES THAT SHOULD BE CONSIDERED IN DETERMINING NEXT ASSIGNMENT: | | | | |
| <p>LIST YOUR MAJOR DUTIES DURING CURRENT TOUR (see special note on transmittal form). (also attach personal cover questionnaire in accordance with CSI-P 240-B)</p> <p>Supervise one case officer, one career agent and one secretary in planning and conducting Station CA activities and intelligence collection activities on Mexican government</p> <p>Support and conduct operations against other priority Station targets</p> | | | | |
| 9. TRAINING DESIRED: INDICATE WHAT TRAINING YOU BELIEVE YOU SHOULD HAVE DURING THE NEXT SEVERAL YEARS | | | | |
| None | | | | |

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.

I prefer to continue in my present assignment.

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, OR 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 18 months MONTHS AT CURRENT STATION TO Jan 1973 (DATE)
- BE ASSIGNED TO HQTRS FOR A TOUR OF DUTY: INDICATE YOUR CHOICE OF DIVISION, STATION OR OFFICE.
1ST CHOICE WH 2ND CHOICE DO 3RD CHOICE CTR
- BE ASSIGNED TO ANOTHER FIELD STATION: INDICATE CHOICE OF GEOGRAPHIC AREA OR SPECIALIZATION
1ST CHOICE WH 2ND CHOICE EUR 3RD CHOICE FE
- RETURN TO MY CURRENT STATION

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:

Subject's wish to return here for another tour fits our ideas of what would be good for him and the Station. His function in the Station will continue and he performs it very well. Even should there be a readjustment in the amount of case officer time put into his field, there will still be enough - probably more than enough - for him to do. He does it very well. This recommendation would be modified if Subject were given an opportunity for a post which might give him a better chance for promotion, which he TO BE COMPLETED BY APPROPRIATE HEADQUARTERS OFFICE would like and which

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

Per HHS 7052, Mr. Smith has been approved for home leave and return to Mexico City for a second tour of duty.

DATE 23 Nov 70 TITLE C/WE/Personnel SIGNATURE Henry L. Barthold

FOR USE BY CAREER SERVICE

14. APPROVED ASSIGNMENT:

15. EMPLOYEE NOTIFIED BY DISPATCH NO. (See above) DATED: _____
CABLE NO. _____ DATED: _____

CAREER SERVICE REPRESENTATIVE: [Signature] DATE: _____

SECRET
(When Filled In)

FILE
PUNCHED
BY K

REPORT OF SERVICE ABROAD

TO: Office of Personnel, Transactions and Records Branch, Status Section

| SERIAL NO. | NAME | | |
|---------------|-------------------|----------------|--------|
| | LAST | FIRST | MIDDLE |
| 1-8 007894 | (Print) Smith, | 7-28 Joseph | B. |

INSTRUCTIONS:
USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OPI NO. 98, REVISED.

PCS DATES OF SERVICE

| ARRIVAL O/S | | | DEPARTURE O/S | | | TYPE OF DATA | CODE | O/P USE ONLY | COUNTRY | CODE |
|-------------|-----|------|---------------|-----|------|------------------|------|--------------|---------|-------|
| MONTH | DAY | YEAR | MONTH | DAY | YEAR | | | | | |
| 06 | 27 | 69 | | | | 1 - PCS (Basic) | 37 | 38 39 | Mexico | 40-42 |
| | | | | | | 2 - CORRECTION | | | | |
| | | | | | | 3 - CANCELLATION | | | | |

TDY DATES OF SERVICE

| ARRIVAL O/S | | | DEPARTURE O/S | | | TYPE OF DATA | CODE | O/P USE ONLY | AREA(S) | CODE |
|-------------|-----|------|---------------|-----|------|------------------|------|--------------|---------|-------|
| MONTH | DAY | YEAR | MONTH | DAY | YEAR | | | | | |
| 25 | 26 | 69 | 21 | 27 | 69 | 2 - TDY (Basic) | 37 | 38 39 | | 40-42 |
| | | | | | | 4 - CORRECTION | | | | |
| | | | | | | 5 - CANCELLATION | | | | |

OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

SOURCE DOCUMENT AND CERTIFICATION

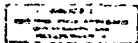
| | |
|-------------------------------------------|--------------------------------------------------------------------|
| <input type="checkbox"/> TRAVEL VOUCHER | <input type="checkbox"/> DISPATCH |
| <input checked="" type="checkbox"/> CABLE | <input type="checkbox"/> DUTY STATUS OR TIME AND ATTENDANCE REPORT |
| <input type="checkbox"/> OTHER (Specify) | |

| | |
|-----------------------------------------|--------------------------------------|
| DOCUMENT IDENTIFICATION NO. EW 37612 | DOCUMENT DATE/PERIOD 23 June 1969 |
|-----------------------------------------|--------------------------------------|

REMARKS

| | | |
|----------------------|------------------------------------------------|-------------------------------------------------------------------|
| PREPARED BY PCP | REPORT ASSOCIATED ON CORRESPONDING DOCUMENT | ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED |
| E O L DIVISION, CDSR | DATE 6/24/69 | SIGNATURE Philip W. Murphy |
| C & T DIVISION | | |

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL
IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER



SECRET

JHR

Supplement to Staff Employee Personnel

Action for Integration of Joseph B. Smith

Effective 21 May 1969

The purpose of this memorandum is to set forth existing policies of concern to you while integrated and to reiterate certain rights and obligations which derive from your true status as an appointed employee. It is hereby agreed and understood that:

1. As an employee of this organization, at the present grade and salary of ~~GS-14 \$19,771.00~~ per annum, you will accept cover employment with another instrumentality of the Government (hereinafter referred to as "your cover facility") effective as of ~~21 May 1969~~. You will, insofar as consistent with your basic responsibility to this organization, abide by all the rules, regulations, practices and policies of your cover facility, in order to appear as a conventional member of that establishment. Your appointment to your cover facility is being effected as a FBR-4/7 at a salary of \$17,289.00 per annum. You are prohibited, except as specifically authorized herein, from retaining emoluments paid by your cover facility.

2. It is understood and agreed that the minimum period of your overseas tour of duty is governed by and coincident with the prescribed tour of duty of your cover organization. Currently, your prescribed tour consists of a period of two (2) years from the date of your arrival at your overseas post of duty. Your assignment may be terminated earlier for the convenience of this organization and the length of your tour of duty, as currently specified, may be unilaterally changed by this organization in order to conform with subsequent changes in the prescribed tour of your cover facility. If you request termination of your overseas assignment solely for your own convenience, unless it is for circumstances that are considered by this organization to be beyond your control or if you are terminated for cause under the regulations of this organization before you have completed the minimum period of service prescribed above from the date of arrival at your overseas post of duty, you will not be entitled to return travel or transportation for yourself or your dependents to the United States at Government expense. If you request termination of your overseas assignment solely for your own convenience, unless it is for circumstances that are considered by this organization to be beyond your control or if you are terminated for cause under the regulations of this organization before you have completed one (1) year of service from the date of your arrival at your overseas post of duty you will be required to reimburse the Government for all of its expenses for your travel and transportation, and that of your dependents, from the continental United States to such overseas post of duty.

3. Travel to your post of duty overseas and your return travel to the United States, as well as travel performed overseas which is consistent with your cover designation, will normally be at the direction of your cover facility. Such travel will be accomplished in conformance with applicable

SECRET

regulations of your cover facility except when you are directed for operational reasons to perform travel in accordance with the regulations of this organization.

4. Salary and allowances paid by your cover facility shall be retained by you to the extent that they do not exceed the salary and allowance payment due you on the basis of your grade level with this organization. If such cover payments are less than the amount due you, the difference will be paid to you by this organization. If such cover payments exceed the amount due you, the excess amounts will be remitted to this organization at intervals to be designated by the Office of Finance. Computations hereunder will be based on the aggregate gross amounts due and received. That portion of retirement contributions withheld by your cover facility which exceeds the retirement contributions applicable to your organization salary will be deducted from the gross amount of the overpayment. Upon integration, the payroll office of this organization will establish the date on which you would normally receive a regular step increase from your cover facility. Failure to report a grade promotion received from a cover facility does cause errors in processing regular step increases. Regular step increases, incorrectly processed in such manner, should be reported immediately to this organization. To eliminate this problem, any grade promotion received from a cover facility will be reported immediately by you to this organization's payroll office through channels showing both the old and the new rate and the effective date. All salary difference payments and adjustments will be reflected on earnings statements.

5. Your status as an employee of this organization will continue in full force and effect during your period of duty with your cover facility and you will continue to be entitled to all rights, benefits and emoluments of such status. Certain variations in procedure will be required, however, to preserve the security of your cover position.

a. Upon integrating into your cover facility you will continue to be covered by the particular retirement system in which you are a participant as an employee of this organization. Salary received from your cover facility and any salary differences payable by this organization will be subject to appropriate retirement contributions.

b. Appropriate Federal income tax withholdings shall be made from taxable income received from both your cover facility and this organization. Additionally, while serving in the United States, withholdings shall also be made for District of Columbia or State income tax, when applicable. You may claim reimbursement for excess income taxes paid on overt tax returns by reason of taxable income from your cover facility exceeding the taxable income due you as an employee of this organization.

SECRET

c. All annual and sick leave which is accrued to your credit at the time of integration will be transferred to your cover facility. While integrated you will be permitted annual leave, sick leave, home leave, and leave without pay in accordance with the regulations of your cover facility in lieu of the leave benefits of this organization. Upon termination of your integration, your unused annual leave, sick leave, and home leave will be transferred to your credit with this organization and your leave record will be reconstructed as of the beginning of the leave year in which you return to this organization, as explained in the Handbook on Leave for Special Situations. Serving in an integrated capacity does not permit the carryover from one leave year to another of an annual leave balance which exceeds the ceilings authorized by regulations of this organization and the Federal leave law. If security conditions require that your cover facility make a lump-sum payment for accrued annual leave, upon your "resignation" you will be required to pay the gross amount thereof to this organization, including any income taxes withheld by your cover facility, in order to receive credit for such annual leave.

6. You will be required to keep forever secret this agreement and all information which you may obtain by reason hereof, unless you are released in writing by this organization from this obligation. Violation of such secrecy may subject you to criminal prosecution under the espionage laws, as amended, and other applicable laws and regulations. The termination of your employment with this organization will not release you from the obligations of any security oath you may be required to take.

UNITED STATES GOVERNMENT

BY *J. B. Armstrong*
Personnel Office

ACCEPTED:

Joseph B. Smith

3

CONFIDENTIAL
(When filled in)

IMPORTANT

Central Processing Branch has been charged with responsibility for ensuring that all employees processing PCS to the field have reviewed the field version of the Employee Conduct Handbook. You will not be checked out for your proposed travel until you sign the following statement and return it to CPB. Your Personnel Officer can provide you with a copy of the Handbook.

MEMORANDUM OF UNDERSTANDING

I hereby acknowledge that I have read and understand the contents of Field Handbook 20-4, Employee Conduct, dated 23 October 1964.

Joseph B. Smith

Signature
JOSEPH B. SMITH

12/27/69

Date

CONFIDENTIAL

Group 1 - Excluded from automatic downgrading and declassification.

SECRET
(When Filled In)

| | | | | | | | | | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|------------------|-------------------------------------------|---------------------------------|----------------------------------------------------------------|-----------------------------------------------------------------------|--------------------------|---------|--------------|---------------|---|
| REPORT OF SERVICE ABROAD | | | | | | FILE PUNCHED | | | | | |
| TO: Office of Personnel, Transactions and Records Branch, Status Section | | | | | | BY <i>[Signature]</i> | | | | | |
| SERIAL NO. | | NAME | | | | | | | | | |
| LAST | | FIRST | | MIDDLE | | | | | | | |
| 1-B 007894 | | (Print) SMITH | | 7-24 Joseph B. | | | | | | | |
| INSTRUCTIONS | | | | | | | | | | | |
| USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OPI NO. 58, REVISED. | | | | | | | | | | | |
| PCS DATES OF SERVICE | | | | | | | | | | | |
| ARRIVAL O/S | | | DEPARTURE O/S | | | TYPE OF DATA 1 - PCS (Basic) 3 - CORRECTION 5 - CANCELLATION | O/P USE ONLY 37 38 39 | COUNTRY | | CODE 40-42 | |
| MONTH | DAY | YEAR | MONTH | DAY | YEAR | | | CODE | | | |
| 20-20 | 27-20 | 29-20 | 31-22 | 22-24 | 20-28 | | | | | | |
| | | | | | | | | | | | |
| TDY DATES OF SERVICE | | | | | | | | | | | |
| ARRIVAL O/S | | | DEPARTURE O/S | | | TYPE OF DATA 2 - TDY (Basic) 4 - CORRECTION 6 - CANCELLATION | O/P USE ONLY 37 38 39 | AREA(S) | | CODE 40-42 | |
| MONTH | DAY | YEAR | MONTH | DAY | YEAR | | | CODE | | | |
| 25-26 | 27-28 | 29-30 | 31-32 | 22-24 | 20-28 | | | | | | |
| 0 | 4 | 2 | 7 | 6 | 9 | 0 | 5 | 1 | 0 | 6 | 9 |
| | | | | | | | | | WH (Mex Cty) | 0 1 1 | |
| OFFICE OF PERSONNEL USE ONLY - PUNCH AREA | | | | | | | | | | | |
| SOURCE DOCUMENT AND CERTIFICATION | | | | | | | | | | | |
| X TRAVEL VOUCHER WH-538-69 | | | DISPATCH | | | | | | | | |
| CABLE | | | DUTY STATUS OR TIME AND ATTENDANCE REPORT | | | | | | | | |
| OTHER (Specify) | | | | | | | | | | | |
| DOCUMENT IDENTIFICATION NO. | | | | DOCUMENT DATE/PERIOD | | | | | | | |
| | | | | 4/27/69 @ 1725 - 5/10/69 @ 2130 | | | | | | | |
| REMARKS | | | | | | | | | | | |
| No leave | | | | | | | | | | | |
| PREPARED BY | | | REPORT APPROVED BY | | ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED | | | | | | |
| DCR | | | X | | | | | | | | |
| X | | | DATE | | SIGNATURE | | | | | | |
| B A DIVISION, CYPR | | | 5/13/69 | | DSV <i>[Signature]</i> | | | | | | |
| B E DIVISION | | | | | | | | | | | |
| THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER | | | | | | | | | | | |

SECRET

11 MAY
1966

MEMORANDUM FOR: Director of Personnel

SUBJECT:

~~Smith, Joseph~~
Change of Home Leave Address

REFERENCE: HABT-3734, 29 April 1966

It is requested that the home leave address of ~~Smith, Joseph~~ be changed from Harrisburg, Pennsylvania to Cambridge, Massachusetts. ~~Smith, Joseph~~ last remaining relative in Harrisburg died in November 1965, and he has no other connections there. On the other hand his wife has relatives in Cambridge, Massachusetts, and his daughter is attending Wellesley College in Wellesley, Massachusetts and he plans to visit this area on home leave.

Edward F. O'Connell
Robert D. Cushman
C/DIR/Personnel

Concur:

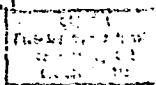
R. D. Cushman

Director of Personnel

13 May 66
(Date)

Attachment:
Reference

SECRET



| | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| DISPATCH | | CLASSIFICATION SECRET | PROFESSIVE ACTION |
| TO Chief, WH Division | | | <input checked="" type="checkbox"/> MARKED FOR INDEXING <input type="checkbox"/> NO INDEXING REQUIRED <input type="checkbox"/> ONLY QUALIFIED DESK <input type="checkbox"/> CAN JUDGE INDEXING <input type="checkbox"/> MICROFILM |
| FROM Chief of Station, Buenos Aires | | | |
| SUBJECT Change of Home Leave Address of _____ (SA) | | | |
| ACTION REQUIRED - REFERENCES <i>Smith, Joseph</i> | | | |
| ACTION REQUIRED: As noted below | | | |
| <p>It is requested that the home leave address of John W. _____ be changed from Harrisburg, Pennsylvania to Cambridge, Massachusetts. _____'s last remaining relative in Harrisburg died in November 1965, and he has no other connections there. On the other hand his wife has relatives in Cambridge, Massachusetts, and his daughter is attending Wellesley College in Wellesley, Massachusetts and he plans to visit this area on home leave.</p> <p style="text-align: right;"><i>John W. [Signature]</i> John W. [Signature]</p> | | | |
| Distribution: O & A - Chief, WH John W. CATA RIC: [Signature] | | GROUP I Excluded from automatic downgrading and declassification | |
| CLASSIFIED BY | REVISIONS AND NUMBER | DATE | |
| | HAPT-3734 | 20 April 1966 | |
| CLASSIFICATION SECRET | | REVISION NUMBER | |

SECRET

TM-837055

FIELD REASSIGNMENT QUESTIONNAIRE

DO NOT COMPLETE FOR HEADQUARTERS USE ONLY

AUTHENTICATION OF SIGNATURES AND VERIFICATION OF ITEMS 1 THROUGH 7, BELOW:

| | | | |
|-------------------------|----------------------|---------------------------|----------------------|
| NAME OF EMPLOYEE (true) | DATE (from item 5-1) | NAME OF SUPERVISOR (true) | DATE (from item 5-2) |
| [Redacted] | 27 Dec, 65 | Michael Tanes | 28 Dec, 1965 |

NAME AND SIGNATURE OF OFFICIAL AT HEADQUARTERS AUTHORIZED TO AUTHENTICATE SIGNATURES AND VERIFY DATA IN ITEMS NOS. 1 THROUGH 7, BELOW: *Red C. P. 28 March 1966*

TO BE COMPLETED BY EMPLOYEE

| | | | |
|----------------------------------------|------------------------------------------------|-----------------------------------------------------------|--------------------------------------------------------------|
| 1. DATE OF BIRTH 16/6/21 | 2. GRADE 14 | 3. CURRENT POSITION TITLE AND GRADE Operations Officer | 74. DATE OF PCS ARRIVAL IN FIELD ON THIS TOUR 29/8/64 |
| 4. SERVICE DESIGNATION (if known) D | 5. CURRENT STATION OR FIELD BASE Beacon AFB | 75. EXPECTED DATE OF DEPARTURE FROM FIELD 21 Feb | 76. EXPECTED DATE OF ARRIVAL AT HEADQUARTERS PCS 29/10/66 |

6. WRITE A DESCRIPTION OF YOUR MAJOR DUTIES DURING THE CURRENT TOUR OF DUTY (see special note on Transmittal Form):

- a. Case officer for a large-scale liaison activity in the CA field.
- b. Station functional officer for media activity.
- c. Station functional officer for university and university student field.
- d. Supervises staff agent concerned with university target.
- e. Case officer for two unilateral media operations.
- f. Case officer for a political action research project.

9. PREFERENCE FOR NEXT ASSIGNMENT:

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. 6, ABOVE. IF YOU HAVE MORE THAN ONE PREFERENCE, INDICATE YOUR CHOICES.

I list the choices in question 9 because of the limited opportunity for achievement in operations and work as a liaison. I have abilities that can be used to better advantage in other fields. I have five years college training experience, which could be of use to CIR; I have maintained high level political and business contacts which experience could be useful to DIB; my educational background and operational area experience should help qualify me for DII.

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):

SECRET

B. 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

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 ADD 3RD. CHOICE ADD

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 _____ 2ND. CHOICE _____ 3RD. CHOICE _____

18. HOW MUCH LEAVE DO YOU DESIRE BETWEEN ASSIGNMENTS? _____

INDICATE NUMBER OF WORK DAYS 30

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

wife and two children; ages: 42, 13, 6

20. INDICATE ANY CHANGE IN YOUR PERSONAL OR FAMILY SITUATION WHICH SHOULD BE CONSIDERED IN DETERMINING YOUR NEXT ASSIGNMENT. Desire to be in the United States for the senior year and graduation from college of my older daughter.

21. SIGNATURE: COMPLETE ITEM NO. 3-1, TRANSMITTAL SHEET, TO INDICATE COMPLETION OF ABOVE PORTION OF THIS FORM. TO BE COMPLETED BY SUPERVISOR AT FIELD STATION.

22. 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:

The Station concurs in Subject's request for his next assignment. Based on the capabilities that he has demonstrated during his present tour of duty, we have every reason to believe that he will perform in a professional and highly competent manner in either one of the three areas that he has selected. If Subject is considered for another field assignment, it is strongly recommended that he be afforded official cover status.

23. SIGNATURE: COMPLETE ITEM NO. 3-2, TRANSMITTAL SHEET, TO INDICATE COMPLETION OF THIS PORTION OF THE FORM. TO BE COMPLETED BY APPROPRIATE CAREER SERVICE OFFICER OR PERSONNEL OFFICER AT HEADQUARTERS

24. 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:

The WH Division Personnel meeting of 24 February 1966 concurred with the Subject's request for assignment to OTR.

Seward P. O. Waddy
Robert D. Cashman
C/WH/Personnel

| | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------|
| 25. NAME OF CAREER SERVICE OFFICER OR PERSONNEL OFFICER | SIGNATURE |
| DATE | |
| FOR USE OF CAREER SERVICE | |
| 27. EMPLOYEE <input type="checkbox"/> HAS <input type="checkbox"/> HAS NOT BEEN NOTIFIED OF PLANNED REASSIGNMENT | 18. REFERENCE DISPATCH NO. _____ CABLE NO. _____ |
| 28. TYPED OR PRINTED NAME | 20. SIGNATURE |
| 29. TITLE | 21. DATE |
| 30. COMMENTS <u>WH + CSRS jointly will call Smith by arbitrary early return for assignment to OTR. W. B. will discuss with Smith while at B. D.</u> | |

KG

SECRET

05093e
11/1/67

MEMORANDUM FOR: Director of Training
SUBJECT: Appreciation: Joseph Smith

1. With your approval Mr. Joseph Smith, of OTR participated as a member of the Survey Team which during January - March 1967 reviewed the effectiveness of the Propaganda Group of the CA Staff. This involved 30 full Team meetings, interviews with 57 CS officers, various specific inquiries, and numerous drafting sessions.

2. Throughout, Mr. Smith participated in a most effective professional manner bringing to bear his extensive background in the Clandestine Services. His direct and objective approach to the problems considered in the course of the survey made his contribution to the overall Team effort invaluable. The Team report, which I am still in process of discussing within the Staff will be of considerable value not only to this Staff in our future planning but also, I feel, to the future posture of the covert propaganda mission of the Clandestine Services; thus I heartily commend Mr. Smith for his effective participation with the Survey Team in this effort.

