

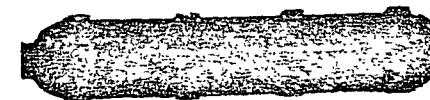
diff-jfk: record 104-10291-10014 - Page 1 - (diff between 2025 and 2023)

Highlighted changes between 2025/104-10291-10014.pdf and 2023/104-10291-10014.pdf

**SECRET****Official Personnel Folder****SECRET**

RETURN TO RECORDS CENTER  
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JOB 72-60 BOX 26

31539~



ONEAL, BIRCH D JERMINATED b8553 D

S E C R E T  
(When Filled In)

CERTIFICATION OF SEPARATING EMPLOYEE	Name (Last-First-Middle)
	<i>O'Neal, Birch D.</i>

MEMORANDUM FOR THE RECORD - ATTACH TO OFFICIAL PERSONNEL FOLDER

I hereby acknowledge the receipt of the following forms and/or information concerning my separation from CIA as indicated by check mark:

1. Standard Form 8 (Notice to Federal Employee about Unemployment Compensation). *✓*
2. Standard Form 55 (Notice of Conversion Privilege, Federal Employees' Group Life Insurance). *N/A*
3. Standard Form 56 (Agency Certification of Insurance Status, Federal Employers' Group Life Insurance Act of 1954).
4. Standard Form 2802 (Application for Refund of Retirement Deductions). *N/A*
5. Form 2595 (Authorization for Disposition of Paychecks). *N/A*
6. Applicable to returnee (resignee from overseas assignment).
 

I have been advised of my right to have a medical examination before my separation from this Agency and of the importance of such a medical check to my health and well-being.

Appointment arranged with Office of Medical Services.  
 Appointment for Office of Medical Services examination declined.
7. I have been informed of "conflict of interests" policy of the Agency and foresee no problem in this regard concerning my new employment.
8. Form 71 (Application for Leave).
9. CSC Pamphlet 51 (Re-employment Rights of Federal Employees Performing Armed Forces Duty).
10. Instructions for returning to duty from Extended Leave or Active Military Service.

Signature of Employee	Date Signed
<i>Birch D. O'Neal</i>	<i>February 26, 1970</i>
Address (Street, City, State, Zip Code) <i>5704 Pidgefield Rd. Washington D.C. 20008</i>	Correspondence <input checked="" type="checkbox"/> Overt <input type="checkbox"/> Covert

S E C R E T

SECRET

(B)(1) (b) (5) (d) (6)

REQUEST FOR PERSONNEL ACTION								DATE PREPARED 19 February 1970			
1 SERIAL NUMBER 058553		2 NAME (Last-First-Middle) O'NEAL SIRCH D.									
3 RETIREMENT (VOLUNTARY) UNDER THE CIA RETIREMENT & DISABILITY SYSTEM								4 EFFECTIVE DATE REQUESTED MONTH DAY YEAR 02 28 70			
5 FUNDS X VTOV CPOV		6 CATEGORY OF EMPLOYMENT Regular						7 FINANCIAL ANALYSIS NO CHARGEABLE 0227-0170			
8 ORGANIZATIONAL DESIGNATIONS DDP/CI Staff Special Investigation Group								9 LOCATION OF OFFICIAL STATION Washington, D.C.			
10 POSITION TITLE Ops Officer CH								11 POSITION NUMBER 0022			
12 CLASSIFICATION SCHEDULE (GS E.R. etc.) GS		13 OCCUPATIONAL SERIES 0136.01		14 GRADE AND STEP 16 7		15 SALARY OR RATE \$ 30,054					
16 REMARKS Last working day will be 27 February 1970. Recommended for Agency Reserve Program.											
17A SIGNATURE OF REQUESTING OFFICER <i>John S. Kirkpatrick</i> CIA STAFF					17B DATE SIGNED 2-19-70		18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>Paul H. Fisher</i>			18B DATE SIGNED 2/23	
19 SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
20 ACTION CODE 45 10	20 EMPLOY. CODE 10	21 OFFICE CODING NUMERIC	22 STATUS CODE CODE	23 INTEGEE CODE CODE	24 HODERS CODE 1	25 DATE OF BIRTH MO. DA. YE 06.01.13	26 DATE OF GRADE MO. DA. YE	27 DATE OF LEI MO. DA. YE			
28 NTE EXPIRES MO. DA. YE	29 SPECIAL REFERENCE 1-NO 2-ONE 3-TWO 4-THREE	30 RETIREMENT DATA CODE	31 SEPARATION DATA CODE CODE	32 CORRECTION CANCELLATION DATA TYPE	33 SECURITY REG NO EOD DATA	34 SEN					
35 VET PREFERENCE CODE 0-BORN 1-5 PT 2-10 PT	36 SERV COMP DATE MO. DA. YE	37 LONG COMP DATE MO. DA. YE	38 CAREER CATEGORY CODE	39 FEGI HEALTH INSURANCE CODE	40 SOCIAL SECURITY NO CODE						
41 PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)	42 EIN/ME CAT CODE	43 FEDERAL TAX DATA FORM EXECUTED 1-TES 2-BO	44 STATE TAX DATA FORM EXECUTED 1-TES 2-BO								
45 POSITION CONTROL CERTIFICATION 2- 26-70	46 O.P. APPROVAL 213	47 APPROVED Harry B. Fisher			48 DATE APPROVED 26 Feb 70						

FORM 1152 USE PREVIOUS EDITION  
3-67

SECRET

GROUP 1  
EXCLUDED FROM AUTOMATIC DECLASSIFICATION  
AND DESENSITIZATION

(4)

SECRET

(If blank filled in)

DATE PREPARED

16 February 1970

REQUEST FOR PERSONNEL ACTION								
1. SERIAL NUMBER 058553	2. NAME (Last-First-Middle) O'NEAL, BIRCH D.							
3. NATURE OF PERSONNEL ACTION <b>DESIGNATION AS A PARTICIPANT IN THE CIA RETIREMENT AND DISABILITY SYSTEM</b>		4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR <b>O2 22 70</b>	5. CATEGORY OF EMPLOYMENT <b>REGULAR</b>					
6. FUNDS X CP TO V	V TO V CP TO CP	7. COST CENTER NO CHARGEABLE 0227 0170	8. LEGAL AUTHORITY (Completed by Office of Personnel) <b>PL 88-643 Sect. 203</b>					
9. ORGANIZATIONAL DESIGNATIONS <b>DDP/CI STAFF</b>		10. LOCATION OF OFFICIAL STATION <b>WASHINGTON, D. C.</b>						
11. POSITION TITLE		12. POSITION NUMBER	13. CAREER SERVICE DESIGNATION <b>D</b>					
14. CLASSIFICATION SCHEDULE (GS, E.S., etc.)		15. OCCUPATIONAL SERIES	16. GRADE AND STEP <b>16 -</b>					
			17. SALARY OR RATE <b>\$</b>					
18. REMARKS								
18A. SIGNATURE OF REQUESTING OFFICIAL		DATE SIGNED	18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER					
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL								
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING NUMERIC	22. STATION CODE ALPHABETIC	23. INTEGRITY CODE	24. HODGINS CODE	25. DATE OF BIRTH MO DA YE	26. 2470 OF GRADE MO DA YE	27. DATE OF LIE MO DA YE
20. HTE EXPIRES MO DA YE		29. SPECIAL PREFERENCE 1-CSK 3-TKA 5-NONE	30. RETIREMENT DATA CCCA	31. SEPARATION DATA CODE 2	32. CORRECTION, CANCELLATION DATA TYPE MO DA YE	EOD DATA		
33. VET PREFERENCE CODE 0-NONE 1-1 PT 2-10 PT		34. SERV COMP DATE MO DA YE	35. LONG COMP DATE MO DA YE	36. CAREER CATEGORY CAB REG PROV TEMP	39. FEDERAL HEALTH INSURANCE CODE 0-WAIVER 1-YES	40. SOCIAL SECURITY NO MO DA YE		
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)		42. LEAVE CAT CODE	43. FEDERAL TAX DATA FORM EXECUTED 1-YES 2-NO	44. NO TAX EXEMPTIONS CODE 0-EXC 1-NO	45. STATE TAX DATA CODE 0-EXC 1-NO			
45. POSITION CONTROL CERTIFICATION <b>2-20-70 DB</b>			46. O.P. APPROVAL <b>Harry B. Fulton</b>		DATE APPROVED <b>17 Feb '70</b>			

8 SEP

Mr. Birch D. O'Neal  
5704 Ridgefield Road  
Washington, D. C. 20028

Dear Mr. O'Neal:

It is the practice of the Organization to follow up with former employees six months after their retirement. We hope by such inquiry to obtain information on what our retirees are doing and where they are located, invite suggestions for improving the retirement program and to learn if the Organization might be of some assistance on any post-retirement matters.

We should like very much to hear from you on the above points and on any other topics you think would be useful to us.

For your convenience in replying, we have enclosed a sheet somewhat akin to a form on which we have listed those standard items of information we'd like to have on every retiree. The remainder of the sheet, including the reverse side, is for your comments and suggestions. We shall be most appreciative of your fullest response to this inquiry.

Thank you very much for your cooperation.

Sincerely yours,

Carroll A. Duchay  
Personnel Officer

Enclosures:

Questionnaire  
Return Envelope

Distribution:

Original - Addressee  
1 - OPP  
1 - RAD Subject's File

OP/RAD/FFAR/MJShobe:mlp (1 Sept. 1970)

14-00000

12 February 1970

MEMORANDUM FOR: Chief, CI Support

SUBJECT: Resume of Employment - Birch D. O'Neal

1. Attached is a proposed resume of my employment covering the entire service to the U. S. Government.

2. I would propose to use this should the need arise. However, I would not like to be restricted to the statements therein. In 1968 I applied for admission to the Bar in the District of Columbia and prepared a detailed response to certain questions in the application. The information provided at that time went on record and should the occasion arise, I would like to be in a position to make the same statements. I do not think that such a situation will occur, but if it does, I would propose to support the attached resume with the more detailed information attached hereto and which appeared in that application.

*Birch D. O'Neal*  
Birch D. O'Neal

Attachments:  
As stated.

14-00000

RESUME

U. S. GOVERNMENT SERVICE  
BIRCH D. O'NEAL

From January 10, 1938 on entering U. S. government service as a Special Agent of the Federal Bureau of Investigation to February 28, 1970 (with exception of a few months in the fall and winter of 1946-47) was employed by various Departments and Agencies of the U. S. Government, including the Federal Bureau of Investigation, U. S. Department of Justice, U. S. Department of State, and Central Intelligence Agency. In this period of more than 32 years steadily advanced in salary with commensurate responsibilities from \$3200 per annum to more than \$30,000 per annum while holding various titles including Special Agent, Legal Attaché, Civil Attaché, and Foreign Affairs Officer. More than 12 years of this service was performed while stationed abroad or in travel status in many foreign countries of Latin America, Europe and Africa.

While the entire service involved utilization of legal training and conduct of investigations affecting the national security interests of the United States, that from September

1942 to February 1970 (voluntary retirement) also involved direct supervision of investigative and clerical assistants (on occasions more than 50 employees and expenditure of extensive funds). The service also involved extensive liaison with foreign government and other U. S. government officials. Liaison on occasions, both domestic and foreign, related to matters of the highest sensitivity and importance and accordingly was conducted at highest levels (Cabinet and sub-Cabinet).

SUPPLEMENTARY INFORMATION

February 1947 - March 1947. In February 1947 I entered on duty with what was known as the Central Intelligence Group, 2430 E Street, N.W., Washington, D. C., a government body created by Executive Order which was a predecessor to the Central Intelligence Agency. I was a legal liaison officer with this group.

March 1947 - December 1949. During this period I was detailed to the U. S. Department of State, 20th Street and Virginia Avenue, N.W., Washington, D. C., where I was assigned to the U. S. Embassy, Caracas, Venezuela, as Attaché. In that capacity I prepared reports and advised and counselled the U.S. Ambassador on matters of a legal and political nature. In this work I employed legal knowledge, background and experience as related to the laws of the United States and the Republic of Venezuela.

January 1950 to December 1951 - Central Intelligence Agency, 2430 E Street, N.W., Washington, D. C. In this period I was assigned to duties involving liaison on legal matters with other departments of the U. S. Government including the Department of Defense, Department of Justice (Immigration and Naturalization Service and Federal Bureau of Investigation) and the Department of State. Criteria for the position included knowledge, application and interpretation of U. S. and foreign laws. The establishment of the position was at the instance of the General Counsel of the Agency and my selection to the position was with his concurrence. The assignment required close working coordination and collaboration with the General Counsel of the Agency and other governmental legal counsel. I discontinued this particular work to enable me to again undertake further assignment with the Department of State as a member of the Foreign Service Staff Corps.

December 1951 - April 1954 - U. S. Department of State, Foreign Service Staff, Washington, D. C. During this period I served as Attaché, Political Officer, American Embassy, Guatemala City, Guatemala. In that capacity I gathered information concerning the legal system, laws, and enforcement thereof and counselled and advised the U. S. Ambassador on matters of a legal and political nature. In this work I employed legal knowledge and experience as related to the laws of the United States and the Republic of Guatemala. I resigned from this position in Guatemala to return to the U. S. for personal and family reasons.

April 1954 - to Present - Central Intelligence Agency,  
2430 E Street, N.W., Washington, D. C. I have been employed  
with this Agency since April 1954 as a Foreign Affairs Officer.  
In that capacity I have had regular, almost daily contact and  
liaison with the Department of Justice and Department of State  
representatives on matters of a legal and political nature.  
My duties involve the application of knowledge and experience  
in the legal field, both foreign and domestic.

SECRET

2/27/70 1970

MEMORANDUM FOR : Mr. Birch D. O'Neal

THROUGH : Head of D Career Service

SUBJECT : Notification of Approval of Request for  
Voluntary Retirement

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

2. Your retirement will become effective 28 February 1970. Your annuity will commence as of 1 March 1970 and is payable 1 April 1970. You may be assured that every effort will be made to expedite delivery of your first check following completion of the administrative processing required to effect your retirement.

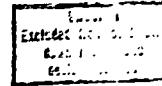
3. You will receive a lump-sum payment for your accrued annual leave up to 30 days or for whatever amount of leave credit you carried over from the last calendar year if that amount is more than 30 days.

Robert S. Wattles  
Director of Personnel

Distribution:

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1 - OP Files  
1 - ROB Soft File  
1 - ROB Reader

OP/RAD/ROB/PJSeidel:jat/3257 (26 February 1970)



SECRET

FWD 38 FCB 7)

NOTIFICATION OF PERSONNEL ACTION												
REF												
1 SERIAL NUMBER		2 NAME (LAST FIRST MIDDLE)										
059553		THEAL BIRCH O										
3 NATURE OF PERSONNEL ACTION		4 EFFECTIVE DATE										
RETIREMENT (VOLUNTARY) UNDER CIA RETIREMENT & DISABILITY SYSTEM		00 00 00 00 176 71										
5 FUNDS		V TO V		V TO CF	6 Financial Analysis No Chargeable REGULAR							
		CF TO V		CF TO CF	7 CSC OR OTHER LEGAL AUTHORITY P.L. 88-643 SECT 233							
8 ORGANIZATIONAL DESIGNATIONS		9 LOCATION OF OFFICIAL STATION										
10 POSITION TITLE		11 POSITION NUMBER		12 SERVICE DESIGNATION								
OPS OFFICER CM		14122		D								
14 CLASSIFICATION SCHEDULE (GS, GS-etc.)		15 OCCUPATIONAL SERIES		16 GRADE AND STEP		17 SALARY OR RATE						
GS		0138.01		16 7		30054						
SIGNATURE OR OTHER AUTHENTICATION												

70-1274

S 31 201553

Mr. Birch D. O'Neal  
5704 Ridgefield Road  
Washington, D. C. 20016

Dear Birch:

As you reach the end of your active career of Government service, I want to join your friends and colleagues in wishing you continued success and satisfaction in your retirement.

You have been privileged to face the challenge of important responsibilities during your more than thirty-one years of service to your country. The success with which you have met this challenge should be a source of lasting pride and satisfaction to you.

May I extend to you, personally and officially, my sincere appreciation for the important work you have done and my warmest hopes that you will find full enjoyment in the years ahead.

: Incredibly,

/s/ Richard Helms

Richard Helms  
Director

(Good luck and best wishes!)

Distribution:

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Originator: \_\_\_\_\_

/s/ Robert S. McNamara

21 MAR 1970

Director of Personnel

1 - ER

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1 - D/Pers

1 - OPF

1 - ROB Soft File

Concur: \_\_\_\_\_

Signed

1 - ROB Reader

C/EAB/OS

OP/RAD/ROB/PJSeidel:jat/3257 (6 March 1970)

**SECRET**

Executive Registry
70 911

**MEMORANDUM FOR : Director of Central Intelligence**

**SUBJECT**                   **: Request for Voluntary Retirement**  
**Birch D. O'Neal**

1. This memorandum submits a recommendation for your approval; this recommendation is contained in paragraph 4.
2. Mr. Birch D. O'Neal, GS-16, Operations Officer, Counter Intelligence Staff, Clandestine Service, has applied for voluntary retirement under the provisions of Headquarters Regulation 20-50j, to be effective 28 February 1970.
3. Mr. O'Neal has been designated a participant in the CIA Retirement and Disability System and meets the technical requirements for voluntary retirement under the system. He is 56 years old with over 31 years of Federal service. This service includes over 22 years with the Agency of which 5 years were in qualifying service. The Head of the Clandestine Service Career Service has recommended that his application for voluntary retirement be approved. I endorse this recommendation.
4. It is recommended that you approve the voluntary retirement of Mr. Birch D. O'Neal under the provisions of Headquarters Regulation 20-50j.

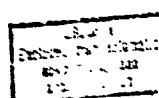
CIA MEMORANDUM FORM  
**Robert S. Wattles**  
**Director of Personnel**

The recommendation contained in paragraph 4 is approved:

/s/ Richard Helms  
**Director of Central Intelligence**

27 FEB 1970

Date

**SECRET**

1 October 1968

Mr. C. R. Locke  
Director  
National Conference of Bar Examiners  
155 West 60th Street  
Chicago, Illinois 60637

Dear Mr. Locke:

With reference to your letter of 26 September 1968 concerning Mr. Birch Dierdorff O'Neal, I have known Mr. O'Neal since the late 1940's. In 1947 we were establishing formal liaison with the Bureau of Immigration and Naturalization and, because a thorough knowledge of the complex immigration laws was essential, I proposed that this position must go to a lawyer. Mr. O'Neal was selected and performed very well in that job, which required constant liaison with this office on the legal aspects.

In Mr. O'Neal's assignments since that time, I have had occasion to work with him from time to time on a variety of problems. I have found he has had a good grasp of the legal aspects of these matters. From this long association my conclusion is that Mr. O'Neal's moral character is good, he has sound background in the field of law, and is generally fit for the practice of law.

Sincerely,

sl

Lawrence R. Houston  
General Counsel

OCC.LRH:job  
OCC:chrono  
OCC:subject B. R. ADMISSIONS

# National Conference of Bar Examiners

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1155 EAST 60TH STREET  
CHICAGO, ILLINOIS 60637  
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ROY WILCOX, JR. BELLEFONTE, PA

September 25, 1968

Director of Personnel  
Central Intelligence Agency  
2430 E Street N. W.  
Washington, D. C.

Dear Sir:

Our Conference has, as one of its purposes, the work of investigating the moral character and fitness for the practice of law of those attorneys of one state who seek admission to the bar of another. In this connection, we have been asked to report on BIRCH DILWORTH O'NEAL, 35, a member of the bar of Georgia who is applying for admission to the bar of the United States District Court for the District of Columbia.

Mr. O'Neal states he has had the following employment with the Central Intelligence Agency:

February 1947 to March 1947	Central Intelligence Group	Legal Liaison Officer
January 1950 to December 1951	Legal employment with the CIA	
April 1954 to date	Foreign Affairs Officer	

We wish to verify this information with you and to obtain as well any information concerning his qualifications you may wish to present to the admitting authority.

Can you also verify for us the following government employment as given by Mr. O'Neal:

March 1947 to December 1949	Department of State	U. S. Embassy Caracas, Venezuela
December 1951 to April 1954	Department of State	U. S. Embassy Guatemala City, Guatemala

Thank you for your assistance.

Sincerely,  
*C. R. Locke*  
C. R. Locke, Director

CRL:eo

All information solicited and received for character reports is confidential and restricted to official use by the proper admitting authority.

## National Conference of Bar Examiners

AMERICAN BAR CENTER  
1155 EAST 60TH STREET  
CHICAGO 37, ILLINOIS  
C. RICHARD LOCKE, DIRECTOR

October 16, 1968

Director of Personnel  
Central Intelligence Agency  
2430 E Street, N.W.  
Washington, D.C.

Dear Sir:

As our report must be filed with the admitting authority very soon, we would greatly appreciate a reply to our inquiry

Dated: September 25, 1968

Concerning: BIRCH DILWORTH O'NEAL

Applicant for admission

to the bar of U. S. Dist. Court for D.C.

For your convenience we enclose a copy of our previous letter.

Very truly yours,

*C. Richard Locke*  
C. Richard Locke, Director

*Already Answered  
JGD*

## National Conference of Bar Examiners

AMERICAN BAR CENTER  
1155 EAST 60TH STREET  
CHICAGO, ILLINOIS 60637  
C. RICHARD LOCKE, DIRECTOR

September 25, 1968

Director of Personnel,  
(Central Intelligence Agency)  
2430 F Street N. W.  
Washington, D. C.

Dear Sir:

Our Conference has, as one of its purposes, the work of investigating the moral character and fitness for the practice of law of those attorneys of one state who seek admission to the bar of another. In this connection, we have been asked to report on BIRCH MILWORTH O'NEAL, S.D., a member of the bar of Georgia who is applying for admission to the bar of the United States District Court for the District of Columbia.

Mr. O'Neal states he has had the following employment with the Central Intelligence Agency:

February 1947 to	Central Intelligence Group	Legal Liaison
March 1947		Officer
January 1950 to	Legal employment with the CIA	
December 1951		
April 1954 to	Foreign Affairs Officer	
date		

We wish to verify this information with you and to obtain as well any information concerning his qualifications you may wish to present to the admitting authority.

Can you also verify for us the following government employment as given by Mr. O'Neal:

March 1947 to	Department of State	U. S. Embassy
December 1949		Caracas, Venezuela
December 1951 to	Department of State	U. S. Embassy
April 1954		Guatemala City, Guatemala

Thank you for your assistance.

Sincerely,

C. R. Locke, Director

CRL:eo

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PARALEGAL		PROVIDENCE, R. I.
WILLIAM J. LLOYD		ST. PAUL, MINN.
ROB WILKINSON, JR.		BELLEFONTE, PA

DUP

14-00000  
29 OCT 1968

Mr. C. Richard Locke, Director  
National Conference of Bar Examiners  
American Bar Center  
1155 East 60th Street  
Chicago, Illinois 60637

Dear Mr. Locke:

This is in reference to your letter requesting information concerning Mr. Birch Dilworth O'Neal's employment and qualifications.

Mr. O'Neal has been employed by this Agency since 11 February 1947. On two occasions, March 1947 to December 1949 and December 1951 to April 1954, he was detailed to the Department of State.

During the more than 20 years this employee has been with the Central Intelligence Agency, his performance has been consistently high. Mr. O'Neal is one of our senior officials and is highly regarded.

If I can be of further service to you, please do not hesitate to get in touch with me.

Sincerely,

/s/ Robert S. Wattles

Robert S. Wattles  
Director of Personnel

Distribution:

- O - Addressee
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- I - D/Pers Chrono
- I - EEAB

OP/EEAB/Post:dag  
OD/Pers/RDKenne :mtw (28 Oct 68) - Rewritten

SECRET

11 September 1968

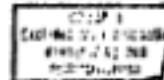
MEMORANDUM FOR: Mr. Lawrence R. Houston  
General Counsel

SUBJECT: Application for Admission to the Bar of  
the District of Columbia - Birch D. O'Neal.