3. I would appreciate your conveying my thanks to Mr. Smith.

Cord Meyer, Jr.
Cord Meyer, Jr.
Chief
Covert Action Staff

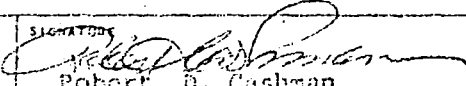
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FIELD REASSIGNMENT QUESTIONNAIRE

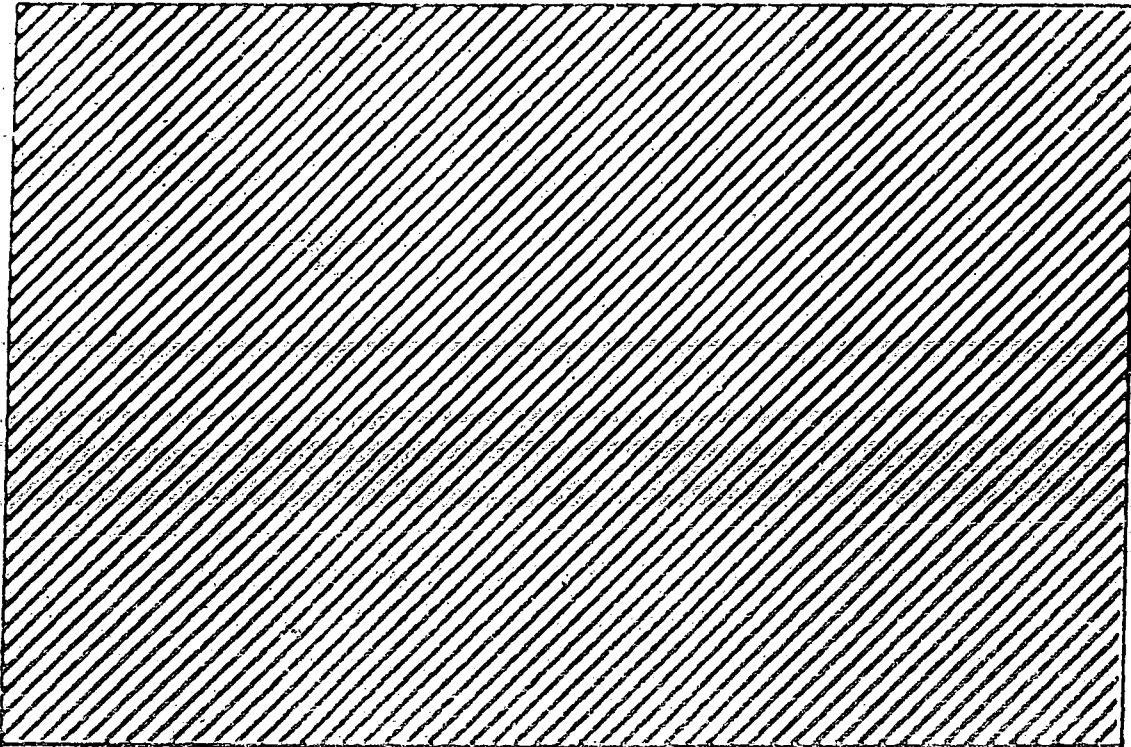
| | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-------------------------------------|--------------------------------------------------|
| DO NOT COMPLETE | | FOR HEADQUARTERS USE ONLY | |
| AUTHENTICATION OF SIGNATURES AND VERIFICATION OF ITEMS 1 THROUGH 7, BELOW: | | | |
| NAME OF EMPLOYEE (true) Pseudo | DATE (from item 5-1) | NAME OF SUPERVISOR (true) | DATE (from item 5-2) |
| <i>[Signature]</i> | 20 Sep 63 | Frederick Larkin | 20 Sep 63 |
| NAME AND TITLE OF OFFICIAL AT HEADQUARTERS AUTHORIZED TO AUTHENTICATE SIGNATURES AND VERIFY DATA IN ITEMS NOS. 1 THROUGH 7, BELOW: | | <i>[Signature]</i> | DATE |
| William S. Kenahan | | | 25 Sep 63 |
| 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 |
| 18 June 1921 | GS-14 | Operations Officer, GS-12 | 5 June 1962 |
| 4. SERVICE DESIGNATION (if known) | 5. CURRENT STATION OR FIELD BASE | | 7B. EXPECTED DATE OF DEPARTURE FROM FIELD |
| D | Buenos Aires | | 5 June 1964 |
| 6. OTHER DUTY STATIONS OR FIELD BASES DURING CURRENT TOUR | | | 7C. EXPECTED DATE OF ARRIVAL AT HEADQUARTERS PCS |
| None | | | None |
| 8. WRITE A DESCRIPTION OF YOUR MAJOR DUTIES DURING THE CURRENT TOUR OF DUTY (see special note on Transmittal Form): | | | |
| <ul style="list-style-type: none"> a. Case officer for large-scale KUWOLF liaison project with local services. b. Supervisor of two staff agents conducting KUWOLF activities. c. Case officer for two unilateral KUWOLF projects. d. Station functional officer for projects in student field. | | | |
| 9. PREFERENCE FOR NEXT ASSIGNMENT: | | | |
| 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. 3, ABOVE. IF YOU HAVE MORE THAN ONE PREFERENCE, INDICATE YOUR CHOICES. | | | |
| <p>If not reassigned to present post, I would prefer to work in the political action field as a unilateral case officer with staff agent status. I believe my past experience and performance qualifies me for this type of assignment and I know that I find this type of work stimulating and challenging. Most preferred would be an assignment combining KUTUSE and KUWOLF responsibilities.</p> | | | |
| C. INDICATE WHAT TRAINING YOU BELIEVE YOU SHOULD HAVE IN ORDER TO INCREASE YOUR VALUE TO THE ORGANIZATION (refer to catalog of courses, if available): | | | |
| None, if reassigned to present post. | | | |

SECRET

| | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| <p>9. PREFERENCE FOR NEXT ASSIGNMENT (continued)</p> <p>C. INDICATE YOUR PREFERENCE FOR NEXT ASSIGNMENT BY INSERTING NUMBERS 1, 2 AND 3 (for 1st, 2nd, and 3rd choice) IN THE BOXES BELOW:</p> <p><input checked="" type="checkbox"/> RETURN TO MY CURRENT STATION</p> <p><input checked="" type="checkbox"/> BE ASSIGNED TO HEADQUARTERS FOR A TOUR OF DUTY, WITH RESPECT TO POSSIBLE ASSIGNMENT IN HEADQUARTERS, INDICATE CHOICE OF COMPONENT: 1ST. CHOICE <u>Domestic Ops</u> 2ND. CHOICE <u>Division Desj</u> 3RD. CHOICE <u>Division Staff</u></p> <p><input checked="" type="checkbox"/> 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 QUALIFICATION: 1ST. CHOICE <u>Mexico City</u> 2ND. CHOICE <u>Guatemala</u> 3RD. CHOICE <u>Lima</u></p> | |
| <p>10. HOW MUCH LEAVE DO YOU DESIRE BETWEEN ASSIGNMENTS? INDICATE NUMBER OF WORK DAYS <u>30</u></p> | |
| <p>11. INDICATE THE NUMBER AND AGE OF DEPENDENTS WHO WILL BE TRAVELLING OR MOVING WITH YOU: <u>3: aged 40, 11, and 3 years</u></p> | |
| <p>11A. INDICATE ANY CHANGE IN YOUR PERSONAL OR FAMILY SITUATION WHICH SHOULD BE CONSIDERED IN DETERMINING YOUR NEXT ASSIGNMENT: <u>Eldest daughter attending college in the United States.</u></p> | |
| <p>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</p> | |
| <p>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: <u>Supervisor and Chief of Station concur with the employee's expressed desires. While assigned to this Station this employee has made an important contribution to the Station's KUWOLF program which doubtless will continue to be the case should he be reassigned to this Station.</u></p> | |
| <p>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</p> | |
| <p>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: <u>Recommend return to Station for second tour of duty.</u></p> | |
| <p>16. NAME OF CAREER SERVICE OFFICER OR PERSONNEL OFFICER</p> | <p>SIGNATURE  <u>Robert D. Cushman</u></p> |
| <p>DATE</p> | |
| <p>FOR USE OF CAREER SERVICE</p> | |
| <p>17. EMPLOYEE <input type="checkbox"/> HAS <input type="checkbox"/> HAS NOT BEEN NOTIFIED OF PLANNED REASSIGNMENT</p> | <p>18. REFERENCE DISPATCH NO. <u>44-11-37</u> CABLE NO. _____</p> |
| <p>19. TYPED OR PRINTED NAME</p> | <p>20. SIGNATURE</p> |
| <p>21. TITLE</p> | <p>22. DATE <u>27 June 1954</u></p> |
| <p>23. COMMENTS <u>Not Division - should be from Station Staff.</u></p> | |

SECRET

SECRET
(When Filled In)



| | | |
|----------------------------------------|------------------------------------|-------------------|
| NAME OF EMPLOYEE (Last, First, Middle) | NAME AND RELATIONSHIP OF DEPENDENT | CLAIM NUMBER |
| <i>[Redacted]</i> | <i>[Redacted]</i> | <i>[Redacted]</i> |

Smith, Joseph

There is on file in the Benefits and Counseling Branch, Benefits and Services Division, Office of Personnel, an Official Disability Claim File on the above named employee (or his dependent*) for an illness, injury, or death incurred on *10/15/55*.

This notice should be filed in the employee's Official Personnel Folder as a permanent cross-reference to the Official Disability Claim File.

DATE OF NOTICE
2/1/56

SIGNATURE OF SSG REPRESENTATIVE
[Signature]

NOTICE OF OFFICIAL DISABILITY CLAIM FILE

Supplement to Staff Agent Personnel Action

For [REDACTED] Effective 27 MAY 1962

Mr. Smith, Joseph

Dear Mr. [REDACTED]

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

1. Payroll Administration. As indicated in your Staff Agent Personnel Action, your present salary and grade are \$ 11,675.00 and GS-13⁵, respectively, and you are entitled to receive the salary, allowances and other benefits applicable thereto, however, certain procedural variations will be followed to preserve the security of your cover position.

(a) The gross emoluments that you receive from your cover activities will be retained by you as an offset against the gross emoluments due you from this organization. If, except as provided in paragraph 4 below, your cover emoluments ever exceed those due you as a Staff Agent, the overage is to be remitted to this organization on a monthly basis, unless a different period is specified.

(b) Your Federal income taxes will be withheld and reported in conformance with HR 20-33 or any subsequent regulations or procedures promulgated by this organization. For your information, this organization shall withhold from the gross payments due you Federal income taxes in an amount which, when added to the income taxes withheld by your cover facility, will equal the tax withholdings normally made from your gross taxable compensation with this organization. If there is no differential or if it is insufficient, you will be required to make tax remittances in conformance with HR 20-661-1. Also, that issuance together with R 30-720 covers the procedures to be followed in order to receive reimbursement for foreign income taxes imposed upon you.

(c) This organization will deduct from the gross payments due you an amount equivalent to six and one-half per cent (6 1/2%) of your gross salary for contribution to the Civil Service Retirement Fund. This amount will be deducted from the differential due you by this organization. If there is no differential or if it is insufficient, you will be required to make direct remittances to this organization in satisfaction of the required contributions.

(d) If permanent quarters are not furnished, your quarters allowance will be granted at the maximum rate established for your post of assignment, family status and grade. No accounting for this allowance will be required.

As an appointed employee, you are to contribute to the Social Security Fund. Such contributions will be at your expense. However, contributory contributions for cover facility programs, such as insurance and retirement, may be considered items of expense to this organization, and in

with any member you feel as a result of your participation in such activities and in return, this organization. Whether participation in a particular activity is required or voluntary will be determined by the organization.

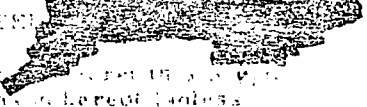
2. Non-Federal Civilian Personnel Tax. You are hereby authorized Non-Federal Civilian Personnel Tax of all amounts with the applicable organization to be deducted from your pay. For your information, generally this premium per month per cent of your basic salary, or pro-rata and similar for this period on a non-annual basis, for that period of time as in case and under the following:

3. Utilization Allowance. You are hereby authorized an utilization allowance in accordance with applicable organization regulations.

4. Travel Expenses. You will be entitled to travel, transportation and storage in accordance with the regulations of this organization. HR 2042 provides that travel expenses of integrated personnel will be allowed in accordance with the regulations of their base organizations or HR 22, whichever allows the greater amount.

5. Travel Penalties. You herein agree that your assignment abroad will be for a minimum of two years from the date of your arrival at your permanent post of duty. If your assignment shall be sooner terminated by the Government for its convenience. Your violation of such agreement may result in regulatory travel penalties. HR 22-6 provides that if the agreement is violated during the first year of duty abroad, expenditures for travel and transportation to the post, including per diem while at headquarters and storage of effects, shall be reimbursed by the employee. If the agreement is violated after the first year of duty, but before the completion of the minimum tour agreed to above, only travel at Government expense shall not be allowed.

Smith, Joseph

AGREED: 

6. Secrecy. You will be required to keep secret all information which may obtain by reason of your assignment and all information which may obtain by reason of your assignment, released in writing by the Government or by such obligation, with full knowledge that violation of such secrecy may subject you to criminal prosecution under the Espionage Laws (dated 17 June 1948, as amended) and other applicable laws and regulations.

How H. Lutzke
Personnel Officer

JMC

54.

SECRET
(When Filled In)

VERIFIED RECORD OF OVERSEAS SERVICE

TO:

Office of Personnel, Statistical Reporting Branch, ROOM 192 Curie Hall

| EMPLOYEE SERIAL NO. | NAME OF EMPLOYEE | | | OFFICE/COMPONENT |
|-----------------------|-----------------------|-------|--------|------------------|
| | LAST | FIRST | MIDDLE | |
| 36 #9226 007894 | (Print) Smith, Joseph | J. S. | | ES-78 64 |

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COL TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING 1. NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR.

PCS DATES OF SERVICE

| TYPE OF DATA | ARRIVAL | | | | DEPARTURE | | | COUNTRY | OMIT |
|-----------------|---------|-------|-------|-------|-----------|-------|-------|-----------|-------|
| | CODE | MONTH | DAY | YEAR | MONTH | DAY | YEAR | | |
| 1. PCS (Basic) | 27 | 20-29 | 30-31 | 32-33 | 34-35 | 36-37 | 38-39 | ARGENTINA | 40-42 |
| 3. CORRECTION | | | | | | | | | 040 |
| 5. CANCELLATION | 01 | 06 | 05 | 62 | | | | | |

TDY DATES OF SERVICE

| TYPE OF DATA | DEPARTURE | | | | RETURN | | | AREA(S) | OMIT |
|-----------------|-----------|-------|-------|-------|--------|-------|-------|---------|-------|
| | CODE | MONTH | DAY | YEAR | MONTH | DAY | YEAR | | |
| 2. TDY (Basic) | 27 | 20-29 | 30-31 | 32-33 | 34-35 | 36-37 | 38-39 | | 40-42 |
| 4. CORRECTION | | | | | | | | | |
| 6. CANCELLATION | | | | | | | | | |

SOURCE OF RECORD DOCUMENT

| | |
|------------------------------------------|--------------------------------------------------------------------|
| <input type="checkbox"/> TRAVEL VOUCHER | <input checked="" type="checkbox"/> DISPATCH |
| <input type="checkbox"/> ROLL | <input type="checkbox"/> DUTY STATUS OR TIME AND ATTENDANCE REPORT |
| <input type="checkbox"/> OTHER (Specify) | |

| | |
|------------------------------------------|---------------------------------------|
| DOCUMENT IDENTIFICATION NO. HABT-1787 | DOCUMENT DATE (PERIOD) 8 June 1962 |
|------------------------------------------|---------------------------------------|

REMARKS

| | | | |
|------------------|-------------------------------------|---------------------|--------------------------|
| PREPARED BY | REPORT ANNOTATED ON SOURCE DOCUMENT | ABOVE DATA VERIFIED | SOURCE BASED UPON SOURCE |
| FISCAL DIVISION | DATE 6/20/62 | SIGNATURE | |
| FINANCE DIVISION | | | |

CONTRACT INFORMATION AND CHECK LIST

Don Napoli

INSTRUCTIONS: Use Form 10-1000 and 10-1000-1 for guidance. Complete all items, including "Other" when items are not applicable. Forward original and two copies for preparation of contract.

TELEPHONE EXTENSION

DATE

6556

SECTION I GENERAL

| | | | |
|---------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|
| 1. NAME <input checked="" type="checkbox"/> PERSONNEL <input type="checkbox"/> STUDENT <i>Smith, Frank</i> | 2A. PROJECT <i>RA Bureau Lines</i> | 3. ALLOTMENT NO. | 4. SLOT NO. <i>RAF-818</i> |
| 5. PREVIOUS CIA PSEUDONYM OR ALIASES <i>Naphael E. NYHAOSN Arthur H. TOOHILL</i> | 6. INDIVIDUAL HAS BEEN EMPLOYED 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.) <i>Staff Employee - 9 September 1951 to date</i> | 7A. MEDICAL CLEARANCE <input checked="" type="checkbox"/> OBTAINED <input type="checkbox"/> INITIATED <input type="checkbox"/> NOT REQ'D. | 8. CONTRACT IS TO BE WRITTEN IN STERILE FORM I.E., "U.S. GOVERNMENT" <input type="checkbox"/> NA <input type="checkbox"/> NO |
| 7. SECURITY CLEARANCE (Type and date) <i>Staff Employee</i> | 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>Staff Agent</i> | |

SECTION II PERSONAL DATA

| | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|
| 11. CITIZENSHIP <i>U. S.</i> | 12. IF NOT U.S. CITIZEN, INDIVIDUAL IS A PERMANENT RESIDENT ALIEN <input type="checkbox"/> YES <input type="checkbox"/> NO | 13. AGE <i>40</i> | 14. DATE OF BIRTH (Month, day, year) <i>16 June 1921</i> |
| 15. LEGAL RESIDENCE (City and state or country) <i>Harrisburg, Pennsylvania, U.S.</i> | | 16. CURRENT RESIDENCE (City and state or country) <i>Arlington, Virginia</i> | |
| 17. MARITAL STATUS (Check as appropriate) <input type="checkbox"/> SINGLE <input checked="" 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: <i>Jeanne Hoffman - Wife - 38 Ruthuen - Daughter - 16 Julie E. - Daughter - 9 Andrew C. - Son - 1 1/2</i> | | 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 III U.S. MILITARY STATUS

| | | | |
|--------------------------------------|--------------------------------------|-------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|
| 20. RESERVE <i>No</i> | 21. VETERAN <i>Yes</i> | 22. IF RETIRED, INDICATE CATEGORY (Longevity, combat disability, service disability non-combat) | |
| 23. BRANCH OF SERVICE <i>Army</i> | 24. RANK OR GRADE <i>Corporal</i> | 25. DRAFT ELIGIBLE <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | 26. DRAFT DEFERMENT OBTAINED BY CIA <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO |

SECTION IV COMPENSATION

| | | | | |
|-----------------------------------|-----------------------|--------------------------------------------|---------------------------------------------------------------------|---------------------------------------------------------------------|
| 27. BASIC SALARY <i>11,650</i> | 28. POST DIFFERENTIAL | 29. COVER (Breakdown, if any) <i>RA</i> | 30. FEDERAL TAX WITHHOLDING | |
| | | | COVER | CIA |
| | | | <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO |

SECTION V ALLOWANCES (NORMALLY GRANTED ONLY TO RESIDENTS OF THE UNITED STATES)

| | | |
|-------------------------------|----------|------------------------------------------------------------------------|
| 31. QUARTERS <i>3,500</i> | 32. POST | 33. OTHER <i>Equalization \$915 and 10% Staff Agent Premium pay</i> |
| 34. COVER (Breakdown, if any) | | |

SECTION VI TRAVEL

| | | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| 35. TYPES OF TRAVEL <input checked="" type="checkbox"/> PERSONAL <input type="checkbox"/> DOMESTIC OPERATIONAL <input checked="" type="checkbox"/> FOREIGN OPERATIONAL | | 36. WITH DEPENDENTS <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | |
| 37. VEHICLE TO BE SHIPPED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | 37A. VEHICLE TO BE STORED <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | 38. PERSONAL VEHICLE TO BE SHIPPED <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO | 39. PERSONAL VEHICLE TO BE USED FOR OPERATIONAL TRAVEL <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO |

40. IF WITH DEPENDENTS STATE RELATIONSHIP, CITIZENSHIP, AGE AND DATE OF BIRTH

See 18 above.

41. PAYMENT AND ACCOUNTABILITY WILL BE IN CONFORMANCE WITH CIA REGULATIONS COVER POLICIES AND PROCEDURES

SECTION VII OPERATIONAL EXPENSES

| | | |
|-----------------------------|-------------------|-----------|
| 42. PURCHASE OF INFORMATION | 43. ENTERTAINMENT | 44. OTHER |
|-----------------------------|-------------------|-----------|

45. PAYMENT AND ACCOUNTABILITY WILL BE IN CONFORMANCE WITH CIA REGULATIONS COVER POLICIES AND PROCEDURES

**CONTRACT INFORMATION AND CHECK LIST
(CONTINUED)**

NOTE: SEE INSTRUCTIONS ON FIRST SHEET

| | |
|---------------------|----------|
| CASE OFFICER | DIVISION |
| TELEPHONE EXTENSION | DATE |

SECTION VIII OTHER BENEFITS
 48. BENEFITS (See R 20-615, R 20-620, R 20-670, R 20-1000, and HR 20-620-1, HR 20-1000-1 and/or successor regulations for benefits applicable to various categories of contract personnel.)

All benefits and allowances of a staff employee.

SECTION IX COVER ACTIVITY

| | | | | | | | |
|--------------------|----------------------------------------------|--------------------------------------|------------------|--------------------------------------|--------------------------------------|-------------------------------------|----------------------------------|
| 47. STATUS (Check) | <input checked="" type="checkbox"/> PROPOSED | <input type="checkbox"/> ESTABLISHED | 48. TYPE (Check) | <input type="checkbox"/> PROPRIETARY | <input type="checkbox"/> COLLEGE | <input type="checkbox"/> COMMERCIAL | <input type="checkbox"/> TOURIST |
| | | | | <input type="checkbox"/> SUBSIDIZED | <input type="checkbox"/> EDUCATIONAL | <input type="checkbox"/> MILITARY | <input type="checkbox"/> OTHER |

49. IF COVER PAYMENTS ARE CONTEMPLATED, THEY WILL BE EFFECTED ON REIMBURSABLE BASIS
 YES NO COMPLETE PARTIAL

SECTION X OFFSET OF INCOME
 50. OFFSET OF INCOME AND OTHER EVOLUMENTS DERIVED FROM COVER ACTIVITIES (If less than total, justify in separate memo attached hereto.)
 TOTAL PARTIAL NONE

SECTION XI TERM

51. DURATION: MONTHS YEARS 2

52. EFFECTIVE DATE: June 1962

53. RENEWABLE: YES NO

54. TERMINATION NOTICE (Number of days): NA

55. FORFEITURE OF RETURN TRAVEL FOR RESIGNATION PRIOR TO CONTRACT TERMINATION: NA

SECTION XII FUNCTION
 56. PRIMARY FUNCTION (CI, FI, PP, other): PP

SECTION XIII DUTIES
 57. GENERAL DESCRIPTION OF DUTIES TO BE PERFORMED

Liaison with host government service.

SECTION XIV QUALIFICATIONS
 58. EXPERIENCE

See personnel file.

SECTION XV EDUCATION

| | | | |
|----------------------------------------------|--------------------------|-------------------------|-----------------------|
| 59. EDUCATION (Check Highest Level Attained) | GRADE ATTAINED | EDUCATIONAL INSTITUTION | GRADE SCHOOL GRADUATE |
| | BUSINESS SCHOOL GRADUATE | COLLEGE GRADUATE | POST GRADUATE |

60. LANGUAGE COMPETENCY (Check Appropriate Degree of Competency)

| LANGUAGE | SPEAK | | | WRITE | | | READ | | | 41. INDIVIDUAL'S COUNTRY OF ORIGIN |
|--------------------|--------|---------|------|--------|---------|------|--------|---------|------|------------------------------------|
| | FLUENT | AVERAGE | POOR | FLUENT | AVERAGE | POOR | FLUENT | AVERAGE | POOR | |
| Spanish | | X | | | X | | | X | | U.S.A. |
| Japanese | | | X | | | X | | | X | |
| German | | | X | | | X | | | X | |
| 62. AREA KNOWLEDGE | Malay | | X | | | X | | | X | |

Graduate study, History & Politics (2 courses). CA Staff WH Liaison (15 mos).
 Chief, Venezuela Desk (6 mos.)

SECTION XVI EMPLOYMENT PRIOR TO CIA
 61. GIVE INCLUSIVE DATES, POSITION TITLE OR TYPE WORK, SALARY AND REASON FOR LEAVING

See personnel file.

SECTION XVII ADDITIONAL INFORMATION
 64. ADDITIONAL OR CRUCIAL REQUIREMENTS, JUSTIFICATIONS OR EXPLANATIONS (Use other side if necessary)

DATE: []

TYPED NAME AND OFFICE: *Garard Broderick C/AS*

APPROVAL: []

SIGNATURE OF CONTRACT PERSON: *Paul Z. Arneson*

NAME AND SIGNATURE OF CONTRACT PERSON: Paul Z. Arneson C/AS

SECRET
(When Filled In)

| PERIODIC SUPPLEMENT PERSONAL HISTORY STATEMENT | | THIS DATE |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|
| 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 XII 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) SMITH JOSEPH BURKHOLDER | | |
| 2. CURRENT ADDRESS (No., Street, City, Zone, State) 4813 N. 7th St Arlington Va | | 3. PERMANENT ADDRESS (No., Street, City, Zone, State) Same as 2 |
| 4. HOME TELEPHONE NUMBER None | 5. STATE, TERRITORY, POSSESSION OR COUNTRY IN WHICH YOU NOW CLAIM RESIDENCE Foreign AFB | |
| SECTION II PERSON TO BE NOTIFIED IN CASE OF EMERGENCY | | |
| 1. NAME (Last, First, Middle) PREFERABLY RESIDING IN U.S. SMITH Joseph Burkholder | | 2. RELATIONSHIP Wife |
| 3. HOME ADDRESS (No., Street, City, Zone, State, Country) Same as 2 above | | |
| 4. BUSINESS ADDRESS (No., Street, City, Zone, State, Country) - INDICATE NAME OF FIRM OR EMPLOYER, IF APPLICABLE NA | | |
| 5. HOME TELEPHONE NUMBER None at present | 6. BUSINESS TELEPHONE NUMBER NA | 7. BUSINESS TELEPHONE EXTENSION NA |
| 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. NO OTHER CLOSE RELATIVES | | |
| 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 | | |
| <p>SPHISE. If you have been married more than once, including annulments, use a separate sheet for former wife or husband giving date when for all previous marriages. If marriage is contemplated, provide same date for fiancé.</p> | | |
| 3. NAME (Last) (First) (Middle) (Suffix) (Initial) SMITH JOSEPH BURKHOLDER SMITH | | |
| 4. DATE OF MARRIAGE 10 Dec 54 | 5. PLACE OF MARRIAGE (City, State, Country) Langley AFB VA | |
| 6. ADDRESS OF SPOUSE BEFORE MARRIAGE (No., Street, City, State, Country) 1919 Jefferson St Fairfax VA | | |
| 7. LIVING <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | 8. DATE OF DEATH | 9. CAUSE OF DEATH |
| 10. CURRENT ADDRESS (Give last address, if deceased) Same as 2 above | | |
| 11. DATE OF BIRTH 2 SEP 1919 | 12. PLACE OF BIRTH (City, State, Country) Darien PA USA | |
| 13. IF BORN OUTSIDE U.S., DATE OF ENTRY NA | 14. PLACE OF ENTRY NA | |
| 15. CITIZENSHIP (Country) USA | 16. DATE ACQUIRED NA | 17. WHERE ACQUIRED (City, State, Country) NA |
| 18. OCCUPATION None | 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) NA | | |

SECTION III CONTINUED TO PAGE 2

SECRET

(When Filled In)

SECTION III CONTINUED FROM PAGE 1

| | |
|---------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|
| 21. DATES OF MILITARY SERVICE OF SPOUSE (From and To) BY MONTH AND YEAR <i>APRIL 1945 - FEB 1946</i> | |
| 22. BRANCH OF SERVICE <i>1. 8888 and 815 6000</i> | 23. COUNTRY WITH WHICH MILITARY SERVICE AFFILIATED <i>U.S.</i> |
| 24. DETAILS OF OTHER GOVERNMENT SERVICE, U.S. OR FOREIGN <i>None</i> | |

SECTION IV RELATIVES BY BLOOD, MARRIAGE OR ADOPTION LIVING ABROAD OR WHO ARE NOT U.S. CITIZENS

| | | |
|-------------------------------------------------|-------------------------|-------------------------|
| 1. FULL NAME (Last-First-Middle) <i>1/18</i> | 2. RELATIONSHIP | 3. AGE |
| 4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES | | |
| 5. CITIZENSHIP (Country) | 6. FREQUENCY OF CONTACT | 7. DATE OF LAST CONTACT |
| 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 |
| 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 |
| 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

SECTION V FINANCIAL STATUS

1. ARE YOU ENTIRELY DEPENDENT ON YOUR SALARY? YES 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? YES 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? YES NO

4. IF YOU HAVE ANSWERED "YES" TO QUESTION 3 ABOVE, GIVE COMPLETE DETAILS.

1/18

5. WITHOUT REFERENCE TO YOUR SALARY, STATE OTHER SOURCES OF RECURRENT INCOME NOT INDICATED BY PRECEDING ITEMS.

1/18

SECTION V CONTINUED TO PAGE 3

SECRET

SECRET

| | | | | | | | |
|-------------------------------------------------------------------------------------------------------------------|--|-----------------------------------------------------------------------------------------------------------------------|--|--------------------------------------------------------------------------------------------------|--|---------------------------------------------------------------------|--|
| SECTION V | | 1. BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS | | NAME OF INSTITUTION | | ADDRESS (CITY, STATE, COUNTRY) | |
| 2. HAVE YOU EVER BEEN IN, OR RESTRICTED FOR, BANKRUPTCY? | | YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> | | 8. IF YOU HAVE ANSWERED "YES" TO QUESTION 7 ABOVE, GIVE PARTICULARS, INCLUDING COURT AND DATE(S) | | K.S. | |
| SECTION VI | | CITIZENSHIP | | 1. COUNTRY OF CURRENT CITIZENSHIP | | U.S. | |
| 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 | |
| 3. IF YOU HAVE APPLIED FOR U.S. CITIZENSHIP, INDICATE PRESENT STATUS OF YOUR APPLICATION (First papers, etc.) | | 116 | | 4. GIVE PARTICULARS | | | |
| SECTION VII | | EDUCATION | | 13. CHECK (X) HIGHEST LEVEL OF EDUCATION ATTAINED | | | |
| LESS THAN HIGH SCHOOL | | HIGH SCHOOL GRADUATE | | BACHELOR'S DEGREE | | GRADUATE STUDY LEADING TO HIGHER DEGREE | |
| TWO YEARS COLLEGE OR LESS | | FOUR YEARS COLLEGE | | MASTER'S DEGREE | | DOCTOR'S DEGREE | |
| NAME AND LOCATION OF COLLEGE OR UNIVERSITY | | SUBJECT | | DATES ATTENDED | | DEGREE DATE COMPLETED (Specify) | |
| REARDED, S. EDDIE, MISS | | HIST. EC. | | 1942 - 1943 | | A.P. 1942 | |
| TRANSYLVANIA, Phila. Pa. | | HIST. INT. RELATIONS | | 1947 - 1950 | | M.A. 1950 | |
| Irons Hopkins, Baltimore Md. | | HIST. | | 1947 - 1947 | | - | |
| 3. TRADE, COMMERCIAL AND SPECIALIZED SCHOOLS | | NAME OF SCHOOL | | STUDY OR SPECIALIZATION | | DATES ATTENDED | |
| 4. MILITARY TRAINING (Full time duty in specialized schools such as Ordnance, Intelligence, Communications, etc.) | | NAME OF SCHOOL | | STUDY OR SPECIALIZATION | | DATES ATTENDED | |
| 5. OTHER EDUCATIONAL TRAINING NOT INDICATED ABOVE | | NAME OF SCHOOL | | STUDY OR SPECIALIZATION | | DATES ATTENDED | |
| 6. HALL INT'L LANGUAGE SCHOOL | | NAME OF SCHOOL | | STUDY OR SPECIALIZATION | | DATES ATTENDED | |
| 7. OTHER EDUCATIONAL TRAINING NOT INDICATED ABOVE | | NAME OF SCHOOL | | STUDY OR SPECIALIZATION | | DATES ATTENDED | |

SECTION A CONTINUED FROM PAGE 2

(When filled in)

SECRET

SECTION VIII **GEOGRAPHIC AREA KNOWLEDGE**

1. LIST BELOW ANY FOREIGN REGIONS OR COUNTRIES OF WHICH YOU HAVE KNOWLEDGE GAINED AS A RESULT OF RESIDENCE, TRAVEL, STUDY OR WORK ASSIGNMENT OTHER THAN ORGANIZATION EXPERIENCE. UNDER COLUMN "TYPE OF SPECIALIZED KNOWLEDGE," INDICATE TYPE OF KNOWLEDGE SUCH AS TERRAIN, COASTS, HARBORS, UTILITIES, RAILROADS, INDUSTRIES, POLITICAL PARTIES, ETC.

| NAME OF REGION OR COUNTRY | TYPE OF SPECIALIZED KNOWLEDGE | DATES OF RESIDENCE, TRAVEL, ETC. | KNOWLEDGE ACQUIRED BY | | | |
|---------------------------|-------------------------------|----------------------------------|-----------------------|--------|-------|-----------------|
| | | | RESIDENCE | TRAVEL | STUDY | WORK ASSIGNMENT |
| Taiwan | study of terrain | - | | | X | |
| China | area study | - | | | X | |
| Korea | " " | - | | | X | |
| | | | | | | |

2. INDICATE THE PURPOSE OF VISIT, RESIDENCE OR TRAVEL FOR EACH OF THE REGIONS OR COUNTRIES LISTED ABOVE

3. LIST BELOW ANY FOREIGN REGIONS OR COUNTRIES OF WHICH YOU HAVE GAINED KNOWLEDGE AS A RESULT OF ORGANIZATION ASSIGNMENT OR ACTIVITY.

| NAME OF REGION OR COUNTRY | TYPE OF SPECIALIZED KNOWLEDGE | DATES OF RESIDENCE, TRAVEL, ETC. | KNOWLEDGE ACQUIRED BY | | |
|---------------------------|-------------------------------|----------------------------------|-----------------------|------------------|----------|
| | | | HOQTS ASSIGNMENT | FIELD ASSIGNMENT | TRAINING |
| Indonesia | politics, govt. | 1953 (3 mos) | | X | |
| Singapore - Malaya | " " | 1957-1958 | | X | |
| Philippines | " " | 1957-1960 | | X | |
| | | | | | |

SECTION IX **TYPING AND STENOGRAPHIC SKILLS**

1. TYPING (W.P.M.) 2. SHORTHAND (W.P.M.) 3. SHORTHAND SYSTEM USED - CHECK (X) APPROPRIATE ITEM

GREGG
 SPEEDWRITING
 STENOTYPE
 OTHER (Specify):

4. INDICATE OTHER BUSINESS MACHINES WITH WHICH YOU HAVE HAD OPERATING EXPERIENCE OR TRAINING (Comptometer, Micrograph, Card Punch, etc.)

SECTION X **SPECIAL QUALIFICATIONS**

1. LIST ALL HOBBIES AND SPORTS IN WHICH YOU ARE ACTIVE OR HAVE ACTIVELY PARTICIPATED. INDICATE YOUR PROFICIENCY IN EACH

Tennis - good

2. INDICATE ANY SPECIAL QUALIFICATIONS, RESULTING FROM EXPERIENCE OR TRAINING, WHICH MIGHT FIT YOU FOR A PARTICULAR POSITION OR TYPE OF WORK

Mastered a collection of teaching materials

3. EXCLUDING EQUIPMENT NOTED IN SECTION X, LIST ANY SPECIAL SKILLS YOU POSSESS RELATING TO OTHER EQUIPMENT OR MACHINES SUCH AS OPERATION OF SHORTRANGE RADIO, MULTILITH, TURRET LATHE, SCIENTIFIC AND PROFESSIONAL DEVICES, ETC.

11A

4. IF YOU ARE A LICENSED OR CERTIFIED MEMBER OF ANY TRADE OR PROFESSION (Pilot, Electrician, Radio Operator, Teacher, Lawyer, CPA, Medical Technician, etc.), INDICATE THE KIND OF LICENSE OR CERTIFICATE, NAME OF ISSUING STATE, AND REGISTRY NUMBER, IF ANY.

11A

5. FIRST LICENSE OR CERTIFICATE (Year of issue) 6. LATEST LICENSE OR CERTIFICATE (Year of issue)

SECRET

(When Filled In)

SECTION X CONTINUED FROM PAGE 4

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.)

NA

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

NA

9. LIST ANY PUBLIC SPEAKING AND PUBLIC RELATIONS EXPERIENCE

5 years Teaching Dickinson College community public speaking

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.

AMERICAN ASSN. OF UNIVERSITY PROFESSORS, SEVERAL UNDERGRADUATE

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 |
| APRIL 1957 - MAR 1958 | 13 | DDP/EE/EE-5 |
| 4. NR. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION | 5. OFFICIAL POSITION TITLE | |
| 29 | Deputy Branch Chief | |
| 6. DESCRIPTION OF DUTIES | | |
| As usual for the position | | |
| 1. INCLUSIVE DATES (From and To) | 2. GRADE | 3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT |
| SEP 1958 - MAR 1960 | 13 | DDP/EE/EE-5 PAROLA STATION |
| 4. NR. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION | 5. OFFICIAL POSITION TITLE | |
| 1 | CNS OFFICER | |
| 6. DESCRIPTION OF DUTIES | | |
| Senior PP officer concentrating on pol. action activities | | |
| 1. INCLUSIVE DATES (From and To) | 2. GRADE | 3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT |
| | | |
| 4. NR. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION | 5. OFFICIAL POSITION TITLE | |
| | | |
| 6. DESCRIPTION OF DUTIES | | |
| | | |
| 1. INCLUSIVE DATES (From and To) | 2. GRADE | 3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT |
| | | |
| 4. NR. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION | 5. OFFICIAL POSITION TITLE | |
| | | |
| 6. DESCRIPTION OF DUTIES | | |
| | | |
| 1. INCLUSIVE DATES (From and To) | 2. GRADE | 3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT |
| | | |
| 4. NR. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION | 5. OFFICIAL POSITION TITLE | |
| | | |
| 6. DESCRIPTION OF DUTIES | | |
| | | |

(Use additional page if required)

SECRET

SECRET
(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

2. NUMBER OF OTHER DEPENDENTS (including spouse, parents, grandparents, 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. 1

3. PROVIDE THE FOLLOWING INFORMATION FOR ALL CHILDREN AND DEPENDENTS

| NAME | RELATIONSHIP | YEAR OF BIRTH | SEX | | | CITIZENSHIP | ADDRESS |
|-----------------------------------------------------------|--------------|---------------|-----------------------|---|----|-----------------|---------|
| | | | M | F | | | |
| ROTHUEN SMITH | Daughter | 1946 | | X | US | Same as 2 above | |
| JULIE SMITH | " | 1952 | | X | US | " | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| ADDITIONAL COMMENT AND/OR CONTINUATION OF PRECEDING ITEMS | | | | | | | |
| | | | | | | | |
| DATE COMPLETED | | | SIGNATURE OF EMPLOYEE | | | | |
| 27 June 60 | | | | | | | |

SECRET
(When Filled In)

63-115
13-27

| | | | | | | | | |
|-----------------------------------------|--|--------------------------------------|------------------|------------------------------------------------------------------------|-------------------|----------------------------------------------------------|--|--|
| 1. PERSONNEL SERIAL NO. (1-6) 07800 | | LANGUAGE PROFICIENCY AND AWARDS DATA | | | | 2. ID NO. 2014 | | |
| 3. NAME (7-24) LAST Smith, Joseph E. | | FIRST | MIDDLE | 4. OFFICE OR DIVISION | 5. LANGUAGE | 6. LANG. CODE (25-27) 725 | | |
| 7. DATE OF TEST (40-51) May 18, 1969 | | 8. ANNIVERSARY DATE May 18, 1969 | | 9. GRADE | 10. DATE OF BIRTH | | | |
| 11. REASON FOR TAKING TEST | | 12. TEST SCORES | | | | | | |
| 11. APPLY FOR AWARD | | READING (24) | WRITING (25) | PRONUNCIATION (26) | SPEAKING (27) | UNDERSTANDING (28) | | |
| ESTABLISH SKILL LEVEL | | R | I | I | I | I | | |
| 13. ELIGIBILITY (39) | | 14. TYPE OF AWARD | | | | | | |
| XX A | | ACHIEVEMENT (A) | ELEMENTARY (G) | READING (R) SPEAKING (S) | | BASED ON TRAINING THAT WAS DIRECTED (D) OR VOLUNTARY (V) | | |
| M | | MAINTENANCE (M) | INTERMEDIATE (H) | COMPREHENSIVE (C) | | | | |
| NA | | A | G-H | C | | | | |
| 15. INELIGIBLE (REASON) | | | | 16. I CERTIFY THIS EMPLOYEE FOR A PROFICIENCY AWARD OF \$87.50 (40-43) | | | | |
| REMARKS | | | | SIGNATURE | | DATE | | |
| | | | | 17. I CERTIFY THAT FUNDS ARE AVAILABLE: | | | | |
| | | | | OBLIGATION REF. NO. | | CHARGE ALLOTMENT NO. | | |
| | | | | SIGNATURE | | | | |

FORM 1273
5-60

OBsolete PREVIOUS EDITIONS

SECRET

(10-43)

MRD COPY

SECRET
(When Filled In)

VERIFIED RECORD OF OVERSEAS SERVICE 237949 MAR 162

TO: Office of Personnel, Statistical Reporting Branch, ROOM 192 Curie Hall

| EMPLOYEE SERIAL NO. I-S | NAME OF EMPLOYEE | | | OFFICE/COMPONENT |
|----------------------------|------------------|--------|--------|------------------|
| | LAST (Print) | FIRST | MIDDLE | |
| 007894 | SMITH | Joseph | B | 6-28 WTH |

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR.

PCS DATES OF SERVICE

| TYPE OF DATA | CODE | ARRIVAL | | | DEPARTURE | | | COUNTRY | OMIT |
|------------------|------|---------|-------|-------|-----------|-------|-------|---------|-------|
| | | MONTH | DAY | YEAR | MONTH | DAY | YEAR | | |
| 1 - PCS (Basic) | 28 | 27-28 | 29-30 | 31-32 | 33-34 | 35-36 | 37-38 | | 39-41 |
| 2 - CORRECTION | | | | | | | | | |
| 3 - CANCELLATION | | | | | | | | | |

TDY DATES OF SERVICE

| TYPE OF DATA | CODE | DEPARTURE | | | RETURN | | | AREA(S) | OMIT |
|------------------|------|-----------|-------|-------|--------|-------|-------|---------|-------|
| | | MONTH | DAY | YEAR | MONTH | DAY | YEAR | | |
| 2 - TDY (Basic) | 28 | 27-28 | 29-30 | 31-32 | 33-34 | 35-36 | 37-38 | | 39-41 |
| 4 - CORRECTION | | | | | | | | | |
| 6 - CANCELLATION | | | | | | | | | |
| | 2 | 27 | 28 | 62 | 13 | 62 | | WTH | 811 |

SOURCE OF RECORD DOCUMENT

| | |
|----------------------------------------------------|--------------------------------------------------------------------|
| <input checked="" type="checkbox"/> TRAVEL VOUCHER | <input type="checkbox"/> DISPATCH |
| <input type="checkbox"/> CABLE | <input type="checkbox"/> DUTY STATUS OR TIME AND ATTENDANCE REPORT |
| <input type="checkbox"/> OTHER (Specify) | |

| | |
|-----------------------------|----------------------|
| DOCUMENT IDENTIFICATION NO. | DOCUMENT DATE/PERIOD |
| | 6-13 Jan 62 |

REMARKS

5/4/62 adm

| | | |
|------------------|-------------------------------------|---------------------------------------------------------------|
| PREPARED BY | REPORT ANNOTATED ON SOURCE DOCUMENT | ABOVE DATA VERIFIED CORRECT. BASED UPON SOURCE DOCUMENT CITED |
| FISCAL DIVISION | DATE | SIGNATURE |
| FINANCE DIVISION | 5 March 62 | A. W. [Signature] |

SECRET

3 1952

MEMORANDUM FOR: Chief, FE/PIA

SUBJECT : Appreciation for Briefing of Japanese Government Officials

1. FE/JAO would like to take this opportunity to express its appreciation for the briefing conducted by Mr. Joseph Smith on 14 September for the benefit of Messrs. M. YAMAMOTO and M. SHIGAKI, of the Japanese Cabinet Research Center.

2. Before beginning the return portion of their trip to Japan, the two officials requested that their expressions of gratitude be conveyed to Mr. Smith for his presentation on subjects of mutual interest.

3. Briefings such as these contribute materially to our relationships with these officials and their organizations and result in considerable benefit to the overall U.S. Intelligence effort in Japan. Your continued indulgence and cooperation are requested.

Philip F. Fondig
Philip F. Fondig
Chief, FE/JAO

SECRET

LD/P 2-0050

CONFIDENTIAL

8 January 1962

MEMORANDUM FOR: Mr. Joseph D. Smith

SUBJECT : Commendation for Services Performed in Connection with President John F. Kennedy's Visit to Venezuela and Colombia

- 1. It gives me a great deal of personal pleasure to commend you on the high degree of competence and devotion to duty you displayed in connection with President John F. Kennedy's visit to Colombia and Venezuela. The professionalism you demonstrated in planning for and during the President's visit contributed to the outstanding success of his trip.
- 2. A copy of this memorandum is being made a matter of record in your personnel file.

Richard M. Bissell Jr.
 RICHARD M. BISSELL, JR.
 Deputy Director
 (Plans)

CONFIDENTIAL

SECRET
(When Filled In)

VERIFIED RECORD OF OVERSEAS SERVICE

TO:

Office of Personnel, Statistical Reporting Branch, ROOM 192 Curie Hall

| EMPLOYEE SERIAL NO. | NAME OF EMPLOYEE | | | OFFICE/COMPONENT |
|---------------------|------------------|--------|--------|------------------|
| | LAST | FIRST | MIDDLE | |
| 1-8 | (Print) | 1-26 | | 28-28 |
| 07894 | SMITH | JOSEPH | B | 57 |

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR.

PCS DATES OF SERVICE

| TYPE OF DATA | CODE | ARRIVAL | | | DEPARTURE | | | COUNTRY | OMIT |
|-----------------|------|---------|-------|-------|-----------|-------|-------|-------------|------|
| | | MONTH | DAY | YEAR | MONTH | DAY | YEAR | | |
| 1. PCS (Basic) | | | | | | | | 40-42 | |
| 2. CORRECTION | 77 | 28-29 | 30-31 | 32-33 | 34-35 | 36-37 | 38-39 | | |
| 3. CANCELLATION | | | | | | | | | |
| | 1 | | | | 03 | 27 | 60 | PHILIPPINES | 575 |

TDY DATES OF SERVICE

| TYPE OF DATA | CODE | DEPARTURE | | | RETURN | | | AREA(S) | OMIT |
|-----------------|------|-----------|-------|-------|--------|-------|-------|---------|------|
| | | MONTH | DAY | YEAR | MONTH | DAY | YEAR | | |
| 7. TDY (Basic) | | | | | | | | 40-42 | |
| 8. CORRECTION | 27 | 28-29 | 30-31 | 32-33 | 34-35 | 36-37 | 38-39 | | |
| 9. CANCELLATION | | | | | | | | | |

SOURCE OF RECORD DOCUMENT

| | | | |
|-----------------|-------------------------------------|-------------------------------------------|--------------------------|
| TRAVEL VOUCHER | <input checked="" type="checkbox"/> | DISPATCH | <input type="checkbox"/> |
| CABLE | <input type="checkbox"/> | DUTY STATUS OR TIME AND ATTENDANCE REPORT | <input type="checkbox"/> |
| OTHER (Specify) | | | |

| | |
|-----------------------------|----------------------|
| DOCUMENT IDENTIFICATION NO. | DOCUMENT DATE/PERIOD |
| FPM 2250 | 30 MAR 60 |

REMARKS

| | | |
|------------------|-------------------------------------|---------------------------------------------------------------|
| PREPARED BY | REPORT ANNOTATED ON SOURCE DOCUMENT | ABOVE DATA VERIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED |
| FISCAL DIVISION | DATE | SIGNATURE |
| FINANCE DIVISION | 4/20/60 | Julia P. Bennett |

14-00000

Secret

COMMENDATION

Joseph B. Smith

1. This is to commend Joseph B. Smith for his operation activities in connection with MIECU which culminated in the accomplishment of Phase One on April 24, 1959.

2. Smith is a capable, imaginative, and versatile professional operative who has had broad PBOCTOATE experience. He has handled MID-SHIP-4 in a most effective and professional manner, and rapidly developed MIREDEEM-1 at a time that proved strategic for the creation of Phase One of MIECU. He has conscientiously attempted to fulfill the objectives of MIECU.

3. It is requested that this commendation be made a part of his personnel record.

William E. Aurell
William E. AURELL

Signed by: George E. Aurell

7 May 1959

Secret

CONFIDENTIAL
(When Filled In)

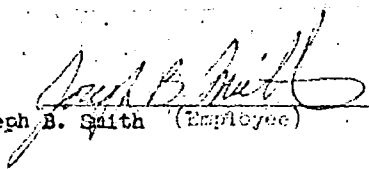
TRAVEL AGREEMENT BY STAFF EMPLOYEES ASSIGNED TO PERMANENT
DUTY STATION OUTSIDE CONTINENTAL UNITED STATES

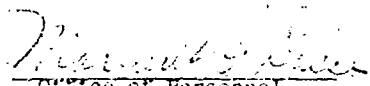
1. In accordance with the policy of the Central Intelligence Agency, I agree to serve outside the continental United States a minimum tour of 24 months from the date of my arrival at my permanent post of duty, unless said tour is sooner terminated by the Government for its convenience, or it is terminated 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.