1. You recall I spoke to you about my application for admission to the Bar in the District of Columbia. The application has been filed. You have been listed as one of three persons connected with the U. S. Government in the Washington, D. C., area with whom I am personally acquainted and who are familiar with my work in the Department of Justice and other Branches of the U. S. Government. The others are Mr. S. J. Papich of the F.B.I. and Mr. Thomas C. Mann, former Foreign Service Officer with whom I worked, Ambassador, and later President of the Automobile Manufacturer's Association.

2. My application is being considered primarily on the basis of education qualifications as provided in the rules prior to admission to the Bar and reciprocity between the states of Georgia and the District of Columbia on matters of admission. They may not contact you but for your information in case they do, attached are copies of Attachments B, D, E and F of the application for admission which I filed in the District recently. You will note that in the last paragraph of Attachment B that services performed since April 1954 is carried in the capacity of a Foreign Affairs Officer. This had been agreed upon with Central Cover and primarily at their instance and I did not think it would jeopardize my case if, in fact, I could otherwise qualify under the experience provisions of the District rules. In any event, the information herein may be helpful to you in the event you are called upon to respond to an inquiry.

3. I am sending copies of this and the attachments to the Office of Security and Office of Personnel and I should hope that any response from these various elements of the



14-00000  
**SECRET**

-2-

Agency at least would be coordinated with the other respective offices to avoid any confusion and difficulties for me in the course of the investigation which will be made to determine my qualifications for admission to the Bar in the District of Columbia.

BIRCH D. O'NEAL  
CI/SIG

**Distribution:**

- Original & 1 - Addressee
- 1 - Director of Security
- (1) - Director of Personnel

**Attachments:**

As stated.

**SECRET**

44-1757-351-B

The following information is provided in response to Item 5, Page 3 of Applicant's Questionnaire and Affidavit:

July 1937 - January 1938 - Decatur County Courthouse, Bainbridge, Georgia - associated with father, M. E. O'Real, Sr. I engaged in the general practice of law and served as assistant to my father in the preparation of civil cases. He was the Solicitor Prosecuting Attorney for the City Court of Bainbridge which had general jurisdiction throughout Decatur County. I represented defendants in criminal cases in the City Court of Bainbridge during a period in which my father was 111. My oldest brother, Martin Forrest O'Real, Jr., presently Congressman from the Second District of Georgia, was Solicitor Pro-Tem of that Court. I represented defendants in criminal cases in the Superior Court of Decatur County (Albany Judicial Circuit) which was and is a Court of unlimited, general, jurisdiction. Practice was both civil and criminal and included contracts, torts, real and personal property law, title searches, etc. I left this practice for the purpose of entering on duty with the U. S. Department of Justice on January 10, 1938 when I became a Special Agent of the Federal Bureau of Investigation. Requirements for admission to that service included having a law degree and admission to the bar.

January 1938 - 30 May 1945 - U. S. Department of Justice, 10th Street and Pennsylvania Avenue, N.W., Washington, D. C. During this period I was engaged in gathering evidence, preparing investigative reports and prosecutive summaries, assisting U. S. Attorneys in preparation of cases for trial, and otherwise serving the U. S. Department of Justice in its many and varied peacetime and wartime responsibilities. This involved daily application of legal knowledge and experience for which I had been educated and trained and as required for the government position which I held; I served in field offices at Omaha, Nebraska, Memphis, Tennessee, Charlotte, North Carolina, New York, N. Y., and Albany, New York, as Assistant Special in Charge, and in the department in Washington, D. C. as an Administrative Assistant to J. E. Edgar Hoover, in addition to my designation and served as Legal Attaché, American Ambassador, Colombia, from September 1942 to June 1945. In that capacity I was the highest ranking

-2-

MENTAL R (Continued)

ranking representative of the U. S. Department of Justice at that point. My duties consisted of gathering information of interest in and required in the enforcement of laws of the United States and the Republic of Colombia, handling matters requiring liaison between the Government of the Republic of Colombia and the United States Department of Justice and its congressional committees, Ambassador and the United States Secretary of State for the United Republic of Colombia concerning legal matters of concern to Colombia and the United States. From June 1943 to December 1944 I served in Mexico in the same capacity and with the same duties under the U. S. Ambassador, American Embassy, Mexico, D. F. At that point I was also the highest ranking U. S. Department of Justice representative.

June 1946 - February 1947. In this period I briefly engaged in general practice of law. Primarily I was engaged in writing contracts, bills of sale, deeds, wills and the like. This work was in association with and as a matter of assistance to my father, Weston Lammett O'Neil, Sr., whose offices were in the Decatur County Court House, Barnbridge, Georgia. I left this work to reenter U. S. government service at Washington, D. C. where my legal education and experience in liaison with foreign governments and between various departments and independent agencies would be employed to the benefit of our government.

February 1947 - March 1947. In February 1947 I entered duty with what was known as the Central Intelligence Group, 430 E Street, N.W., Washington, D. C., a government body created by Executive Order which was a predecessor to the Central Intelligence Agency. I was a legal liaison officer with this group.

March 1947 - December 1949. During this period I was detailed to the U. S. Department of State, 20th Street and Virginia Avenue, N.W., Washington, D. C., where I was assigned to the U. S. Embassy, Caracas, Venezuela, as Attaché. In that capacity I prepared reports and advised and counselled the U.S. Ambassador on matters of a legal and political nature. In this work I employed legal knowledge, background and experience related to the laws of the United States and the Republic of Venezuela.

## ATTACHMENT B (Continued)

January 1950 to December 1951 - Central Intelligence Agency, 2430 E street, N.W., Washington, D. C. In this period I was assigned to duties involving liaison on legal matters with other departments of the U. S. Government including the Department of Defense, Department of Justice (Immigration and Naturalization Service and Federal Bureau of Investigation) and the Department of State. Criteria for the position included knowledge, application and interpretation of U. S. and foreign law. The assignment of the position was at the instance of the General Counsel of the Agency and by selection to be in conjunction with the concurrent. The assignment required close working, coordination and collaboration with the General Counsel of the Agency and other governmental legal counsel. I discontinued this particular work to enable me to again undertake further assignment with the Department of State as a member of the Foreign Service Staff Corps.

December 1951 - April 1954 - U. S. Department of State, Foreign Service Staff, Washington, D. C. During this period I served as Attaché, Political Officer, American Embassy, Guatemala City, Guatemala. In that capacity I gathered information concerning the legal system, laws, and enforcement thereof and counseled and advised the U. S. Ambassador on matters of a legal and political nature. In this work I employed legal knowledge and experience as related to the laws of the United States and the Republic of Guatemala. I resigned from this position in Guatemala to return to the U. S. for personal and family reasons.

April 1954 - to Present - Central Intelligence Agency, 2430 E street, N.W., Washington, D. C. I have been employed with this Agency since April 1954 as a Foreign Affairs Officer. In that capacity I have had regular, albeit short, contact and liaison with the Department of Justice and Department of State regarding legal matters of a legal and political nature. My duties involve the application of knowledge and experience in the legal field, both foreign and domestic.

ATTACHMENT D

The following information is provided in response to Item 7, Page 1 of Applicant's Questionnaire and Affidavit:

I am and have been since early 1967 self-employed on a part-time basis as an Investment Committee with an office at my residence, 3701 Ridgefield Road, Washington, D.C. 20016 (Montgomery County, Maryland). I am one of two trustees of a charitable trust with offices in my residence but the service to date to the trust is without compensation.

ATTACHMENT

After the filing of application provided in paragraph 2  
of the foregoing complaint, and before trial, and after trial,

In the month of January, 1952, I deputed an attorney  
and office to the office of the Attorney General, Atlanta, Georgia,  
Station, and I was directed to appear in the court  
therein, and to defend the cause of the State of Georgia  
and the State of Georgia, the General Assembly, and  
to the other parties herein, and for such other relief as

The records were certified by the Board of Law Examiners  
of the State of Georgia, and I am entitled to practice law  
in the State of Georgia, and I am entitled to practice law  
on duty in the office of the Attorney General, and I  
certify further, that the records of the Board of Law  
Examiners of the State of Georgia, furnished me, state  
that the record of my examination has been filed by the Board of  
Law Examiners, and I have delivered the attorney's written  
opinion of the case in the Court room of the State Superior Court  
of DeKalb County, Georgia, by Judge Christopher. The record  
of the same is now on file in the Office of the Clerk, Superior Court, DeKalb  
County, Georgia. Attached is a copy of the certification of  
the above record made by the Clerk of the Superior Court,  
DeKalb County, State of Georgia, Mr. W. H. Ploeden on  
January 15, 1952.

APPENDIX

The following information is provided by a note to  
Exhibit 11, the "Report of Safety and Inspection and Health"

As a member of the State Bar of Georgia, and having  
taken the oaths to maintain the Bar of Puerto Rico, I, John  
Lounay, Esquire, before the Board of Health, I am entitled to  
practice law in the Superior Court of Puerto Rico.  
In the "Action Criminal" I am entitled to the privilege of law  
reform, the Court of Appeals and the Supreme Court of Puerto Rico  
in the defense of the client but have no right to appear in court  
before any other court or jurisdiction or before any other  
superior court in the State of Puerto Rico. I am entitled  
to adopt and practice any law that state took prior to July  
7, 1937, in the Superior Court of Puerto County, "Boany"  
Judicial Circuit, including legal or moral law.

SECRET

27 NOV 1966

MEMORANDUM FOR : Mr. Birch D. O'Neal,  
CI Staff

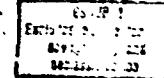
SUBJECT : Notification of Non-eligibility for Designation as a  
Participant in the CIA Retirement and Disability  
System

1. I have your memorandum of 27 October 1966 which refers to my memorandum advising you that in the initial screening of personnel eligible to become participants in the CIA Retirement System you have been determined to be ineligible because of an apparent deficiency in "qualifying duty". It is important that you realize that such a deficiency is only significant in the initial review of Agency personnel who have 15 or more years of Agency service since the law permits such persons to acquire at their option a vested interest in the CIA Retirement System. At the same time, the law requires a minimum of 60 months qualifying duty before one can possibly qualify for retirement benefits under the CIA Retirement System. It serves no purpose, therefore, to place a person permanently in the System if there is a possibility that he may never qualify for benefits therein.

2. In paragraph 2 of your memorandum you indicate concern that failure to contest the initial findings in your case may prejudice the possibility of a favorable decision with regard to your eligibility to participate in the CIA Retirement System at some future date. It is assumed that you were referring to the possibility that you may have some additional service that could perhaps be considered as qualifying duty under the System. As noted in paragraph 2 of my memorandum of 28 September 1966, our initial determination of ineligibility does not preclude reconsideration of your eligibility at some future date.

3. As you know, Regulation 20-50 provides for an appeal to the Director of any adverse determination under that regulation. However, the regulation also provides an opportunity for an employee to present his case to the CIA Retirement Board prior to the making of an adverse determination. Because of the large number of employees covered in the initial screening of on-duty employees to identify those eligible for participation in the System, this procedure was not applied when, as in your case, the employee's Career Service reported that he did not meet the requirements of Regulation 20-50 for nomination as a participant. Accordingly, the procedure of notifying employees of their non-eligibility for participation in the System based upon the initial finding of an employee's Career Service has been followed in all such cases. This is contrary to the implication in paragraph 2 of your memorandum that other employees in circumstances similar to yours were not so informed and I would be pleased to look more deeply into that aspect of your memorandum, if you wish.

SECRET



**SECRET**

4. In the event that you have performed service which you believe to be qualifying duty under the CIA Retirement System, you are most certainly entitled to present the details of such service to the Clandestine Services Career Service Board for review and formal submission to the CIA Retirement Board. A copy of this memorandum will be forwarded to the Executive Secretary of that Board.

/s/ Emmett D. Echols  
**Emmett D. Echols**  
Director of Personnel

**Distribution:**

0 & 1 - Addressee  
1 - OPF  
1 - D/Pers  
1 - Exec. Sec. CIA Retirement Board  
1 - C/BSD

OP/BSD/PCBowers:bhd (21 November 1966)

**SECRET**

~~SECRET~~

27 October 1966

MEMORANDUM FOR: Mr. Emmett D. Echols  
Director of Personnel

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

1. Reference is made to your memorandum directed to me, dated 28 September 1966, entitled as above, in which it is stated that I may request that my case be formally considered by the CIA Retirement Board and that such request must be made within 30 days of the date of the notification. Other pressing responsibilities have not permitted me to prepare for formal consideration a challenge to the decision of non-eligibility. My request, through the support officer of the Staff to which I am assigned, for a reading on retirement benefits which I might receive should I retire on 31 December 1966 or five years from that date, would not constitute a formal request of a decision as to my eligibility for retirement under the CIA Retirement System. The figures provided me in that connection were simply to serve as a guideline for my own considerations as to possible future retirement.

2. This memorandum is directed to you and to those to whom copies are designated to preclude the expiration of this day, 27 October 1966, without protesting the notification that I must provide certain notification within 30 days of 28 September 1966. I am informed that other officers of CIA who have not qualified for retirement have not in fact been given such notifications and my inquiry concerning possible benefits should not require therefore a formal decision that I am not eligible on any specific basis.

~~SECRET~~

14-00000

3. I have questions with regard to certain aspects of the law and in respect to my eligibility, and this notification to you at this time is designed to preclude a loss of any right I might have under the law to challenge the decision of non-eligibility as given by you on 28 September 1966.

4. I would appreciate a formal reply acknowledging this communication with a statement as to whether in fact the legal question of eligibility is now before the CIA Retirement Board or any other authority of the Agency, or is not. This request is intended not only for the Director of Personnel to whom it is primarily addressed and from whom such notification of non-eligibility was received, but also is intended for others receiving copies of this memorandum.

*Birch D. O'Neal*  
Birch D. O'Neal

cc: CIA Retirement Board (Attn. Mr. F. DeWald)  
CIA Retirement Staff  
Mr. Gerald E. Miller, DDP/OZ  
C/CI Staff  
C/CI/Personnel-Support

*SECRET*

S E C R E T  
(When Filled In)

28 September 1966

MEMORANDUM FOR: Birch D. O'Neal

THROUGH : Head of GS Career Service

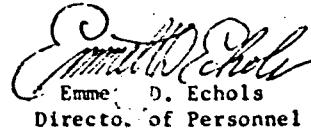
SUBJECT : Notification of Eligibility for Designation as a Participant in the Retirement and Disability System

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

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

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

4. It is always possible that the records upon which the determination made in your case may have been incomplete or inaccurate regarding your actual employment history with the Agency. If, after studying the materials cited above, you have questions regarding the determination that you are not eligible to participate in the CIA Retirement System, please feel free to contact officials of your Career Service. They are familiar with the details of your case and will gladly discuss them with you. In addition, you may wish to discuss your case with the CIA Retirement Staff located in Room 205, Magazine Building (extension 2847). If such discussions do not resolve any questions you have regarding your eligibility, you may request that your case be formally considered by the CIA Retirement Board. However, this request must be made within 30 days of the date of this memorandum.


 Emmett D. Echols  
Director of Personnel

 GROUP I  
Excluded from automatic  
downgrading and  
declassification

S E C R E T

SECRET

(If form filled in)

REQUEST FOR PERSONNEL ACTION								DATE PREPARED						
1. SERIAL NUMBER		2. NAME (Last-First-Middle)						26 November 1965						
58553		O'NEAL, Birch D.												
3. NATURE OF PERSONNEL ACTION <b>PROMOTION</b>								4. EFFECTIVE DATE REQUESTED						
								MONTH DAY YEAR						
								1 2 1966						
6. FUNDS <input checked="" type="checkbox"/> X V TO V V TO CP CP TO V CP TO CP								7. COST CENTER NO CHARGEABLE 6227-0000-0170						
9. ORGANIZATIONAL DESIGNATIONS <b>DDP CI STAFF SPECIAL INVESTIGATION GROUP</b>								10. LOCATION OF OFFICIAL STATION <b>WASH., D.C.</b>						
11. POSITION TITLE <b>OPS OP-CH</b>								12. POSITION NUMBER <b>0022</b>						
14. CLASSIFICATION SCHEDULE (GS, F.B., etc.) <b>GS</b>								15. OCCUPATIONAL SERIES <b>0136.01</b>						
16. GRADE AND STEP <b>16 X 5</b>								17. SALARY OR RATE <b>\$22,553 27,381</b>						
18. REMARKS <b>CC: Payroll</b>														
18A. SIGNATURE OF REQUESTING OFFICIAL				DATE SIGNED		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER				DATE SIGNED				
<i>Zachary</i>						<i>Zachary</i>								
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL														
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING NUMERIC	22. STATION CODE ALPHABETIC	23. INTEGRITY CODE	24. MOODRS CODE	25. DATE OF BIRTH MO DA YR	26. DATE OF GRADE MO DA YR	27. GRADE OF LES MO DA YR						
28. WFE EXPIRES MO DA YR	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1-CS 2-FICA 3-NONE	31. SEPARATION DATA CODE	32. CORRECTION CANCELLATION DATA TYPE	33. SECURITY REG NO	34. SIS								
35. VET PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT			36. SERV COMP DATE MO DA YR	37. LONG COMP DATE MO DA YR	38. CAREER CATEGORY CIV/PROF TEMP	39. FEIGN/HEALTH INSURANCE CODE 0-WAIVER 1-THS	40. SOCIAL SECURITY NO							
41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)			42. LEAVE CAT CODE	43. FEDERAL TAX DATA FORM EXECUTED 1-YES 2-NO	44. STATE TAX DATA FORM EXECUTED 1-YES 2-NO	45. POSITION CONTROL CERTIFICATION <i>E. H. Schleifer</i>	46. O.P. APPROVAL <i>E. H. Schleifer</i>	DATE APPROVED <b>29 DEC 65</b>						
FORM 6-63 1152 USE PREVIOUS EDITION												GROUP 1 EXCLUDES FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION		

SECRET

GROUP 1  
EXCLUDES FROM AUTOMATIC DOWNGRADING  
AND DECLASSIFICATION



IN REPLY, PLEASE REFER TO  
FILE NO. \_\_\_\_\_

United States Department of Justice  
Federal Bureau of Investigation  
Washington 25, D. C.  
May 16, 1957

Office of Personnel  
2430 E Street, Northwest  
Washington, D. C.

Attention: Personnel Officer

Gentlemen:

In accordance with your request received in this Bureau on May 10, 1957, there is transmitted herewith the Official Personnel Folder of Mr. Birch D. O'Neal.

Very truly yours,

J. E. Hoover  
John Edgar Hoover  
Director

Enclosure

STANDARD FORM 52 PRODUCED BY THE U. S. GOVERNMENT PRINTING OFFICE FOR THE USE OF PERSONNEL MANUAL CHAPTER 10				VOUCHERED					
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)				2. DATE OF BIRTH		3. REQUEST NO.			
BIRCH D. O'NEAL				1 JUN 1933					
4. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.)  PROMOTION				5. EFFECTIVE DATE A. PROPOSED:  ASAP		6. DATE OF REQUEST 7. C. S. OR OTHER LEGAL AUTHORITY 7 C. S. OR OTHER LEGAL AUTHORITY			
B. POSITION (Specify whether establish, change grade or title, etc.)				8. APPROVED: 6 NOV 1955					
FROM-- IO-CI-CH		BU 22		10. POSITION TITLE AND NUMBER		TO-- IO-CI-CH			
GS-0136.53-14		\$10,965. pa		11. SERVICE, GRADE, AND SALARY		GS-0136.53-15		\$11,610. p.a.	
DDP/CI Staff Office of the Chief Special Investigation Unit Washington, D.C.				12. ORGANIZATIONAL DESIGNATIONS		DDP/CI Staff Office of the Chief Special Investigation Unit Washington, D.C.			
<input type="checkbox"/> FIELD		<input checked="" type="checkbox"/> DEPARTMENTAL		13. FIELD OR DEPARTMENTAL		<input type="checkbox"/> FIELD		<input checked="" type="checkbox"/> DEPARTMENTAL	
A. REMARKS (Use reverse if necessary)								Approved by Clandestine Services Career Service Board on 26 Oct. 1955  John J. Caldwell 1955-10-26 Signature Title: C5/CMO	
B. REQUESTED BY (Name and title) S. Herman Horton, Deputy Chief, CI Staff				C. REQUEST APPROVED Signature Title:					
C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) Howard P. Clifford, X-8537									
13. VETERAN PREFERENCE				14. POSITION CLASSIFICATION ACTION					
<input type="checkbox"/> NONE <input type="checkbox"/> WWH <input type="checkbox"/> OTHER <input type="checkbox"/> SPT. <input type="checkbox"/> 10 PLANT <input checked="" type="checkbox"/> CASAB <input type="checkbox"/> OTHER				<input type="checkbox"/> REG <input type="checkbox"/> VAC <input type="checkbox"/> S. A. <input type="checkbox"/> REAL <b>SD:DI</b>					
15. RACE <input checked="" type="checkbox"/> M		16. APPROPRIATION FROM: 6-2705-27 TO: Same		17. SUBJECT TO C. S. RETIREMENT ACT (1952-53)		18. DATE OF APPOINT- MENT OR END AVAILABILITY (ACCESSIONS ONLY)		20. LOCAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: Ga.	
21. STANDARD FORM 50 REMARKS									
22. CLEARANCES		INITIAL OR SIGNATURE		DATE		REMARKS			
A.									
B. CEIL. OR POS. CONTROL		JAS		12 MTR					
C. CLASSIFICATION									
D. PLACEMENT OR EMPL.		T-273		2 Nov.					
E.									
F. APPROVED BY <i>C. J. O'Neal</i>						by John J. Caldwell 3 Nov 1955			

STANDARD FORM 52  
PROCLAMED BY THE  
U. S. CIVIL SERVICE COMMISSIONER  
APRIL 1949 - PERSONNEL PERSONNEL  
BASIC CHARTER 81

UNVOUCHERED

## REQUEST FOR PERSONNEL ACTION

VOUCHERED

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

1. NAME (Mr. - Miss - Mrs. - One given name, initial(s), and surname)	2. DATE OF BIRTH	3. REQUEST NO.	4. DATE OF REQUEST
Mr. Birch D. O'NEAL	1 June 1913		30 Mar 55
5. NATURE OF ACTION REQUESTED. A. PERSONNEL (Specify whether appointment, promotion, separation, etc.)		6. EFFECTIVE DATE A. PROPOSED:	7. C. C. OR OTHER LEGAL AUTHORITY
Reassignment		10 Apr 55	
8. POSITION (Specify whether establish, change grade or title, etc.)		B. APPROVED: <i>Bob T. May, 1955</i>	
FROM— Area Ops Of (Sta CH), BAF-102-14 GS-0136.01-14 \$10,000.00 p.a. DDP/NH Guatemala City, Guatemala		10. POSITION TITLE AND NUMBER B. SERVICE, GRADE, AND SALARY 11. ORGANIZATIONAL DESIGNATIONS 12. HEADQUARTERS	TO— IO-CI-CH BU 22-14 GS-0136.53-14 \$10,000.00 DDP/CI Staff Office of the Chief Special Investigation Unit Washington, D.C.
<input checked="" type="checkbox"/> FIELD	<input type="checkbox"/> DEPARTMENTAL	12. FIELD OR DEPARTMENTAL	<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL

A. REMARKS (Use reverse if necessary)

Please transfer all leave and pay records from unvouchered to vouchered.

Verbal concurrence for wth by Phil Bowers 1 April 55

B. REQUESTED BY (Name and title)	D. REQUEST APPROVED BY Signature: <i>Herman P. Clifford</i> Title: <i>Adm. Off.</i>										
S. Herman Horton, Dep. Chief, CI Staff											
C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) Howard P. Clifford, 2351											
13. VETERAN PRIORITIES											
<table border="1"> <tr> <td>NONE</td> <td>WWII</td> <td>OTHER</td> <td>8 PT.</td> <td>10 POINT</td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td></td> <td></td> <td></td> <td>DISAB OTHER</td> </tr> </table>		NONE	WWII	OTHER	8 PT.	10 POINT	<input checked="" type="checkbox"/>				DISAB OTHER
NONE	WWII	OTHER	8 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> </table>		NEW	VICE	I.A.	REAL	SD:DI					
NEW	VICE	I.A.	REAL								
15. SEX	16. RACE	17. APPROPRIATION	18. SUBJECT TO C. 2 RETIREMENT ACT (YLD - NO)	19. DATE OF APPOINT- MENT AFFIDAVIT'S (ACCESSIONS ONLY)	20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: Ga.						
M	W	FROM: 6-3560-55-058 TO: 5-2705-27									

21. STANDARD FORM 50 REMARKS

*Cover by 4/1/55 E date 04/12/55 Clifford  
Bowers 4/1/55 pm 4/12/55 am*

22. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS:
A.			<i>APPROVED BY FBI CIVIL SERVICE BOARD D.T.C. APR 5 1955</i>
B. CLIL. OR POS CONTROL	<i>DP</i>	<i>4/26/55</i>	
C. CLASSIFICATION			
D. PLACEMENT OR EMPL.	<i>L</i>	<i>4-8-55</i>	
E.			