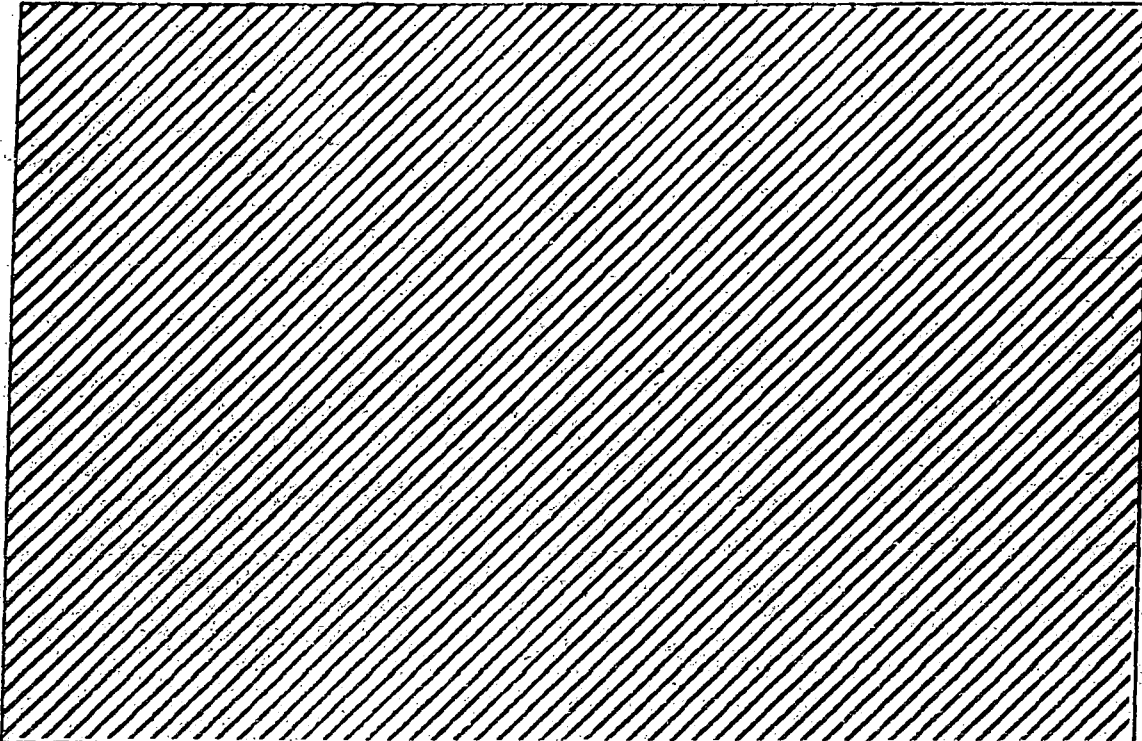
WITNESS:


Joseph B. Smith (Employee)


Office of Personnel
Margaret G. Dasse

Date: 4 Feb 58

SECRET
(When Filled In)



| | | |
|----------------------------------------------------------|----------------------|--------------------------------|
| NAME OF EMPLOYEE (LAST-FIRST-MIDDLE) SMITH, Joseph D. | DATE OF BIRTH unk | CASE OR CLAIM NUMBER 56-255 |
|----------------------------------------------------------|----------------------|--------------------------------|

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 death incurred on January 1955.

This notice should be filed in the employee's Official Personnel Folder as a permanent cross-reference to the Official Disability Claim File.

| | |
|--------------------------------|-----------------------------------------------------------|
| DATE OF NOTICE 22 Aug. 1957 | SIGNATURE OF ACD REPRESENTATIVE <i>George S. Lough</i> |
|--------------------------------|-----------------------------------------------------------|

NOTICE OF OFFICIAL DISABILITY CLAIM FILE

SECRET

FEIS



CENTRAL INTELLIGENCE AGENCY

WASHINGTON 25, D. C.

OFFICE OF THE DIRECTOR

3 APR 1956

MEMORANDUM FOR: Joseph B. Smith

SUBJECT: Notification of Membership in the Career Staff

1. On behalf of the Director of Central Intelligence, it gives me pleasure to inform you that your application for membership in the Career Staff has been accepted by the CIA Selection Board. The effective date of your membership is 17 September 1954.

2. Please indicate that you have received this notification by signing in the space provided below and return it to the Head of your Career Service. He will forward it to the Executive Director of the CIA Selection Board.

3. Because your membership in the Career Staff is classified information, it is necessary that this notification be conveyed to you in this manner. The application for membership which you signed has been endorsed on behalf of the Director of Central Intelligence by the Executive Director of the CIA Selection Board and placed in your permanent Official Personnel Folder.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE

Handwritten signature of Harrison G. Reynolds in dark ink.

Harrison G. Reynolds
Chairman, CIA Selection Board

Noted:

Handwritten signature of Joseph B. Smith in dark ink.

Date: 13 July 1956

Career Service Staff
Office of Personnel

20 JUL 1956

SECRET

FE 420

SECRET

SECURITY INFORMATION

27 May 1952

MEMORANDUM FOR: D/FE/PC

SUBJECT: Covert Psychological Warfare Conferences Attended by Mr. Joseph Smith

1. Between 18 January and 26 May 1952 your consultant held a group of sixteen Secret conferences on specialized techniques in covert psychological warfare with particular reference to the Far Eastern area. These conferences amounted to a series of reorientation and developmental meetings in which persons actually on the job at CIA in OPC capacities could review their own doctrine, talents, and opportunities for serving the Government and the Agency in this field.

2. The topics covered included: a survey of the goals sought through covert activities of the U.S. Government; the basic bibliography on covert operations; the action response of target groups; media vehicles and the cultural terrain; specific covert psychological warfare techniques; the intelligence need for CPW; the operational vocabulary of Marxism; psychiatry and CPW; propaganda analysis; content analysis; press techniques of the Chinese Communists; covert economic warfare and CPW; personality problems in covert operations; basic doctrine on passive resistance; and a review meeting.

3. In difficulty and in seriousness of approach, this series of conferences corresponded to an advanced graduate course in an American university. It was a mixture of the seminar and lecture techniques.

4. Mr. Joseph Smith immediately made himself one of the outstanding participants of the group. He brought the capacity of a reflective and richly educated mind to this new field and demonstrated a real talent for seeing the opportunities presented by novel and unconventional methods of attack upon Communism. Not only did Mr. Smith learn a great deal himself; he contributed substantially to the intellectual participation of the other members of the conferences in the common tasks.

Paul M. A. Linebarger
PAUL M. A. LINEBARGER
Consultant to FE/PC

FE/PC:PMAL:rwv

Distribution:
D/FE/PC, Original
FE Personnel
CIA Personnel
Mr. Smith
FE/Linebarger

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Security Information

Smith Joseph Burkholder
Name: Last, First Middle

CODED

TO: All C. I. A. Personnel
FROM: Personnel Director
SUBJECT: PERSONNEL QUALIFICATION QUESTIONNAIRE

FOR
COMMUNICATIONS

DATE: 21 Aug '52

1. The Agency is currently revising the system for machine coding employee qualifications, thereby permitting more complete and accurate data on all personnel. The new system will aid in implementing Agency policies on promotion from within by facilitating the selection of personnel with desired education and experience for vacancies which may occur. It is also expected that the new system will provide readily accessible statistics for planning and management purposes.

2. The attached questionnaire is designed to cover adequately those factors in which the Agency is interested. Although the information is, in a large measure, already reflected in previous forms submitted by you, it is felt that your time within the organization may enable you to emphasize those qualifications pertinent to its needs. The questionnaire also serves to bring your education and qualifications record up to date.

3. Your cooperation is requested in completing the questionnaire as thoroughly and accurately as possible and returning it to your Administrative Officer within the time allotted.

George E. Meloon
George E. Meloon
Personnel Director

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PERSONNEL QUALIFICATION QUESTIONNAIRE

| | | |
|-----------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------|
| 1. Serial No. (no entry) 7894 | 2. NAME: (last) (first) (middle) Smith Joseph Burkholder | 3. Office Opc (FE) |
| 4. Date of Birth 16 June 1921 | 5. Sex: <input checked="" type="checkbox"/> male <input type="checkbox"/> female (2) Martial Status <u>M</u> Nr. Dependents <u>2</u> | 6. CIA Entry Date: 17 Sept 1951 |
| 7. Citizenship: <input checked="" type="checkbox"/> U.S. <input type="checkbox"/> Other | 8. Acquired By: (1) <input checked="" type="checkbox"/> Birth (2) <input type="checkbox"/> Marriage (3) <input type="checkbox"/> Naturalization (4) <input type="checkbox"/> Other (specify) Year U.S. citizenship acquired, if not by birth _____ | |

SEC. I. EDUCATION

1. Extent: (circle one)

- | | | |
|--------------------------------------------------|----------------------------------------------|-------------------------------------------------------|
| 1. Less than high school | 4. Two years college, or less | <input checked="" type="checkbox"/> 8. Masters degree |
| 2. High school graduate | 5. Over two years, no degree | 9. Doctors degree |
| 3. Trade, Business or Commercial school graduate | 6. Bachelor degree | |
| | 7. Post-graduate study (minimum 8 sem. hrs.) | |

2. College or University Study:

| Name and location of College or University | Major | Minor | Dates att'd | | Yrs Compl | | Degree Recd | | Sem Hrs |
|--------------------------------------------|----------------|-----------|-------------|------|-----------|-------|-------------|------|---------|
| | | | From | To | Day | Night | Title | Date | |
| Harvard University Cambridge, Mass. | History | Govt. | 1940 | 43 | 3 | | AB | 1943 | 120 |
| Yale University New Haven, Conn. | FE Politics | JAPAN | 1943 | 1944 | 1 | | | | 36 |
| Johns Hopkins Baltimore, Md. | GOVT. | | 1947 | 1948 | 1 | | | | 6 |
| University of PENNA. Philadelphia, PA. | HISTORY | Pol. Sci. | 1948 | 1951 | 3 | | MA | 1950 | 134 |

3. Trade, Commercial, and Specialized Training:

| School | Attendance Dates | | | Study or Specialization |
|------------------------------------|------------------|------|-----------|-------------------------|
| | From | To | Tot. mo's | |
| U. of Michigan Ann Arbor, Mich. | 1944 | 1945 | 9 | Japanese |
| SP. SMIING Minneapolis, Minn. | 1945 | 1945 | 04 | Japanese, Intelligence |

4. Military or Intelligence Training (full time duty as a student in specialized schools such as intelligence, communications, ordnance disposal, command & staff, etc.)

| School | Attendance Dates | | | Study or Specialization |
|--------------------------------------------------|------------------|----|-----------|-------------------------|
| | From | To | Tot. mo's | |
| This entry should have been made here, I suppose | | | | |
| | | | | |

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SEC. II. WORK EXPERIENCE

1. CIA Experience: State the specific nature of duties performed with CIA and CIC, starting with your present position. Take position titles from your official personnel papers, if you have personal copies. Please do not request your Official Personnel Folder. Include geographic area and subject matter dealt with, if applicable. Position Title is your classification title such as Geographer, Intelligence Officer, etc. Duty Title indicates your organization position such as - Section Chief, Branch Chief, Administrative Assistant, etc. and is to be filled in only if different to the Position Title. Approximate dates (month and year) are sufficient. Use a continuation sheet, if necessary, to adequately describe your duties.

| | |
|-----------------------------------------------------|-----------------------------------------------------------------------------------------|
| From <u>1951</u> To <u>1952</u> Tot. mos. <u>10</u> | Description of Duties: <u>ASSIST IN PLANNING OF SEA OBJECTIVES AND COUNTRY PLANS</u> |
| Grade <u>11</u> Salary <u>5940</u> | <u>ASSIST DESK OFFICERS IN WRITING PROJECTS IN POLITICAL AND PSYCHOLOGICAL WARFARE.</u> |
| Office <u>OpC (EE)</u> | <u>COORDINATE EE MATTERS WITH ADPC'S STAFF AND WITH OTHER AGENCIES AND DEPTS.</u> |
| Position | <u>ASSIST IN WRITING SEA PLANS.</u> |
| Title: <u>OPERATIONS OFFICER</u> | |
| Duty <u>Psy War and Pol Warfare</u> | |
| Title: <u>ADVISOR FOR SEA</u> | Duty Station, if overseas: |
| From _____ To _____ Tot. mos. _____ | Description of Duties: _____ |
| Grade _____ Salary _____ | |
| Office _____ | |
| Position _____ | |
| Title: _____ | |
| Duty _____ | |
| Title: _____ | Duty Station, if overseas: _____ |
| From _____ To _____ Tot. mos. _____ | Description of Duties: _____ |
| Grade _____ Salary _____ | |
| Office _____ | |
| Position _____ | |
| Title: _____ | |
| Duty _____ | |
| Title: _____ | Duty Station, if overseas: _____ |
| From _____ To _____ Tot. mos. _____ | Description of Duties: _____ |
| Grade _____ Salary _____ | |
| Office _____ | |
| Position _____ | |
| Title: _____ | |
| Duty _____ | |
| Title: _____ | Duty Station, if overseas: _____ |

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SEC. II. WORK EXPERIENCE (CONT'D.)

2. Other than CIA: (Describe work experience for the last 15 years in sufficient detail to permit specific coding of your qualifications. Include military work experience. List last position first.)

| | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| From <u>1946</u> To <u>1957</u> Tot. mo's <u>63</u> Classification Grade (if in Federal Service) _____ Salary <u>3600</u> Number and Class of Employees Supervised: <u>150 students (90)</u> Employer <u>Dickinson College</u> Kind of Business or organization (i.e., paper products mfr, public utility) <u>College</u> | Exact Title of your position <u>Asst. Prof. of History</u> Description of Duties: <u>Teach 14 hrs history weekly, including Far Eastern, American, European (middle ages) (general survey)</u> Duty Station if overseas: _____ |
| From <u>1943</u> To <u>1946</u> Tot. mo's <u>35</u> Classification Grade (if in Federal Service) <u>V5</u> Salary <u>90 per mo.</u> Number and Class of Employees Supervised: _____ Employer _____ Kind of Business or organization (i.e., paper products mfr, public utility) <u>U.S. Army (MIS)</u> | Exact Title of your position _____ Description of Duties: <u>Japanese language specialist.</u> Duty Station if overseas: _____ |
| From _____ To _____ Tot. mo's _____ Classification Grade (if in Federal Service) _____ Salary _____ Number and Class of Employees Supervised: _____ Employer _____ Kind of Business or organization (i.e., paper products mfr, public utility) _____ | Exact Title of your position _____ Description of Duties: _____ Duty Station if overseas: _____ |
| From _____ To _____ Tot. mo's _____ Classification Grade (if in Federal Service) _____ Salary _____ Number and Class of Employees Supervised: _____ Employer _____ Kind of Business or organization (i.e., paper products mfr, public utility) _____ | Exact Title of your position _____ Description of Duties: _____ Duty Station if overseas: _____ |
| From _____ To _____ Tot. mo's _____ Classification Grade (if in Federal Service) _____ Salary _____ Number and Class of Employees Supervised: _____ Employer _____ Kind of Business or organization (i.e., paper products mfr, public utility) _____ | Exact Title of your position _____ Description of Duties: _____ Duty Station if overseas: _____ |

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SEC. II. WORK EXPERIENCE (CONT'D)

3. Special Work Experience: Check any of the following organizations by which you may have been employed.

- | | |
|----------------------------------------------------------|----------------------------------------------------------|
| 01 <input type="checkbox"/> U.S. Secret Service | 24 <input type="checkbox"/> Air Force A-2 |
| 02 <input type="checkbox"/> Civil Police | 25 <input type="checkbox"/> Foreign Economic Admin. |
| 03 <input type="checkbox"/> Military Police | 26 <input type="checkbox"/> Counter Intelligence Corps |
| 04 <input type="checkbox"/> U.S. Border Patrol | 27 <input type="checkbox"/> Immigration & Naturalization |
| 05 <input type="checkbox"/> U.S. Narcotics Squad | 28 <input type="checkbox"/> Strategic Services Unit |
| 06 <input type="checkbox"/> FBI | 29 <input type="checkbox"/> Foreign Service, State Dept. |
| 07 <input type="checkbox"/> Criminal Investigation Div. | 30 <input type="checkbox"/> Central Intelligence Group |
| 21 <input type="checkbox"/> Office of Naval Intelligence | 31 <input type="checkbox"/> Armed Forces Security Agency |
| 22 <input type="checkbox"/> Office of War Information | 32 <input type="checkbox"/> Coordinator of Information |
| 23 <input checked="" type="checkbox"/> Army G-2 | 33 <input type="checkbox"/> Office of Facts & Figures |
| 20 <input type="checkbox"/> Office of Strategic Services | 34 <input type="checkbox"/> Board of Economic Warfare |
| | 35 <input type="checkbox"/> Federal Communications Comm. |

SEC. III. FOREIGN LANGUAGES

List below the foreign languages in which you have some competence. Be sure to include uncommon modern languages. Check (X) your competence and how acquired.

| LANGUAGE | COMPETENCE | | | | | | HOW ACQUIRED | | | | |
|----------|--------------------------------|--------------------------------|--------------------------|---------------------|-------------------|--|-------------------|---------------------|-------------------------|----------|---------------------------|
| | Equivalent to Native Fluency # | Fluent but obviously Foreign # | Adequate for Research ** | Adequate for Travel | Limited Knowledge | | Native of Country | Prolonged Residence | Contact (Parents, etc.) | Academic | Study (Inc. CIA training) |
| Japanese | | | | X | | | | | | | X |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |

* If you have checked 'Fluent' for a language that has significant difference in spoken and written form (e.g., Arabic), explain your competence herein. I have sufficient spoken Japanese for Category #2 (above) but my knowledge of written Japanese needs more extensive review.

**Specialized Language Competence: Describe ability to do specialized language work involving vocabularies and terminology in the scientific, engineering, telecommunications, and military fields. List the language with the type of speciality. _____

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SEC. IV. AREA KNOWLEDGE

1. List below any foreign countries or regions of which you have knowledge gained as a result of residence, travel or study. Study can mean either academic study, or study of a foreign country resulting from an intelligence, military, commercial or professional work assignment.

| Country or Region | Dates of Residence, Study Etc. | Manner in Which Knowledge Was Acquired (check (X) one) | | |
|-------------------|--------------------------------|--------------------------------------------------------|--------|-------|
| | | Residence | Travel | Study |
| JAPAN | | | | X |
| CHINA | | | | X |
| MAINLAND SEA | | | | X |
| | | | | |

2. Specialized Knowledge of Area

List specialized knowledge of foreign country such as knowledge of terrain, coasts and harbors, utilities, railroads, industries, political parties, etc., gained as a result of study or work assignment. Include name of employer or organization.

| Country | Type of Knowledge | How and When Gained |
|---------|-------------------|---------------------|
| | | |
| | | |
| | | |
| | | |

SEC. V. TYPING AND STENOGRAPHIC SKILLS (PRESENT UTILIZATION) *NA*

| Skill | Per. Cent of Time Used | | WPM (Approximate Proficiency) | Prefer Assignment Using Skill Oftener | |
|-----------|------------------------|----|-------------------------------|---------------------------------------|-------|
| | 1. | 2. | | 1. Yes | 2. No |
| Typing | 1. | 2. | | 1. Yes | 2. No |
| Shorthand | 1. | 2. | | 1. Yes | 2. No |

Shorthand System: 1. Manual 2. Machine 3. Speedwriting.

SEC. VI. LICENSES, HOBBIES, SPECIAL QUALIFICATIONS

| | |
|---------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|
| 1. Licenses: List any licenses or certification such as teachers, pilot, marine, etc. <i>None</i> | 2. Hobbies: List any hobbies such as sailing, skiing, writing, or other special qualifications. <i>WRITING</i> |
| | |

SEC. VII. PROFESSIONAL AND ACADEMIC HONORS

| |
|----------------------------------------------------------------------------------------------------------------------------------|
| List any professional or academic associations or honorary societies in which you hold membership. <i>American History Assn.</i> |
| <i>American Assn. of University Professors</i> |
| |

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SEC. VIII. PUBLICATIONS

List below the type of writing (non-fiction: professional or scientific articles, general interest subjects, current events, etc; fiction: novels, short stories, etc.) of any published materials of which you were author or co-author.

"The Koreans and Their Living Space" Korean Review Sept. 1949

"A Frontier Experiment with Higher Education", PENNA HISTORY JAN. 1949

Understanding Our State Government, Masland and Sons, Carlisle, Pa 1949

SEC. IX. INVENTIONS

Describe any devices you have invented as to type of work for which intended and whether patented.

| Device | Patented | |
|-------------|----------|--------|
| | (1) Yes | (2) No |
| <i>None</i> | (1) Yes | (2) No |
| | (1) Yes | (2) No |
| | (1) Yes | (2) No |

SEC. X. CIA TESTS

Describe below the type of tests which you have taken in CIA:

| Type of Test | Date Taken |
|--------------|------------|
| <i>None</i> | |
| | |
| | |

SEC. XI. PHYSICAL HANDICAPS

List any physical handicaps you may have.

None

SEC. XII. OVERSEAS ASSIGNMENT

Are you willing to accept periodic tour of duty overseas?

(1) 2 year Tour (2) 4 year Tour (3) Not interested

SEC. XIII. WORK ASSIGNMENT

In view of your total experience and education, for what assignment in CIA do you think you are best qualified?

Work on psychological and political warfare matters related to the Far East, at headquarters or in the field, in a planning and/or supervisory capacity.

11-1-4

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Security Information

SEC. XIV. MILITARY STATUS

1. Present Draft Status
Have you registered under the Selective Service Act of 1948? Yes No.
If yes, indicate your present draft classification _____

2. Present Reserve or National Guard Status
Do you now have Reserve or National Guard Status Yes No.
If yes, complete the following.

1. National Guard
2. Air National Guard
3. Active Reserve Status (member of organized unit)
4. Inactive Reserve Status

Service _____ Grade _____ Location _____

Reserve Unit with which currently affiliated _____

Service Mobilization Assignment, if any _____

Location of Service Records, if known _____

SEC. XV. CIA TRAINING

List the training courses or subjects you have taken while in the CIA.

| Course or Subject | (from) Dates (to) | Hours |
|-------------------|-------------------|-------|
| None | | |
| | | |
| | | |
| | | |

SEC. XVI. REMARKS

Use this space to indicate any other qualifications you may have which you do not describe above.

From 15 JAN 1952 to 15 MAY 1952, I attended a seminar in psychological warfare given by an AF Division consultant, a professor at SAIS.

DATE 24/June/1952

SIGNATURE Joseph D. Smith

CONFIDENTIAL

classroom of category X-V

PLEASE READ INSTRUCTION SHEET BEFORE PREPARING THIS FORM

STATEMENT OF FEDERAL CIVILIAN AND MILITARY SERVICE
 Smith, Robert Buckholder

| | |
|-----------------|----------------|
| OFFICE CEC | DIVISION EC |
| BRANCH P-301 | SECTION 17 |

I FEDERAL CIVILIAN SERVICE (BEGIN WITH THIS AGENCY AND FOLLOW IN REVERSE CHRONOLOGICAL ORDER)

| AGENCY | LOCATION | FROM | | | TO | | | TOTAL SERVICE | | |
|-----------------------------|------------------|------|-----|------|-----|-----|-----|---------------|-----|-----|
| | | DA. | MO. | YR. | DA. | MO. | YR. | DA. | MO. | YR. |
| Central Intelligence Agency | Washington, D.C. | 17 | 9 | 1951 | 31 | 12 | 51 | 15 | 3 | - |
| | | | | | | | | | | |
| | | | | | | | | | | |
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| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| Total Civilian Service | | | | | | | | 15 | 3 | |

SCD: 10-3-48
72nd-57
8-2-82

II MILITARY SERVICE (INCLUDE ONLY PERIODS OF ACTIVE DUTY; DO NOT INCLUDE TERMINAL LEAVE)

| BRANCH OF SERVICE | FROM | | | TO | | | TOTAL SERVICE | | | |
|------------------------|------|-----|------|-----|-----|------|---------------|-----|-----|---|
| | DA. | MO. | YR. | DA. | MO. | YR. | DA. | MO. | YR. | |
| U.S. Army | 11 | 3 | 1943 | 24 | 2 | 1946 | 14 | 11 | 2 | |
| | | | | | | | | | | |
| | | | | | | | | | | |
| Total Military Service | | | | | | | | 14 | 11 | 2 |

III CERTIFICATION

I hereby certify that the above Civilian and Military service is complete and accurate to the best of my knowledge.