F. APPROVED BY

*Robert G. Stricklin by John J. Elwell 12 April 1955*

16-57328-2

**SECRET**



APPLICATION FOR MEMBERSHIP  
in the CAREER STAFF of the  
CENTRAL INTELLIGENCE AGENCY

To the Director of Central Intelligence  
Sir:

I submit herewith my application for membership in the Career Staff of the Central Intelligence Agency as defined below:

"The Career Staff of the Central Intelligence Agency is a group of carefully selected and trained individuals who accept an obligation to devote themselves to the needs of the Agency, and who intend to make a career with the Agency."

In accordance with this definition, I desire to devote myself to the faithful performance of duty in the Central Intelligence Agency, and I accept the obligations and conditions of that service which are determined to be essential to the furtherance of its mission.

I am aware of the many restrictions necessarily placed upon me by virtue of the security requirements inherent in my employment by the Central Intelligence Agency. I am also aware that as a member of the Career Staff, it will be my obligation to serve anywhere and at any time and for any kind of duty as determined by the needs of the Agency, and I have been assured that in order to carry out this policy, full consideration will be given to my particular capabilities, interests, and personal circumstances. By virtue of this application for membership and upon my acceptance in the Career Staff, I am assured that, with continuing satisfactory work performance and conduct on my part, just and equitable attention will be accorded my personal progress during my tenure in the Career Staff. I am also assured that, on my satisfactory completion of any assignments, I will be offered reassignments which are compatible insofar as possible with my abilities and career interests, and that I shall be entitled to the benefits now available or to be made available in the future to members of the Career Staff of the Central Intelligence Agency.

MEMBERSHIP IN THE CAREER STAFF OF  
THE CENTRAL INTELLIGENCE AGENCY  
APPROVED, TO TAKE EFFECT, 1 JUL 1954  
FOR THE DIRECTOR OF CENTRAL INTELLIGENCE;  
EXECUTIVE DIRECTOR  
THE CIA SELECTION BOARD

Birch D. O'Neal  
(Signature)

18 October 1954  
(Date)

Stanley J. Bolton

**SECRET**

1  
25 June 52

MEMORANDUM FOR: Special Assistant, Intelligence  
Department of State

SUBJECT: a. O'NEAL, Birch Dilworth  
Transmission of Affidavit for Leave Purposes  
Form

REFERENCE: b. Memorandum for Mr. W. Park Armstrong, Jr.  
from this office, subject, O'NEAL, Birch  
Dilworth, Request for Appointment in the  
Foreign Service dated 1 October 1951

Attached hereto is original of affidavit for leave purposes  
form, marked '1, which was completed by subject at his post,  
American Embassy, Guatemala City, Guatemala, and forwarded to  
this office for transmission to the Department of State. This  
action has been taken in the interest of security, so that subject's  
connection with this Agency will not appear in the Embassy's admin-  
istrative files. There is also attached, for informational purposes  
only, the original of the copy which has been filed with the Embassy,  
marked '2, which does not show any CIA employment.

LAWRENCE B. KIRKPATRICK  
Assistant Director

Attachments: a. Affidavit for Leave Purposes form '1  
b. Affidavit for Leave Purposes form '2

~~SECRET~~  
Security Information

7 May 1952

MEMORANDUM FOR: Mission Control  
Attention: Col. Geyner  
SUBJECT: Transmission of Affidavit forms -  
Birch D. O'NEAL

It is requested that the attached memorandum be sent to the Department of State, without delay, in order to prevent the Department from communicating with the Embassy at Guatemala City, regarding the leave status of this employee and thereby jeopardizing his security. There has already been some delay while your office determined whether or not this procedure was in accordance with Integration policy.

*Caldwell King*  
✓ J. Caldwell King  
Chief, WH *JK*

Attachments: Memorandum for Department of State  
Orig & 5 copies

~~SECRET~~  
Security Information

14-00000  
OFFICIAL COMMUNICATIONS TO  
THE SECRETARY OF STATE  
WASHINGTON, D.C.



DEPARTMENT OF STATE  
WASHINGTON

*File*

December 4, 1951

Central Intelligence Agency,  
Washington, D.C.

Gentlemen:

In accordance with the provisions of Chapter RI-35 of the Federal Personnel Manual, it is requested that the official personnel file and leave record of Birch Dilworth O'Neal,  
Legal Liaison Officer who e.o.d. December 3, 1951  
with this agency, date of birth June 1, 1913,  
employed by your agency from December, 1949 to 1951  
at Washington, D.C. be forwarded to the following address at the earliest practicable date:

Department of State,  
Division of Foreign Service Personnel Records,  
Room 600-A, SA-12,  
Washington 25, D. C.

Very truly yours,

*Howard Mace*  
m m  
Chief, Field Operations Branch  
Division of Foreign Service Personnel

PER:FP: nn

651-534  
51

Form F-349

July, 27, 1951

file  
func

2

O'Neal, Birch D. June 1, 1913 PL 724 79th  
\_\_\_\_\_ FSS  
Indefinite Appointment EO 10180 12/3/51 12/3/51

### Indefinite Appointment - ED 1016

June 1, 1913

PL 724 79th

133

Political Officer  
attach

Guatemala City

ISSN-3 50160

24 5011

07-30

Teddy

3

3

4

10

$\text{NaCl sol} = 2$

Georgia

Items: a., b., c., d., 4(6a)

Standard Forms 85 and 87 executed 12/1/51

Dependents: Birch Dilworth O'Neal, Jr., son, dob 7/16/47  
Melinda Pauly O'Neal, daughter 6/12/50  
Frances Paul O'Neal - wife

Authorise travel for appointee from Washington, D. C. to Guatemala City.  
Family direct from Washington, D. C. to Guatemala City.

Shipment of effects from Washington, D. C. and Bainbridge, Georgia to  
Guatemala City.

No reserve status.

14-00000  
**SECRET**

1 October 1951

MEMORANDUM FOR: THE SECRETARY OF STATE

ATTENTION : Mr. W. Park Armstrong, Jr.  
SUBJECT : O'NEAL, Birch Dilworth. Request for  
Appointment in the Foreign Service  
ENCLOSURE : a. Application Forms DSP-34  
                  b. Medical Forms 88 and 89  
                  c. Occupational History Supplement

1. It is requested that Mr. Birch Dilworth O'Neal be appointed in the Foreign Service with the title of First Secretary, FSR-3, \$8,330.00, for duty in the American Embassy at Guatemala City, Guatemala. Mr. O'Neal will receive from CIA a basic salary of \$8,600.00 per annum.

2. Mr. O'Neal, who is 38 years of age, received his A.B. and LL.B. Degrees from the University of Georgia. He has had approximately thirteen years experience as an attorney, investigator, and intelligence officer in Government service. From September 1942 to August 1943 he was Legal Attache in Bogota, where he was responsible for all FBI activities in Colombia. From August 1943 to December 1944 he was Civil Attache in Mexico City, Mexico, where he was responsible for all FBI activities in Mexico, having under his supervision more than fifty special agents of the FBI. From March 1947 to December 1949 he served as Attache in Caracas, Venezuela, where he was GSO station chief, having as his responsibility all CIA activities in Venezuela. Since December 1949 Mr. O'Neal has served in a very responsible position at CIA headquarters in Washington, in which position he has represented the Director of Central Intelligence in liaison with all other Government agencies in connection with all matters relating to aliens of interest to CIA. It is believed that Mr. O'Neal possesses the professional qualifications for the duties planned for him and, in addition, has the cultural qualifications required of an American representative serving abroad.

**SECRET**

SAC/DOJ

**Memorandum for: The Secretary of State - 2**

3. A commissioned title as First Secretary is requested for Mr. O'Neal in order that he may be enabled to carry out his duties in a secure and efficient manner. The use of a commissioned title in this instance, which has been discussed at length with appropriate offices of ARA, is believed necessary in order to make possible the appearance of a complete break between Mr. O'Neal and the previous OSO station chief, and in order to provide him with adequate cover which will integrate him completely into the Embassy in a country whose present Government is noticeably hostile and vigilant with regard to American intelligence activities. It is proposed that Mr. O'Neal will serve in the Political Section of the Embassy. He will replace Mr. Collins D. Almon, who returned to the United States in March 1951.

4. The proposed biography for Mr. O'Neal will be forwarded at a later date.

5. It is requested that subject arrive at his destination on or about 15 November 1951.

**FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:**

/s/ Harry W. Ladd, Jr.  
LYMAN B. KIRKPATRICK  
Acting Assistant Director

WH/WMW/cap

Distribution: Orig &amp; One to Addressee

cc: OS/PDC

LCO

WH Front Office Files

WH Admin Office

SECRET

Doris 10-24-51

Personnel Disk

PERSON. ACTION REQUEST		REGISTER NO. 7472 1013/51																																																																				
NAME <b>O'NEAL, Birch D.</b>	REQUESTED EFFECTIVE DATE <b>10-24-51</b>																																																																					
NATURE OF ACTION  <b>Resignation X</b>	WHEN LEAVING (SPECIFIED)  <b>Intelligence Officer (Chief, Alien Affairs) GS-14</b>																																																																					
SERVICE AND SALARY  <b>GS-14, \$3,300.00 per annum (130)</b>	LAST WORKING DAY:  <b>Birch D. O'Neal</b>																																																																					
OFFICE  <b>Alien Affairs Branch</b>	EMPLOYER'S SIGNATURE  <b>TO</b>																																																																					
BRANCH AND SECTION  <b>Security Control Staff Washington, D. C.</b>																																																																						
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REMARKS:  <b>* To accept other employment Please transfer leave to unvouchered funds.</b>  <b>for H. F. Gleason</b>																																																																						
RECOMMENDED:  <b>6 August 1951</b>		<i>H. F. Gleason</i> CLASSIFICATION OF DIVISION CHIEF, DIVISION CHIEF OR ADM. OFFICER																																																																				
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FORM NO. 37-3  
JUL 1950

U. S. GOVERNMENT PRINTING OFFICE 16-2440-5

10-23-51

Joseph B. Ragan

C  
O  
P  
Y

Willis Smith  
Oscar Leach  
John H. Anderson, Jr.  
J. K. Dorsett, Jr.  
Willis Smith, Jr.

SMITH, LEACH & ANDERSON  
Lawyers  
Security rank building  
Raleigh, North Carolina

September 26, 1951

Mr. Birch B. O'Neal  
4703 Crescent Street, N. W.  
Washington 16, D. C.

Dear Mr. O'Neal:

Several days ago I had a call from your agency advising me that an existing vacancy must be filled by November 1, and that a definite commitment was necessary by October 1. Actually I had intended to be in Washington during the early part of September for a further talk with you, but two court trials have prevented this.

If convenient to you, I would like to see you in Washington this coming Monday morning, October 1. If that day happens to be inconvenient, please telegraph or telephone me collect. I will assume this time to be agreeable unless I hear to the contrary.

I certainly appreciate the necessity for a positive commitment on my part, and will be prepared to give a definite answer when I am in Washington. Since our talk last June, quite a few personal complications have arisen, which I have been attempting to resolve.

With kind personal regards,

Sincerely yours,

/s/ J. K. Dorsett, Jr.

JKDjr/h

Mr. Dorsett conferred with the writer and Col. Sheffield Edwards on 1 October. He was still in a position of not being able to state that he would enter on duty on 1 November 1951. He mentioned various personal reasons and the necessity of conferring with his father-in-law Senator Willis Smith. He later called me at my home at 9:00 PM 1 October 1951 and stated he could not enter on duty 1 November 1951, but he continued to be interested in the job and would probably be in contact with Col. Edwards in the spring of 1952 to determine if there continued to be a vacancy in which he could be placed.

/s/ Birch B. O'Neal  
Alien Affairs Officer  
FSC  
2 October 1951

SECRET

10 September 1951

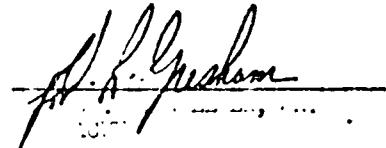
MEMORANDUM TO THE CHIEF OF STAFF, DDCI

SUBJECT: Request for Appointment, Birch D. O'NEAL

It is requested that the Overseas Section, Personnel Division, Covert, take the necessary steps to obtain a Foreign Service appointment for the following employee:

- a. Name: Birch D. O'NEAL
- b. Station of Assignment: Guatemala City, Guatemala
- c. Foreign Service title requested: First Secretary
- d. Employee is a replacement for Collins D. WILSON, who held the title of Attaché at Guatemala City, Guatemala.
- e. Availability date for departure: 15 October 1951

The Guatemala City station has been without a Chief for six months. The appointment being requested is intended to strengthen the cover of our representative.

  
J. F. Graham  
10 SEP 1951

Attachment: DDCI's (S)

SECRET

X

14-00000

D R A F T

PROPOSED BIOGRAPHY

O'NEAL, Birch Dilworth.—b. Bainbridge, Ga., June 1, 1913;  
U. of Ga., A.B. 1935; U. of Ga., Law Sch., LL.B. 1937; atty. pvt.  
prac., 1937-38; atty., Dept. of Justice, 1938-42; to the Dept. of  
State, att., Mexico City, D. F. and Bogota, Colombia, 1942-45;  
atty., self 1946-47; to the Dept. of State, att., Caracas, 1947-49;  
Legal officer, Dept. of Defense 1949-51; married.

**SECRET**

Ad 1087

6 August 1951

MEMORANDUM:

TO: Chief, Administrative Staff  
SUBJECT: Reclassification of Chief of Station Slot in Guatemala City

1. It is requested that the chief of station's slot in Guatemala City, Guatemala be reclassified (from 05-1) to 05-14.
2. The Western Hemisphere Division has been advised by the Department of State that Guatemala is to receive priority attention from this Division.
3. Accordingly, WHD desires to have its station in Guatemala City headed by a high-caliber individual in order that our program for that country be implemented as soon as possible.
4. Mr. Birch R. O'Neal, JS-11, will be processed as Chief of Station for Guatemala City. It would be of great assistance to this Division if the reclassification of the slot could be effected as soon as possible.

W. W. Marshall Jr.  
dms

Approved - Austin J. Shomon  
asst Chief Class & Wage  
4 Sept 51

big in wage (Jmf)  
class sit.

**SECRET**

STANDARD FORM NO. 64

~~SECRET~~ (D)

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Assistant Director/Special Operations  
FROM : Security Officer  
SUBJECT: O'NEAL, Birch D.

DATE: 13 February 1951

Reference to your memorandum concerning return to duty of Subject sometime prior to 1 December 1951, this office will endeavor to comply with your proposals. I might say that Mr. O'Neal has done a superior job as Alien Affairs Officer for the Agency. There has been some thought given to transferring the Alien Affairs Branch from I&S to the immediate office of Mr. Dulles, and it is impossible to give a positive guarantee of his availability, which in that case would be dependent upon Mr. Dulles' decision.

I feel, however, that OSO could at least tentatively plan along the line of your proposal. The cooperation of the ADSO and Chief, FDT, in making Mr. O'Neal available has been sincerely appreciated.

*S. Sheefield Edwards*  
SHEEFIELD EDWARDS  
Colonel, GSC

~~SECRET~~

PERSONNEL ACTION REQUEST		REGISTER NUMBER
NAME O'NEAL, Birch D.		REQUESTED EFFECTIVE DATE ASAP 9-17-50
NATURE OF ACTION Promotion		WHEN LEAVING (Voucher No.) LAST WORKING DAY: EMPLOYEE'S SIGNATURE:
TITLE <i>Dutchiege Officer</i> (Chief, Alien Affairs) GS-13		<i>Intelligence Officer</i> (Chief, Alien Affairs) GS-14
GRADE AND SALARY GS-13 -- \$7800.00 p.a. (130)		GS-14 -- \$8800.00 p.a.
OFFICE Inspection & Security Staff		Inspection & Security Staff
DIVISION Security Control Staff		Security Control Staff
BRANCH AND SECTION Alien Affairs Branch		Alien Affairs Branch
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"/> 130
REMARKS:  The requirements of Administrative Instruction 20-1 dated 9 December 1949 have been met.  <i>Revised 8/31/68</i>		
RECOMMENDED:  25 August 1950 DATE		<i>Approved</i> CHIEF, INSPECTION & SECURITY STAFF SIGNATURE OF OFFICE CHIEF, DIVISION CHIEF OR ADM. OFFICER
FOR USE OF PERSONNEL ONLY		
PLACEMENT		TRANSACTIONS AND RECORDS
DATE QUALIFICATIONS APPROVED 5625 9-5-50		APPROPRIATION: 2115400 ALLOTMENT: 161-101 CSC AUTHORITY: Sch A-6.116(4)
CLEARANCE REQUESTED		CLEARANCE APPROVED
DATE	TYPE	DATE TYPE
DATE	SIGNATURE	
CLASSIFICATION		
BUREAU NO. 5625	C.S.C. NO.	DATE APPROVED 6-9-50
NEW	VICE	I.A. REAL
DATE 8-30-50	SIGNATURE <i>M. Manning</i>	
EFFECTIVE DATE 1 Sept. 50		
APPROVALS 15 Sept. 50 J. T. Shannon DATE SUBJECT TO SECURITY CLEARANCE SIGNATURE OF EXECUTIVE 1 Sept. 50 John G. Strickler DATE SIGNATURE OF DIVISION CHIEF		

FORM NO. 97-3  
NOV 1949

See. 4-30-50

PERSONNEL ACTION REQUEST				EXPIRED 6-1950	
NAME O'NEAL, Birch D.		RELIEF FROM DUTY DATE 17 April 1950		6/11/50	
NATURE OF ACTION <i>New Appointment</i> <i>Transfer - Reassignment</i>		WHEN LEAVING (AGREEABLE)			
<i>Intelligence Office (Chief)</i>		LAST WORKING DAY EMPLOYEE'S SIGNATURE		JWP	
GRADE AND SALARY HS 13 7800.00 per annum		TO (Chief, Alien Affairs) GS-13			
OFFICE 050		Inspection and Security Staff			
BRANCH FBI		Alien Affairs			
DIVISION AND ACTION <i>East Coast Branch</i>		Security Control Staff			
OFFICIAL STATION Wash. D.C.		Washington, D. C.			
DEPARTMENTAL <input checked="" type="checkbox"/>	FIELD <input type="checkbox"/>	DEPARTMENTAL <input checked="" type="checkbox"/>	FIELD <input type="checkbox"/>	130	
REMARKS:  <i>Revised 6/11/50</i>					
RECOMMENDED: 12 April 1950 DATE					
FOR PERSONNEL OFFICE USE ONLY					
PLACEMENT		CHANGES AND REGULATIONS			
DATE QUALIFICATIONS APPROVED <i>12 Aug 6-9-50</i>		APPROPRIATIONS 2105900			
CLEARANCE REQUESTED		CLEARANCE APPROVED		ALLOWANCE 160-101	
DATE	TYPE	DATE	TYPE	CLASSIFICATION <i>Schedule A-6.116 (b)</i>	
DATE	SIGNATURE			PERSONNEL PLACEMENT DATE	SIGNATURE
CLASSIFICATION BUREAU NO. <i>5624</i>	C.S.C. NO.	DATE APPROVED <i>6/9/50</i>		APPROVALS DATE <i>6-20</i>	CURRENT TO SET PER CLEARANCE SIGNATURE OF EXECUTIVE <i>W. J. Kelly</i>
NEW <i>X</i>	VISIT <i>A</i>	F.R. <i>PAC</i>		DATE <i>4-9-50</i>	SIGNATURE OF PERSONNEL OFFICER <i>R. D. L. 6-3-50</i>
DATE <i>4-9-50</i>	SIGNATURE <i>W. J. Kelly</i>				
EFFECTIVE DATE <i>4-9-50</i>	INSTRUCTIONS <i>W. J. Kelly</i>				

FORM NO. 17-3  
JUL 1949

14-00000  
19 April 1950

TO : Violet Pitts, Personnel Div, North Building  
FROM : H. E. Eisener, Employees Div, "L" Building *RE*  
SUBJECT : Transmittal of 37-2 and Personnel Folder

Transmitted herewith is the personnel folder of  
Mr. Birch D. O'Neal.

Attached is a 37-2 from I&S placing Mr. O'Neal  
in one of their slots, the T/O of which Employees Division  
does not carry.

SECRET

CONFIDENTIAL

RESTRICTED

ENTRANCE ON DUTY RECORD		DATE 21 March 1950
TO: OSO, FDT		BUILDING L
FROM: PERSONNEL OFFICER		ROOM
NAME OF EMPLOYEE O'Neal, Birch D.		
POSITION TITLE Intell. Officer	GRADE GS-13	SALARY \$7500.00
PAYROLL Vouchered	DUTY STATION Washington, D. C.	
DATE SECURITY CLEARED Concurrence 10 March 1950	DATE OATH OR AFFIRMATION ADMINISTERED 20 March 1950	
DATE PERMANENT IDENTIFICATION REQUESTED N. A.	DATE FINGERPRINTED N. A.	
DATE BRIEFED BY SECURITY N. A.	DATE OF PHYSICAL EXAMINATION N. A.	
DATE 24 MONTH AGREEMENT SIGNED N. A.		
EMPLOYEE'S EMERGENCY ADDRESS Mrs. Birch D. O'Neal 4703 Crescent N. W. Washington, D. C. 20.0821		
EMPLOYEE'S LOCAL ADDRESS Same as above		
REMARKS:  Subject transferred from Unvouchered to Vouchered Funds.		
		
SIGNATURE OF PERSONNEL OFFICER R. J. Nagle, Jr., P.P.		