DATE: 10/13/51
 Signature: Robert B. Smith
 SIGNATURE OF EMPLOYEE

| | | | |
|--------------------------------------|---------------------------------|--------|-------|
| IV REMARKS: (COMPLETED LINE SERVICE) | V FOR PERSONNEL OFFICE USE ONLY | | |
| | TOTAL CREDITABLE SERVICE | | |
| | DAYS | MONTHS | YEARS |
| | 29 | 2 | 3 |
| | C-6 | | |

APPOINTMENT AFFIDAVITS

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

CIA

(Department or agency)

Washington, D. C.

(Division or division)

(Place of employment)

I, Joseph Burkholder Smith, 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 given in the Declaration of Appointee on the reverse of this form are true and correct.

17/9/51
(Date of entrance on duty)

Joseph B. Smith
(Signature of appointee)

Subscribed and sworn before me this 17 day of September, A. D. 1951,

at Washington, D. C.
(City) (State)

[SEAL]

Pauline S. Moore
(Signature of official)

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. Answer all questions. 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)
3073 So Woodrow St. Arlington, Va.

2. (A) DATE OF BIRTH 10/6/21 (B) PLACE OF BIRTH (city or town and State or country)
Harrisburg, Pa.

3. (A) IN CASE OF EMPLOYMENT PLEASE NOTIFY (B) RELATIONSHIP (C) STREET AND NUMBER, CITY AND STATE (D) TELEPHONE NO.
Jeonne H. Smith wife 3073 So Woodrow St. Arlington, Va.

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 10 YEARS? 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 BRANCH IN WHICH EMPLOYED | RELATIONAL SHIP | DATE BORN (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 |
| 1. ARE YOU A CITIZEN OF OR DO YOU OWE ALLEGIANCE TO THE UNITED STATES? | <input checked="" type="checkbox"/> | <input type="checkbox"/> | | |
| 2. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY? <i>If your answer is "Yes", also detail in Item 10.</i> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | | |
| 3. DO YOU RECEIVE ANY ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY PENSION PLAN OR ANY PENSION OR OTHER CONTRACT, FUND 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 whether that retirement act; and rating, if retired from military or naval service.</i> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | | |
| 4. HAVE YOU EVER BEEN CONVICTED OF A FELONY OR A MURDER, OR DO YOU HAVE ANY UNFINISHED FEDERAL CRIMINAL CASES? <i>If your answer is "Yes", give in Item 10 the name and address of employer, date and reason in each case.</i> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | | |
| 5. HAVE YOU EVER BEEN ARRESTED WHILE INCLUDING TRAFFIC VIOLATIONS FOR WHICH YOU WERE FINED OR IMPRISONED OR FOR WHICH YOU WERE ON PROBATION OR RECEIVED A PROBATION REPORT? <i>If your answer is "Yes" give 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> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | | |

INSTRUCTIONS TO APPOINTING OFFICER

The appointing officer shall advise the following conditions which shall be determined and reported to the appointing officer by the appointing officer with the Civil Service Act, applicable Civil Service Rules and Regulations and all of Congress pertaining to appointment.

This form shall be filled by the appointing officer, personally or by a representative of the appointing officer, and shall be submitted to the Civil Service Commission for its review and approval.

(1) *Availability* - The appointing officer shall advise the Civil Service Commission of the date when the appointing officer is available to accept the appointment and the date when the appointing officer is available to accept the appointment. The appointing officer shall also advise the Civil Service Commission of the date when the appointing officer is available to accept the appointment.

(2) *Availability* - The appointing officer shall advise the Civil Service Commission of the date when the appointing officer is available to accept the appointment and the date when the appointing officer is available to accept the appointment.

(3) *Age* - If the appointing officer is a member of the Civil Service Commission, the appointing officer shall advise the Civil Service Commission of the date when the appointing officer is available to accept the appointment.

(4) *Availability* - The appointing officer shall advise the Civil Service Commission of the date when the appointing officer is available to accept the appointment.

(5) *Availability* - The appointing officer shall advise the Civil Service Commission of the date when the appointing officer is available to accept the appointment.

(6) *Availability* - The appointing officer shall advise the Civil Service Commission of the date when the appointing officer is available to accept the appointment.

SECRET

(When Filled In)

| MEDICAL ACTION REQUEST AND REPORT | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|--|
| I REQUEST FOR PHYSICAL EXAMINATION BY PERSONNEL DIVISION (<input type="checkbox"/> OVERT <input checked="" type="checkbox"/> COVERT) (<input type="checkbox"/> ISR <input type="checkbox"/> CPE) | | | |
| 1. NAME (LAST) | 2. GRADE | 3. DATE | |
| SMITH | B. | 25 July 1956 | |
| 4. TO POSITION | 5. OFFICE, DIVISION, BRANCH | 6. GRADE | |
| Foreign Service Staff Off. | FE | GS-13 | |
| 7. TYPE OF POSITION | 8. EVALUATE FOR | | |
| <input type="checkbox"/> Departmental <input type="checkbox"/> U.S. Field <input type="checkbox"/> Overseas | <input type="checkbox"/> IOD <input type="checkbox"/> Overseas <input checked="" type="checkbox"/> Returnee <input type="checkbox"/> Pre-Employment <input type="checkbox"/> Annual <input type="checkbox"/> Special (Specify) | | |
| II REPORT OF MEDICAL EVALUATION | | | |
| <input type="checkbox"/> Qualified for Full Duty (General) <input type="checkbox"/> Qualified for Departmental Duty Only | | <input type="checkbox"/> Qualified for Full Duty (Special) <input type="checkbox"/> Disqualified | |
| Remarks: Subject is qualified for Departmental Duties (8/3/56). May be re-evaluated on request. | | | |
| <i>Max N. Hartman</i> | | | |
| SECRET | | | |
| MEDICAL OFFICE | | | |

| MEDICAL ACTION REQUEST AND REPORT | | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|--|
| I REQUEST FOR PHYSICAL EXAMINATION BY PERSONNEL DIVISION (<input type="checkbox"/> OVERT <input checked="" type="checkbox"/> COVERT) (<input checked="" type="checkbox"/> ISR <input type="checkbox"/> CPE) | | | |
| 1. NAME (LAST) | 2. GRADE | 3. DATE | |
| SMITH | B. | 2 Dec. 53 | |
| 4. TO POSITION | 5. OFFICE, DIVISION, BRANCH | 6. GRADE | |
| Intell. Off. | Singapore, Malaya DDP/FE, Malaya Station | GS-12 | |
| 7. TYPE OF POSITION | 8. EVALUATE FOR | | |
| <input type="checkbox"/> Departmental <input type="checkbox"/> U.S. Field <input checked="" type="checkbox"/> Overseas | Transfer of funds. <input type="checkbox"/> IOD <input checked="" type="checkbox"/> Overseas <input type="checkbox"/> Returnee <input type="checkbox"/> Pre-Employment <input type="checkbox"/> Annual <input type="checkbox"/> Special (Specify) | | |
| II REPORT OF MEDICAL EVALUATION | | | |
| <input type="checkbox"/> Qualifying for Full Duty (General) <input type="checkbox"/> Qualified for Departmental Duty Only | | <input type="checkbox"/> Qualified for Full Duty (Special) <input type="checkbox"/> Disqualified | |
| Remarks: Transfer of funds from Vouchered to Unvouchered. Return to Miss Meadows, Wing 1-J, Curie Hall S. had exam 3-30-53 and found qualified for Full duty/General 12-9-53. | | | |
| <i>[Signature]</i> | | | |
| MEDICAL OFFICE | | | |

FORM NO. 37-115
MAY 1950

TO: Medical Division
FROM: Transactions & Records
SUBJECT: Joseph B. Smith

Request that above named subject be given a physical examination.

POSITION: Intelligence Officer
GRADE: GS-9
BRANCH: OPS
SERVICE: Departmental
NATURE OF APPOINTMENT: Exc.

FORM NO. 37-115
MAY 1950

REGISTRY DEPT.

OK.
JBT
9/17/51

PHYSICAL QUALIFICATION RECORD

| | |
|---------------------------------------|-----------------------------|
| NAME Smith, Joseph E. | NATURE OF ACTION BOD |
| TITLE OF POSITION I.O. | GRADE GS-9 |
| DEPARTMENT OR FIELD Department | |

Subject was found physically fit unfit for duty with this organization in the above grade and position.

RECOMMENDATIONS:

Joseph P. [Signature]

17 Sept 1949

DATE

SIGNATURE OF

PHYSICAL REQUIREMENTS OFFICER

CONFIDENTIAL

| FITNESS REPORT | | NOTE: Supervisor or Reviewing Official may assign a higher classification if CONFIDENTIAL is not adequate for the report when completed. | | | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|-----------------------------------|-------------------------------------|---------------------------------------|--------------------------------------------------------|
| SECTION A GENERAL INFORMATION | | | | | | | |
| 1. EMPLOYEE NUMBER 007894 | 2. NAME (last, first, middle) Smith, Joseph B. | | | 3. DATE OF BIRTH 16 Jun 21 | 4. SEX M | 5. GRADE GS-14 | 6. SO D |
| 7. OFFICIAL POSITION TITLE Ops Officer | | | 8. OFF/DIV/BR OF ASSIGNMENT DDO/WH/1 | | 9. CURRENT STATION Mexico City | | |
| 10. TYPE OF APPOINTMENT | | | | 11. TYPE OF REPORT | | | |
| <input checked="" type="checkbox"/> CAREER | <input type="checkbox"/> CAREER PROVISIONAL | <input type="checkbox"/> RESERVE | <input type="checkbox"/> ANNUAL | <input type="checkbox"/> 21-MONTH | <input type="checkbox"/> 30-MONTH | <input type="checkbox"/> REASSIGNMENT | <input checked="" type="checkbox"/> SPECIAL Retirement |
| <input type="checkbox"/> CONTRACT | <input type="checkbox"/> SPECIAL | <input type="checkbox"/> TEMPORARY | 12. REPORTING PERIOD (From-to) 1 Nov 72 - 30 June 73 | | 13. DATE REPORT DUE IN O.P. ment | | |
| SECTION B PERFORMANCE EVALUATION | | | | | | | |
| <p>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.</p> <p>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> <p>P—Proficient Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p>S—Strong Performance is characterized by exceptional proficiency.</p> <p>O—Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p> | | | | | | | |
| SPECIFIC DUTIES | | | | | | | |
| List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised). | | | | | | | |
| SPECIFIC DUTY NO. 1 Responsible for CA and Political activities. | | | | | | RATING LETTER S | |
| SPECIFIC DUTY NO. 2 Collects intelligence on selected targets in the Mexican government and political arena. | | | | | | RATING LETTER S | |
| SPECIFIC DUTY NO. 3 Develops new contacts and operations to improve the output of Station third country targeted propaganda. | | | | | | RATING LETTER S | |
| SPECIFIC DUTY NO. 4 Develops new contacts for producing intelligence on significant targets in the Mexican political and intellectual community. | | | | | | RATING LETTER 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 | |

FORM 303 45N

CONFIDENTIAL

E2 IMPDET CL BY 007622

8 AUG 1973
214

CONFIDENTIAL

| SECTION C | | NARRATIVE COMMENTS | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|-------------------------------------|--|
| <p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</p> | | | |
| <p>Subject will retire effective 30 June 1973 thus this will be his final agency Fitness Report. Subject's performance at this Station, during the past four years, has always been consistently strong. Subject has primarily concentrated his attention on CA and Mexican government matters. He has done very well at developing contacts in government circles and we have taken advantage of this ability.</p> | | | |
| <p>Subject is responsive to guidance and direction and has an excellent grasp and understanding of local politics and its ever changing profile. Subject is a mature seasoned officer who will be missed at this Station. His departure for retirement will be most felt in the area of his specialization.</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 | | |
| 29 22 June 1973 | /s/ Joseph B. Smith | | |
| 2. BY SUPERVISOR | | | |
| MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION | IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION | | |
| 48 | | | |
| DATE | OFFICIAL TITLE OF SUPERVISOR | TYPED OR PRINTED NAME AND SIGNATURE | |
| 29 22 June 1973 | DCOS | /s/ George A. Fill | |
| 3. BY REVIEWING OFFICIAL | | | |
| COMMENTS OF REVIEWING OFFICIAL | | | |
| <p>In writing a comment on his Fitness Report in January 1973, I spoke of what a loss he will be to the Station. Because of overlap problems, he will have retired soon after the new COS arrives and before the new DCOS has come. It is typical of him that he has offered to perform introductions to some of his contacts even after retirement. He will be in Mexico and, while the Station must be careful to protect him in his new status, he probably will think of the Station first when he runs on to things of interest.</p> | | | |
| DATE | OFFICIAL TITLE OF REVIEWING OFFICIAL | TYPED OR PRINTED NAME AND SIGNATURE | |
| 29 22 June 1973 | COS | /s/ John Horton | |

CONFIDENTIAL

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(When Filled In)

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QUALIFICATIONS UPDATE

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

Now that your qualifications are a matter of computer record, they must be periodically updated. This is done automatically for much information; however, some must be obtained directly from you. This form is for that purpose. Section I must be completed in all cases. You need provide other information only if there have been changes since you submitted your Form 444, "Qualifications Supplement to the Personal History Statement," or a previous update form. If you are in doubt whether information has been previously submitted, enter it in the appropriate section. The signed and dated form should be returned through administrative channels to the File Room, Office of Personnel, Room 5E-13 Headquarters, whether information is added or not. Additionally, a qualifications update may take place at any time there is information to be added or changed simply by completing and returning an update form on your initiative.

SECTION I BIOGRAPHIC AND POSITION DATA

| | | |
|-------------------------|-----------------------------------------------------|-------------------------------|
| EMP. SER. NO. 007894 | NAME (Last-First-Middle) SMITH Joseph Burkholder | DATE OF BIRTH 16 June 1921 |
|-------------------------|-----------------------------------------------------|-------------------------------|

SECTION II EDUCATION

| HIGH SCHOOL | | | |
|---------------------------|--------------------------------|--------------------------|----------------------------------------------------------------------|
| LAST HIGH SCHOOL ATTENDED | ADDRESS (City, State, Country) | YEARS ATTENDED (From-To) | GRADUATE <input type="checkbox"/> YES <input type="checkbox"/> NO |

COLLEGE OR UNIVERSITY STUDY

| NAME AND LOCATION OF COLLEGE OR UNIVERSITY | SUBJECT | | YEARS ATTENDED (FROM-TO) | DEGREE RECEIVED | YEAR RECEIVED | NO. SEM/OTR HRS. (Specify) |
|--------------------------------------------|---------|-------|-----------------------------|--------------------|------------------|-------------------------------|
| | MAJOR | MINOR | | | | |
| 1. | | | | | | |
| 2. | | | | | | |

IF A GRADUATE DEGREE HAS BEEN NOTED ABOVE WHICH REQUIRED SUBMISSION OF A WRITTEN THESIS, INDICATE THE TITLE OF THE THESIS AND BRIEFLY DESCRIBE ITS CONTENT.

TRADE, COMMERCIAL AND SPECIALIZED SCHOOLS

| NAME AND ADDRESS OF SCHOOL | STUDY OR SPECIALIZATION | FROM | TO | NO. OF MONTHS |
|----------------------------|-------------------------|------|----|---------------|
| | | | | |

OTHER HIGH-AGENCY EDUCATION OR TRAINING NOT INDICATED ABOVE

| NAME AND ADDRESS OF SCHOOL | STUDY OR SPECIALIZATION | FROM | TO | NO. OF MONTHS |
|----------------------------|-------------------------|------|----|---------------|
| | | | | |

SECTION III MARITAL STATUS

| | | | | |
|-------------------------------------------------------------------------------------------------|------------------------------------------|--|-----------------------------------|--|
| 1. PRESENT STATUS (Single, Married, Widowed, Separated, Divorced, Annulled, Remarried) SPECIFY: | | | | |
| 2. NAME OF SPOUSE (Last) (First) (Middle) (maiden) | | | | |
| 3. DATE OF BIRTH | 4. PLACE OF BIRTH (City, State, Country) | | | |
| 5. OCCUPATION | 6. PRESENT EMPLOYER | | | |
| 7. CITIZENSHIP | 8. FORMER CITIZENSHIP(S) COUNTRY(IES) | | 9. DATE U.S. CITIZENSHIP ACQUIRED | |

SECTION IV DEPENDENT CHILDREN AND DEPENDENTS OTHER THAN SPOUSE

| NAME | RELATIONSHIP | DATE AND PLACE OF BIRTH | CITIZENSHIP | PERMANENT ADDRESS |
|--------------------------------------------------------------------|--------------|-------------------------|-------------|-------------------|
| 1. <input type="checkbox"/> ADD <input type="checkbox"/> DELETE | | | | |
| 2. <input type="checkbox"/> ADD <input type="checkbox"/> DELETE | | | | |

FORM 444a
2-68

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(When Filled In)

| SECTION V GEOGRAPHIC AREA KNOWLEDGE AND FOREIGN TRAVEL | | | | | | | |
|--------------------------------------------------------|-------------------------------|------------------------------|-----------------------|----------------------------------|--------|-------|-----------------|
| NAME OF REGION OR COUNTRY | TYPE OF SPECIALIZED KNOWLEDGE | DATES OF TRAVEL OR RESIDENCE | DATE & PLACE OF STUDY | KNOWLEDGE ACQUIRED BY--CHECK (X) | | | |
| | | | | RESIDENCE | TRAVEL | STUDY | BOOK ASSIGNMENT |
| Argentina | politics, sociology | Jun. 62-Aug 66 | Mendoza | X | X | | X |
| Peru | | Jun 64 | MALIBUON | | X | | |

APR 12 9 01 AM '68

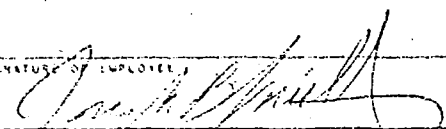
| SECTION VI TYPING AND STENOGRAPHIC SKILLS | | | |
|-------------------------------------------|--------------------|---------------------------------------------------------------|-----------------------------------------|
| 1. TYPING (RPM) | 2. SHORTHAND (RPM) | 3. INDICATE SHORTHAND SYSTEM USED--CHECK (X) APPROPRIATE ITEM | |
| | | <input type="checkbox"/> GREGG | <input type="checkbox"/> SPEEDWRITING |
| | | <input type="checkbox"/> STENOTYPE | <input type="checkbox"/> OTHER SPECIFY: |

| SECTION VII SPECIAL QUALIFICATIONS | |
|---------------------------------------------------------------------------------------------------------------|--|
| PROVIDE INFORMATION ON HOBBIES, SPORTS, LICENSES, PUBLISHED MATERIALS OR DEVICES WHICH YOU MAY HAVE INVENTED. | |

| SECTION VIII MILITARY SERVICE | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| CURRENT DRAFT STATUS | |
| 1. HAS YOUR SELECTIVE SERVICE CLASSIFICATION CHANGED? <input type="checkbox"/> YES <input type="checkbox"/> NO | 2. NEW CLASSIFICATION |
| 3. LOCAL SELECTIVE SERVICE BOARD NUMBER AND ADDRESS | 4. IF DEFERRED, GIVE REASON |
| MILITARY RESERVE, NATIONAL GUARD STATUS | |
| CHECK RESERVE OR GUARD ORGANIZATION TO WHICH YOU BELONG | <input type="checkbox"/> ARMY <input type="checkbox"/> MARINE CORPS <input type="checkbox"/> COAST GUARD <input type="checkbox"/> NATIONAL GUARD <input type="checkbox"/> NAVY <input type="checkbox"/> AIR FORCE <input type="checkbox"/> AIR NATIONAL GUARD |
| 1. CURRENT RANK, GRADE OR RATE | 2. DATE OF APPOINTMENT IN CURRENT RANK |
| 3. EXPIRATION DATE OF CURRENT OBLIGATION | |
| 4. CHECK CURRENT RESERVE CATEGORY <input type="checkbox"/> READY RESERVE <input type="checkbox"/> STANDBY (active) <input type="checkbox"/> STANDBY (inactive) <input type="checkbox"/> RETIRED <input type="checkbox"/> DISCHARGED | 5. MILITARY MOBILIZATION ASSIGNMENT |
| 6. RESERVE UNIT TO WHICH ASSIGNED OR ATTACHED | |
| MILITARY SCHOOLS COMPLETED (Extended Active, Reserve Duty, or as Civilian) | |
| NAME AND ADDRESS OF SCHOOL | STUDY OR SPECIALIZATION |
| DATE COMPLETED | |
| <input type="checkbox"/> RESIDENT <input type="checkbox"/> AGENCY-SPONSORED | |

| SECTION IX PROFESSIONAL SOCIETIES AND OTHER ORGANIZATIONS | | |
|-----------------------------------------------------------|------------------------------------------------|--------------------|
| NAME AND CHAPTER | ADDRESS (Number, Street, City, State, Country) | DATE OF MEMBERSHIP |
| | | FROM TO |
| | | |
| | | |

| SECTION X REMARKS | |
|---------------------------------------------------|--|
| No updating necessary for portions not filled in. | |

| | |
|----------------------|--------------------------------------------------------------------------------------------------------------|
| DATE 9 April 1968 | SIGNATURE OF EMPLOYEE  |
|----------------------|--------------------------------------------------------------------------------------------------------------|

SECRET

SECRET

(WHEN FILLED IN)

| QUALIFICATIONS SYSTEM RECORD CHANGE | | | | | | | | | |
|-------------------------------------|--------------------------|-----------------------------------|---------------------------|--|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|
| APPLICANT CODING DATA | | | | | | | | | |
| 1. ID | 2. APPL. NO. 6-DIGITS | 3. NAME MUST CONTAIN 20-DIGITS | | | | | | | |
| ◁ 2 • | | | | | | | | | |
| 4. DATE OF BIRTH MO DA YR | | | 5. DATE CODED NO DA YR | | | THE DATA ABOVE (ITEMS 2 THRU 5) WILL BE FILLED IN WHEN CODING AN APPLICANT FOR THE FIRST TIME. THIS FORM IS THEN ATTACHED TO FORM 1962, MASTER QUALIFICATIONS CODING RECORD. | | | |
| • • • | | | • • • | | | | | | |

| LANGUAGE CODING DATA - FORM 444c | | | | | | | | | | | | |
|----------------------------------|-----------------|----------------------|------------------------------|--|-----------------------|----------------------------------------------------------------------------------------------------------|---|---|---|---|---|----|
| 1. ID | 2. EMPLOYEE NO. | 3. NAME 3-LETTERS | | | 4. LANGUAGE DATA CODE | | | | | | | |
| ◁ 3 • | | | | | BASE CODE | R | W | P | S | U | T | YR |
| 5. DATE SUBMITTED MO DA YR | | | 6. DATE OF BIRTH MO DA YR | | | WHEN FORM 444c DENOTES NO LANGUAGE COMPETENCE, ENTER THE FOLLOWING IN ITEM 4: "NON-LANGUAGE" (12-DIGITS) | | | | | | |
| • • • | | | • • • | | | | | | | | | |

| LANGUAGE PROFICIENCY TEST DATA | | | | | | | | | | | | | |
|--------------------------------|-----------------|----------------------|--|--|------------------|------------------------------|---------------------------------------------------------------------------------------|---|---|---|---|---|----|
| 1. ID | 2. EMPLOYEE NO. | 3. NAME 3-LETTERS | | | 4. CODE C-A-D | 5. LANGUAGE DATA BEFORE TEST | | | | | | | |
| ◁ 5 • | • 47894 | • SMI | | | • C | BASE CODE | R | W | P | S | U | T | YR |
| | | | | | | • BL18 | 4 | 3 | 4 | 4 | 4 | 4 | 63 |
| 6. LANGUAGE DATA AFTER TEST | | | | | 7. DATE OF TEST | | DATA FOR ITEM 2 THRU 7 IS EXTRACTED FROM FORM 1273, LANGUAGE PROFICIENCY AWARDS DATA. | | | | | | |
| BASE CODE R W P S U T YR | | | | | MO DA YR | | | | | | | | |
| • BL18 | | | | | • H 3 1 1 H 4 67 | | • 4 13 167 | | | | | | |

| QUALIFICATIONS RECORD CHANGE | | | | | | | | | | | |
|------------------------------|-----------------|----------------------|---|---|---------------------------------------------------------------------------------------------------------------------------------|----------|---|---|---|----|--|
| 1. ID | 2. EMP/APPL NO. | 3. NAME 3-LETTERS | | | 4. ENTER UNDER "TYPE" - A - ADDITION TO RECORD C - CHANGE TO EXISTING RECORD D - DELETION OF DATA FROM EXISTING RECORD | | | | | | |
| ◁ 4 • | | | | | | | | | | | |
| TYPE | CODE # 1 | | | | | CODE # 2 | | | | | |
| | BASE | 1 | 2 | 3 | YR | BASE | 1 | 2 | 3 | YR | |
| • | | | | | | | | | | | |
| • | | | | | | | | | | | |
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SECRET