*file*

PERSONAL STATUS REPORT

MR.	<input checked="" type="checkbox"/>	MRS.	<input type="checkbox"/>	FIRST	MIDDLE	LAST	DATE
MISS	<input type="checkbox"/>			BIRCH	DILWORTH	O'NEAL	21 March 1950
HOME ADDRESS		STREET AND NUMBER	N.W. CITY	STATE	COUNTRY	HOME TELEPHONE	
		4703 CRESCE	NT ST.	WASH. D.C.	USA	OL-0821	
PRESENT ASSIGNMENT							
DIVISION		BRANCH		OFFICE			
OSC		FDT		EAST COAST			
MARITAL STATUS							
NAME OF SPOUSE		FIRST	MIDDLE (OR MAIDEN)		LAST		
		FRANCES	PAULY		O'NEAL		
ADDRESS		STREET AND NUMBER	N.W. CITY	STATE	COUNTRY		
		4703 CRESCE	NT ST.	WASHINGTON	D.C.	USA	
DATE OF BIRTH		PLACE OF BIRTH CITY	STATE	COUNTRY	CITIZENSHIP		
		APRIL 30 1927	GLENPOOL	OKLA.	USA	USA	
NAME OF FATHER-IN-LAW							
PRESENT OR LAST ADDRESS		FIRST	MIDDLE	LAST	LIVING <input checked="" type="checkbox"/> DECEASED <input type="checkbox"/>		
		FRANK	ROBERT	PAULY			
ADDRESS		STREET AND NUMBER	CITY	STATE	COUNTRY		
		220 EAST 27 <sup>TH</sup> PLACE	TULSA	OKLA	USA		
DATE OF BIRTH		PLACE OF BIRTH CITY	STATE	COUNTRY	CITIZENSHIP		
		2/4/92	EDMOND	OKLA	USA	USA	
NAME OF MOTHER-IN-LAW							
PRESENT OR LAST ADDRESS		FIRST	MAIDEN	LAST	LIVING <input type="checkbox"/> DECEASED <input type="checkbox"/>		
		GRACE	MERCHANT	PAULY			
ADDRESS		STREET AND NUMBER	CITY	STATE	COUNTRY		
		220 EAST 27 <sup>TH</sup> PLACE	TULSA	OKLA	USA		
DATE OF BIRTH		PLACE OF BIRTH CITY	STATE	COUNTRY	CITIZENSHIP		
		8/4/91	BAFAYETTE	IND	USA	USA	
EMERGENCY ADDRESSEE							
NAME		FIRST	MIDDLE	LAST	TELEPHONE		
		MRS. BIRCH	D.	O'NEAL	OL-0821		
ADDRESS		STREET AND NUMBER	CITY	STATE	COUNTRY		
		4703 CRESCE	NT ST.	WASH. D.C.	USA		
SIGNATURE OF SUPERVISOR				SIGNATURE OF EMPLOYEE			
<i>R. McWhorter</i>				<i>Rose D. O'Neal</i>			

PERSONNEL ACTION REQUEST				REGISTER NUMBER	700
NAME OFICIAL, DUTCH: Dr. NATURE OF ACTION <i>Cryptot</i> Appointments		EFFECTIVE DATE 20 March 1950 APPROVALS, APPROVED LAST PAYING DATE EMPLOYEE'S SIGNATURE <i>X 2012</i>			
FROM		TO			
TITLE GRADE AND SALARY		Intelligence Officer (Chief) GS-13 GS-13 \$7800.00 <i>Jan. ann.</i>			
OFFICE		060			
BRANCH		EDT			
DIVISION AND SECTION		East Coast Branch			
OFFICIAL STATION		Washington, D.C.			
DEPARTMENTAL <input type="checkbox"/> FIELD <input type="checkbox"/>		DEPARTMENTAL <input checked="" type="checkbox"/> FIELD <input type="checkbox"/>			
REMARKS: S-1 Please transfer leave from UV funds. Security concurrence requested 7 March 1950 Previously employed with the Cryptot's Department of the Government as of GS-13, \$7800.00 per annum.					
RECOMMENDED: 6 March 1950 DATE					
FOR PERSONNEL OFFICE USE ONLY					
CLASSIFICATION APPROVED <i>J. C. Clark</i> 10 March 50		TRANSACTIONS AND RECORDS			
CLEARANCE REQUESTED		CLEARANCE APPROVED		APPROPRIATIONS: 2105700 ALLOTMENTS: 330-106 CSE AUTHORITY: <i>Schaeffer</i>	
DATE	TYPE	DATE	TYPE	DATE SIGNATURE 3/16/50	SIGNATURE <i>R. A. Green</i>
SIGNATURE		PERSONNEL RELATIONS			
CLASSIFICATION STANZA NO. 1485 NEW VICE		C.S.C. NO. 1481 TYPE ✓ DATE APPROVED 10/15/47		DATE	SIGNATURE <i>M. M. M.</i>
SIGNATURE <i>Mr. D. Nash</i>		APPROVALS <input type="checkbox"/> SUBJECT TO SECURITY CLEARANCE DATE		SIGNATURE OF EXECUTIVE	
EXECUTIVE DATE		DATE 14 Mar.		SIGNATURE OF PERSONNEL OFFICER <i>L. M. Martin</i>	

file  
JG

EXCLASIFIED

CONTROL  
885

EXCLASIFIED • NO SPECIAL • NO DISTRIBUTION

March 9, 1950

AMBASSY,

CARACAS.

A-66

The assignment of Attaché Birch D. O'Neal,  
CV-1003, to your Mission has been cancelled.

PERRY P. LEWIS  
3-7-50

EXCLASIFIED

SECRET

file  
gs

100-1-100

(6)

MEMORANDUM FOR THE SECRETARY OF STATE

ATTENTION: Mr. W. Park Armstrong, Jr.

Subject : Cancellation of Foreign Service  
Title of Attaché at Caracas for  
Mr. Birch D. O'Neal

1. This is to advise you that Mr. Birch D. O'Neal, CIA representative who has been serving at Caracas, Venezuela with the Foreign Service title of Attaché, has returned to the United States. It is requested, therefore, that his Foreign Service title be cancelled.

ROBERT A. SCHOE  
Assistant Director

Attachment: Diplomatic Passports No. 210  
and No. 211

POSTED

10-2 Mar 50

SECRET

VIA: Air  
Air or SeaROUTING NO. VBO-A-778CONFIDENTIAL  
ClassificationTO : Chief, Foreign Division T  
FROM : Chief of Station, Caracas  
SUBJECT: General Administrative  
Specific Vincent B. OgdenDATE 29 November 1949*Bruce P. Neal*

1. With reference to the above employee, you are advised that his present travel plans on permanent change of station to Washington, D.C., are as follows:

13 December 1949	Depart Caracas, Venezuela, via Alcoa Steamship Line
19 "	Arrive Mobile, Alabama, at 7 a.m.
19 "	Depart Mobile via air at 10:30 a.m.
19 "	Arrive Tulsa, Oklahoma

In Tulsa he can be contacted by letter or telegram directed to him at 220 East 27th Place. He expects to obtain an automobile in Tulsa and proceed to his home & dress via car on or about 10 January 1950. He can be reached through his home address until approximately 17 February, at which time he expects to depart by car for Washington, D.C., and report for duty 20 February 1950.

2. This proposed schedule of travel is in line with approved sixty days' calendar leave plus travel time.

VBO:JIH

*Vincent B. Ogden*  
Vincent B. OgdenCONFIDENTIAL  
Classification

14-8000  
PRINTED  
(See Note 10, Part A of Consular Instructions)

PERSONNEL REPORT ON REPRESENTATIVES OF  
OTHER DEPARTMENTS ABROAD

C  
O  
P  
Y

Name of officer Birch D. O'Neal

Title Attaché

Post American Embassy, Caracas

Mr. O'Neal has done extremely satisfactory work since he has been here and I wish to reiterate the satisfaction shown respecting him in **Mexico City** by stating that I am very happy that he is not to be transferred but is to remain another year in **Caracas**.

He has been exceptionally helpful to the Embassy, and his level head and good sense have been of extreme usefulness.

Both he and his wife are extremely well liked by their colleagues in the Embassy and by the **Venezuelan** and American Communities.

C  
O  
P  
Y

20-8007-1

(Over)

**CONFIDENTIAL**

**CONFIDENTIAL**

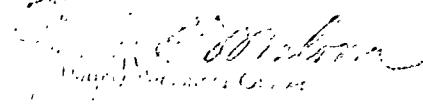
26 January 1949

**MEMORANDUM**

TO : Deputy Budget Officer  
FROM : Deputy Personnel Officer  
SUBJECT: Foreign Post Differential

1. In accordance with Part 325, Sub-Chapter B,  
Chapter III, Title 5, Code of Federal Regulations,

Burch D. O'Neal  
is eligible to receive foreign post differential pay  
as proscribed by regulations.

  
George E. Wilson  
Deputy Personnel Officer

**CONFIDENTIAL**

**CONFIDENTIAL**

~~SECRET~~

CARACAS	ROUTINE
SPECIAL OPERATIONS	13 MAY 49
COPS 1	OUT 81388
ADSO 2-3, FBT 4-5, PERS 6	

WASH 3578

TO: CARA CITE: WASHF  
RE: CARA 546 (IN 31421) AND CARA 547 (IN 31483)  
EYES ALONE - VINCENT B. OGDEN

1. GAGE NOT CONSIDERED SUITABLE TO ACT AS STATION CHIEF FOR PROLONGED PERIOD.
2. TIME WILL NOT PERMIT OGDEN TAKING HOME LEAVE IN ADDITION TO NECESSARY 30 DAYS TDY HERE PRIOR TO GAGE'S DEPARTURE.
3. FOR THESE REASONS DESIRE OGDEN POSTPONE HOMELEAVE UNTIL AFTER CRIMMINS HAS BECOME WELL INDOCTRINATED.

*Burke, O'Dea*

W.G. THARP RSW JSR DDEB M. M. WHEELER

0119Z 14 MAY 49

*Enclosure*

ADDRESS OFFICIAL COMMUNICATIONS TO  
THE SECRETARY OF STATE  
WASHINGTON D. C.



DEPARTMENT OF STATE  
WASHINGTON

In reply refer to  
FC - LEN

May 17, 1948

SECRET

To: Donald H. Galloway, Esquire,  
Assistant Director,  
Central Intelligence Agency.

From: Jack D. Neal, *gove*  
Chief, Division of  
Foreign Activity Correlation.

Reference is made to your memorandum dated May 7, 1948 re-  
garding Mr. Birch D. O'Neal.

The Embassy at Caracas has been notified by telegram May 14,  
1948 that Mr. O'Neal's travel from Caracas to Habana and return  
for conference approximately May 19, 1948 is authorized by travel  
order No. 8-9649, May 4, 1948, chargeable allotment Z-137295.

3120

14 MAY 1948

SECRET

SECRET

(6)

MAY 7 1948

MEMORANDUM FOR THE SECRETARY OF STATE

ATTENTION: Mr. Jack D. Neal

Subject : Clearance for Travel for Mr. Birch D. O'Neal

1. This memorandum is to confirm the telephone conversation between Mr. Neal's office and Mr. Green's office on 4 May 1948 at which time verbal clearance was obtained for Mr. Birch D. O'Neal, presently serving as Attaché of the American Embassy at Caracas, Venezuela, to proceed to Havana, Cuba for conference purposes.

2. Mr. O'Neal will arrive in Havana on or about 19 May 1948 and will return to his post at Caracas upon completion of the conference in Havana.

ALAN R. McGRACKEN  
Acting Assistant Director

O'2'0'

1948 RMA 11 WII 20

b6 b7c b7d

SECRET

23 January, 1948

MEMORANDUM

TO : Chief Personnel Division, OSO  
via Executive Secretary for Information of  
Assistant Director, Special Operations

FROM : Acting Chief, FBT

SUBJECT: Recognition of Service - Birch D. O'Neal

1. In compliance with S.O. Circular No. 46,  
Recognition of Service, the following information is  
submitted for your observation and for inclusion in  
the personnel file of Mr. Birch D. O'Neal.

2. A State Department dispatch, dated  
11 December, 1947, from Walter J. Donnelly, American  
Ambassador, Caracas, Venezuela to the Secretary of  
State, read as follows:

"I have the honor to forward herewith  
three photostatic copies of a memorandum prepared  
by a controlled American source entitled "The  
Communist Movement in Venezuela."

"I consider this memorandum an  
excellent piece of work which is particularly  
useful in that it brings together in a brief scope  
the essential facts regarding the development of  
Communism in this country and gives the names of  
the principal Communist leaders. Attention is  
invited especially to page 7 of the memorandum which  
gives the campaign platform that the Communist Party  
is using in the election scheduled to be held December  
14, 1947."

3. Mr. Birch D. O'Neal, chief of FBT's  
station in Caracas, prepared the memorandum  
mentioned in Ambassador Donnelly's dispatch.

1/27/48  
Splendid.

Place in O'Neal's John Cleveland  
file

John A. Cleveland  
Acting Chief, FBT

661  
FDT

SECRET

10 March 1947

**NOTE TO FILES:**

The following officials are approved for  
the Group II classification for overseas quarters,  
under provisions of Bureau of the Budget Circular  
A-8, and CIO Administrative Order No. 31.

William B. Caldwell	CAF-12	Chief of Station, Santiago, Chile
Robert Spalding	CAF-2	Chief of Station, Lima, Peru
Justin O'Donnell	CAF-12	Chief of Station, La Paz, Bolivia
Albert R. Haney	CAF-12	Chief of Station, Quito, Ecuador
✓Birch D. O'Neal	CAF-12	Chief of Station, Caracas, Venezuela

WED

SECRET

5 March 1947

ADDENDUM TO TRANSFER LETTER DATED 25 FEBRUARY 1947

TO: Birch D. O'Neal

1. Authorization is granted for the crating and shipping of your personal car at the expense of this organization in accordance with an agreement dated 25 February 1947. The weight of such automobile will not be deductible from the total weight allowed for personal and household effects.

(Signed) Howard W. Galloway  
(Approving Officer)

SECRET

S E C R E T

3 March 1947

## MEMORANDUM FOR THE DIRECTOR, CENTRAL INTELLIGENCE

SUBJECT: CIG Administrative Order No. 31

1. CIG Administrative Order No. 31, dated October 31, 1946, makes provision for Group II classification for civilian employees who are Chiefs of Missions or principal officers directly subordinate to Washington, D.C. The Order specifies that these officials will fall in grades CAF-13 or P-6 or above, unless otherwise approved by the Director.
2. I recommend the Group II classification for Mr. B. Caldwell, Hobart Stauding, Justin O'Donnell, Albert H. Haney, and Birch P. O'Neal, who will be Chiefs of their respective Stations and directly subordinate to Washington, but whose grades are below the CAF-13 or P-6 level.
3. It is believed in each case that the fulfillment of the obligations at the Station concerned justifies the Group II classification. Therefore, there is attached a proposed letter of authorization for the Director's signature. The Director's approval of this proposed letter will permit the Special Funds Section to pay the Group II classification to the individuals concerned.
4. It is recommended that the payment under the Group II classification be made effective as of the date the individuals concerned assume the responsibility at the overseas post.

cc: Registry - Admin. Bldg.  
Mr. Dugan  
Mr. Farrell  
Special Funds  
Central Registry -2

DONALD H. GALLOWAY  
Assistant Director  
Special Operations

S E C R E T

2  
J

**SECRET**23 February 1947  
5TRANSIENT LETTER AUTHORIZING PERMANENT CHANGE OF OFFICIAL STATION

To: Director, P. O. O'Neal

1. Pursuant to authority vested in me, the transfer of your official station from Washington, D.C. to Arcos, Venezuela is hereby ordered and approved.
2. This change of official station is to be effected as soon as practicable and is to be effective upon arrival at your new post. The transfer is not for your convenience or benefit, or at your request, but in the best interests of the Government. The reimbursement of travel expenses is authorized. Per diem in lieu of subsistence is authorized, and shall be in accordance with the provisions of Administrative Order No. 43. Living and quarters allowances at the rates authorized by Budget Circular A-8 shall be paid, effective upon arrival.
3. In accordance with the provisions of EO 9805, and subject to the availability of funds, the shipment at Government expense of your household goods and personal effects, including packing, crating, unpacking, uncrating, drayage, and temporary storage not to exceed 60 days, within the prescribed weight allowance, is authorized.
4. Subject to the availability of funds, the movement of your immediate family at Government expense is authorized in accordance with regulations prescribed in EO 9805.

(Signed) Donald S. Gallaway  
(Approving Officer)

**SECRET**

22 February 1947

MEMORANDUM FOR MR. FREDERICK B. LYON  
DIRECTOR, OFFICE OF CONTROLS  
DEPARTMENT OF STATE

Subject: Request for Foreign Service Title as Attaché  
at Caracas for Mr. Birch D. O'Neal

Enclosure: Personal History Statement of Birch D. O'Neal

1. It is requested that the Department of State grant to Mr. Birch D. O'Neal the Foreign Service title of Attaché of Embassy in Caracas, Venezuela.

2. Mr. O'Neal received his A.B. and LL.B. Degrees from the University of Georgia. He was a Special Agent in the Federal Bureau of Investigation for nine years, with service in Latin America, and he practiced law one year. It is believed that he possesses the professional qualifications for the duties planned for him and, in addition, has the representative qualifications expected of an American official serving abroad.

3. Mr. O'Neal will receive from CIG a basic salary of \$5,905.00 per annum.

4. It is requested that a diplomatic passport be issued to Mr. O'Neal, in view of the fact that he will be the chief CIG representative in Caracas.

5. There is transmitted herewith a biographical sketch on Mr. O'Neal which sets forth in detail pertinent information on him and on his special qualifications for the duties it is intended that he perform at Caracas.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

DONALD E. CALLOWAY  
Assistant Director

Passport ready at FC, State  
on 14 March 1947.

Notified FC -

cc:

*J. L. S. 2/22/47*

**SECRET**

28 Feb 1947

MEMORANDUM

TO : Chief, Special Funds Section  
FROM : Director, CIO  
TIPU : ADSO  
SUBJECT : Group II Classification under Bureau of Budget Circular A-8

1. The following officials of the Office of Special Operations are approved for the Group II classification for overseas quarters, under provisions of Bureau of the Budget Circular A-8, and CIO Administrative Order No. 31.

William B. Caldwell	CAF-12	Chief of Station, Santiago, Chile
Robert Spalding	CAF-12	Chief of Station, Lima, Peru
Justin O'Donnell	CAF-12	Chief of Station, La Paz, Bolivia
Albert R. Nancy	CAF-12	Chief of Station, Quito, Ecuador
Birch D. O'Neal	CAF-12	Chief of Station, Caracas, Venezuela

2. This authorization will remain valid only so long as the above named individuals remain in their respective posts and directly subordinate to Washington, D. C.

3. This authorization will be effective as of the date that the individual concerned assumes his duties at the overseas post.

(C: Registry - Admin. Bldg.  
- Mr. Duggan  
Mr. Terrell  
Special Funds  
Central Registry - 2

ROY S. VANDENBERG  
Lieutenant General, USA  
Director, CIO

Signed by Gen. V. 28 Feb. 1947

**SECRET**

**SECRET**

26 February 1962

14 CIG/CIA

TO: Control, Special Operations  
FROM: R. G. Leedy  
Actions Chief, FBI *(P)*  
VIA: Chief, Special Operations *(P)*  
SUBJECT: Request for Designation of Birch D. O'Neal.

1. Will you kindly request the State Department to designate Birch D. O'Neal as Attaché, American Embassy, Caracas, Venezuela.

2. The Caracas office has not previously been in operation under CIG and will be opened upon the arrival of Mr. O'Neal. Intelligence work is, at the present time, being carried on in the **Caracas** embassy by the Federal Bureau of Investigation, whose representative in that city carries the title of **Legal Attache**.

3. The FBI has approximately seven of its personnel stationed at this post.

4. Mr. O'Neal served from January 1942 to May 1946 as a Special Agent of the Federal Bureau of Investigation. In 1942 he spent six months in Ecuador, 1942-1943, he spent nine months in Colombia, and in 1943-1944 he spent sixteen months in Mexico. He was **Civil Attaché in the American embassy, Mexico City**.

5. Mr. O'Neal is now located in Washington where he is completing arrangements for the opening of the Caracas station.

6. No designation has previously been placed him. Subject will perform the duties **previously carried out by the Legal Attache** and will be the ranking representative of CIG, reporting directly to Washington.

7. Subject's action will be comparable to the present FBI **representative**, who is assigned as **Legal Attache to the Embassy**.

8. This designation does not involve a replacement or an increase in personnel but concerns the opening of a new CIG office.

9. In order to enable subject to operate securely, it is believed essential that he be given diplomatic status and be issued a diplomatic passport in the capacity of attaché.

*Info for Mr. Dulles:  
FEB 26 1962, 8:15 A.M.*

**SECRET**

*F*

*Subj P/B*

**SECRET**

1. Subject has previously enjoyed diplomatic status as detailed under Article 4.1 in the capacity of Civil Attache, a citizen is living, in excess Cpt., Consul General and Ambassador. As will be noted, he has been in intelligence work for the past four months, a large portion of which was performed outside the United States.

2. Mr. O'Neal will be accompanied to his station by his wife, Gladys Y. O'Neal, an American-born citizen whose parents are also American citizens.

ATT: Personal History Statement  
cc: DC  
ISU/or

**SECRET**

15 H

20 February 1960

## MEMORANDUM

TO: Employees Division  
FROM: Chief, Foreign Division T  
SUBJECT: Birch D. O'NEAL

It is requested that "r. Birch D. O'Neal be transferred from Unvouchered Funds to Voucherized Funds, to occupy Slot No. 19, Chief, East Coast Branch, on the FBI Washington T/O.

W. McWhorter  
FBI - WASH. D. C.

37-3 Resig  
2.0. GS-13  
GS-13 \$7800.00  
030  
FDT

Wash DC (Field)  
Please trans leave  
to V funds.

37-3 Appoint  
2.0. GS-13  
(chief)  
—  
—  
East Coast Branch

Wash DC  
Dept.  
S-1 Please trans leave  
from UV funds.

CONFIDENTIAL

11 February, 1947

FOR INFORMATION

Mr. Birch P. O'Neal entered on duty 11 February, 1947, with  
OSO, FBI. His foreign assignment will be Chief of Station,  
Caracas, Venezuela, at grade CAF-12 at a salary of \$6905.20,  
and he will be carried on the Special Funds payroll.

The oath of office was completed on 11 February, 1947, and  
photographs, fingerprints, and other credentials required  
were requested this date. Request for physical examination  
and inoculations also made this date.

Agreement to remain at his station for the prescribed length  
of time (24 months) was also completed by Mr. O'Neal this date.  
In this connection, Mr. O'Neal posed a question with regard  
to releases granted to foreign service personnel when they  
wish to transfer to other government organizations while in  
the field. Captain Hillsman called Mr. Warner in General  
Counsel to obtain an opinion from him in this matter. Captain  
Hillsman was given the following information:

If a CIG employee wishes to transfer to another  
government agency while on duty at a foreign  
station, and prior to the end of his first year  
abroad, the employee, if released by CIG, will not  
be required to reimburse CIG for the cost of his  
own transportation, that of his family, nor the  
transportation of his personal effects to his original  
duty post. Return transportation to the States or to  
a new post with another government agency will be  
the responsibility of the individual, not CIG.

Assessment approval was given 10 February, 1947; security  
cleared 20 January, 1947.

Emergency address given by Mr. O'Neal:

Mr. *M.C. O'Neal*, 211 Evans Street, Pinbridge, Ga.  
Tel: 312-J

Temporary local residence: Plaza Hotel, Washington, D. C.

cc: FBI

*Mary F. Haller*

CONFIDENTIAL

**SECERT**

REPRODUCTION MASTERS

*SPECI*  
*SECRET*

BIOGRAPHIC

BIOGRAPHIC PROFILE

H a n d l e   W i t h   C a r e

**SECRET**

## SECRET

NOTIFICATION OF ESTABLISHMENT OR CANCELLATION OF OFFICIAL COVER BACKSTOP		DATE <b>24 February 1970</b>	
TO: <i>(Check)</i>	<input checked="" type="checkbox"/> CHIEF, RECORDS AND CONTROL	FILE NUMBER <b>236</b>	
	<input type="checkbox"/> CHIEF, CONTRACT PERSONNEL DIVISION	EMPLOYEE NUMBER <b>058553</b>	
	<input checked="" type="checkbox"/> CHIEF, OPERATING COMPONENT (For action) <b>CI</b>	ID CARD NUMBER	
ATTN: <b>Chief Support Staff</b>		OFFICIAL COVER	BACKSTOP ESTABLISHED
REF: <b>Retirement Debriefing</b>		X	DISCONTINUED
SUBJECT <b>O'NEAL, Birch D.</b>		UNIT	<b>Department of State</b>

**KEEP ON TOP OF FILE WHILE COVER IN EFFECT**

ESTABLISHMENT OF OFFICIAL COVER BLOCK RECORDS (OPM 30-800-1E)	X CANCELLATION OF OFFICIAL COVER UNBLOCK RECORDS (OPM 30-800-1E)	
A. TEMPORARILY FOR _____ DAYS EFFECTIVE DATE COB _____	DATE <b>XXXXXX06</b> )	
B. CONTINUING AS OF COB		
SUMMIT FORM 642 TO CHANGE LIMITATION CATEGORY (FMR 20-7J)	NA	
X ASCERTAIN THAT <b>CIA</b> W-2 BEING ISSUED. (FMR 20-7J)	NA	
SUMMIT FORM 1322 FOR ANY CHANGE AFFECTING THIS COVER. (FMR 240-243)	DO NOT WRITE IN THIS BLOCK - FOR CCS INTERNAL USE ONLY	
SUMMIT FORM 1323 FOR TRANSFERRING COVER RESPONSIBILITY. (FMR 240-243)		
SUMMIT FORM 2688  FOR HOSPITALIZATION CARD		

## REMARKS AND/OR COVER HISTORY

1947 - MAR 47      HQS/OVERT  
 MAR 47 - DEC 49      CARACAS/STATE NOM  
 DEC 49 - DEC 51      HQS/OVERT  
 DEC 51 - APR 54      GUATEMALA/STATE INT  
 APR 54 - PRESENT      HQS/OVERT

**HQS/OVERT****CARACAS/STATE NOM****HQS/OVERT****GUATEMALA/STATE INT****HQS/OVERT**

DISTRIBUTION: COPY 1 - HQS COPY 2 - OPERATING COMPONENT COPY 3 - GDS COPY 4 - OL/TREL/BC COPY 5 - CSC - CHGRC COPY 6 - CSC - FILE	CD/81
--	-------

CHIEF, OFFICIAL COVER, CENTRAL COVER STAFF

FORM 1551 USE PREVIOUS EDITION  
8-68

SECRET

113-20-431

S E C R E T

4 December 1958

(Date)

TO WHOM IT CONCERN: FCR: Chief, Records & Services Division  
Office of Personnel

THROUGH : Security Support Division  
Office of Security

SUBJECT : Birch D. O'NEAL

1. **Cover** arrangements have been completed for the above named subject who will be visiting a foreign country for a \_\_\_\_\_ day TDY trip.

2. Effective this date, it is requested that your records be properly XXXXXXXXXX (re-opened) to XXXX (acknowledge) subject's current Agency employment by an external inquirer.

*Edward J. Bolan*  
EDWARD J. BOLAN  
Chief, Official Cover & Liaison, OSC

CC: SSD/EG

S E C R E T

JM  
12-11-58

S I C R E T

DEC 5 1956

(Date)

INITIATOR: FOB: Chief, Records & Services Division  
Office of Personnel

TOUCH : Security Support Division  
Office of Security

SUBJECT : John Floyd PARKER

1. **Cover** arrangements have been completed for the above named subject who will be visiting a foreign country for a \_\_\_\_\_ day TDY trip.

2. Effective this date, it is requested that your records be properly xxxxx (re-opened) to xxxx (acknowledge) subject's current Agency employment by an external inquirer.

*Edward J. Boston*  
EDWARD J. BOSTON  
Chief, Official Cover & Liaison, OOB

CC: SUD/RG

STICKER

SEARCHED  
INDEXED  
FILED  
SERIALIZED

JFB  
12-11-56

SECRET

12 October 1966  
(Date)

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

THROUGH Security Support Division,  
Office of Security

SUBJLCT: O'NEAL, Birch D.

1. **Cover** arrangements have been completed for the above named subject  
who will be visiting a foreign country for a 30 day TTY trip.

2. Effective 21 October 1966, it is requested that your records  
be properly (blocked) (xxxxxx) to (deny) (xxxxxxxx) subject's current  
Agency employment by an external inquirer.

*Edward J. Lester*  
**EDWARD J. LESTER**  
Chief, Official Cover & Liaison, CCB

CC: CCB/OS

SECRET

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10-24-14 BY SP/4

*Please file  
JPL 10-24-14  
16*

"PAY ADJUSTMENT IN ACCORDANCE WITH SCHEDULES OF PL 91-231 AND  
EXECUTIVE ORDER 11524 PURSUANT TO AUTHORITY OF DDCI AS PROVIDED IN THE  
CIA ACT OF 1962, AS AMENDED, AND A GOVT. EFFECTIVE DATE OF OCT. 1, 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: December 1, 1962

NAME	SERIAL ORG#, FAMS GR-STEP	SALARY
O'Neal, Birch D.	050003 31 00 7 GS-12 Y	\$31,57

1. LAST NAME <b>ONEAL</b>	FIRST NAME <b>BIRCH</b>	INITIAL(S) <b>D</b>	2. APPOINTMENT DATA Entered on duty <input checked="" type="checkbox"/> P.T. Subject to Sec 203(d), 1951Leave Act Yes <input type="checkbox"/> No <input type="checkbox"/> Ceased to be subject to Sec 203(d) on _____ Annual Leave Bal _____	3. TOTAL SERVICE FOR LEAVE (as of date of separation) Years      Months      Days <b>31      5      10</b> <input type="checkbox"/> More than 15 years
4. DATE AND NATURE OF SEPARATION <b>RETIREMENT(VOL) UNDER CIA RETIREMENT &amp; DISABILITY SYSTEM 2/28/70</b>			SUMMARY OF HOME LEAVE (DAYS)	
SUMMARY OF ANNUAL AND SICK LEAVE (HOURS)			REMARKS	
5. Balance from prior leave year ended <b>1-10-70</b>	ANNUAL <b>240</b>	SICK <b>1076</b>	14. Date arrival abroad for NL purpose _____ 15. Current balance as of _____ 19 _____ 16. 12 month accrual rate _____ 17. Dates leave used, prior 24 months _____ 18. Monthly accrual date _____ 19. Calendar days credit for next accrual date _____ 20. Date basic service period completed _____	<b>3008 9-18-38</b> <i>* 1/1 forward 2/1 back</i>
6. Current leave year accrual through <b>2-21-70</b>	<b>24</b>	<b>12</b>		
7. Total	<b>264</b>	<b>1088</b>		
8. Reduction in credits, if any (current year)	-	-		
9. Total leave taken	<b>0</b>	<b>0</b>		
10. Balance	<b>264</b>	<b>1088</b>		
11. Total hours paid in lump sum <b>240 HOURS</b>			MILITARY LEAVE	
12. Salary rate(s) <b>30,054.00</b>			21. Dates during current calendar yr _____ to _____ 22. Dates during preceding calendar yr _____ to _____	
13. Leave dates <b>830 3-2-70 to 4-10-70 1702 (Hours)</b>			ABSENCE WITHOUT PAY	
14. Certified correct by <b>C. Mager</b> (Signature) FCR CHIEF PAYROLL (T.H.)			23. During leave year in which separated 24. During step increase work period which began on <b>4-28-69</b> 25. During 12 month NL accrual period (dates) _____	LWOP or AWOP or Furlough/Suspension (Hours) <b>= =</b> <b>= =</b>

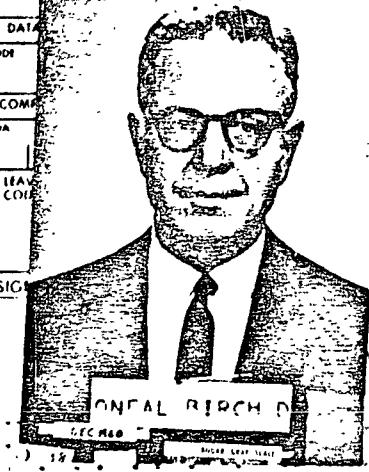
Standard Form 1150  
November 1965  
1150-106

RECORD OF LEAVE DATA TRANSFERRED

U.S. CIVIL SERVICE COMMISSION  
FPM SUPPLEMENTS 296-31 AND 590-2

**SECRET**  
When Filled In)

### **NOTIFICATION OF PERSONNEL ACTION**



~~POSTED~~  
2-27-70 un

FORM  
566 1150 Use Previous  
Mfg. 10-62 Edition

**SECRET**

BBC

*Excluded from publication  
January 2003, 2005  
by copyright*

when filled in

**SECRET**  
(When filled in)

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER		2. NAME (LAST FIRST MIDDLE)									
S 1703		RONALD EIRICK D									
3. NATURE OF PERSONNEL ACTION		4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT							
DESIGNATION AS PART TIME IN CIA 6. TIME AND DISABILITY SYSTEM		MO DA YR 18 26 17		PEASLER							
7. FUNDS		V TO V	V TO CF	8. FINANCIAL ANALYSIS NO CHARGE/NO CSC OR OTHER LEGAL AUTHORITY							
		CF TO V	CF TO CF	1227 1170 131100		CPL 58-643 SECY 2/13					
9. ORGANIZATIONAL DESIGNATIONS		10. LOCATION OF OFFICIAL STATION									
DDP/CIA STAFF		NAC, D.C.									
11. POSITION TITLE		12. POSITION NUMBER		13. SERVICE DESIGNATION							
				D							
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE					
				16							
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. INTEGRITY CODE	24. MINUTIA CODE	25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LEI		
		NUMERIC	ALPHABETIC				MO DA YR	MO DA YR	MO DA YR		
28. RITE EXPIRES		29. SPECIAL REFERENCE	30. RETIREMENT DATA		31. SEPARATION DATA CODE	32. CORRECTION / CORRELATION DATA		33. SECURITY REG NO		34. SEX	
MO DA YR			1 LSC 2 CIA 3 FICA 4 NONE		COLA	TYPE	MO DA YR	MO DA YR	MO DA YR		
35. VET PREFERENCE		36. SEV COMP DATE	37. LONG COMP DATE	38. CAREER CATEGORY		39. REGI / HEALTH INSURANCE		40. SOCIAL SECURITY NO			
CODE 1. NONE 2. 5 PT 3. 10 PT		MO DA YR	MO DA YR	CAN RESV PROV TEMP	COLA	CODE	0 WAIVER 1 YES	HEALTH INS CODE			
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE		42. LEAVE CAT CODE		43. FEDERAL TAX DATA		44. STATE TAX DATA					
CODE 1. NO PREVIOUS SERVICE 2. NO BREAK IN SERVICE 3. BREAK IN SERVICE (LESS THAN 3 YRS) 4. BREAK IN SERVICE (MORE THAN 3 YRS)				FORM EXECUTED	COLA	NO TAX EXEMPTIONS	FORM EXECUTED	CODE	1/2 TAX EXEMPT	STATE CODE	
SIGNATURE OR OTHER AUTHENTICATION											
FWD											
POSTED 2-24-70 DB											

FORM 5-66  
1150  
Mtg 10-67

Use Previous  
Edition

**SECRET**

14-511  
Excluded from automatic  
downgrading and  
declassification

(When filled in)

I-50

1. SERIAL NO.	2. NAME	3. ORGANIZATION	4. FUNDS	5. LWOP HOURS						
058553	ONEAL BIRCH D	31 250	V							
6. OLD SALARY RATE		7. NEW SALARY RATE								
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	EFFECTIVE DATE	8. TYPE ACTION	SI	ADJ
GS 16	6	\$29,219	12/31/67	GS 16	7	\$30,054	12/29/69			
CERTIFICATION AND AUTHENTICATION										
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.										
SIGNATURE		DATE								
<input checked="" type="checkbox"/> NO EXCESS LWOP <input checked="" type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD										
CLERKS INITIALS m08		AUDITED BY								
FORM 560 E Use previous editions		PAY CHANGE NOTIFICATION								
		(4-51)								

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTION 212 OF P.L. 90-206 AND EXECUTIVE ORDER 11474 FURNISH TO THE CITY OF DCI AS PROVIDED IN THE CIVIL ACT OF 1949, AS AMENDED, AND A DCI CIRCUIT RULING DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 13 JULY 1969

NAME	SENTAL CLASS, FUNDS OR STEP	NEW SALARY
ONEAL BIRCH D	15-STEP 31 250	GS 16 6 \$29,219

"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 ADJUSTMENTS: 14 JULY 1968

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
ONEAL BIRCH D	058553	31	250	V	GS 15 5 \$26,477	\$26,640

"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
ONEAL BIRCH D	058553	31	250	V	GS 16 5 \$22,755	\$23,778

I 50

63

1 SERIAL NO.	2 NAME	3 ORGANIZATION	4 FUNDS	5 LWOP HOURS			
058553	ONEAL BIRCH D	31 250	V				
6 OLD SALARY RATE		7 NEW SALARY RATE		8 TYPE ACTION			
Grade	Step	Last Eff Date	Grade	Step	EFFECTIVE DATE	SI	ADJ.
GS 16	5	01/02/66	GS 16	6	12/31/67		

**CERTIFICATION AND AUTHENTICATION**

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

SIGNATURE *James L. Birch* DATE *12-16-1961*

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

CLERKS INITIALS *NM* APPROVED BY *JLB*

FORM 7-66 560 E Use previous editions PAY CHANGE NOTIFICATION (4-51)

P

S

"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
ONEAL BIRCH D	058553	31 250	V	GS 16 5	\$22,331	\$22,755

RZI : 10 JAN 66

SECRET  
(When Filled In)

53

NOTIFICATION OF PERSONNEL ACTION													
OLC													
1. SERIAL NUMBER	2. NAME (LAST FIRST MIDDLE)												
058553	ONEAL BIRCH D												
3. NATURE OF PERSONNEL ACTION				4. EFFECTIVE DATE	5. CATEGORY OF EMPLOYMENT								
PROMOTION - CORRECTION				01 02 66	REGULAR								
6. FUNDS	X	V TO V		V TO CF	7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY						
		CF TO V		CF TO CF	6227 0170 0000		50 USC 403 J						
9. ORGANIZATIONAL DESIGNATIONS				10. LOCATION OF OFFICIAL STATION									
DUP/CI STAFF SPECIAL INVESTIGATION GROUP				WASH., D.C.									
11. POSITION TITLE				12. POSITION NUMBER	13. SERVICE DESIGNATION								
OPS OFFICER CH				0022	D								
14. CLASSIFICATION SCHEDULE (GS, LS, etc.)			15. OCCUPATIONAL SERIES		16. GRADE AND STEP	17. SALARY OR RATE							
GS			0136.01		16 5	22331							
18. REMARKS THIS ACTION CORRECTS FORM 1150 EFFECTIVE 01/02/66 AS FOLLOWS: ITEM #7 WHICH READ 6227 0000 0000 TO READ 6227 0170 0000.													
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL													
LECTION DDE	20. Employ Code	21. OFFICE CODING		22. STATION CODE	23. INTEGEE CODE	24. Grade Code	25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LEI				
		NUMERIC	ALPHABETIC				MM DD YY	MO. DA YR	MO. DA YR				
TE EXPIRES	DA YR	29. SPECIAL REFERENCE	30. RETIREMENT DATA		31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA	EOD DATA		33. SECURITY REQ NO	34. SEX			
			1 - CSC 2 - FICA 3 - NONE	CODE		TYPE	NO. DA YR						
PREFERENCE	36. SERV. CUMP. DATE	37. LONG. CUMP. DATE		38. CAREER CATEGORY	39. FEGLI / HEALTH INSURANCE	40. SOCIAL SECURITY NO.							
0 - NONE 1 - 5 PT 2 - 10 PT	MM DD YY	MM DD YY		CAN MM YY PROV MM YY	CODE	0 WAIVER 1 YES	HEALTH INS CODE						
PREVIOUS GOVERNMENT SERVICE DATA				42 LEAVE CAT CODE	43. FEDERAL TAX DATA	44. STATE TAX DATA							
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)					FORM EXECUTED CODE 1 - YES 2 - NO	NO TAX EXEMPTIONS		FORM EXECUTED	CODE	NO TAX EXEMPT	STATE CODE		
SIGNATURE OR OTHER AUTHENTICATION													
JUL 1 1966													
50	Use Previous Edition		SECRET		GROUP I Excluded from automatic downgrading and declassification		(When Filled In)		14-00000				

RZF: 29 DEC 65

SECRET  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION												
1. SERIAL NUMBER		2. NAME (LAST FIRST MIDDLE)										
058553		ONEAL BIRCH D										
3. NATURE OF PERSONNEL ACTION												
PROMOTION												
6. FUNDS ➡		V TO V		V TO CP		4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT				
		CP TO V		CP TO CP		MO	DA	YR	REGULAR			
7. COST CENTER NO. CHARGEABLE												
6227 0000 0000												
8. CSC OR OTHER LEGAL AUTHORITY												
50 USC 403 J												
9. ORGANIZATIONAL DESIGNATIONS												
DOP/CI STAFF SPECIAL INVESTIGATION GROUP												
10. LOCATION OF OFFICIAL STATION												
WASH., D.C.												
11. POSITION TITLE												
OPS OFFICER CH												
14. CLASSIFICATION SCHEDULE (GS, LS, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE						
GS		0136.01		16 5		22331						
18. REMARKS												
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL												
19. ACTION CODE	20. Empl. Code	21. OFFICE CODING		22. STATION CODE	23. INTEGEE CODE	24. Hdrgrs Code	25. DATE OF BIRTH	26. DATE OF GRADE	27. DATE OF LEI			
22	10	NUMERIC	ALPHABETIC	31250	C1	75013	MO DA YR	MO DA YR	MO DA YR			
28. NTE EXPIRES	29. SPECIAL REFERENCE	30. RETIREMENT DATA		31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA		EOD DATA ➡		33. SECURITY REQ. NO.	34. SER		
MO DA YR		1. CSC	CODE		TYPE	MO DA YR						
		2. FICA										
		3. NONE										
35. VET. PREFERENCES		36. SERV. COMP. DATE		37. LONG. COMP. DATE		38. CAREER CATEGORY	39. FEGL / HEALTH INSURANCE		40. SOCIAL SECURITY NO.			
CODE		0 - NONE	1 - 9 PT	2 - 10 PT	3 - 11 PT	4 - 12 PT	5 - 13 PT	6 - 14 PT	7 - 15 PT	8 - 16 PT	9 - 17 PT	
41. PREVIOUS GOVERNMENT SERVICE DATA		42. LEAVE CAT. CODE		43. FEDERAL TAX DATA		44. STATE TAX DATA						
CODE		0 - NO PREVIOUS SERVICE	1 - NO BREAK IN SERVICE	2 - BREAK IN SERVICE (LESS THAN 3 YRS)	3 - BREAK IN SERVICE (MORE THAN 3 YRS)	FORM EXECUTED	NO TAX EXEMPTIONS	FORM EXECUTED	NO TAX EXEMPT.	STATE CODE		
SIGNATURE OR OTHER AUTHENTICATION												
POSTED 128 1 1 6 6												

FORM 1150  
11-62

Use Previous Edition

SECRET

GROUP I  
Excluded from automatic  
downgrading and  
declassification

14-01

(When Filled In)

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PAY 09-301  
PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,  
AS AMENDED, AND A-DCI POLICY DIRECTIVE DATED 9 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT IS 10 OCTOBER 1965

NAME	SERIAL	ORGN.	FUNDS GRANTED	OLD SALARY	NEW SALARY
ONEAL BIRCH D	058553	31 250	V.	GS 15 6 \$19,310	\$20,880

I.D.A

1. Serial No.	2. Name			3. Cost Center Number			4. LWOP Hours			
058553	ONEAL BIRCH D			31 250 V						
5. OLD SALARY RATE				6. NEW SALARY RATE				7. TYPE ACTION		
Grade	Step	Salary	Last Eff Date	Grade	Step	Salary	Effective Date	PSI	LSI	ADJ.
GS 15	6	\$19,310	10/27/63	GS 15	7	\$20,880	10/24/65			
8. Remarks and Authentication										
/ / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS <i>RJ</i> AUDITED BY <i>RL</i>										
Oct 27 1965										
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.										
SIGNATURES <i>[Signature]</i> DATE <i>10-27-65</i> PAY CHANGE NOTIFICATION										

Form 961 560 Obsolete Previous Edition

(4-51)

ADJUSTMENT OF SALARY RATE IN ACCORDANCE WITH THE SCHEDULES OF THE GOVERNMENT EMPLOYEES SALARY REFORM ACT OF 1964 PURSUANT TO THE AUTHORITY OF THE DIRECTOR OF CENTRAL INTELLIGENCE AS PROVIDED IN THE CENTRAL INTELLIGENCE AGENCY ACT OF 1949, AS AMENDED, AND POLICY DIRECTIVE ISSUED BY THE ACTING DIRECTOR OF CENTRAL INTELLIGENCE DATED 8 OCTOBER 1962.

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

# **GENERAL SCHEDULE RATES**

## **Federal Employees Salary Act of 1964**

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 87-703 AND DCT  
MEMORANDUM DATED 1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS:  
EFFECTIVE 9 JANUARY 1964.

NAME	SERIAL	DEGN FUNDS	GR-ST	OLD SALARY	NEW SALARY
NEAL, BIRCH D	058553	31 250 V	GS 15 6	\$18,965	\$18,240

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW <sup>87-703</sup> AND  
DCI MEMORANDUM DATED 1 AUGUST 1954, SALARY IS ADJUSTED AS FOLLOWS.  
EFFECTIVE 14 OCTOBER 1962

NAME	SERIAL	ORGN	FUNDS	OLD	OLD	NEW	NEW
				SP-1	SALARY	GR-1	SALARY
ONEAL BIRCH D	58553	32250		V 15 5	\$15030	15 5	\$14685

**SECRET**  
(When Filled In)

1. Serial No.	2. Name			3. Cost Center Number			4. LWOP Hours			
58553	ONEAL BIRCH D			D/P/C/I			V			
5. OLD SALARY RATE				6. NEW SALARY RATE				7. TYPE ACTION		
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date	PSI	LSI	ADJ.
GS 15	4	\$14,705	05/01/60	15	5	\$15,030	10/29/61			
8. Remarks and Authentication										
<input checked="" type="checkbox"/> / NO EXCESS LWOP <input checked="" type="checkbox"/> / IN PAY STATUS AT END OF WAITING PERIOD <input checked="" type="checkbox"/> / IN LWOP STATUS AT END OF WAITING PERIOD										
C O L E C O M P U C T										
PAY CHANGE NOTIFICATION										

14-00000  
 IN ACCORDANCE WITH THE PROVISIONS OF P. L. 86-568 AND PCI MEMO DATED  
 1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS EFFECTIVE 10 JULY 1960.

SD	NAME	SERIAL	ORGN	GR-ST	OLD SALARY	NEW SALARY
01	ONEAL PIRCH D	158553		54 18 GS-15 4	\$13,670	\$14,705

151 ENMETT C. ECHOLS  
 DIRECTOR OF PERSONNEL

**SECRET**  
 (WHEN FILLED IN)

1. EMP. SERIAL NO.	2. NAME			3. ASSIGNED ORGAN.	4. FUNDS	5. ALLOTMENT					
158553	ONEAL PIRCH D			DUP/CIS	V-20						
6. OLD SALARY RATE			7. NEW SALARY RATE								
GRADE	STEP	SALARY	LAST EFFECTIVE DATE			GRADE	STEP	SALARY	EFFECTIVE DATE		
			MO	DA.	YE				MO	DA.	YE
GS 15	3	\$13,670	11	02	58	GS 15	4	\$13,670	05	01	60
TO BE COMPLETED BY THE OFFICE OF COMPTROLLER											
8. CHECK ONE			<input checked="" type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> EXCESS LWOP			9. NUMBER OF HOURS LWOP					
IF EXCESS LWOP, CHECK FOLLOWING:											
<input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD			<input type="checkbox"/> IN LWOP STATUS AT END OF WAITING PERIOD			10. INITIALS OF CLERK			11. AUDITED BY		
TO BE COMPLETED BY THE OFFICE OF PERSONNEL											
12. TYPE OF ACTION			13. REMARKS								
<input type="checkbox"/> P.D.I. <input type="checkbox"/> U.S.C. <input type="checkbox"/> PAY ADJUSTMENT											
14. AUTHENTICATION											
M JL PAY CHANGE NOTIFICATION											

FORM  
 560

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

SECRET

OFFICIAL PERSONNEL FOLDER

(4)

SECRET  
(WHEN FILLED IN)

1. EMP. SERIAL NO.	2. NAME			3. ASSIGNED ORGAN.	4. FUNDS	5. ALLOTMENT					
158553	ONEAL BIRCH D			DOP/CI	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.
GS 15	2	\$13,070	05	05	57	GS 15	3	\$13,370	11	02	58
REMARKS											
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							
S. H. Horton			13 Oct 68	J. E. Carlton							
PERIODIC STEP INCREASE - CERTIFICATION											
SECRET			PERSONNEL FOLDER			(4)					
FORM NO. 560 1 MAR 68											

SECRET  
(WHEN FILLED IN)

1. EMP. SERIAL NO.	2. NAME			3. ASSIGNED ORGAN.	4. FUNDS	5. ALLOTMENT					
158553	ONEAL BIRCH D			DOP/CI	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.
GS 15	2	\$13,070	05	05	57	GS 15	3	\$13,370	11	02	58
TO BE COMPLETED BY THE OFFICE OF THE COMPTROLLER											
8. CHECK ONE <input checked="" type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> EXCESS LWOP IF EXCESS LWOP, CHECK FOLLOWING: <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> IN LWOP STATUS AT END OF WAITING PERIOD						9. NUMBER OF HOURS LWOP					
						10. INITIALS OF CLERK <i>JL</i>					
						11. AUDITED BY <i>JL</i>					
TO BE COMPLETED BY THE OFFICE OF PERSONNEL											
12. PROJECTED SALARY RATE AND EFFECTIVE DATE						13. REMARKS					
GRADE	STEP	SALARY	MO.	DA.	YR.						
14. AUTHENTICATION											
O O											
<i>SC. M. J. G. C. 17.100</i>											
<i>REG. PAYROLL BRANCH</i>											
<i>C. M. STURGEON</i>											
PERIODIC STEP INCREASE - AUTHENTICATION											

FORM NO.  
1 MAR 68  
560b

SECRET

PERSONNEL FOLDER

(4)

GENERAL PRICE LEVELS INCREASE BUT ACTIVELY EFFECTIVE

12. INDIVIDUALS ARE AUTHORIZED BY P. L. 80 - 461 AND D.C. C

12 JANUARY 1966  
DIRECTIVE. SALARY AS OF 18 JUNE 1965, ADJUSTED AS FOLLOWS

NAME	SERIAL	GRADE-STEP	OLD SALARY	NEW SALARY
ONEAL BIRCH D	158553	GS-15-2	\$11,880	\$12,070

GORDON W. STEWART  
1/37 DIRECTOR OF PERSONNEL

**SECRET**  
**WHEN FILLED IN**

SECURITY (WHEN FILLED IN)											
1. EMP. SERIAL NO.	2. NAME	3. ASSIGNED ORGAN			4. FUNDS / 5. ALLOWMENT						
158553	ONEAL BIRCH D	DDP/CI-Y			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
15	1	\$11,610	11	06	55	15	2	\$11,880	05	05	57
REMARKS											
CERTIFICATION											
I CERTIFY THAT THE SERVICE AND CONDUCT OF THE ABOVE NAMED EMPLOYEE ARE SATISFACTORY.											