(WHEN FILLED IN)

| CERTIFICATION OF LANGUAGE PROFICIENCY | | | | | | | | | | | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|---------------|----------|----------------|-------------------------------|------------------|-----------------------------------------------|------------|-----------------------|----------------|------------|---|---------------|
| 1. EMPLOYEE NO. | 2. NAME (LAST-FIRST-MIDDLE) | | | | 3. TYPE CHANGE | | 4. LANGUAGE DATA PRIOR TO TEST | | | | | | |
| | SMITH, JOSEPH B. | | | | A=ADD C=CHANGE D=DELETE | CODE | LAN. CODE | R | W | P | S | U | I/T YEAR |
| 5. LANGUAGE DATA AFTER TEST | | | | 6. DATE TESTED | | 7. DATE OF BIRTH | | 8. GRADE | 9. OFFICE OR DIVISION | | | | |
| LAN. CODE | R | W | P | S | U | I/T | YEAR | | | | | | |
| | | | | | | | 04/13/67 | | | | | | 06/16/21 |
| | | | | | | | | 14 | OTR | | | | |
| NOTICE TO PERSON TESTED | | | | | | | | | | | | | |
| 10. ON THE DATE SHOWN IN ITEM 6 ABOVE, YOU WERE TESTED IN <u>SPANISH (NEW WORLD)</u> <u>BL18</u> AND YOUR TEST SCORES ARE AS FOLLOWS: (NAME OF LANGUAGE) | | | | | | | | | | | | | |
| READING | WRITING | PRONUNCIATION | SPEAKING | UNDERSTANDING | TEST RATINGS | 0 = ZERO | 1 = INTERMEDIATE | 2 = SLIGHT | 3 = HIGH | 4 = ELEMENTARY | 5 = NATIVE | | |
| H | + | I | I | H | | | | | | | | | |
| 11. REMARKS | | | | | | | 12. SIGNATURE | | | | | | |
| <p style="text-align: center;">CODED FOR QUALIFICATIONS DATE <u>12 1967</u></p> | | | | | | | <p style="text-align: center;"><i>Kca</i></p> | | | | | | |
| | | | | | | | | | | | | | 13. LD NUMBER |
| | | | | | | | L3652 | | | | | | |

FORM 11-64

1273

OBSOLETE PREVIOUS EDITIONS

(10-40)

SECRET

GROUP 1 EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

1 - OP/QAB

SECRET

(When Filled In)

OFFICIAL USE ONLY (When Filled In)

QUALIFICATIONS SUPPLEMENT TO PERSONAL HISTORY STATEMENT

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

etc

| SECTION I | | | | | BIOGRAPHIC AND POSITION DATA | |
|------------------|-------------------------------|-------------------------|----------------------------|--------------------------|------------------------------|--|
| 1. EMP. SER. NO. | 2. NAME (Last, First, Middle) | 3. SEX | 4. DATE OF BIRTH | 5. SCHEDULE, GRADE, STEP | | |
| 337896 | SMITH, JOSEPH B | M | 06/16/21 | GS-14-05 | | |
| 6. SSN | 7. POSITION TITLE | 8. OFFICE OF ASSIGNMENT | 9. LOCATION (Agency, City) | | | |
| D | INSTR OPERATIONS | OTR | WASH., D.C. | | | |

| SECTION II | | | | AGENCY OVERSEAS SERVICE | | |
|--------------------------------|------------|----------|----------|-------------------------|--|--|
| AREA | TYPE TOUR | FROM | TO | | | |
| INDONESIA | TDY PCS 56 | 93/06/01 | 53/08/01 | | | |
| ASIA AREA SINGAPORE | PCS 56 | 94/03/01 | 56/06/01 | | | |
| PHILIPPINE ISLANDS | PCS 56 | 98/03/01 | 60/01/01 | | | |
| ARGENTINA | PCS 56 | 62/06/01 | 66/08/01 | | | |

OVERSEAS DATA
 CODED
 DATE: 14 Jun 67 INITIALS: JPT

| SECTION III | | | | EDUCATION | |
|-------------|------------------|-------------------|------|-----------|--|
| GRADE | MAJOR FIELD | COLLEGE | YEAR | | |
| BS 200 | HISTORY, GENERAL | HARVARD UNIV MASS | 43 | | |
| MS 14 | HISTORY, GENERAL | PA UNIV | 50 | | |

Form 1
1-57 (4-63)
GPO 547

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification

67 JUN ENT0

(43)

SECRET

(When Filled In)

| SECTION IV GEOGRAPHIC AREA KNOWLEDGE AND FOREIGN TRAVEL | | | | | | | |
|---------------------------------------------------------|---------------------------------|-----------------------------|-----------------------|----------------------------------|--------|-------|-----------------|
| NAME OF REGION OR COUNTRY | TYPE OF SPECIALIZED KNOWLEDGE | DATE OF TRAVEL OR RESIDENCE | DATE & PHASE OF STUDY | KNOWLEDGE ACQUIRED BY - CHECK IN | | | |
| | | | | RES. DEVICE | TRAVEL | STUDY | WORK ASSIGNMENT |
| JAPAN | political, cultural | | YALE 1943-44 | | | X | |
| CHINA | political, cultural | | YALE 1943-44 | | | X | |
| THAILAND | political, cultural | | 1951-53, WASH DC | | | | X |
| BURMA | political, cultural | | 1951-53, WASH DC | | | | X |
| VIETNAM | political, cultural | | 1951-53, WASH DC | | | | X |
| INDONESIA | political, industrial, cultural | 1953 | 1953-54 WASH DC | X | | | X |
| MALAYSIA | political, cultural | 1954-56 | 1956-58 WASH DC | X | | | X |
| Philippines | political, cultural | 1958-1960 | | X | | | X |
| VENEZUELA | political, cultural | 1960-1961 | 1960-1961 WASH D.C. | | | | X |
| ARGENTINA | political, cultural | 1962-1966 | | X | | | X |

SECTION V TYPING AND STENOGRAPHIC SKILLS

1. TYPING (WPM) 2. SHORTHAND (WPM) 3. INDICATE SHORTHAND SYSTEM USED - CHECK IN APPROPRIATE ITEM
 GREGG PENCORP STENOTYPE OTHER SPECIFY

4. INDICATE OTHER BUSINESS MACHINES WITH WHICH YOU HAVE HAD OPERATING EXPERIENCE OR TRAINING (typewriter, mimeograph, card punch, etc.)

SECTION VI SPECIAL QUALIFICATIONS

1. LIST ALL HOBBIES AND SPORTS IN WHICH YOU ARE ACTIVE OR HAVE ACTIVELY PARTICIPATED. INDICATE YOUR PROFICIENCY IN EACH.

2. EXCLUDING BUSINESS EQUIPMENT OR MACHINES WHICH YOU MAY HAVE LISTED IN ITEM 4, SECTION V, LIST ANY SPECIAL SKILLS YOU POSSESS RELATING TO OTHER EQUIPMENT AND MACHINES SUCH AS OPERATION OF RADIO TRANSMITTERS (indicate if speed, loading & recording), OFFSET PRESS, TURRET LATHE, ETC AND OTHER SCIENTIFIC & PROFESSIONAL DEVICES.

3. ARE YOU NOW OR HAVE YOU EVER BEEN A LICENSED OR CERTIFIED MEMBER OF ANY TRADE OR PROFESSION SUCH AS PROF. ELECTRICIAN, RADIO OPERATOR, TEACHER, BARBER, CPA, MEDICAL TECHNICIAN, PSYCHOLOGIST, PHYSICIAN, ETC? YES NO

4. IF YOU HAVE ANSWERED YES TO ITEM 3 ABOVE, INDICATE KIND OF LICENSE OR CERTIFICATION AND THE ISSUING STATE, TERRITORY, ETC. (Provide License Registry Number if known.)
 See PHS

5. FIRST LICENSE/CERTIFICATE (year of issue)

6. LATEST LICENSE/CERTIFICATE (year of issue)

7. LIST ANY SIGNIFICANT PUBLISHED MATERIALS OF WHICH YOU ARE THE AUTHOR. DO NOT SUBMIT EGGS UNLESS REQUESTED. INDICATE THE TITLE, PUBLICATION DATE, AND TYPE OF WRITING (publication or research articles, journal articles, columns, novels, short stories, etc.)
 See PHS

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

9. PUBLIC SPEAKING AND PUBLIC RELATIONS EXPERIENCE
 See PHS

SECRET

- 3 -

SECRET

(When filled in)

| SECTION IX MARITAL STATUS | | | | | |
|-------------------------------------------------------------------------------------------------|------------------------------------------------|------------------------------------------|-------------|------------------------------------|----|
| 1. PRESENT STATUS (Single, Married, Widowed, Separated, Divorced, Annulled, Remarried, SPECIAL) | | | | | |
| 2. NAME OF SPOUSE (Last, First, Middle, Maiden) | | | | | |
| 3. DATE OF BIRTH | | 4. PLACE OF BIRTH (City, State, Country) | | | |
| 5. OCCUPATION | | 6. PRESENT EMPLOYER | | | |
| 7. CITIZENSHIP | | 8. FORMER CITIZENSHIP(S); COUNTRY(IES) | | 9. DATE U. S. CITIZENSHIP ACQUIRED | |
| SECTION X DEPENDENT CHILDREN AND DEPENDENTS OTHER THAN SPOUSE | | | | | |
| NAME | RELATIONSHIP | DATE AND PLACE OF BIRTH | CITIZENSHIP | PERMANENT ADDRESS | |
| Ruthven Smith | daughter | 25/2/46 HARRISBURG PA. | U.S. | 11703 KAREN DR. POTOMAC, Md. | |
| Julie E. Smith | daughter | 19/12/52 ALEXANDRIA VA. | U.S. | 11703 KAREN DR. POTOMAC, Md. | |
| Andrew C. Smith | son | 20/9/60 ALEXANDRIA VA. | U.S. | 11703 KAREN DR. POTOMAC, Md. | |
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| SECTION XI PROFESSIONAL SOCIETIES AND OTHER ORGANIZATIONS | | | | DATE OF MEMBERSHIP | |
| NAME AND CHAPTER | ADDRESS (Number, Street, City, State, Country) | | | FROM | TO |
| | | | | | |
| | | | | | |
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| | | | | | |
| | | | | | |
| DATE | SIGNATURE OF EMPLOYEE | | | | |
| 29/7/1957 | <i>Joseph Smith</i> | | | | |

14-00000

SECRET

100

27 April 1962

MEMORANDUM FOR: Chief, Contract Personnel Division

ATTENTION : Staff Agents Branch

FROM : Chief, Personnel Security Division
Smith, Joseph

SUBJECT : ~~XXXXXXXXXX~~ (P)
#56169

1. Reference is made to your memorandum dated 25 April 1962 in which a covert security clearance was requested to permit Subject's use as a Staff Agent, GS-13, by DDR/WI/2/Argentina Station in the capacity of Operations Officer at Buenos Aires, Argentina.

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 the Subject's services are not utilized within six months of the date of this memorandum.

FOR THE DIRECTOR OF SECURITY:

Will Abene
W. A. Osborne

SECRET

SECRET
(When Filled In)

| REQUEST FOR SECURITY CLEARANCE | | | | REQUEST NO. (11-51) |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|----------------------------------------------------------------------------|-----------------------------------|----------------------------------------------|
| NAME (LAST - FIRST - MIDDLE) <i>[Redacted]</i> <i>Smith, Joseph</i> | | | | REQUEST DATE (16-11) 26 April 1962 |
| POSITION TITLE Ops Officer | | | | YEAR OF BIRTH (20-30) 06/16/21 |
| LOCATION (CITY, STATE, COUNTRY) Buenos Aires, Argentina | | POSITION NUMBER (31 - 36) DDP/WH/2/Argentina Station | OCCUP. CODE (37 - 43) | GRADE (40-44) GS-13 |
| TYPE OF APPLICANT REGULAR <input type="checkbox"/> CONSULTANT <input type="checkbox"/> CONTRACT <input type="checkbox"/> MILITARY <input type="checkbox"/> | | ASSIGNMENT (OFFICE, DIVISION, BRANCH) DDP/WH/2/Argentina Station | CONVERSION ACTION SE-SA | ORGN. CODE (45-49) |
| NAME OF REQUESTER (OR OFFICIAL) <i>Joseph B. Ragan, Chief/CPD</i> | | | | TYPE OF APPL. (48) GS-13 |
| PROVISIONAL FOR (INDICATE NAME OF POOL OR GROUP) COVERT SECURITY CLEARANCE | | | | MOYRS & FUND (50) |
| ATTACHMENTS PERSONAL HISTORY STATEMENT <input type="checkbox"/> APPENDIX I <input type="checkbox"/> REQUEST FOR WAIVER <input type="checkbox"/> PHOTOGRAPH (51) <input type="checkbox"/> APPENDIX II <input type="checkbox"/> REPORT OF INTERVIEW <input type="checkbox"/> | | | | CLEARANCE (51) SECRET |
| VETERAN STATUS MALE - VETERAN <input type="checkbox"/> MALE - NON-VETERAN <input type="checkbox"/> FEMALE - VETERAN <input type="checkbox"/> FEMALE - NON-VETERAN <input type="checkbox"/> | | | | CLEARANCE (51) FULL |
| REMARKS: | | | | |
| <p>Security #: 56169</p> <p>Case Officer: Louis Napoli x6556 (under nonofficial cover)</p> <p>Please forward clearance memo to SA Branch/CPD Attn: Dot Kreinhader 5 E 38</p> <p>Phone verbal concurrence to Jo Ann Varnay x7170</p> | | | | |
| SPACE BELOW FOR OS USE ONLY | | | | |

PERSONAL HISTORY STATEMENT

Instructions: 1. Answer all questions completely. If question is not applicable write "NA." 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**
(Yes or No)

SEC. 1. PERSONAL BACKGROUND

A. FULL NAME ^{Miss} Str. **Joseph Burkholder Smith** Telephone 265
(Use No. (First) (Middle) (Last) Office none
Initials) STR. Ext. none
Home Mt Holly
009-R-13

PRESENT ADDRESS Box 323 B, Route 2, Gardners, Pa. USA
(St. and Number) (City) (State) (Country)

PERMANENT ADDRESS same as above
(St. and Number) (City) (State) (Country)

B. NICKNAME Joe WHAT OTHER NAMES HAVE YOU USED? none

UNDER WHAT CIRCUMSTANCES HAVE YOU EVER USED THESE NAMES?

HOW LONG? IF A LEGAL CHANGE, GIVE PARTICULARS

C. DATE OF BIRTH 6/16/21 PLACE OF BIRTH Harrisburg, Pa., USA
(Where?) (By what authority) (City) (State) (Country)

D. PRESENT CITIZENSHIP U.S. BY BIRTH? yes BY MARRIAGE?

BY NATURALIZATION CERTIFICATE NO. ISSUED BY

AT (City) (State) (Country)

HAVE YOU HAD A PREVIOUS NATIONALITY? no
(Yes or No) (Country)

HELD BETWEEN WHAT DATES? TO ANY OTHER NATIONALITY? (Country)

GIVE PARTICULARS

HAVE YOU TAKEN STEPS TO CHANGE PRESENT CITIZENSHIP? no GIVE PARTICULARS:

E. IF BORN OUTSIDE U. S. WHEN DID YOU FIRST ARRIVE IN THIS COUNTRY? UA

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 29 SEX male HEIGHT 5' 7" WEIGHT 155
EYES hazel HAIR brown COMPLEXION ruddy SCARS none
BUILD stocky OTHER DISTINGUISHING FEATURES wear glasses

Sec. 3 MARITAL STATUS

A. SINGLE _____ MARRIED yes 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—INCLUDING ANNULMENTS—USE A SEPARATE SHEET FOR FORMER WIFE OR HUSBAND GIVING DATA REQUIRED BELOW FOR ALL PREVIOUS MARRIAGES)

NAME OF SPOUSE Jean Marie Hoffman Smith
(First) (Middle) (Last)

PLACE AND DATE OF MARRIAGE Cambridge, Mass., December 19, 1942

HIS (OR HER) ADDRESS BEFORE MARRIAGE 1928 Green St., Harrisburg, Pa.
(St. and Number) (City) (State) (Country)

LIVING OR DECEASED living DATE OF DECEASE _____ CAUSE _____

PRESENT, OR LAST, ADDRESS Box 323 B, Route 2, Gardners, Pa. U.S.
(St. and Number) (City) (State) (Country)

DATE OF BIRTH 8/8/23 PLACE OF BIRTH Enola, Pa., U.S.
(City) (State) (Country)

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

CITIZENSHIP U.S. WHEN ACQUIRED? birth WHERE? Enola, Pa. U.S.
(City) (State) (Country)

OCCUPATION housewife LAST EMPLOYER Earl Hoops, Dana
Public School, Ann Arbor, Mich.

EMPLOYER'S OR BUSINESS ADDRESS _____
(St. and Number) (City) (State) (Country)

MILITARY SERVICE FROM none TO _____ BRANCH OF SERVICE _____
(Date) (Date)

COUNTRY _____ DETAILS OF OTHER GOVT. SERVICE, U. S. OR FOREIGN _____

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

1. NAME Ruthven Smith RELATIONSHIP daughter AGE 5
 CITIZENSHIP U.S. ADDRESS 507 323B, Route 2, Gardners, Pa. U.S.
(St. and Number) (City) (State) (Country)

2. NAME no other children RELATIONSHIP _____ AGE _____
 CITIZENSHIP _____ ADDRESS _____
(St. and Number) (City) (State) (Country)

3. NAME _____ RELATIONSHIP _____ AGE _____
 CITIZENSHIP _____ ADDRESS _____
(St. and Number) (City) (State) (Country)

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

FULL NAME Robert Craighead Smith
(First) (Middle) (Last)

LIVING OR DECEASED living DATE OF DECEASE _____ CAUSE _____

PRESENT, OR LAST, ADDRESS 2225H. 3rd St., Harrisburg, Pa., U.S.
(St. and Number) (City) (State) (Country)

DATE OF BIRTH 3/28/84 PLACE OF BIRTH Baltimore, Md., U.S.
(City) (State) (Country)

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

CITIZENSHIP U.S. WHEN ACQUIRED? birth WHERE? Baltimore, Md.
(City) (State) (Country)

OCCUPATION Auto clerk LAST EMPLOYER Shirks Motor Express Cor

EMPLOYER'S OR OWN BUSINESS ADDRESS P.O. Box 239 Enola, Pa. U.S.
(St. and Number) (City) (State) (Country)

MILITARY SERVICE FROM none TO _____ BRANCH OF SERVICE _____
(Year) (Year)

COUNTRY _____ DETAILS OF OTHER GOVT. SERVICE, U. S. OR FOREIGN _____

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

FULL NAME Margaret Elizabeth Burkholder Smith
(First) (Middle) (Last)

LIVING OR DECEASED living DATE OF DECEASE _____ CAUSE _____

PRESENT, OR LAST, ADDRESS 2225 S 3rd St., Harrisburg, Pa. U.S.
(St. and Number) (City) (State) (Country)

DATE OF BIRTH 8/4/88 PLACE OF BIRTH Harrisburg, Pa. U.S.

CITIZENSHIP U.S. WHEN ACQUIRED? birth WHERE? Harrisburg, Pa.
(City) (State) (Country)

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

(4)

OCCUPATION housewife LAST EMPLOYER none
 EMPLOYER'S OR OWN BUSINESS ADDRESS _____
(St. and Number) (City) (State) (Country)
 MILITARY SERVICE FROM _____ TO _____ BRANCH OF SERVICE _____
 COUNTRY _____ DETAILS OF OTHER GOVT. SERVICE, U. S. OR FOREIGN _____

SEC. 7. BROTHERS AND SISTERS (Including half-, step-, and adopted brothers and sisters):

1. FULL NAME Robert Craighead Smith Jr. AGE deceased
(First) (Middle) (Last)
 PRESENT ADDRESS no other brothers or sisters
(St. and Number) (City) (State) (Country) (Citizenship)
2. FULL NAME _____ AGE _____
(First) (Middle) (Last)
 PRESENT ADDRESS _____
(St. and Number) (City) (State) (Country) (Citizenship)
3. FULL NAME _____ AGE _____
(First) (Middle) (Last)
 PRESENT ADDRESS _____
(St. and Number) (City) (State) (Country) (Citizenship)
4. FULL NAME _____ AGE _____
(First) (Middle) (Last)
 PRESENT ADDRESS _____
(St. and Number) (City) (State) (Country) (Citizenship)
5. FULL NAME _____ AGE _____
(First) (Middle) (Last)
 PRESENT ADDRESS _____
(St. and Number) (City) (State) (Country) (Citizenship)

SEC. 8. FATHER-IN-LAW

FULL NAME John Frederick Hoffman
(First) (Middle) (Last)
 LIVING OR DECEASED deceased DATE OF DECEASE 6/10/49 CAUSE heart failure
 PRESENT OR LAST ADDRESS 1708 Wyndham Road, Camp Hill, Pa. U.S.
(St. and Number) (City) (State) (Country)
 DATE OF BIRTH 9/27/99 PLACE OF BIRTH HARTINGTON, Pa. U.S.
 IF BORN OUTSIDE U. S. INDICATE DATE AND PLACE OF ENTRY _____
 CITIZENSHIP U.S. WHEN ACQUIRED birth WHERE? Hartington, Pa. U.S.
(Country) (Date) (Country)
 OCCUPATION AGENT LAST EMPLOYER Prudential Insurance Co

27C. 9. MOTHER-IN-LAW

FULL NAME Hilda Marie Smith Hoffman
(First) (Middle) (Last)
 LIVING OR DECEASED deceased DATE OF DECEASE 1928 CAUSE hyperthyroid
 PRESENT, OR LAST, ADDRESS 107 1/2 Columbia Road, Enola, Pa. U.S.
(St. and Number) (City) (State) (Country)
 DATE OF BIRTH 9/18/00 PLACE OF BIRTH Harrisburg, Pa.
 IF BORN OUTSIDE U. S. INDICATE DATE AND PLACE OF ENTRY _____
 CITIZENSHIP U.S. WHEN ACQUIRED? birth WHERE? Harrisburg, Pa.
(City) (State) (Country)
 OCCUPATION housewife LAST EMPLOYER none

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

1. NAME _____ RELATIONSHIP _____ AGE _____
 CITIZENSHIP _____ ADDRESS _____
(St. and Number) (City) (State) (Country)
 2. NAME _____ RELATIONSHIP _____ AGE _____
 CITIZENSHIP _____ ADDRESS _____
(St. and Number) (City) (State) (Country)
 3. NAME _____ RELATIONSHIP _____ AGE _____
 CITIZENSHIP _____ ADDRESS _____
(St. and Number) (City) (State) (Country)

27C. 11. RELATIVES BY BLOOD OR MARRIAGE IN THE MILITARY OR CIVIL SERVICE OF THE U. S. OR OF A FOREIGN GOVERNMENT:

1. NAME William Turner RELATIONSHIP 1st cousin AGE 44
 CITIZENSHIP U.S. ADDRESS VA Hospital, Northport, J. I. U.S.
(St. and Number) (City) (State) (Country)
 TYPE AND LOCATION OF SERVICE (IF KNOWN) medical officer, VA (I believe)
 2. NAME James W. Engel RELATIONSHIP husband of 1st cousin AGE 36
 CITIZENSHIP U.S. ADDRESS 1634 N. Irvine St. Allington, Va.
(St. and Number) (City) (State) (Country)
 TYPE AND LOCATION OF SERVICE (IF KNOWN) bacteriologist, Washington D.C. wife's
 3. NAME John Smith RELATIONSHIP 3rd cousin AGE 32
 CITIZENSHIP U.S. ADDRESS unknown
(St. and Number) (City) (State) (Country)
 TYPE AND LOCATION OF SERVICE (IF KNOWN) AMJ, Japan, (I believe)

SEC. 12. POSITION DATA

A. KIND OF POSITION APPLIED FOR Intelligence Specialist, Far East,
Planning, and/or research

B. WHAT IS THE LOWEST ANNUAL ENTRANCE SALARY YOU WILL ACCEPT? \$ 4600
 (You Will Not Be Considered For Any Position With A Lower Entrance Salary.)