**CERTIFICATION**

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

JAMES MCGINNIS

**SECRET**  
WHEN FILLED IN

560b

SECRET

**PERSONNEL FOLDER**

STANDARD FORM 50 (9 PARTS)  
EFFECTIVE APRIL 1951  
PROLIFERATED BY  
U. S. CIVIL SERVICE COMMISSION  
CHAPTER III, FEDERAL PERSONNEL MANUAL

## CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION *dab*

1. NAME (MR. - MRS. - MS. - DR. - GIVEN NAME, INITIALS, AND SURNAME)		2. DATE OF BIRTH	3. JOURNAL NUMBER	4. DATE		
<b>Mr. Birch D. O'Neal</b> <i>136-153</i>		<b>1 June 1913</b>		<b>4 Nov 1955</b>		
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			
<b>Promotion</b>		<b>6 Nov 1955</b>	<b>50 USC 403 j</b>			
FROM		TO				
IO-CI-CH BU-22  GS-0136.53-14 \$10,965.00 Per Annum		8. POSITION TITLE  9. SERVICE, SERIES, GRADE, SALARY	IO-CI-CH BU-22  GS-0136.53-15 \$11,610.00 Per Annum			
		10. ORGANIZATIONAL DESIGNATIONS	DDP/CI Staff Office of the Chief Special Investigation Unit			
		11. HEADQUARTERS	<b>Washington, D.C.</b>			
FIELD	DEPARTMENTAL	12. FIELD OR DEPT'L	FIELD	DEPARTMENTAL		
13. VETERAN'S PREFERENCE		14. POSITION CLASSIFICATION ACTION				
NONE	WWII	OTHER	S-P	E-P		
<input checked="" type="checkbox"/>						
15. BOX	16. RACE	17. APPROPRIATION		18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO)	19. DATE OF APPOINT- MENT AFFIDAVIT (EXCESSIONS ONLY)	20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:
M-4	W	FROM: <i>6-2705-27</i>		To: <i>Same</i>	Yes	
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.						
<i>Dec 3 1955</i> <b>PERFORMANCE PAYING:</b> <b>Director of Personnel</b>						
<b>4. PERSONNEL FOLDER COPY</b> <i>11/11/55</i> <span style="float: right;">★ U. S. GOVERNMENT PRINTING OFFICE: 1950-915730</span>						
<small>22b SIGNATURE AND AUTHENTICATION</small>						

STANDARD FORM 50 (10 PART)  
OCTOBER 1951  
PAGES 1-10 OF 10  
U. S. CIVIL SERVICE COMMISSION  
CHAPTER 81, FEDERAL PERSONNEL MANUAL

CENTRAL INTELLIGENCE AGENCY  
NOTIFICATION OF PERSONNEL ACTION

1. NAME (LAST-FIRST-MIDDLE GIVEN NAME, INITIALS, AND SURNAME)	2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE																				
Mr. Birch D. O'Neal	1 June 1913		17 May 1955																				
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(Correction)*	B.O.S. 3 May 1955	50 USCAB 403																					
FROM																							
Area Ops. Of (Sta Ch) BAF 102-14	8. POSITION TITLE	IO-CI-CH BU 22-14																					
GS-0136.53-14 \$10,200.00 per annum DDP/WK	9. SERVICE, SERIES, GRADE, SALARY	GS-0136.53-14 \$10,200.00 per annum IDP/CI Staff Office of the Chief Special Investigation Unit																					
Guanacaste City, Guatemala	10. ORGANIZATIONAL DESIGNATIONS	11. HEADQUARTERS																					
		Washington, D. C.																					
12. FIELD <input checked="" type="checkbox"/> DEPARTMENTAL <input type="checkbox"/>	13. FIELD OR DEPTL <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL																						
13. VETERAN'S PREFERENCE <table border="1"><tr><td>NONE</td><td>WWII</td><td>OTHER</td><td>S-P</td><td>10-POINT DISABILITY</td><td>OTHER</td></tr><tr><td>X</td><td></td><td></td><td></td><td></td><td></td></tr></table>		NONE	WWII	OTHER	S-P	10-POINT DISABILITY	OTHER	X						14. POSITION CLASSIFICATION ACTION <table border="1"><tr><td>REG</td><td>VAC</td><td>I.A.</td><td>REG</td></tr><tr><td></td><td></td><td></td><td></td></tr></table>		REG	VAC	I.A.	REG				
NONE	WWII	OTHER	S-P	10-POINT DISABILITY	OTHER																		
X																							
REG	VAC	I.A.	REG																				
15. SEX <input checked="" type="checkbox"/> M <input type="checkbox"/> W	16. RACE <input type="checkbox"/> ASIAN <input type="checkbox"/> BLACK <input type="checkbox"/> HISPANIC <input type="checkbox"/> WHITE <input type="checkbox"/> OTHER	17. APPROPRIATION FROM: <i>5-3560-55-053</i> TO: <i>5-2705-27</i>	18. SUBJECT TO C. S. RETIREMENT ACT (1955-NOV) <i>Yes</i>																				
19. DATE OF APPOINT- MENT AFFIDAVITS (ACCURSESS ONLY)	20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input checked="" type="checkbox"/> PROVED STATE: <i>DC</i>																						

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.

\*This action corrects Item #9, on notification dated 6 May 1955, to show the correct salary, previously shown as \$10,000.00 per annum.

EFFECTIVE DATE: 10 MAY 1955

SALARY ADJUSTED TO: 10,200.00

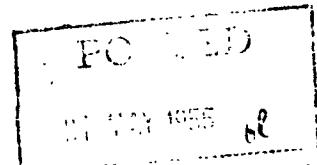
"Transfer TO Voucherized funds FROM Unvoucherized funds."

*CODED*

*FBI*

*QUALIFICATIONS*  
DATE: *7/1/55*  
EXCERPT OF PERSONNEL

*EXCERPT OF PERSONNEL*  
EXCERPT OF PERSONNEL AUTHENTICATION



4. PERSONNEL FOLDER COPY

U. S. GOVERNMENT PRINTING OFFICE: 1954-515788

*5-18-55*

STANDARD FORM 50 IS PAK.  
REV. APRIL 1951  
PROMULGATED BY  
U. S. CIVIL SERVICE COMMISSION  
CHAPTER VI, FEDERAL PERSONNEL MANUAL

~~CONFIDENTIAL~~  
CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR. MISS—MRS.—MS. GIVE NAME, INITIALS, AND SURNAME)	2. DATE OF BIRTH	3. JOURNAL OF ACTION NO.	4. DATE
Mr. Birch D. O'NEAL	1 June 1913		6 May 1955
This is to notify you of the following action affecting your employment:			
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)		6. EFFECTIVE DATE	
Reassignment		D.O.B. 8 May 1955	
FROM		7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY	
Area Ops. Of (Sta Ch) DAP 102-14		IO-CI-CH BU 22-14	
GS-0136.01-14 \$10,000.00 per annum DDP/WK		GS-0136.53-14 \$10,000.00 per annum DDP/CI Staff Office of the Chief Special Investigation Unit	
Guatemala City, Guatemala		11. HEADQUARTERS	
Washington, D. C.		12. FIELD OR DEPT'L	
13. VETERAN'S PREFERENCE			
None	WWII	OTHER	S-PT
			10 POINT
			DISAG. OTHER
14. POSITION CLASSIFICATION ACTION			
15. SEX	16. RACE	17. APPROPRIATION	18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO)
M	W	FROM: TO: 5-3560-55-058 3-279-27	19. DATE OF EMPLOYMENT APPROVAL 1955-05-01
20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:			
21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements.			
<p>"Transfer TO Vouchered funds FROM Unvouchered funds."</p> <p><b>CONFIDENTIAL</b></p>			
ENTRANCE PERFORMANCE RATING:		22. SIGNATURE OF DIRECTOR OF PERSONNEL	
Director of Personnel			

4. PERSONNEL FOLDER COPY

7/13/55

\* U. S. GOVERNMENT PRINTING OFFICE 1954-313756

1. Agency and organizational designation										2. Periodic period	3. Book No.	4. Sig. No.
3. Employee's name (and social security account number when appropriate)										A. Grade and salary		
OINAI, BITCH D.										03 11 \$10000.00		
PAYROLL CHANGE DATA												
	BASE PAY	OVERTIME		GROSS PAY	RET.	FEDERAL TAX	BOND	F.I.C.A.	STATE TAX	BONDED LIFE INS.		NET I.
7. Previous normal												
8. New normal		10										
9. Pay this period		0										
10. Remarks										11. Appropriations	12. Prepared by	
										WH 4	9PB/8FT.55	
										13. Audited by		
<input type="checkbox"/> Periodic step-increase <input type="checkbox"/> Pay adjustment <input type="checkbox"/> Other step-increase 14. Effective date    15. Date last equivalent increase    16. Old salary rate    17. New salary rate    18. Performance rating & satisfactory or better. <b>27MAR55 27SLPT53 \$10000.00 \$10200.00</b>												
<small>(Signature or other identification)</small> <small>(Check applicable box in case of excess LWOP)</small> <small>[ ] In pay status at end of waiting period.</small> <small>[ ] In LWOP status at end of waiting period.</small>												
<small>[ ] No excess LWOP. Total excess LWOP.</small>												
<small>STANDARD FORM NO. 1126d-Revised</small> <small>Form prescribed by Comp. Dan. U. S.</small> <small>October 26, 1954, General Regulation No. 102</small>												
<small>A.C. initials of Clerk</small>												
<b>PAYROLL CHANGE SLIP — PERSONNEL COPY</b>												

7-074X  
4/22/54  
Sear

STANDARD FORM 52 REvised 1950 GSA GEN. REG. NO. 27 MAY 1950 EDITION FEDERAL GOVERNMENT USE ONLY - EXCEPT PERSONNEL STANAG CHAPTER II		<b>SECRET</b>									
<b>REQUEST FOR PERSONNEL ACTION</b>											
<b>CONFIDENTIAL FUNDS</b>											
<b>REQUESTING OFFICE:</b> 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.											
<b>A. NAME (Last, first, middle initial, spouse, nickname), and address:</b> <b>MAR. O'NEAL, BIRCH D.</b>		<b>C. DATE OF BIRTH</b> <b>1 June 1913</b>	<b>D. REQUEST NO.</b> <b>-</b>								
<b>E. REASONS OF ACTION REQUESTED:</b> <b>&amp; PERSONNEL (Specify whether appointment, promotion, separation, etc.)</b> <b>CONVERSION FROM FSS STATUS</b>		<b>F. EFFECTIVE DATE &amp; PROPOSED:</b> <b>obc 8 Apr. 54</b>	<b>G. DATE OF REQUEST</b> <b>7 Apr. 54</b>								
<b>H. POSITION (Specify whether establish, change grade or title, etc.)</b>  <b>AREA OPS OF (STA CH), BAF-102-1A (Attache (Political Ofcr), FSS-3) GS-0136.01-1A, \$10,000.00 p.a. (FSS-3, \$8961.00 p.a.) DDP/MH</b>  <b>GUATEMALA CITY, GUATEMALA</b>		<b>I. POSITION TITLE AND NUMBER</b>  <b>AREA OPS OF (STA CH), BAF-102-1A GS-0136.01-1A, \$10,000.00 p.a. DDP /MH</b>  <b>GUATEMALA CITY, GUATEMALA</b>	<b>J. APPROVED:</b> <b>Zob 9 Apr. 54</b>								
<b>K. FIELD <input checked="" type="checkbox"/> DIAPARTMENT <input type="checkbox"/></b> <b>L. SERVICE, GRADE, AND PAY RATE</b> <b>M. ORGANIZATIONAL DESIGNATIONS</b> <b>N. RESERVE STATUS</b>		<b>O. FIELD OR DEPARTMENT <input checked="" type="checkbox"/> DIAPARTMENT <input type="checkbox"/></b>									
<b>P. REFERENCES (Use reverse of names)</b> <b>BAP-102</b>											
<b>Q. Date of resignation from State</b>											
<b>R. ELEMENTS OF DATA AND OTHER</b> <b>S. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension)</b> <b>V. C. LYNCH, x-4457</b>		<b>T. REQUEST APPROVED BY</b> <b>C/MR</b> <b>SERIALIZED</b> <b>Initials</b> <b>By Bureau</b> <b>Date</b> <b>DDP Admin 4/13/54</b>									
<b>U. VETERAN PREFERENCE</b> <b>None <input checked="" type="checkbox"/> WIFE OTHER SAY <input type="checkbox"/> DEPENDENT <input type="checkbox"/> SICK OTHER <input type="checkbox"/></b>		<b>W. PAYMENT CLASSIFICATION ACTION</b> <table border="1"> <tr> <td>REG</td> <td>VOI</td> <td>EA</td> <td>REL</td> </tr> <tr> <td colspan="4" style="text-align: center;"><b>CD: PI</b></td> </tr> </table>		REG	VOI	EA	REL	<b>CD: PI</b>			
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23. RESIGNATION		OFFICE OF PRISONER RELATIONS
I RESIGN FOR THE FOLLOWING REASON:		
REASONS FOR RESIGNATION: APR 13 1970 1020 AM '54 MAIL ROOM		
MY LAST WORKING DAY WILL BE _____		(SIGNATURE)
24. SEPARATION DATA		
FORWARD COMMUNICATIONS, INCLUDING SALARY CHECKS AND BONDS, TO THE FOLLOWING ADDRESS:		
NAME	CITY	ZONE
STREET	STATE	
BRIEF DESCRIPTION OF DUTIES		
C-8-51		
EXPERIENCE: 10 years		
EDUCATION: HIGH SCHOOL		
QUALIFICATIONS		
EDUCATION FOR WHICH APPLICANT IS QUALIFIED		(If pertinent)
Essential:	AGE RANGE _____	
Desired:	SEX _____	
ESSENTIAL QUALIFICATIONS (Experience, Skills, Languages, Area Knowledge, etc.)		
EDUCATION: HIGH SCHOOL		
SKILLS: COMPUTER PROGRAMMING		
EXPERIENCE: 10 years		
LANGUAGE: English, Spanish		
AREA KNOWLEDGE: Computer Systems		
DESIRED QUALIFICATIONS (Experience, Skills, Languages, Area Knowledge, etc.)		
EDUCATION: HIGH SCHOOL		
SKILLS: COMPUTER PROGRAMMING		
EXPERIENCE: 10 years		
LANGUAGE: English, Spanish		
AREA KNOWLEDGE: Computer Systems		

**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 fill in separation date on reverse.

1. NAME (Mr., Mrs., Miss—Give given name, initials, and surname)	2. DATE OF BIRTH	3. REQUEST NO.	4. DATE OF REQUEST
Mr. Birch D. O'NEAL	1 June 1913	-	16 Feb. 54
5. NATURE OF ACTION REQUESTED (A. PERSONNEL (Specify whether appointment, promotion, separation, etc.)  Reassignment		6. EFFECTIVE DATE (A. PROPOSED:  28 Feb. 54	7. C. T. OR OTHER LEGAL AUTHORITY:  FEB 28 1954
8. POSITION (Specify whether established, change grade or title, etc.)		9. APPROVAL:  DDP/WH	
FROM— OPR OPS (GUATE) RA-131 (Attache, P-3) GS-112-14, \$10,000.00 p.a. (PSS-3, \$8961.00 p.a.) DDP/WH	A. POSITION TITLE AND NUMBER  B. SERVICE, GRADE AND RANK  C. ORGANIZATIONAL DESIGNATION  D. RESIDENCE	TO— APPA OPS OP (STA CH) BAF-102-14 (Attache, P-3) GS-0136-01-14, \$10,000.00 p.a. (PSS-3, \$8961.00 p.a.) DDP/WH	GUATEMALA CITY, GUATEMALA
<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL	10. FIELD OR DEPARTMENTAL	<input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL	11. FIELD OR DEPARTMENTAL

12. REMARKS (Use reverse if necessary):

BAF-102

13. REQUESTED BY (Name and Grade) <i>V. C. Lynch</i> C/MI	14. REQUEST APPROVED BY Signature _____ Title _____
15. FOR ADDITIONAL INFORMATION CALL CHIEF AND TELEPHONE EXTENSION V. C. LYNCH, x-1657	16. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> I.A. <input type="checkbox"/> REAL CD: PI
17. VETERAN PREFERENCE <input checked="" type="checkbox"/> NONE <input type="checkbox"/> WIFE <input type="checkbox"/> OTHER S.P.T. <input type="checkbox"/> 10 POINT <input checked="" type="checkbox"/> DISAB/OTHER	18. SUBJECT TO C. S. RETIREMENT ACT (1950-1952) 19. DATE OF APPOINT- MENT AFFIRMED (CONNESSIONS ONLY) 20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:
21. STANDARD FORM 50 REMARKS	<i>POSTED</i> <i>Jk 26 Feb</i>

22. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS
A.			
B. CIVIL OR POS. CONTROL	<i>RW</i>	<i>2/19</i>	
C. CLASSIFICATION			
D. PLACEMENT OR EMP.	<i>O'Farrell</i>	<i>19 Feb 54</i>	<i>RE-MILLION</i>
E.			

F. APPROVED BY	<i>G. J.</i>	<i>P. J.</i>	<i>O'Farrell 19 Feb 54</i>
----------------	--------------	--------------	----------------------------

1. Name and organizational designation		2. Pay roll		3. Grade and salary		4. Ship No.		
				<b>U7</b>				
5. Employee's name (and social security account number when appropriate)		6. Grade and salary		7. Pay roll		8. Ship No.		
<b>O'NEAL, Rich D.</b>		<b>GS-14 \$3000.00</b>						
<b>PAY ROLL CHANGE DATA</b>								
7. Previous normal	BASE PAY	OVERTIME	GROSS PAY	RET.	TAX	BOND	F. I. C. A.	NET PAY
8. New normal								
9. Pay this period								
10. Remarks				11. Appropriation(s)		12. Prepared by		
				<b>W-6</b>		<b>JX 8-25</b>		
						13. Audited by		
<input checked="" type="checkbox"/> Periodic step-increase		<input type="checkbox"/> Pay adjustment		<input type="checkbox"/> Other step-increase		<input type="checkbox"/>		
14. Effective date	15. Date last equivalent increase	16. Old salary rate	17. New salary rate	18. Performance rating is satisfactory or better.				
<b>27 Sept 51</b>	<b>30 Mar 52</b>	<b>\$7800.00</b>	<b>\$7800.00</b>					
(Signature or other authentication)								
19. LWOP data (fill in appropriate spaces covering LWOP during following periods: <input type="checkbox"/> No excess LWOP Total excess LWOP _____								
(Check applicable box in case of excess LWOP) <input type="checkbox"/> No excess LWOP <input type="checkbox"/> Total excess LWOP _____ <input type="checkbox"/> One period <input type="checkbox"/> Two periods <input type="checkbox"/> Three periods <input type="checkbox"/> LWOP begins <input type="checkbox"/> and ends <input type="checkbox"/> period								
Initials of Clerk								
<b>PAY ROLL CHANGE SLIP—PERSONNEL COPY</b>								
STANDARD FORM NO. 1120d—Revised Form prescribed by Comp. Gen., U. S. Nov. 8, 1950, General Regulations No. 102								

STANDARD FORM 52  
REPRODUCED AT THE  
U. S. GOVERNMENT EXPENSES  
EXCEPT AS PROVIDED OTHERWISE  
MANUAL OF FORMS

**REQUEST FOR PERSONNEL ACTION**

UNVOUCHERED  
*For exec 23 Dec 23 2007*

**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 date on reverse.

1. NAME (Mr. - Miss - Mrs. -- One given name, initials, and surname)	2. DATE OF BIRTH	3. REGULAR NO.	4. DATE OF BIRTH								
Mr. Birch D. O'NEAL	1 Jun. 1913	-	7 Mar. 53								
5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.)		6. EFFECTIVE DATE A. PROPOSED B. APPROVED APR 12 1953									
Reassignment		F. C. S. OR OTHER LEGAL AUTHORITY N/A									
7. POSITION (Specify whether establish, change grade or title, etc.)											
<b>FROM</b> <i>Chief of Station (Intel. Ofc), GS-14 (attach - Political Officer) GS-14, <del>654510 p.a., \$7700</del> (PSS-3, \$8431)</i> <b>DDP</b> <b>WH</b> <b>MID</b> <i>Guatemala City, Guatemala</i> <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		<b>TO</b> <i>OPS. OF CHIEF, SA-131 (attach - Political Officer) GS-132-14, <del>654510 p.a., \$7700</del> (PSS-3, \$8431)</i> <b>DDP</b> <b>WH</b> <b>III</b> <i>Guatemala City, Guatemala</i> <input checked="" type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL									
8. REMARKS (Use reverse if necessary) <i>SA-131</i>											
APPROVED BY FBI CAREER SERVICE 2750 <i>J. K. Nichols</i> DATE 11 March 1953 <i>Edward C. McNamee</i> Signature <i>for F1/PD</i>											
9. REQUESTED BY (Signature and Name) <i>J. K. Nichols</i> <i>ONE</i>		10. REQUEST APPROVED BY (Signature and Name) <i>Edward C. McNamee</i>									
11. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) <i>V. C. LYNCH, X-657</i>		12. INVESTIGATIVE CLASSIFICATION ACTION None									
13. VETERAN PARTICIPATION <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td>NON-V</td><td>W-V</td><td>OTHER RPT</td><td>RE-AUT</td></tr><tr><td>DEAD</td><td>OTHER</td><td></td><td></td></tr></table>		NON-V	W-V	OTHER RPT	RE-AUT	DEAD	OTHER			14. INVESTIGATIVE CLASSIFICATION ACTION None	
NON-V	W-V	OTHER RPT	RE-AUT								
DEAD	OTHER										
15. SEX	16. RACE	17. APPROPRIATION From: <i>3520</i> To: <i>3520</i>	18. SUBJECT TO C. S. SELECTIVE ACT (1949-1960)								
19. STANDARD FORM 50 REMARKS <i>POSTED</i> <i>IM 9 AM</i>		20. DATE OF APPOINTMENT AS AGENT (Indication Only) None									
21. CLEARANCES		INITIAL OR SIGNATURE	DATE								
A.		<i>3/11/53</i>									
B. CIVIL OR POW CONTROL											
C. CLASSIFICATION											
D. ASSIGNMENT OR EMPL.											
E.											
F. APPROVED BY <i>M. J. Shobe 3/53</i>											

and organizational designations INTELLIGENCE AGENCY		2. Pay ro	3. Block No.	4. Slip No.					
Employee's name (and social security account number when appropriate) O'NEAL, Pitch		6. Grade and salary GS - 14 \$9600							
PAY ROLL CHANGE DATA									
	BASIC PAY	OVERTIME	GROSS PAY	RET.	TAX	BOND	FICA		NET PAY
7. Previous normal									
8. New normal									
9. Pay this period									
10. Remarks:	Note year of FBI				11. Appropriation(s)		12. Prepared by		
					W		on 3/23/53		
								13. Audited by	
<input checked="" type="checkbox"/> Periodic step-increase		<input type="checkbox"/> Pay adjustment		<input type="checkbox"/> Other step-increase					
14. Effective date	15. Date last equivalent	16. Old salary rate	17. New salary rate	18. Performance rating is satisfactory or better.					
30 MAY 52	17 APR 50	\$9500	\$9500	(Signature or other authentication)					
19. LWOP data (fill in appropriate spaces covering LWOP during following periods): Period(s):		(Check applicable box in case of excess LWOP) <input type="checkbox"/> In pay status at end of waiting period <input type="checkbox"/> In WIP status at end of waiting period							
<input type="checkbox"/> No excess LWOP. Total excess LWOP		Initials of Clerk							
PAY ROLL CHANGE SLIP—PERSONNEL COPY									

FEB 1953 FORM NO. 1126d—Revised  
Prescribed by Comp. Gen., U. S.  
1950, General Regulations No. 102

16-61111-2e \* U. S. GOVERNMENT PRINTING OFFICE 1951 973763

SECRET  
SECURITY INFORMATION

## CONFIDENTIAL FUNDS PERSONNEL ACTION

NAME <b>O'NEAL, Birch Da.</b>	DATE <b>29 November 1961</b>	
NATURE OF ACTION <b>Integration</b>	EFFECTIVE DATE <b>3 December 1961</b>	
FROM	TO	
TITLE <b>Intelligence Officer</b>	ATTACHE POLITICAL OFFICER	
GRADE AND SALARY <b>GS-14, \$9800.00</b>	<b>FSC-3, \$8481.00</b>	
OFFICE <b>OSO</b>	<b>OSO</b>	
DIVISION <b>POZ</b>	<b>POZ</b>	
BRANCH <b>MID</b>	<b>MID</b>	
OFFICIAL STATION <b>Guatemala City, Guatemala</b>	<b>Guatemala City, Guatemala</b>	
QUALIFICATIONS	APPROVAL FOR ASSISTANT DIRECTOR	EXECUTIVE
CLASSIFICATION <i>A. L. Binkley (X-65)</i>	PERSONNEL OFFICER	
POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS <input type="checkbox"/> YES <input type="checkbox"/> NO		
DATE OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____		
SECURITY CLEARED ON _____		
OVERSEAS AGREEMENT SIGNED _____		
ENTERED ON DUTY _____		
REMARKS:		SIGNATURE OF AUTHENTICATING OFFICER
<div style="border: 1px solid black; padding: 5px;"> <p>Subject integrated into the Department of State as FSC-3, \$8481.00            Subject is to be paid the difference between CIA salary of \$9800.00 and            FSC-3 salary of \$8481.00 to be paid by the Department of State and            allowances in accordance therewith.</p> </div>		
<div style="border: 1px solid black; padding: 5px; text-align: center;"> <p>Subject is due a lump sum payment for annual leave to be paid            up to 3 December 1961.</p> </div>		
CONFIDENTIAL FUNDS AGENT. <i>[Signature]</i>		

## SECRET

## CONFIDENTIAL FUNDS PERSONNEL ACTION

NAME <b>O'Neal, Birch D.</b>		DATE 6 August 1951
NATURE OF ACTION <b>Appointment</b>		EFFECTIVE DATE 30 September 1951
TITLE  GRADE AND SALARY  OFFICE  DIVISION  BRANCH  OFFICIAL STATION	FROM  <i>(Intelligence Office)</i> Chief of Station, GS-14*	TO GS-14, \$8,800.00 per annum OSO EDT LID Guatemala City, Guatemala
APPROVAL		
QUALIFICATIONS  <i>D. C. Linkous</i> CLASSIFICATION F-647	FOR ASSISTANT DIRECTOR  <i>Bob Dyer</i> PERSONNEL OFFICER	EXECUTIVE
POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS  <i>Austin J. Thomas</i> <i>D. C. Linkous 9/1/51</i> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		
DATH OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON <b>2 October 1951</b> 5:130		
SECURITY CLEARED ON <b>16 August 1951</b> concurrence		
OVERSEAS AGREEMENT SIGNED <b>2 October 1951</b>		
ENTERED ON DUTY <b>30 September 1951</b>		
 <small>(SIGNATURE OF AUTHENTICATING OFFICER)</small>		
REMARKS: Please transfer leave from vouchered to unvouchered funds.		
* Request for reclassification of grade from GS-13 to GS-14 submitted to Classification Section, PDC on 6 August 1951. <i>for N. D. Graham</i> <i>ACTV</i> DOB - 09/17/50 CSEOO - 09/17/47 LCD 09/18/47		
REQUANT TO DCI DIRECTIVE DATE 24 OCT. 1951 SALARY ADJUSTED TO \$ <u>9,600.00</u> <i>G.W.E</i> <i>COPY TO PAYROLL FILE</i> <i>CONFIDENTIAL FUND</i>		

## CENTRAL INTELLIGENCE AGENCY

## NOTIFICATION OF PERSONNEL ACTION

Imp

1. NAME OF PERSONNEL ACTION	2. DATE OF ACTION	3. JOURNAL OR RECORD NO.	4. DATE																				
Mr. Birch D. O'Neal	6/1/51		10/26/51																				
This is a notice of the following action affecting your employment:																							
5. NATURE OF ACTION AND STANDARD AUTHORITY																							
Resignation*      6. EFFECTIVE DATE 9/29/51 eob      7. CLASS SERVICE OR OTHER SOURCE AUTHORITY Schedule A-6.116(b)																							
8. POSITION TITLE <b>Intelligence Officer GS-14 (Chief, Alien Affairs)</b>		9. SERVICE GRADE GRADE SALARY	10. ORGANIZATIONAL STRUCTURE																				
GS-130-14 \$5800.00 per annum																							
<b>Inspection &amp; Security Staff Alien Affairs Branch Security Control Staff</b>																							
Washington, D. C.		11. HEADQUARTERS																					
12. FIELD	13. DEPARTMENT	14. FIELD OR DEPT'L	15. DEPARTMENTAL																				
16. VETERAN'S PREFERENCE <table border="1"><tr><td>NON</td><td>WWII</td><td>OTHER</td><td>10-PT.</td><td>10-POINT DISAB. OTHER</td></tr><tr><td>X</td><td></td><td></td><td></td><td></td></tr></table>		NON	WWII	OTHER	10-PT.	10-POINT DISAB. OTHER	X					17. POSITION CLASSIFICATION ACTION <table border="1"><tr><td>NON</td><td>REG</td><td>SA</td><td>MIN</td><td>Ba. 64603 6/9/50</td></tr><tr><td>X</td><td>VV</td><td></td><td></td><td></td></tr></table>		NON	REG	SA	MIN	Ba. 64603 6/9/50	X	VV			
NON	WWII	OTHER	10-PT.	10-POINT DISAB. OTHER																			
X																							
NON	REG	SA	MIN	Ba. 64603 6/9/50																			
X	VV																						
18. SEE RACE	19. APPROPRIATION From 2123900 To 7101	20. SUBJECT TO C. S. INTELLIGENCE ACT 1950-501 Yes	21. DATE OF APPOINT. WING AIR FORCE INTELLIGENCE UNIT 22. LEGAL RESIDENCE STATE Georgia CITY Atlanta COUNTY Fulton																				
23. REMARKS: THIS ACTION IS SUBJECT TO ALL APPLICABLE LAW, 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.																							
*To accept other employment.																							
END: 9/26/51 LSI: 449 hours, 10/1/51 thru 1 hour 12/20/51 and 2 holidays 11/12/51, 11/22/51.																							
JOSEPH B. RAGAN Chief, Personnel Division																							
24. SIGNATURE OR OTHER AUTHENTICATION																							
25. ENTRANCE EFFICIENCY RATING																							

16 U. S. GOVERNMENT PRINTING OFFICE - 1950-894-76

4. PERSONNEL FOLDER COPY

**CENTRAL INTELLIGENCE AGENCY**  
**NOTIFICATION OF PERSONNEL ACTION**

1. NAME (LAST-FIRST-MIDDLE-GIVEN NAME, INITIALS), AND SURNAME <b>MR. Birch D. O'Neal</b>		2. DATE OF BIRTH <b>6/1/13</b>	3. JOURNAL OR ACTION NO. 4. DATE <b>9/15/90</b>														
This is to certify you of the following action affecting your employment:																	
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) <b>Promotion</b>		6. EFFECTIVE DATE <b>9/17/90</b>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY <b>Schedule A-6.116 (b)</b>														
FROM  <b>Intelligence Officer (Chief, Alien Affairs)</b>		TO  <b>Intelligence Officer (Chief, Alien Affairs)</b>															
GS-13 GS-13 GS-130-13 \$7800.00 per annum Bu. #5626		8. POSITION TITLE 9. SERVICE, SERIES, GRADE, SALARY GS-130-14 \$8300.00 per annum															
Inspection and Security Staff Alien Affairs Branch Security Control Staff  Washington, D.C.		10. ORGANIZATIONAL DESIGNATIONS  Inspection and Security Staff Alien Affairs Branch Security Control Staff  Washington, D.C.															
<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		12. FIELD OR SEPTL  <b>BU. #5626 6/9/90</b>															
13. VETERAN'S PREFERENCE  <table border="1"><tr><td>HOME</td><td>WORLD</td><td>OTHER</td><td>X-PT</td><td>10 POINT DISAB.</td><td>OTHER</td></tr></table>		HOME	WORLD	OTHER	X-PT	10 POINT DISAB.	OTHER	14. POSITION CLASSIFICATION ACTION  <table border="1"><tr><td>BU</td><td>VIR</td><td>CL. A</td><td>REL</td></tr><tr><td>WW</td><td></td><td></td><td></td></tr></table>		BU	VIR	CL. A	REL	WW			
HOME	WORLD	OTHER	X-PT	10 POINT DISAB.	OTHER												
BU	VIR	CL. A	REL														
WW																	
15. EX- CODE PAGE H.W. FROM: TO: 161-101		16. SUBJECT TO C.S. RETIREMENT ACT (1986-1990) Date 17. APPROPRIATION FROM: TO: 2115900															
		18. DATE OF APPOINT- MENT APPROPRIATE INVESTIGATING ONLY															
		19. LEGAL RESIDENCE <input checked="" type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: <b>Georgia</b>															
20. 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.																	
 <b>ROBERT A. STRICKLIN</b> <i>Acting Chief, Personnel Division</i>																	

Robert G. Stricklin

**ROBERT A. STRICKLIN** Acting Chief, Personnel Division

**4. PERSONNEL FOLDER COPY**

CENTRAL INTELLIGENCE AGENCY  
NOTIFICATION OF PERSONNEL ACTION

CS

1. NAME (LAST, FIRST, MIDDLE) - TYPE OR PRINT, INITIALIZE, AND SIGNATURE <i>Bruce Archibald</i>	2. DATE OF BIRTH <i>1/1/1913</i>	3. JOURNAL OF ACTION NO. <i></i>	4. DATE <i>4/7/1950</i>														
This is to notify you of the following action affecting your employment:																	
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) <i>Transfer &amp; Reassignment</i>	6. EFFECTIVE DATE <i>4/1/1950</i>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY <i>Reliability Analysis (b)</i>															
FROM		TO															
Intelligence Officer (Chief) G-13 G-13-13 \$7800.00 per annum B-271485	8. POSITION TITLE  9. SERVICE, SERIES, GRADE, SALARY	Intelligence Officer G-13 (Title: Alien Affairs) G-13-13 \$7800.00 per annum															
OSO FBI East Coast Branch	10. ORGANIZATIONAL DESIGNATIONS  11. HEADQUARTERS	Inspection and Security Staff Alien Affairs Security Control Staff	Washington, D. C.														
Washington, D. C.	12. FIELD OR DEPT'L	Washington, D. C.	FIELD DEPARTMENTAL														
13. VETERANS PREFERENCE  <table border="1"><tr><td>NON</td><td>WORLD WAR II</td><td>OTHER</td><td>S-PT</td><td>D-PT</td><td>10 POINT DISABILITY OTHER</td></tr></table>	NON	WORLD WAR II	OTHER	S-PT	D-PT	10 POINT DISABILITY OTHER	14. POSITION CLASSIFICATION ACTION  <table border="1"><tr><td>REG</td><td>VICE</td><td>C. R.</td><td>REG</td></tr><tr><td>VV</td><td></td><td></td><td></td></tr></table> 15. APPROPRIATION FROM TO: 16.0-101	REG	VICE	C. R.	REG	VV				16. SUBJECT TO U. S. REFUGEE ACT 1980-1981 Tech	17. DATE OF APPROV- EMENT AUTHORITY (APPROVING OFFICER ONLY) 18. LEGAL RESIDENCE <input checked="" type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: <i>Conn</i>
NON	WORLD WAR II	OTHER	S-PT	D-PT	10 POINT DISABILITY OTHER												
REG	VICE	C. R.	REG														
VV																	
19. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements.																	
20. SIGNATURE OR OTHER AUTHENTICATION  <i>John G. Jones</i> <i>RP/160</i> 4. P. FURR Assistant Director, Personnel Division 21. SIGNATURE OR OTHER AUTHENTICATION																	
22. U. S. GOVERNMENT PRINTING OFFICE: 1950-279448																	

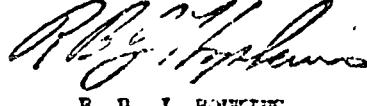
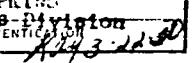
4. PERSONNEL FOLDER COPY

STANDARD FORM NO. 10 (PARTS)  
MAY 1958 EDITION  
GPO: 1958 O-1200-1  
CENTRAL INTELLIGENCE AGENCY  
U. S. CIVIL SERVICE COMMISSION

## CENTRAL INTELLIGENCE AGENCY

## NOTIFICATION OF PERSONNEL ACTION

F. C. 3/10/50  
(mo) 150

1. NAME (MR., MRS., MRS., OR S. V. NAME, INITIALS) AND SURNAME <b>Mr. Birch D. O'Neal</b>	2. DATE OF BIRTH <b>1 June 1913</b>	3. JOURNAL/CURATION NO. <b>F2072</b>	4. DATE <b>20 March 1950</b>																				
5. NATURE OF ACTION (USE STANDARDS FIP-B-1000-5)		6. EFFECTIVE DATE <b>20 Mar. 1950</b>																					
<b>Excepted Appointment</b> FROM		7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY <b>Schedule A-6, 116(b)</b> TO																					
		8. POSITION TITLE <b>Intelligence Officer (Chfer) GS-13</b>																					
		9. SERVICE, SERIES, GRADE, SALARY <b>GS-13, \$7800.00 per annum</b>																					
		10. ORGANIZATIONAL DESIGNATIONS <b>OSO FDT East Coast Branch</b>																					
		11. HEADQUARTERS <b>Washington, D. C.</b>																					
12. FIELD <input type="checkbox"/>	DEPARTMENTAL <input type="checkbox"/>	13. FIELD OR DEPT'L <input type="checkbox"/>	FIELD <input checked="" type="checkbox"/> DEPARTMENTAL <input type="checkbox"/>																				
14. VETERAN'S PREFERENCE <table border="1"><tr><td>ARMED FORCES</td><td>ARMED FORCES</td><td>OTHER</td><td>G-P</td><td>T-POINT</td><td>DISAB. OTHER</td></tr><tr><td>X</td><td></td><td></td><td></td><td></td><td></td></tr></table>		ARMED FORCES	ARMED FORCES	OTHER	G-P	T-POINT	DISAB. OTHER	X						14. POSITION CLASSIFICATION ACTION <table border="1"><tr><td>NEW</td><td>VILLE</td><td>I.A.</td><td>REAL</td></tr><tr><td>X</td><td></td><td></td><td></td></tr></table> <b>Bu./1485 CSC/1441 10/19/47</b>		NEW	VILLE	I.A.	REAL	X			
ARMED FORCES	ARMED FORCES	OTHER	G-P	T-POINT	DISAB. OTHER																		
X																							
NEW	VILLE	I.A.	REAL																				
X																							
15. SEX <b>M</b>	16. RACE <b>V</b>	17. APPROPRIATION <b>2105000</b>	18. SUBJECT TO C. S. RETIREMENT ACT <b>YES - NO</b>																				
19. DATE OF APPOINT. <b>20 Mar. 1950</b>	20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input checked="" type="checkbox"/> PROVED <b>Georgia</b>																						
21. REMARKS: THIS ACTION IS SUBJECT TO ALL APPLICABLE LAWS, RULES, AND REGULATIONS AND MAY BE SUBJECT TO INVESTIGATION AND APPROVAL BY THE UNITED STATES CIVIL SERVICE COMMISSION. THE ACTION MAY BE CORRECTED OR CANCELED IF NOT IN ACCORDANCE WITH ALL REQUIREMENTS.																							
Subject has satisfactorily completed trial period.																							
Previously employed with the Executive Department of the Government as a GS-13, \$7800.00 per annum.																							
ENTRANCE EFFICIENCY RATING:   <b>R. B. J. HOPKINS</b> Chief, Employees Division																							
22. SIGNATURE OR OTHER AUTHENTICATION 																							

4. PERSONNEL FOLDER COPY

SECRET

CONFIDENTIAL FUNDS PERSONNEL ACTION		
NAME O'NEAL, Birch D.	DATE 6 March 1950	EFFECTIVE DATE Cob 19 March 1950
NATURE OF ACTION Resignation		
FROM	TO	
TITLE Intell. Officer O-13		
GRADE AND SALARY OS-13 \$7800.00		
OFFICE OSO		
DIVISION FDI		
BRANCH		
OFFICIAL STATION Washington, D. C. (Field)		
APPROVAL		
QUALIFICATIONS <i>H. H. Nichols</i>	FOR ASSISTANT DIRECTOR PERSONNEL OFFICER <i>14 Mar 1950</i>	EXECUTIVE <i>C. W. ...</i>
CLASSIFICATION		<i>... ...</i>
POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS <input type="checkbox"/> YES <input type="checkbox"/> NO		
DATE OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____		
SECURITY CLEARED ON _____		
OVERSEAS AGREEMENT SIGNED _____		
ENTERED ON DUTY _____		
REMARKS: Please transfer leave to V funds.		SIGNATURE OF AUTHENTICATING OFFICER <i>[Signature]</i>

SECRET

**SECRET**

**CONFIDENTIAL FUNDS PERSONNEL ACTION**

CONFIDENTIAL FUNDS PERSONNEL ACTION			
NAME	O'NEAL, Birch D.	DATE	23 February 1950
NATURE OF ACTION	Transfer	EFFECTIVE DATE	20 February 1950
	FROM	TO	
TITLE	Chief of Station Intelligence Officer GS-13	Intelligence Officer GS-13	
GRADE AND SALARY	GS-13, \$7800.00	GS-13, \$7800.00	
OFFICE	OSO	OSO	
DIVISION	FDT	FDT	
BRANCH			
OFFICIAL STATION	Caraque	Washington, D. C. (Field)	
QUALIFICATIONS	FOR ASSISTANT DIRECTOR <i>P. Deaderick</i> 27 Feb 1950	EXECUTIVE <i>CONFIDENTIAL FUNDS</i> <i>cmw.</i>	
CLASSIFICATION	PERSONNEL OFFICER		
POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS		YES	NO
DA H OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____			
SECURITY CLEARED ON _____			
OVERSEAS AGREEMENT SIGNED _____			
ENTERED ON DUTY _____			
SIGNATURE OF AUTHENTICATING OFFICER			
REMARKS:			

FORM NO. 37-1  
NOV 1943

SECRET

## SECRET

## CONFIDENTIAL FUNDS PERSONNEL ACTION

NAME O'HEAL, Birch D.		DATE 14 November 1949
NATURE OF ACTION Conversion-Class. Act of 1949		EFFECTIVE DATE 30 October 1949
TITLE  GRADE AND SALARY  OFFICE  BRANCH  DIVISION  OFFICIAL STATION	FROM Chief of Station  CAF-13 \$7671.60	TO Chief of Station  GS-13 \$7300.00
	OSO	OSO
	FDT	FDT
	Caracas	Caracas
QUALIFICATIONS	APPROVAL FOR ASSISTANT DIRECTOR  CLASSIFICATION PERSONNEL OFFICER	EXECUTIVE COPY IN PAYROLL FILES CONFIDENTIAL FUNDS BRANCH REVIS
POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS		YES <input type="checkbox"/> NO <input type="checkbox"/>
DATH OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON _____		
SECURITY CLEARED ON _____		
OVERSEAS AGREEMENT SIGNED _____		
ENTERED ON DUTY _____		
REMARKS: *Per authority contained in Letter - DCI - 10/23/49.		SIGNATURE OF AUTHENTICATING OFFICER

FORM NO. 37-1 PREVIOUS EDITIONS ARE NOT TO BE USED.  
AUG 1949

SECRET

14-00000  
SECRET

## CONFIDENTIAL FUNDS PERSONNEL ACTION

NAME <i>Wmch D. MURKIN</i>		DATE <i>20 March 1962</i>			
RESIDENCE AT TIME OF EMPLOYMENT					
LOCAL ADDRESS:					
CITIZENSHIP <i>U.S.</i>	SEX <i>M</i>	DATE OF BIRTH <i>1 June 1912</i>	MARITAL STATUS <i>Married</i>	NO. OF DEPENDENTS	DATE OF APPOINTMENT
NATURE OF ACTION <i>Periodic Pay Increase</i>				EFFECTIVE DATE <i>1 March 1962</i>	
		FROM	TO		
TITLE <i>Chief of Station</i>					<i>Chief of Station</i>
GRADE AND SALARY <i>CAT-13 \$7,22.70</i>					<i>CAT-13 \$7,22.60</i>
OFFICE <i>OSO-FMT</i>					<i>OSO-FMT</i>
BRANCH					
DIVISION					
OFFICIAL STATION <i>G-10007</i>					<i>Overseas</i>
APPROVAL					
FIELD		HEADQUARTERS			
<i>COPY IN PAYROLL FILES</i>		<i>E.M. Howell</i>			
CHIEF OF STATION <i>CONFIDENTIAL FUNDS BRANCH</i> <i>CMW</i> <i>INITIALS</i>		FOR THE ASSISTANT DIRECTOR			
PERSONNEL OFFICER <i>George E. Nelson</i>					
POST DIFFERENTIAL AUTHORIZED IN ACCORDANCE WITH AGENCY REGULATIONS		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
OATH OF OFFICE AND NO STRIKE AFFIDAVIT EXECUTED ON					
SECURITY CLEARED ON					
OVERSEAS AGREEMENT SIGNED					
ENTERED ON DUTY					
AUTHENTICATED BY					
<b>REMARKS</b> Subject has had no increase in salary since 24 August 1947. I certify that the service and conduct of the employee during the period have been satisfactory in all respects.					
<i>R. L. Howell</i> <i>Branch Chief</i>					

FORM NO. 37-1 PREVIOUS EDITIONS ARE NOT TO BE USED.  
FEB 1947

SECRET

2 July 1947

TO : PPT  
FROM : OPA, Personnel Division  
SUBJECT: Personnel Action Data

The following personnel actions have been approved:

Name	Nature of Action	From	To	Effective
Fisk, Leonard R.	OPC	Ciudad, Trujillo	OPA-A-11	29 June 1947
Barrington, Alma	ES	Havana	Cuartero City	29 June 1947
Moore, Hannah	PNS	Havana	Lima	29 June 1947
Warelius, Donald G.	PCS	Havana	Tan Salvador	29 June 1947
Power, Mary J.	P-S	Quito, Ecuador	Ciudad	29 June 1947
Urquiza, Virgilio	Promotion	CAF-12, \$9,05.20	CAF-13, \$7102.20	24 Aug. 1947
Almon, Collins D.	Promotion	CAF-11, \$5152.60	CAF-12, \$9905.20	24 Aug. 1947
Herbert, Raiford	Promotion	CAF-12, \$6104.60	CAF-13, \$7102.20	24 Aug. 1947
Calowall, Will W. Jr.	Promotion	CAF-12, \$6104.60	CAF-13, \$7102.20	24 Aug. 1947
O'Donnell, Justin E.	Promotion	CAF-12, \$2905.20	CAF-13, \$7102.20	24 Aug. 1947
Martin, Charles B.	Promotion	CAF-5, \$2644.00	CAF-6, \$3071.00	29 June 1947

The proposed promotion of Edward A. "relieve from operations Officer, CAF-9, \$119.60 to Operations Officer, CAF-11, \$1094.00 was returned with the recommendation that it be resubmitted about 15 August 1947. This action has not been cancelled and is being held in the employees official personnel folder and will be returned to the Personnel Review Committee on or about the suggested date.