C. IF YOU ARE WILLING TO TRAVEL, SPECIFY: OCCASIONALLY 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, SPECIFY LOCATIONS:

SEC. 13. EDUCATION

ELEMENTARY SCHOOL Cameron ADDRESS Harrisburg, Pa. U.S.
(City) (State) (Country)
 DATES ATTENDED 1928-1934 GRADUATE? yes

HIGH SCHOOL William Penn ADDRESS Harrisburg, Pa., U.S.
(City) (State) (Country)
 DATES ATTENDED 1937-1940 GRADUATE? yes

COLLEGE Harvard ADDRESS Cambridge, Mass., U.S.
(City) (State) (Country)
 MAJOR AND SPECIALTY His. Govt., Ec. YEARS COMPLETED graduated
American History
 DATES ATTENDED 1940-1943 DEGREE A.B. cum laude

COLLEGE Yale ADDRESS New Haven, Conn., U.S.
(City) (State) (Country)
 MAJOR AND SPECIALTY Far East YEARS COMPLETED 1
Japanese
 DATES ATTENDED 1943-1944 DEGREE certificate

CHIEF UNDERGRADUATE COLLEGE SUBJECTS History, Government, Economics,

CHIEF GRADUATE COLLEGE SUBJECTS Japanese, Political Science, His-
tory, Geography.

Sec. 14. ACTIVE U. S. OR FOREIGN MILITARY SERVICE

1946

U.S. Army corporal Mar. 1943-Feb.
(Country) (Service) (Rank) (Date of Service)
 Ft. Snelling, Minn. U.S. 11081139 honorable
(Last Station) (Serial Number) (Type of Discharge)

REMARKS: _____

SELECTIVE SERVICE BOARD NUMBER 3 ADDRESS Harrisburg, Pa.

IF DEFERRED GIVE REASON _____

INDICATE MEMBERSHIP IN MILITARY RESERVE ORGANIZATIONS College Un-
 listed Reserve July 1942-Mar. 1943.

Sec. 15. 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. (List all civilian employment by a foreign government, regardless of dates.)

FROM August 1, 1946 TO _____ date CLASSIFICATION GRADE _____
(IF IN FEDERAL SERVICE)

EMPLOYING FIRM OR AGENCY Dickinson College

ADDRESS Carlisle, Pa. U.S.
(St. and Number) (City) (State) (Country)

KIND OF BUSINESS college NAME OF SUPERVISOR Herbert Wing, Jr.

TITLE OF JOB Asst. Prof. of History SALARY \$ 3600 PER year

YOUR DUTIES teach 12 hours of history weekly

REASONS FOR LEAVING NO chance for advancement

FROM May 1946 TO July 1946 CLASSIFICATION GRADE CAF 1 (I think)
(IF IN FEDERAL SERVICE)

EMPLOYING FIRM OR AGENCY United States Employment Service

ADDRESS 2nd and Locust Strs. Harrisburg, Pa. U.S.
(St. and Number) (City) (State) (Country)

KIND OF BUSINESS employment agency NAME OF SUPERVISOR Jack Brown

TITLE OF JOB Jr. clerk SALARY 108 PER month

YOUR DUTIES process veterans' applications for unemployment compensation; hand-out checks.

REASONS FOR LEAVING to accept position at Dickinson

(8)

FROM Mar. 1943 TO Feb. 1946 CLASSIFICATION GRADE CORPORAL
(IF IN FEDERAL SERVICE)

EMPLOYING FIRM OR AGENCY U.S. Army

ADDRESS principal stations, Yale, E. of Michigan, Ft. Snelling, Minn
(St. and Number) (City) (State) (Country)

KIND OF BUSINESS soldier NAME OF SUPERVISOR NA

TITLE OF JOB principally SALARY \$ 90 PER mo.

Japanese language specialist

YOUR DUTIES

student and trainee translation of Japanese military materials. Last few weeks before discharge I served as a company clerk.

REASONS FOR LEAVING honorable discharge, length of service

FROM Feb. 1946 TO May 1946 CLASSIFICATION GRADE
(IF IN FEDERAL SERVICE)

EMPLOYING FIRM OR AGENCY unemployed

ADDRESS 1928 Green St., Harrisburg, Pa.
(St. and Number) (City) (State) (Country)

KIND OF BUSINESS NA NAME OF SUPERVISOR NA

TITLE OF JOB NA SALARY \$ NA PER NA

YOUR DUTIES

I was looking for employment, negotiating with Dickinson College, Carlisle, Pa., part of this time, also drew unemployment compensation as veteran, and in May 1946 accepted position with USES while awaiting

REASONS FOR LEAVING notice of employment from Dickinson College.

FROM Feb. 1943 TO Mar 1943 CLASSIFICATION GRADE
(IF IN FEDERAL SERVICE)

EMPLOYING FIRM OR AGENCY Patriot and Evening News Co.

ADDRESS Market Square, Harrisburg, Pa. U.S.
(St. and Number) (City) (State) (Country)

KIND OF BUSINESS NEWS PAPER NAME OF SUPERVISOR V. Hummel Berghaus

TITLE OF JOB reporter SALARY \$ 20 PER week

YOUR DUTIES general reporting

REASONS FOR LEAVING to enter U.S. Army

Sec. 16. 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:

no

Sec. 17. GENERAL QUALIFICATIONS

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

| | | | | | | | |
|----------|----------|-------|--------|------|------|-------|--------|
| LANGUAGE | Japanese | SPEAK | fluent | READ | fair | WRITE | slight |
| LANGUAGE | German | SPEAK | fair | READ | fair | WRITE | slight |
| LANGUAGE | | SPEAK | | READ | | WRITE | |

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

badminton, fair bridge, fair

tennis, fair

gardening, good

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

Japanese language specialist, MIS

college professor of history, 5 years experience

D. LIST ANY SPECIAL SKILLS YOU POSSESS AND MACHINES AND EQUIPMENT YOU CAN USE, SUCH AS OPERATION OF SHORT-WAVE RADIO, MULTILITH, COMPTOMETER, KEY PUNCH, TURRET LATHE, SCIENTIFIC OR PROFESSIONAL DEVICES:

none

APPROXIMATE NUMBER OF WORDS PER MINUTE IN TYPING 40 SHORTHAND 0

(10)

E. ARE YOU NOW OR HAVE YOU EVER BEEN A LICENSED OR CERTIFIED MEMBER OF ANY TRADE OR PROFESSION, SUCH AS PILOT, ELECTRICIAN, RADIO OPERATOR, TEACHER, LAWYER, CPA, ETC.

no

IF YES, INDICATE KIND OF LICENSE AND STATE

FIRST LIC. OR CERTIFICATE (YR) LATEST LIC. OR CERTIFICATE (YR)

F. GIVE ANY SPECIAL QUALIFICATIONS NOT COVERED ELSEWHERE IN YOUR APPLICATION SUCH AS:

- (1) YOUR MORE IMPORTANT PUBLICATIONS (DO NOT SUBMIT COPIES UNLESS REQUESTED)
- (2) YOUR PATENTS OR INVENTIONS
- (3) PUBLIC SPEAKING AND PUBLIC RELATIONS EXPERIENCE
- (4) HONORS AND FELLOWSHIPS RECEIVED

"The Koreans and Their Living Space," Korean Review, Korean American Cultural Assn., Sept. 1949

"A Frontier Experiment in Higher Education", Pennsylvania History Pennsylvania Historical Assn., Jan. 1949

Understanding Our State Government, C.H. Masland and Sons, Carlisle, Pa. 1949.

Held full tuition scholarships at Harvard, 1940-43, from various G. HAVE YOU A PHYSICAL HANDICAP, DISEASE, OR OTHER DISABILITY WHICH SHOULD BE CONSIDERED IN ASSIGNING YOU TO WORK? IF ANSWER IS "YES," EXPLAIN:

no

H. DO YOU RECEIVE AN 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 ANSWER IS "YES," GIVE COMPLETE DETAILS:

no

SEC. 18. 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. William Suower, Jr. | BUS. ADD. SHOWER Bldg. Co. | Kansas City | Mo. |
| | RES. ADD. 319 High Drive, | Kansas City, | Mo. |
| 2. Herbert G. Rupp, Jr. | BUS. ADD. 317 N. 2nd St., | Harrisburg, | Pa. |
| | RES. ADD. 3019 N. Second St. | Harrisburg, | Pa. |
| 3. James G. Gates | BUS. ADD. 728S. Cameron St, | Harrisburg, | Pa. |
| | RES. ADD. 251 S. Hanover, | St. Carlisle, | Pa. |
| 4. Capt. Edward F. Keavan | BUS. ADD. Pentagon, | Washington, | D. C. |
| | RES. ADD. 5401 Columbia Pike, | Arlington, | Va. |
| 5. Whitfield J. Bell | BUS. ADD. Dickinson College, | Carlisle, | Pa. |
| | RES. ADD. 165 W. High St., | Carlisle, | Pa. |

SEC. 19. NAMES OF FIVE PERSONS WHO KNOW YOU SOCIALLY IN THE UNITED STATES—NOT REFERENCES, RELATIVES, SUPERVISORS, OR EMPLOYERS—(Give residence and business addresses where possible.)

- | | Street and Number | City | State |
|-------------------------|-------------------------------|-------------|-------|
| 1. Milton E. Flower | BUS. ADD. Dickinson College, | Carlisle, | Pa. |
| | RES. ADD. 166 W. Pomfret St., | Carlisle, | Pa. |
| 2. Harry E. Newman | BUS. ADD. Bond Bakers, | Harrisburg, | Pa. |
| | RES. ADD. 3012 N. 3rd St, | Harrisburg, | Pa. |
| 3. Mrs. Harry T. Rensel | BUS. ADD. Pomeroy's, Inc. | Harrisburg, | Pa. |
| | RES. ADD. 2501 Green St. | Harrisburg, | Pa. |
| 4. Roy R. Kuebler | BUS. ADD. Dickinson College, | Carlisle, | Pa. |
| | RES. ADD. 212 N. Hanover St. | Carlisle, | Pa. |
| 5. Philip Bridgman | BUS. ADD. Dickinson College, | Carlisle, | Pa. |
| | RES. ADD. 422 W. Luther St. | Carlisle, | Pa. |

SEC. 20. GIVE THREE NEIGHBORS AT YOUR LAST NORMAL RESIDENCE IN THE U. S.—(Give residence and business addresses where possible.)

- | | Street and Number | City | State |
|-------------------|-------------------------------|------------|-------|
| 1. Frank Black | BUS. ADD. G. H. Hasland, | Carlisle, | Pa. |
| | RES. ADD. Route 2, | Gardners, | Pa. |
| 2. Walter Slusser | BUS. ADD. Naval Supply Depot, | Mechanics- | |
| | RES. ADD. R. D. 2, | Gardners, | Pa. |
| 3. Lloyd Brough | BUS. ADD. unknown | | |
| | RES. ADD. R. D. 2, | Gardners, | Pa. |

SEC. 21. 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 _____
Carlisle Deposit Bank and Trust Co., Carlisle, Pa.

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 Carlisle Deposit ADDRESS Carlisle, Pa.
(St. and Number) (City) (State)

2. NAME Carlisle Trust Co. ADDRESS Carlisle, Pa.
(St. and Number) (City) (State)

3. NAME Montgomery Ward Inc. ADDRESS Carlisle, Pa.
(St. and Number) (City) (State)

SEC. 22. RESIDENCES FOR THE PAST 15 YEARS

FROM 1950 TO Present Box 322 B, Route 2, Carders, Pa.
(St. and number) (City) (State) (Country)

FROM 1949 TO 1950 50th College St., Carlisle, Pa.
(St. and number) (City) (State) (Country)

FROM 1947 TO 1949 100 N. College St., Carlisle, Pa.
(St. and number) (City) (State) (Country)

FROM 1943 TO 1947 1928 Green St. Harrisburg, Pa.
(St. and number) (City) (State) (Country)

FROM 1940 TO 1943 Harvard University, Cambridge, Mass.
(St. and number) (City) (State) (Country)
 or 2225 N 3rd St. Harrisburg, Pa.
(St. and number) (City) (State) (Country)

FROM 1939 TO 1940 2203 Green St. Harrisburg, Pa.
(St. and number) (City) (State) (Country)

FROM 1936 TO 1939 2220 N 3rd St. Harrisburg, Pa.
(St. and number) (City) (State) (Country)

SEC. 23. RESIDENCE OR TRAVEL OUTSIDE OF THE UNITED STATES

NA

A. FROM TO
(City or section) (Country) (Purpose)

FROM TO
(City or section) (Country) (Purpose)

FROM TO
(City or section) (Country) (Purpose)

FROM TO
(City or section) (Country) (Purpose)

FROM TO
(City or section) (Country) (Purpose)

SEC. 24. 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 Association of University Professors
(Name and Chapter) (St. and Number) (City) (State) (Country)
 DATES OF MEMBERSHIP: local chapter, Dickinson, Carlisle Pa. 1949-
date

2. American Historical Association, Washington, D. C.
(Name and Chapter) (St. and Number) (City) (State) (Country)
 DATES OF MEMBERSHIP: 1947 - date

3. Signet Society Harvard University, Cambridge, Mass.
(Name and Chapter) (St. and Number) (City) (State) (Country)
 DATES OF MEMBERSHIP: 1941-1943

4. Harvard Crimson, Harvard University, Cambridge, Mass.
(Name and Chapter) (St. and Number) (City) (State) (Country)

DATES OF MEMBERSHIP: 1941-1943

5. Crimson Network and Radio Workshop, Harvard University, Cambridge Mass.
(Name and Chapter) (St. and Number) (City) (State) (Country)

DATES OF MEMBERSHIP: 1941-1943

6. Zion Lutheran Church, Harrisburg, Pa.
(Name and Chapter) (St. and Number) (City) (State) (Country)

DATES OF MEMBERSHIP: 1934-to date

7. Carlisle, Inter-cultural Council, Carlisle, Pa.
(Name and Chapter) (St. and Number) (City) (State) (Country)

DATES OF MEMBERSHIP: 1947-1949

Sec. 25. MISCELLANEOUS

A. DO YOU ADVOCATE OR HAVE YOU EVER ADVOCATED; OR ARE YOU NOW OR HAVE YOU EVER BEEN A MEMBER OF, 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:

yes

B. DO YOU USE, OR HAVE YOU USED, INTOXICANTS? IF SO, TO WHAT EXTENT? moderately

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

E. LIST BELOW THE NAMES OF GOVERNMENT DEPARTMENTS, AGENCIES OR OFFICES TO WHICH YOU HAVE APPLIED FOR EMPLOYMENT SINCE 1946:

Central Intelligence Agency

Army Intelligence

Chief of Military History

Historical Office, Army Chemical Center, Edgewood, Md.

Navy Intelligence

Operations Research Office

(14)

IF, 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:

.....not to my knowledge.....
.....
.....
.....

Sec. 26. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY:

NAME Jean Hoffman Smith RELATIONSHIP wife

ADDRESS Box 323 B, Route 2, Gardners, Pa. U.S.
(Rt. and Number) (City) (State) (Country)

Sec. 27. 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. 28. 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 Carlisle, Pa. DATE May 31, 1951
(City and State)

W. J. [Signature]
(Witness)

Joseph B. Smith
(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.

Addenda

Sec. 11. I wish to state that the material here furnished is approximate only. I have not seen any of these relatives in over 10 years and cannot check the material any further.

Sec. 13. Colleges: (continued)

University of Michigan, Ann Arbor, Mich.
1944-45, Japanese and Far Eastern society
certificate granted (12 hours graduate credit)

Johns Hopkins University, Baltimore, Md.
1947-48 Political Science and Political Geography
Far East (especially Korean area-speciality)

University of Pennsylvania, Philadelphia, Pa.
1948- to date (part time)
History, especially American social history
M.A., January, 1950.

Sec. 13. July-Aug. 1941
July-Aug. 1942
Harrisburg Park Department
park maintenance, Clarence Beck, supervisor
laborer, \$16 per week
summertime general laboring in city parks
summer job while attending college
nb. what appear as periods of unemployment in these
years can be accounted for by my attendance at
Harvard University Cambridge, Mass.

Sec. 24. 8. Foreign Policy Association, Branch, Harrisburg, Pa.
1950 to date
9. Employee groups--Blue Cross and Blue Shield Ins.
1947 (I think) to date.

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 or print in INK. In applying for a position in the United States Civil Service examination, read the examination announcement carefully and follow all directions. If you are applying for a WRITERS examination, follow the

instructions on the admission card regarding disposition of this application. If you are applying for an UNWRITERS examination, mail this application to the office named in the announcement. If you mail to the same office give correct forms required by the announcement. Notify the office with whom you file this application of any change in your address.

| NAME OF EXAMINATION OR KIND OF POSITION APPLIED FOR Historian | | DO NOT WRITE IN THIS BLOCK For Use of Civil Service Commission Only | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|-------|---------------|------------|--------------|--|--|--|-------------------------------------------|--|--|--|--|--------------------------------------------------|--|--|--|--|---------------------------------|--|--|--|--|---------------------------------------------|--|
| APPLICATION NO. | 1. ELEMENTS (if mentioned in examination announcement) Intelligence, Social Sciences Analyst | <input type="checkbox"/> APPROV. <input type="checkbox"/> NON APPROV. | MATERIAL <input type="checkbox"/> SUBMITTED <input type="checkbox"/> RETURNED | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2. PLACE OF EMPLOYMENT APPLIED FOR (City and State) Washington, D. C. | 3. DATE OF THIS APPLICATION April 3, 1950 | APPROVED: <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>OPTION</th> <th>GRADE</th> <th>EARNED RATING</th> <th>PREFERENCE</th> <th>LEGAL RATING</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td><input type="checkbox"/> 5 POINTS (TENT.)</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td><input type="checkbox"/> 10 POINTS WIFE OR WIDOW</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td><input type="checkbox"/> DISAL.</td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td><input type="checkbox"/> BIRTH INVESTIGATED</td> <td></td> </tr> </tbody> </table> | | OPTION | GRADE | EARNED RATING | PREFERENCE | LEGAL RATING | | | | <input type="checkbox"/> 5 POINTS (TENT.) | | | | | <input type="checkbox"/> 10 POINTS WIFE OR WIDOW | | | | | <input type="checkbox"/> DISAL. | | | | | <input type="checkbox"/> BIRTH INVESTIGATED | |
| OPTION | GRADE | EARNED RATING | PREFERENCE | LEGAL RATING | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | <input type="checkbox"/> 5 POINTS (TENT.) | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | <input type="checkbox"/> 10 POINTS WIFE OR WIDOW | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | <input type="checkbox"/> DISAL. | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | <input type="checkbox"/> BIRTH INVESTIGATED | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4. NAME (First name) (Middle) (Surname, if any) (Last) Joseph Burkholder Smith | 5. (A) STREET AND NUMBER OR R. D. NUMBER 50 North College Street (B) CITY OR PART OF TOWN (including postal zone) AND STATE Carlisle, Pennsylvania | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6. (A) STATE OR TERRITORY (State) Pennsylvania | 7. (A) OFFICE PHONE 265 | (B) HOME PHONE 288 R | 8. DATE OF BIRTH (month, day, year) June 16, 1921 | | | | | | | | | | | | | | | | | | | | | | | | | |
| 9. PLACE OF BIRTH (City and State; if born outside U. S., name city and country) Harrisburg, Pennsylvania | 10. (A) MARRIED <input checked="" type="checkbox"/> (B) SINGLE | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11. (A) SEX <input checked="" type="checkbox"/> MALE <input type="checkbox"/> FEMALE | 12. (A) HEIGHT WITHOUT SHOES 5 FEET 7 INCHES | (B) WEIGHT 165 POUNDS | 13. (A) HAVE YOU EVER BEEN EMPLOYED BY THE FEDERAL GOVERNMENT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO IF SO, GIVE LAST GRADE AND DATE OF LAST CHANGE IN GRADE Jr. Clerk, July 1946 | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14. (A) WHAT IS THE LOWEST ENTRANCE SALARY YOU WILL ACCEPT? 4500 <small>PER YEAR. You will not be considered for any position with a lower entrance salary.</small> (B) CHECK IF YOU WILL ACCEPT SHORT-TERM APPOINTMENT IF OFFERED, FOR: <input type="checkbox"/> 1 TO 3 MONTHS <input type="checkbox"/> 3 TO 6 MONTHS <input type="checkbox"/> 6 TO 12 MONTHS <small>NOTE: Acceptance or refusal of a temporary short-term appointment will not affect your opportunity to obtain a probational appointment.</small> (C) IF YOU ARE WILLING TO TRAVEL, SPECIFY: <input checked="" type="checkbox"/> OCCASIONALLY <input type="checkbox"/> FREQUENTLY <input type="checkbox"/> CONSTANTLY | | (D) CHECK IF YOU WILL ACCEPT APPOINTMENT, IF OFFERED: <input checked="" type="checkbox"/> IN WASHINGTON, D. C. <input type="checkbox"/> ANYWHERE IN THE UNITED STATES <input type="checkbox"/> OUTSIDE THE UNITED STATES (E) IF YOU WILL ACCEPT APPOINTMENT IN CERTAIN LOCATIONS ONLY, GIVE ACCEPTABLE LOCATIONS: | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 15. EMPLOYMENT: 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, so starting 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 you have 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 occupational 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. Necessary experience should be described in the spaces below in its proper sequence. <small>(a) If you were ever employed in any position under a name different from that shown in Item 4 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."</small> | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| PRESENT POSITION | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (A) DATE OF EMPLOYMENT (month, year) from August 1946 | (B) PRESENT DUTY Asst. Professor History | (C) CLASSIFICATION GRADE (if in Federal Service) GS-11 | (D) SALARY OR EARNINGS: STARTING: \$2600 PRESENT: \$3400 | | | | | | | | | | | | | | | | | | | | | | | | | |
| (E) PLACE OF EMPLOYMENT (City and State) Carlisle, Pennsylvania | (F) NAME AND TITLE OF IMMEDIATE SUPERVISOR Harbert King, Jr., Chairman, History Dept. | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (G) NAME AND ADDRESS OF EMPLOYER (Name, organization, or agency if Federal, name, department, bureau or establishment, and division) McKeesport College | (H) KIND OF BUSINESS OR ORGANIZATION (e. g., wholesale silk, insurance agency, manufacture of locks, etc.) Four Year Liberal Arts College | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (I) NUMBER AND KIND OF EMPLOYEES EMPLOYED BY YOU 150 Students | (J) REASON FOR DESIRING TO CHANGE EMPLOYMENT No chance for advancement | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| (K) DESCRIPTION OF YOUR WORK: 1 1/2 hours teaching, including: World History, American History, General Geography, Historical Geography, Far Eastern History. Have also taught: English history, International Relations history, history of Science, medieval history. Committee work: president's policy committee (advice on major policy decisions) World civilization course committee Various candidate committees (names last two are self-explanatory) | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

(CONTINUED ON NEXT PAGE)

18 CONTINUED

| | | | | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------|---------------------------------------------------------------------|--------------------|
| ② DATES OF EMPLOYMENT (month, year) FROM May 1946 TO July 1946 | | EXACT TITLE OF YOUR POSITION Jr. Clerk | CLASSIFICATION GRADE (if in Federal service) Jr. Clerk | SALARY OR EARNINGS STARTING \$ 103 FINAL \$ 108 | PER MO. PER MO. |
| PLACE OF EMPLOYMENT (city and State) USES Harrisburg, Pa. Branch Office. | | NAME AND TITLE OF IMMEDIATE SUPERVISOR Jack Brown, Office Manager | | | |
| NAME AND ADDRESS OF EMPLOYER (firm, organization, or person; if Federal, name department, bureau or establishment, and division) USES Branch Office, Harrisburg | | KIND OF BUSINESS OR ORGANIZATION (e. g., wholesale sale, insurance agency, manufacture of locks, etc.) Employment Office | | | |
| NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU none | | REASON FOR LEAVING To accept position at Dickinson | | | |
| DESCRIPTION OF YOUR WORK Processed veterans for unemployment compensation. Distributed checks to veterans. | | | | | |

| | | | | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|-----------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|-------------------------------------------------------------------|--------------------|
| ③ DATES OF EMPLOYMENT (month, year) FROM Mar. 1943 TO Feb. 1946 | | EXACT TITLE OF YOUR POSITION Cpl. | CLASSIFICATION GRADE (if in Federal service) 749 nos | SALARY OR EARNINGS STARTING \$ 90 FINAL \$ 90 | PER MO. PER MO. |
| PLACE OF EMPLOYMENT (city and State) Ft. Snelling, Minneapolis Minn. | | NAME AND TITLE OF IMMEDIATE SUPERVISOR O. E. Fowler, Company Commander | | | |
| NAME AND ADDRESS OF EMPLOYER (firm, organization, or person; if Federal, name department, bureau or establishment, and division) U. S. Army, Mfg. Language School | | KIND OF BUSINESS OR ORGANIZATION (e. g., wholesale sale, insurance agency, manufacture of locks, etc.) Japanese Language and Intelligence | | | |
| NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU Army Squad | | REASON FOR LEAVING Honorable Discharge | | | |
| DESCRIPTION OF YOUR WORK Studied Japanese and Japan at University of Michigan, then Ft. Snelling. Study included spoken and written Japanese organization of Japanese Army, Japanese Intelligence, Political and Social Institutions of Japan. | | | | | |

| | | | | | |
|----------------------------------------------------------------------------------------------------------------------------------|--|--------------------------------------------------------------------------------------------------------|-------------------------------------------------|-----------------------------------------------|--------------------|
| ④ DATES OF EMPLOYMENT (month, year) FROM: TO: | | EXACT TITLE OF YOUR POSITION | CLASSIFICATION GRADE (if in Federal service) | SALARY OR EARNINGS STARTING \$ FINAL \$ | PER MO. PER MO. |
| 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 sale, insurance agency, manufacture of locks, etc.) | | | |
| NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU | | REASON FOR LEAVING | | | |
| DESCRIPTION OF YOUR WORK | | | | | |

BIOGRAPHICAL DATA

NAME: Joseph Burdick Smith

DATE AND PLACE OF BIRTH: June 16, 1921
Harrisburg, Pa.

Marital status: Married

Children: one daughter, aged 4

EDUCATION: Entered Harvard University, Sept. 1940, completed requirements for degree, cum laude, in history, government and economics, Feb. 1943, awarded degree while in service, Nov. 1943.

History: 30 hours, including, American, modern European, ancient, medieval, Honors thesis: Andrew Jackson and the Presidency

Government: 12 hours, including, American Federal, comparative, administration, political theory.

Economics: 12 hours, including, principles, banking, international trade.

Further: Yale University, 1943-44, ASTP, Far Eastern Area and Japanese, including, Chinese and Japanese history, Pacific islands, society, Japanese political parties and society and spoken Japanese.

University of Michigan: MIS Language School, including spoken and written Japanese, Japanese political, social and military organization (awarded 12 hours graduate credit) 1944-45.

GRADUATE: Training: Johns Hopkins University, 1947-48, 6 hours, international relations and political geography, including economic geography and seminar study of Korea.

University of Pennsylvania, 1948-50, 34 hours, history and political science.

History: 30 hours, including, American social, diplomatic, development and organization of British Empire, British foreign policy 1919-1949, American colonial, political since 1865, United States and Latin America.

Political Science: 4 hours, government and politics Latin America.

DEGREES : A. B. Harvard, A.M. University of Pennsylvania (doctorate expected in history, University of Pennsylvania 1951).

MILITARY SERVICE: U. S. Army, 1943-1946, Grade: corporal, Unit: MIS, Japanese specialist.

EXPERIENCE: Instructor in history, Dickinson College, Carlisle, Pa., 1946-48.
Assistant Professor of History, Dickinson College, Carlisle, Pa., 1949 -
Subjects taught: world history, medieval, American, Far East, international relations, human geography, historical geography.

PUBLICATIONS: "A Frontier Experiment in Higher Education", Pennsylvania History, Pa., Historical Association, January 1949. A study in the social problems in the establishment of Dickinson College in Carlisle, Penn. 1783-1869. "The Koreans and Their Living Space", Korean Review, Korean Cultural Association, September, 1949. An attempted analysis of the Korean situation in terms of political and economic geography.

Understanding our State Government, C. F. Hasland and Sons,
Carlisle, Pa., 1949. A booklet discussing the history, organization
and functioning of the government of Pennsylvania published for
the Hasland employees and for use in the schools of Pennsylvania.

ORGANIZATIONS: American Historical Association, American Association of University
Professors.

14-00000

5 DATES OF EMPLOYMENT (month, year)

EXACT TITLE OF YOUR POSITION

CLASSIFICATION (if any)

PERCENTAGE OF EARNINGS STARTING DATE

PERCENTAGE

PLACE OF EMPLOYMENT (city and State)

NAME AND TITLE OF IMMEDIATE SUPERVISOR

NAME AND ADDRESS OF EMPLOYER (Name, 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 EMPLOYERS SUPERVISED BY YOU

REASON FOR LEAVING

DESCRIPTION OF YOUR WORK

If more space is required, use a continuation sheet (Standard Form No. 58) or a sheet of paper the same size as this page. Write on each sheet your name, address, date of birth, and examination title. Attach to back of this application.

17. SPECIAL TRAINING. In the space below, describe any training received in the Armed Services (not already listed under item 16) that would assist in performing your job more effectively. Indicate actual amount of training received, such as hours per week. Detailed information regarding any special service schools you attended is especially important. (Extra space may be used to give full descriptions.)

| DATES | | LOCATION | DESCRIPTION OF TRAINING |
|-------|----|----------|-------------------------|
| FROM | TO | | |
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18. EDUCATION (Circle highest grade completed):

1 2 3 4 5 6 7 8 9 10 11 12

MARK (X) THE APPROPRIATE BOX TO INDICATE SATISFACTORY COMPLETION OF:

ELEMENTARY SCHOOL JUNIOR HIGH SCHOOL SENIOR HIGH SCHOOL

(A) GIVE NAME AND LOCATION OF LAST HIGH SCHOOL ATTENDED

William Penn, Harrisburg, Pennsylvania

(B) SUBJECTS STUDIED IN HIGH SCHOOL WHICH APPLY TO POSITION DESIRED

History, Problems of Democracy, Civics

| (C) NAME AND LOCATION OF COLLEGE OR UNIVERSITY | MAJOR AND SPECIALTY | DATES ATTENDED | | YEARS COMPLETED | DEGREE OR CHILD | | STUDENT NUMBER |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|-------------------|------|-----------------|-----------------|------|----------------|
| | | FROM | TO | | TITLE | DATE | |
| Harvard, Cambridge Mass. | His. Gov. | 1940 | 1943 | 3 | AD | 1943 | 150 |
| Yale, New Haven Conn. | Jap. | 1943 | 1944 | 1 | | | 25 |
| Michigan, Ann Arbor Mich. | Jap. | 1944 | 1945 | 1 | | | 12 (grad) |
| (D) LIST YOUR CHIEF UNDERGRADUATE COLLEGE SUBJECTS | | | | | | | |
| History | 30 | History | 30 | | | | |
| Government | 12 | Political Science | 10 | | | | |
| Economics | 12 | Japanese | 12 | | | | |
| (E) OTHER TRAINING, SUCH AS VOCATIONAL, BUSINESS, STUDY TOURS, GIVEN THROUGH THE ARMED FORCES INSTITUTE OF PSYCHOLOGICAL SERVICES AND EDUCATION OF ARMS (E) OTHER SERVICE TRAINING IN PLACE OF PREVIOUS EMPLOYMENT | | | | | | | |
| See attached summary | | | | | | | |

(F) LIST YOUR CHIEF GRADUATE COLLEGE SUBJECTS

| SUBJECTS STUDIED | DATES ATTENDED | | YEARS COMPLETED |
|------------------|----------------|----|-----------------|
| | FROM | TO | |
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19. INDUSTRY AND A KNOWLEDGE OF FOREIGN LANGUAGES

| INDUSTRY | READING | WRITING | UNDERSTANDING |
|----------|---------|---------|---------------|
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| | | | |

20. ARE YOU NOW OR HAVE YOU EVER BEEN A LICENSED OR CERTIFIED MEMBER OF ANY TRADE OR PROFESSION (such as pilot, electrician, radio operator, teacher, lawyer, CPA, etc.)?

YES NO GIVE KIND OF LICENSE AND STATE:

FIRST LICENSE OR CERTIFICATE (YEAR)

SECOND LICENSE OR CERTIFICATE (YEAR)

21. LIST ANY SPECIAL TRAINING AND SERVICE EXPERIENCE IN YOUR APPLICATION SUCH AS:

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See attached summary

See attached summary

APPROPRIATE USE OF SPECIAL SERVICES TRAINING

12-2444-1

Joseph E. Smith
Box 323 B, Route 2
Gardners, Pa.

Items 21 and 23, Form 57

I. Educational Background

A. Undergraduate

1. Student at Harvard College, 1940-43
 - a. Held tuition scholarships granted from various funds
 - b. Activities included: Crimson (asst. editorial chairman) dramatics, radio (Harvard Radio Workshop)
 - c. Completed requirements for A.B. degree (cum laude), in 2 and one-half years.
 - d. Field of concentration - History, Government, Economics
 - 1) 12 hours American history, 12 hours European history, 6 hours ancient history.
 - 2) honors thesis
Andrew Jackson and the Tribunician Theory of the Presidency
 - a) An analysis of the concept of the powers of the president held by Jackson and his lieutenants, including an attempt to trace their origin in the democratic movement of the 1830s
 - 3) Other subjects studied
 - 12 hours government
 - 6 hours economics
 - 6 hours sociology
 - 6 hours geology
 - 3 hours political philosophy

B. Military Training

1. Student at Yale University 1943-44
 - a. 36 hours Japanese and history and politics of the Far East
 - b. 18 hours Japanese and 18 hours history of China and Japan.
 - 1) Emphasis placed on analysis of society of these countries
 - a) Research in the political organization of modern Japan and modern China
 - b) Study of the military organization of Japan and China
 - c) Some study of personalities
2. Student at University of Michigan, 1944-45
 - a. 12 hours graduate credit for study of Japan and Japanese
 - b. Hours divided between study of written and spoken Japanese and history of Japan
 - 1) Emphasis placed on history and politics in the study of the language in addition to special study of political organization
 - a) Example-study of recent Japanese history in Japanese.
3. Ft. Snelling, Minnesota, HIS Japanese Language School
 - a. Major emphasis on Japanese military organization e.g. units of Japanese army, navy, weapons, equipment.

C. Graduate Study

1. Johns Hopkins University, 1947-48
 - a. International relations and seminar in political geography.

Joseph B. Smith
Box 323 D, Route 2
Gardners, Pa.

Items 21 and 23, Form 57

C. Graduate Study (continued)

Work Project #1

A. Project Synopsis

1. The strength and vulnerability of Korea as an independent nation.
2. Location - Johns Hopkins University, Baltimore, Md.
3. I was the sole worker employed.
4. The political geography seminar was concerned in 1947-48 with areas of maximum change. Members of the seminar conducted studies of India, Iceland, Newfoundland, Ceylon, Sinkiang, Korea.
 - a. Each member made a deep-level study of the area of his choice. I chose Korea.
5. Principal sources used by me were: USAMG Reports, all available background studies, interviews with Koreans stationed at Carlisle, (Carlisle Barracks AMG School) and with Miss Phyllis Johnson, reporter who was in Korea 1945-46.
6. The material covered mostly the years 1945-46-47, and was fairly complete for South Korea. I was unable to get information on North Korea, nor would the Army give me political information other than that officially published.
7. Methods used were historical and political because of my previous training. Statistics were used wherever possible.
8. Length of study-Sept. 1947-Sept. 1948.
9. Findings and conclusions
 - a. I made an analysis of Korean physiographic features; including edaphic as well as usual climatic and topographical factors.
 - 1) I attempted to find the physical potential for the successful maintaining of Korean independent national existence.
 - 2) Conclusion: such obviously favorable factors as Korean peninsular situation were nullified by other space relations which made Korea vulnerable to Russian and Chinese attack.

I found also that the soil was not adaptable throughout Korea for the practice of the nation's most thoroughly learned economic technique-rice culture.
 - b. Secondly, I made a complete check on the resources of the Korean economy, as far as I could. The limitations imposed by censorship made it impossible for me to correlate North Korean industrial activity with South Korean agricultural activity as completely as I could have otherwise done.
 - 1) Conclusion: The country would have to be industrialized to overcome the problem of overpopulation.

The Korean people had not shown in the past any significant evidence of the ability to operate a democratic government.
10. My study was not used by any government agency.
11. My study was published, in part, under the title "The Koreans and their Living Space", in the Korean Review, Korean-American Cultural Association, Sept. 1949.

Work Project #1
continued

Joseph B. Smith
Box 323 B Route 2
Gardners, Pa.

- 12. Two persons with knowledge of this project: Dr. E.F. Penrose
Johns Hopkins
Baltimore, Md.
Owen Lattimore
Johns Hopkins
Baltimore, Md.

B. Participation

- 1. I was the person responsible for formulating and carrying out the Korean part of the general project (See A, 4).
- 2. The determination of the sources used was made by me. I was assisted, in part, by Dr. Penrose and Mr. Lattimore.
- 3. I gathered the data.
 - a. I analyzed the data according to three principal criteria
 - Accuracy of information
 - Existence of corroborating information
 - Use of statistics when available in preference to other data
 - b. General procedure followed
 - Gather as much information as possible
 - Attempt to eliminate waste effort by concentrating objective (the strength or vulnerability of Korea as an independent state)
 - c. Dr. Penrose, Mr. Lattimore and Dr. Jean Wottmann advised me at various points mostly on methodology
- 4. Conclusion and report preparation
 - a. Conclusions were my own responsibility
 - b. Writing and editing were done by me with one exception
 - Exception: Mr. Lattimore advised me to re-examine the peninsular situation of Korea and suggested the idea which led to my conclusion on this point (See A, 9, a).
- 5. This was an independent study and not a government project and I not supervising any assistants.
- 6. My responsibility in promotion and interpretation was limited to an exposition of them and a defense of my conclusions before members of the faculty and student body of the Page School, Johns Hopkins University.
 - a. This was carried on in several sessions
 - 1) Preliminary report
 - 2) Final revision session

Joseph B. Smith
Box 323 B, Route 2
Gardners, Pa.

Items 21 and 23, Form 57

C. Graduate Training (cont.)

2. University of Pennsylvania 1948-51
 - a. At Pennsylvania I have taken courses primarily in American history.
 - b. I received a master's degree, Feb. 1950
 - c. I have completed course work for my Ph. D. I expect soon to take my doctoral examination.
 - d. I have taken several courses in foreign area study.
 - Latin American History
 - The U.S. and Latin America
 - Latin American Parties and Politics
 - British Foreign Policy 1919-1939.
 - e. In addition to the above, I have taken course work in U.S. foreign policy 1890 to date.

II. Research and Publication

A. See pp. 2 and 3, Work Project #1

B. Work Project #2

1. Sponsored by Dickinson College.
2. Scope- to investigate the relation of Dickinson College to the frontier community in which it was established in 1783.
3. I was the sole researcher.
4. Principal sources were: the large letter collection, Dickinson College Library, Church records at Carlisle and Philadelphia (Presbyterian Historical Society), early Carlisle newspapers, (American Antiquarian Society, Worcester, Massachusetts), contemporary writings, local histories.
5. This study was made from Oct. 1947 until June 1948.
6. Methods were historical.
7. Findings and Conclusions
 - a. Dickinson College, founded 1783, had numerous problems incident to the establishment of any such institution, but intensified by the hostility of frontier society; e.g. financial, disciplinary, recruitment.
 - b. Frontier society rejects higher education as unnecessary and even hostile to its social goals.
 - c. That under-developed areas need so-called practical education first.
8. The material was used in the publication of the first volume of materials on early America published by the college under title of Bulwark of Liberty, June, 1950.

Also published in part as "A Frontier Experiment in Higher Education", Pennsylvania History, Pennsylvania Historical Association, January, 1949.
9. Two persons associated with this project: Whitfield J. Bell
Dickinson College
Carlisle, Pa.
May Morris
Dickinson College
Carlisle, Pa.
10. I was solely responsible for methods, procedure and writing.
11. The project was promoted by the college as noted in (1).

Joseph M. Smith
Box 323 B, Route 2
Gardners, Pa.

Items 21 and 23, Form 57

II. Research and Publication (cont.)

C. Understanding Our State Government, C.H. Masland and Sons, June, 1949.

- 1. A pamphlet giving a simple account of the Pennsylvania state government.
 - a. The divisions of the government and their functions
 - b. The citizen and his government.
- 2. Used in the Masland Company monthly magazine for the benefit of their employees.
- 3. Distributed to the Pennsylvania schools for use in problems of democracy classes.

III. Teaching Experience

A. I call attention to the subjects I have taught in the past five years (Item 16, (1), Form 57, corrected as noted here to 5)

B. Explanation of techniques and scope of work in my courses in:

- International Relations
- Far Eastern History
- Human and Historical Geography

1. International Relations

a. Scope

The history of the national state system, international law, and history of the idea and attempts at world government.
 The strategic evaluation of the major powers
 Analysis of their geographic, economic, and demographic resources
 Evaluation of their military potential
 Study of their diplomatic policies in regard to the above

b. Technique

Use of Sprouts' text Foundations of National Power, which I consider most appropriate for the strategic material stressed
 Use of outside readings on international law and world organization
 Analysis of current newspapers to give the student practise at gathering information regarding the economies, military potentials and activities of the major powers.
 The students must evaluate their newsreports and attempt to correlate them in the form of reports on strategic situations.

2. Far Eastern History

a. Scope

Historical background on the ancient civilization of China and Japan, major emphasis on the Far East since 1500, special attention to the diplomacy of imperialism and the reaction to it throughout Asia, also attention to 20th century Chinese and Japanese internal politics.

Joseph B. Smith
Box 323 B, Route 2
Gardners, Pennsylvania

Items 21 and 23, Form 57
III. Teaching Experience (cont.)

b. technique

Text used is Eckel, Far East since 1500

Supplemental reading is used for the ancient civilizations. Use is made of China Yearbook, Japan Yearbook, and U.S. State Department Documents in order to give the students practise in gathering and correlating data on the modern Far East and U.S. policy there.

Emphasis is placed on reports on the strategic evaluation of the Chinese and Japanese nations and their adjacent areas, viz. Korea, Sinkiang, Mongolia, Manchuria.

Emphasis is placed on understanding of personalities prominent in Chinese and Japanese affairs.

3. Human and Historical Geography

nb. Historical Geography is a second semester continuation of Human Geography which stresses an historical survey of western civilization (Rome to 1950) from a geographical view.

a. Scope

Analysis of the physical environment, geography of climatic regions, topographical regions, oceans and their coasts, minerals, ground and surface waters, soils, and man's relation to this environment -- human ecology

In the second semester spacial factors are stressed, political geography analyzed, and then a survey made of the geography of ancient, medieval and modern Europe, evaluating the history of these periods in terms of the physical, spacial, and human ecological factors studied.

b. Techniques

Texts: White and Renner, Human Geography, Whittlesey, Environmental Foundations of European History.

Emphasis is placed on the gathering of geographical information by the students, map study and interpretation.

Example: the strategic position of the major powers in modern times is studied, attention being paid to the identification of the problems of areal size, form, geometrical position, natural situation and geographical location.

CONFIDENTIAL
(When Filled In)

SECURITY APPROVAL

DATE : 3 October 1966

YOUR
REFERENCE: 42095

CASE NO. : 56169

TO : Director of Personnel

ATTN :

SUBJECT : SMITH, Joseph Burkholder

1. This is to inform you that Subject has been approved for the appointment specified in your request under the provisions of Headquarters Regulations 10-3 and 20-5 including access to classified information through TOP SECRET as required in the performance of duties.
2. Unless arrangements are made for entrance on duty within 150 days, this approval becomes invalid.
3. As part of the entrance on duty processing:

A personal interview in the Office of Security must be arranged.

A personal interview is not necessary.

Please advise Chief, Clearance Branch, extension 5620 when Subject enters on duty.

4. This is a Conversion case.

FOR THE DIRECTOR OF SECURITY:

Steven L. Kuhn
Steven L. Kuhn *TJML*
Chief, Personnel Security Division

SECRET
(When Filled In)

| REQUEST FOR SECURITY CLEARANCE | | | | REQUEST NO. (11-2) | |
|------------------------------------------------------------------|--|----------------------|--|--------------------------------------------------|--|
| NAME (LAST - FIRST - MIDDLE) | | | | 42095 | |
| Smith, Joseph B. | | | | REQUEST DATE (8-11) | |
| POSITION TITLE | | | | 21 Sept 1966 | |
| Ops Officer | | | | YEAR OF BIRTH (8-20) | |
| POSITION NUMBER (81 - 88) | | | | 1921 | |
| LOCATION (CITY, STATE, COUNTRY) | | | | GRADE (43-46) | |
| Washington, D.C. | | | | OS-14 | |
| ASSIGNMENT (OFFICE, DIVISION, BRANCH) | | | | ORGN. CODE (48-50) | |
| DDS/OTR/Ops School/Hd. Trng Br. | | | | TYPE OF APPL. (48) | |
| TYPE OF APPLICANT | | CONVERSION ACTION | | IF OTHER, SPECIFY | |
| REGULAR | | SA-SB | | | |
| CONTRACT | | | | | |
| MILITARY | | | | | |
| NAME OF REQUESTER (OR OFFICIAL) | | | | TYPE OF ASSIGNMENT AND FUNDS | |
| Dov H. Lustocher, Chief/CPD | | | | REGS. & FUND (50) | |
| CLEARANCE REQUIRED | | | | PROVISIONAL FOR (INDICATE NAME OF POOL OR GROUP) | |
| Full Clearance | | | | SECRET | |
| ATTACHMENTS | | | | CLEARANCE (51) | |
| PERSONAL HISTORY STATEMENT | | APPENDIX I | | REQUIRE. CODE (52-54) | |
| PHOTOGRAPHS | | APPENDIX B | | REPT. OF INTERVIEW | |
| MALE - VETERAN | | FEMALE - VETERAN | | VET PREP. & SER. USE | |
| MALE - NON-VETERAN | | FEMALE - NON-VETERAN | | | |
| Security #: 56169 | | | | | |
| Clearance memo to SA Branch/CPD Attn: Jo Ann Varney 5 B 69 | | | | | |
| SPACE BELOW FOR OS USE ONLY | | | | | |

FE-11
✓

CONFIDENTIAL
SECURITY APPROVAL

Blf
int

Date: 29 August 1951

TO: Chief, Covert Personnel Division

Your Reference: 12143

FROM: Chief, Security Division

Case Number: 56169

SUBJECT: SMITH, Joseph Burkholder

1. This is to advise you of security action in the subject case as indicated below:

Security approval is granted the subject person for access to classified information.

Provisional clearance for full duty with CIA is granted under the provisions of Paragraph D of Regulation 10-9 which provides for a temporary appointment pending completion of full security investigation.

The Director of Central Intelligence has granted a provisional clearance for full duty with CIA under the provisions of Paragraph H of Regulation 10-9.

2. Unless the subject person enters on duty within 60 days from the above date, this approval becomes invalid.

3. Subject is to be polygraphed as part of the EOD procedures.

Br. notified re call in
31 Aug 1951
Blf
per other

C. V. Bradley
C. V. BRADLEY

18 Sept.
10 00

J

CONFIDENTIAL