\* Permanent change of station.

CONFIDENTIAL

## PERSONNEL ACTION FORM

This form is to be submitted in triplicate by the appropriate branch or office. One copy is to be forwarded with existing personnel procedure. Upon approval, the original and one copy will be retained by the Disbursing Office and one copy returned to the originating office.

*Crust*  
*GP.*

NAME O'Neal, Birch D.

DATE 20 June 1947

NATURE OF ACTION Promotion

14 AUG

EFFECTIVE DATE 29 June 1947

NUMBER OF DEPENDENTS 1

LOCATION OF DEPENDENTS

MARITAL STATUS Married

CITIZENSHIP US SEX M AGE 34

FROM	TO
POSITION Chief of Station	POSITION Chief of Station
CONTROL NO.	CONTROL NO.
CLASSIFICATION CAF-12	CLASSIFICATION CAP-13
ANNUAL GROSS SALARY \$5905.20	ANNUAL GROSS SALARY \$7102.20
OFFICIAL STATION Caracas	OFFICIAL STATION Caracas
ALLOWANCES: QUARTERS	ALLOWANCES: QUARTERS
COST OF LIVING	COST OF LIVING
SPECIAL FOREIGN LIVING	SPECIAL FOREIGN LIVING
TOTAL	TOTAL
OFFICE: BRANCH OSC/FBT	OFFICE: BRANCH OSC/FBT
DIVISION	DIVISION

TO BE PAID BY OFFICE \$ (Fill in) \_\_\_\_\_

TAX WITHHELD IN UNITED STATES \_\_\_\_\_

INSURANCE TO BE WITHHELD IN UNITED STATES  
(Amount subject to change if premium is increased or decreased) \_\_\_\_\_

SAVINGS BONDS \_\_\_\_\_

RETIREMENT WITHHELD IN UNITED STATES \_\_\_\_\_

OTHER (Specify in detail) \_\_\_\_\_

ALLOTMENTS \_\_\_\_\_  
(Name of Allottee)  
Address \_\_\_\_\_

TOTAL GROSS SALARY PER PAY PERIOD \$ \_\_\_\_\_

I hereby authorize and direct the Disbursing Office to make above allotments from my compensation.

Form No. 37-1  
Sep 1946(Signature of Employee) *Birch D. O'Neal*

JOB DESCRIPTION:

SPECIAL QUALIFICATIONS	REASONS FOR ACTION	DATE OF LAST PROMOTION
------------------------	--------------------	------------------------

Slot #1, Employee 240 with organization 11 Feb. 1947 and has been at present station since 17 March 1947.

APPROVED _____ (Field)	OFFICE	APPROVED - U.S. OFFICE
_____ (Chief of Mission)	Date _____	<i>E. M. Farrell</i> Date <u>6-23-47</u> <i>(Executive Director</i> <i>of Personnel Division</i> <i>Office Development</i> <i>Branch Chief)</i> Date <u>6/14/47</u>
_____ (Security Officer)	Date _____	<i>Sgt. S. D. Edwards</i> Date <u>6/2/47</u> <i>(Chairman, Panel Review Com.)</i>
_____ (Special Funds Officer)	Date _____	<i>E. W. Scholz</i> Date <u>7/1/47</u> <i>(Special Funds Officer)</i>
<i>Know P. Pudde 30 June 47</i>		

14-00000  
ENGAGEMENT SHEETSECRET

1. To be filled out in duplicate by the Unit Administrative Officer for (2) all prospective employees to be paid from Special Funds.
2. To be accompanied by detailed job description, complete biographical sketch, and a formal notice of security clearance, and Personnel Action Request if engagement is overseas.
3. To be approved or accepted by the officers in the order listed below.
4. Original to be retained by S.F.; copy to be returned to initiating Administrative Officer.

9 January 1947.

1. NAME: Brian D. O'NEAL
2. LEGAL RESIDENCE: Georgia -- 102 Line Street, Bainbridge, Georgia
3. ADDRESS OF LOCAL LIVING QUARTERS: Plaza Hotel TEL. \_\_\_\_\_
4. ENTRANCE ON DUTY DATE: 11 February 1947
5. ANNUAL SALARY: \$5905.20 CLASSIFICATION: CAP-12
6. PERMANENT STATION: Latin America -- Caracas, Venezuela
7. POSITION: Chief of Station, FBI CONTROL NO. F-B-T
8. IF SUBJECT HAS BEEN TRANSFERRED, STATE BUREAU, BRANCH, OR DEPARTMENT OF THE U.S. GOVERNMENT FROM WHICH TRANSFERRED:
9. GENERAL REMARKS: Security investigation requested 9 January 1947.

Caused to be in FBI attachedas of 10 Jan 47

Personnel Folder Retained	<u>1/1/57</u>
from	<u>FBI</u>
Initials	<u>DM</u>
APPROVAL AND ACCEPTANCE (In accordance with existing personnel engagement procedures)	

- A. ADMINISTRATIVE OFFICER John R. Nease DATE 9 Jan 47
- B. BRANCH CHIEF Raymond G. Nease DATE " "
- C. CHAIRMAN, PERSONNEL REVIEW COMMITTEE J. P. Dolney DATE 1/10/47
- D. (For the) ASSISTANT DIRECTOR Wm. J. Purcell DATE 10 Jan 47
- E. CHIEF, SPECIAL FUNDS \_\_\_\_\_ DATE \_\_\_\_\_

~~SECRET~~

27 NOV 1968

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: Birch D. O'NEAL  
Q April 1967 - 22 November 1968

Mr. O'Neal has had years of experience in the field of special investigations, Domestic and foreign. This includes prior service with the FBI. Special complex and sensitive counterintelligence cases requiring detailed research and analysis are handled by Mr. O'Neal. He seeks economy where applicable and he is a competent supervisor.

*James R. Hunt*  
James R. Hunt  
Acting Chief  
Counter Intelligence Staff

EMPLOYEE SIGNATURE:

Birch D. O'Neal

29 November 1968  
Date

REVIEWING OFFICIAL:

*James Angleton*  
\_\_\_\_\_  
James Angleton  
Chief, Counter Intelligence Staff

\_\_\_\_\_  
Date

~~SECRET~~

**SECRET**  
(When Filled In)

<b>FITNESS REPORT</b>					EMPLOYEE SERIAL NUMBER <b>058553</b>																		
<b>GENERAL</b>																							
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE 5. SD																		
O'NEAL, BIRCH D.			06/01/13	N	GS-16 D																		
6. OFFICIAL POSITION TITLE <b>Ops Officer Ch</b>			7. OFF DIV/BR OF ASSIGNMENT <b>BDP/C1/SIG</b>	8. CURRENT STATION <b>Washington, D. C.</b>																			
9. CHECK (X) TYPE OF APPOINTMENT <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 10%;"><input checked="" type="checkbox"/></td> <td>CAREER</td> <td>RESERVE</td> <td>TEMPORARY</td> <td>INITIAL</td> <td>REASSIGNMENTS, PERIODIC</td> </tr> <tr> <td colspan="4">CAREER-PROVISIONAL (See Instructions - Section C)</td> <td>X ANNUAL</td> <td>REASSIGNMENT-EMPLOYEE</td> </tr> <tr> <td colspan="4">SPECIAL (Specify):</td> <td colspan="2">SPECIAL (Specify):</td> </tr> </table>						<input checked="" type="checkbox"/>	CAREER	RESERVE	TEMPORARY	INITIAL	REASSIGNMENTS, PERIODIC	CAREER-PROVISIONAL (See Instructions - Section C)				X ANNUAL	REASSIGNMENT-EMPLOYEE	SPECIAL (Specify):				SPECIAL (Specify):	
<input checked="" type="checkbox"/>	CAREER	RESERVE	TEMPORARY	INITIAL	REASSIGNMENTS, PERIODIC																		
CAREER-PROVISIONAL (See Instructions - Section C)				X ANNUAL	REASSIGNMENT-EMPLOYEE																		
SPECIAL (Specify):				SPECIAL (Specify):																			
11. DATE REPORT DUE IN O.P. <b>April 1968</b>			12. REPORTING PERIOD (From- To-) <b>1 April 1967 - 31 March 1968</b>																				
<b>SECTION B PERFORMANCE EVALUATION</b>																							
<p><b>W - Weak</b> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>																							
<b>SPECIFIC DUTIES</b>																							
<p>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).</p>																							
SPECIFIC DUTY NO. 1					RATING LETTER																		
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																		
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>																							
<p>Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.</p> <p style="text-align: right;">25 May DR</p>					RATING LETTER																		
					<b>S</b>																		

**SECRET**  
*(When Filled In)*

<b>FITNESS REPORT</b>						EMPLOYEE SERIAL NUMBER <b>058553</b>
<b>SECTION A</b>						
<b>GENERAL</b>						
1. NAME <b>O'NEAL, BIRCH D.</b>		(Last) (First) (Middle)	2. DATE OF BIRTH <b>06/01/13</b>	3. SEX <b>M</b>	4. GRADE <b>GS-16</b>	5. SD <b>D</b>
6. OFFICIAL POSITION TITLE <b>OPS OFFICER CH</b>			7. OFF/DIV/BR OF ASSIGNMENT <b>DDP/CJ/SIG</b>		8. CURRENT STATION <b>WASH., D.C.</b>	
9. CHECK (X) TYPE OF APPOINTMENT <input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY CAREER-PROVISIONAL (See Instructions - Section C) SPECIAL (Specify):			10. CHECK (X) TYPE OF REPORT <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> SPECIAL (Specify): REASSIGNMENT SUPERVISOR    REASSIGNMENT EMPLOYEE			
11. DATE REPORT DUE IN O.P. <b>April 1967</b>			12. REPORTING PERIOD (From - To) <b>1 April 1966 - 31 March 1967</b>			
<b>SECTION B</b>						
<b>PERFORMANCE EVALUATION</b>						
<p><b>W - Weak</b> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>						
<b>SPECIFIC DUTIES</b>						
<p>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).</p>						
SPECIFIC DUTY NO. 1						RATING LETTER
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 <i>29 Nov 1967</i> <i>mrs</i>						RATING LETTER
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>						
<p>Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.</p>						RATING LETTER <b>S</b>

14-00000  
SECRET

21 NOV 1967

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: Birch D. O'NEAL  
(1 April 1966 - 31 March 1967)

Mr. O'Neal has been Chief of the Special Investigations Group since its inception. As a former FBI employee he brought a wealth of investigative knowledge to the Staff. He continues to handle detailed research and analysis of special complex and sensitive counterintelligence cases in a highly effective manner. He is a competent supervisor and realizes the value of economy.

*James R. Hunt*  
James R. Hunt  
Deputy Chief  
Counter Intelligence Staff

EMPLOYEE SIGNATURE:

Birch D. O'Neal      21 Nov. 1967  
Date

REVIEWING OFFICIAL:

James Angleton      22 Nov. 1967  
James Angleton  
Chief, Counter Intelligence Staff  
Date

SECRET

SECRET  
(When Filled In)

<b>FITNESS REPORT</b>				<b>EMPLOYEE SERIAL NUMBER</b>
				058553
<b>SECTION A</b>				
<b>GENERAL</b>				
1. NAME <b>O'NEAL, BIRCH D</b>		2. DATE OF BIRTH <b>06/01/13</b>	3. SEX <b>M</b>	4. GRADE <b>GS-16</b>
5. OFFICER POSITION TITLE <b>OPS OFFICER CH</b>		6. OFF/ DIV/ BR OF ASSIGNMENT <b>DDP/CI/SIG</b>	7. CURRENT STATION <b>WASH. D.C.</b>	
8. CHECK (X) TYPE OF APPOINTMENT <input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY CAREER-PROVISIONAL (See Instructions - Section C) SPECIAL (Specify):			9. CHECK (X) TYPE OF REPORT <input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYER SPECIAL (Specify):	
11. DATE REPORT DUE IN O.P. <b>30 April 1966</b>			12. REPORTING PERIOD (From - To) <b>1 April 1965 - 31 March 1966</b>	
<b>SECTION B</b> <b>PERFORMANCE EVALUATION</b>				
<p><b>W - Weak</b> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>				
<b>SPECIFIC DUTIES</b>				
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (Indicate number of employees supervised).				
<b>SPECIFIC DUTY NO. 1</b>				RATING LETTER
<b>SPECIFIC DUTY NO. 2</b>				RATING LETTER
<b>SPECIFIC DUTY NO. 3</b>				RATING LETTER
<b>SPECIFIC DUTY NO. 4</b>				RATING LETTER
<b>SPECIFIC DUTY NO. 5</b>				RATING LETTER
<b>SPECIFIC DUTY NO. 6</b>				RATING LETTER
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>				
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.				RATING LETTER <b>S</b>

**SECRET**

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: Birch D. O'NEAL  
(1 April 1965 - 31 March 1966)

Mr. O'Neal continues to be engaged in special complex and sensitive counterintelligence cases which require detailed analysis. His performance is always at a high level. He supervises his personnel competently and he follows good government economy practices.

*James R. Hunt*  
James R. Hunt  
Deputy Chief  
Counter Intelligence Staff

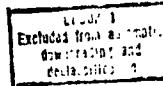
EMPLOYEE SIGNATURE:

Birch D. O'Neal

REVIEWING OFFICIAL:

J. Angleton  
James Angleton  
Chief, Counter Intelligence Staff

**SECRET**



/

SECRET  
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				058553	
<b>SECTION A</b>					
1. NAME (Last) (First) (Middle)			GENERAL		
O'NEAL, BIRCH D			2. DATE OF BIRTH	3. SEX	4. GRADE
			06/01/13	M	GS-15 D
5. OFFICIAL POSITION/TITLE			7. OFF/Div/Br of ASSIGNMENT		
IO-CI			8. CURRENT STATION		
9. CHECK (X) TYPE OF APPOINTMENT			9. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/>	CAREER	RESERVE	TEMPORARY	INITIAL	REASSIGNMENT SUPERVISOR
CAREER/PROVISIONAL (See Instructions - Section C)			X ANNUAL		
SPECIAL (Specify):			REASSIGNMENT EMPLOYEE		
SPECIAL (Specify):			12. REPORTING PERIOD (From - To)		
11. DATE REPORT DUE IN O.P.			1 April 1964 - 31 March 1965		
<b>SECTION B</b> PERFORMANCE EVALUATION					
<p><b>W - Weak</b> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment, or to separation. Describe action taken or proposed in Section C.</p> <p><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
<b>SPECIFIC DUTIES</b>					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (Indicate number of employees supervised).					
SPECIFIC DUTY NO. 1			RATING LETTER		
<i>See Attached Memorandum</i>					
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		
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					
21 APR 1965			RATING LETTER		
S					

SECRET

16 APR 1965

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: Birch D. O'Neal  
(1 April 1964 - 31 March 1965)

There has been no change in assignment during the reporting period. Mr. O'Neal has been engaged for the major part of the time in conducting and performing complex research in connection with several sensitive counterintelligence cases. His performance has continued at a high level without interruption. He is a competent supervisor and follows economical practices.

*James R. Hunt*  
(James R. Hunt  
Deputy Chief  
Counter Intelligence Staff

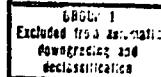
EMPLOYEE SIGNATURE:

Birch D. O'Neal

REVIEWING OFFICIAL:

*J. Angleton*  
\_\_\_\_\_  
James Angleton  
Chief, Counter Intelligence Staff

SECRET



SECRET  
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				058553	
<b>SECTION A</b>					
1. NAME O'NEAL, BIRCH D			GENERAL		
2. DATE OF BIRTH 06/01/13			3. SEX M	4. GRADE GS-15	5. SD D
6. OFFICIAL POSITION TITLE IO-CI			7. OFF/DIV/BN OF ASSIGNMENT DDP/CI STAFF/SIG		
8. CHECK (X) TYPE OF APPOINTMENT <input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY CAREER-PROVISIONAL (See Instructions - Section C) SPECIAL (Specify):			9. CHECK (X) TYPE OF REPORT <input checked="" type="checkbox"/> ANNUAL SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P. 30 April 1964			12. REPORTING PERIOD (From - To) 1 April 1963 - 31 March 1964		
<b>SECTION B</b>					
<p><b>W - Weak</b> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
<b>SPECIFIC DUTIES</b>					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (Indicate number of employees supervised).					
SPECIFIC DUTY NO. 1					RATING LETTER
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
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER <i>S</i>
29 APR 1964					

SECRET

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: Birch D. O'NEAL  
(1 April 1963 - 31 March 1964)

There has been no change in duties during the reporting period and the caliber of the performance of this career officer has continued at a high level without interruption. He is thorough and analytical and makes a material contribution to the accomplishment of the Counter-Intelligence mission of the Agency. He is alert to the necessity for economy and performs capably as a supervisor.

*James R. Hunt, Jr.*  
James R. Hunt, Jr.  
Deputy Chief  
Counter Intelligence Staff

Birch D. O'Neal  
EMPLOYEE SIGNATURE

REVIEWING OFFICIAL:

*J. Angleton*  
\_\_\_\_\_  
James Angleton  
Chief, Counter Intelligence Staff

Group 1  
Excluded from automatic  
downgrading and  
declassification

SECRET

C 5 - 5  
C E - 70  
S 70 E  
C S - 5

15 April 1963

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: Birch O'NEAL  
(1 April 1962 - 31 March 1963)

Mr. O'Neal has continued in the position of Chief, Special Investigations Group, Counter Intelligence Staff during this reporting period. He capably performs and directs the work of this group, and during the past year has performed commendably in the handling of certain sensitive matters. He is thorough and reliable. Mr. O'Neal's continuity in this job increases the value of his services to the Agency.

*James R. Hunt Jr.*  
James R. Hunt, Jr.  
Deputy Chief, Counter Intelligence Staff

*Birch O'Neal*  
Employee Signature

Reviewing Official:

*J. Angleton*  
James Angleton  
Chief, Counter Intelligence Staff

25 APR 1963 ✓  
m

*SECRET**INFO  
MIL*

23 August 1962

## MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: Birch O'NEAL

1 April 1960 - 31 August 1962

1. There has been no change during the reporting period in the highly efficient performance of Mr. O'Neal in his position as C/CI/SIG.
2. We recommend his continuation in this assignment where continuity is a requirement.

*James R. Hunt Jr.*  
James R. Hunt, Jr.  
Acting Chief, Counter Intelligence Staff

Memorandum has been seen by employee.

*SECRET*

SECRET

3 April 1961

MEMORANDUM FOR: Director of Personnel

SUBJECT : Fitness Report

1. Fitness report was submitted in accordance form  
on 30 December 1960 for the following person:

O'NEAL, Birch

2. There has been no change in assignment and the  
evaluation remains the same for the reporting period ending  
31 March 1961.

Alfred S. H. \_\_\_\_\_

M. Jerome Norton  
Deputy Chief  
Counter Intelligence Staff

VIAF 800R

VFB || || O:VH,el

OFFICE OF DIRECTOR

SECRET  
R/C

**MEMORANDUM IN LIEU OF FITNESS REPORT**

**SUBJECT:** Birch O'Neal  
**1 April 1959 - 31 March 1960**

**1.** Mr. O'Neal is in the same position, doing the same job, in the same efficient manner as was reflected in his last fitness report.

**2.** At some point in the future Mr. O'Neal would like to go overseas again. The CI Staff is perfectly happy to have him remain here indefinitely.

*S. H. Horton*  
S. H. Horton  
Acting Chief  
Counter Intelligence Staff

SECRET  
(When Filled In)INT  
1958

<b>FITNESS REPORT</b>				EMPLOYEE SERIAL NUMBER <b>158553</b>													
<b>SECTION A</b>																	
1. NAME <b>O'NEAL, Birch D.</b>		2. DATE OF BIRTH <b>1 June 1913</b>		3. SEX <b>M.</b>	4. GRADE <b>GS-15</b>												
5. SERVICE DESIGNATION <b>SD/DI</b>		6. OFFICIAL POSITION TITLE <b>IO-CI - Div Ch</b>		7. OFF/CIV/BR OF ASSIGNMENT <b>DDP/CI/SID</b>													
8. CAREER STAFF STATUS  <table border="1"><tr><td>NOT ELIGIBLE</td><td>X</td><td>MEMBER</td><td>DEFERRED</td></tr><tr><td>PENDING</td><td></td><td>DECLINED</td><td>DENIED</td></tr></table>		NOT ELIGIBLE	X	MEMBER	DEFERRED	PENDING		DECLINED	DENIED	9. TYPE OF REPORT  <table border="1"><tr><td>INITIAL</td><td>REASSIGNMENT-SUPERVISOR</td></tr><tr><td>X ANNUAL</td><td>REASSIGNMENT-EMPLOYEE</td></tr></table>		INITIAL	REASSIGNMENT-SUPERVISOR	X ANNUAL	REASSIGNMENT-EMPLOYEE	10. DATE REPORT DUE IN O.P. <b>30 April 1959</b>	
NOT ELIGIBLE	X	MEMBER	DEFERRED														
PENDING		DECLINED	DENIED														
INITIAL	REASSIGNMENT-SUPERVISOR																
X ANNUAL	REASSIGNMENT-EMPLOYEE																
11. REPORTING PERIOD <b>From 11 Feb 58 thru Apr 59</b>		12. SPECIAL (Specify)															
<b>SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES</b>																	
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).																	
1 - Unsatisfactory	2 - Barely adequate	3 - Acceptable	4 - Competent	5 - Excellent	6 - Superior												
SPECIFIC DUTY NO. 1 <b>Directs special investigations</b>		RATING NO. <b>7</b>	SPECIFIC DUTY NO. 4 <b>Supervises small staff</b>		RATING NO. <b>5</b>												
SPECIFIC DUTY NO. 2 <b>Coordination of most sensitive matters between CI and Office of Security</b>		RATING NO. <b>7</b>	SPECIFIC DUTY NO. 5 <b>Prepares final reports and memos</b>		RATING NO. <b>6</b>												
SPECIFIC DUTY NO. 3		RATING NO.	SPECIFIC DUTY NO. 6		RATING NO.												
<b>SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION</b>																	
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.																	
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.					RATING NO. <b>6</b>												
<b>SECTION D DESCRIPTION OF THE EMPLOYEE</b>																	
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee																	
1 - Least possible degree	2 - Limited degree	3 - Normal degree	4 - Above average degree	5 - Outstanding degree													
CHARACTERISTICS			NOT APPLI-CABLE	NOT OB-SERVED	RATING												
GETS THINGS DONE					X												
RESOURCEFUL					X												
ACCEPTS RESPONSIBILITIES					X												
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES					X												
DOES HIS JOB WITHOUT STRONG SUPPORT					X												
FACILITATES SMOOTH OPERATION OF HIS OFFICE					X												
WRITES EFFECTIVELY					X												
SECURITY CONSCIOUS					X												
THINKS CLEARLY					X												
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS		X															
OTHER (Specify):																	

SEE SECTION "E" ON REVERSE SIDE

**SECRET**  
*(When Filled In)*

*OFFICE OF PERSONNEL*

**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.

*3 22 PH 50*

Employee is and has been a senior employee for some time. No training recommended; he is already a senior and experienced officer.

Employee is an intense person, who does not relax enough. He should not be chief of a large station, nor supervise a large number of employees engaged in diverse work and having numerous problems.

**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 Has outstanding rating; no weaknesses to discuss. Orally advised of contents.
--	---

*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
------	------------------------------	-------------------------------------

*28 Sept. 1959 Deputy Chief, CI Staff*

*S. H. Horton*

**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
------	--------------------------------------	-------------------------------------

*Chief, CI Staff*

*J. Angleton  
James S. Angleton*

**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 A, of Section "A" below.

## SECTION A.

## GENERAL

1. NAME (Last)	(First)	(Middle)	2. DATE OF BIRTH	3. SEX	4. SERVICE DESIGNATION
O'NEAL	Birch	D.	1 June 1913	M	SD;DI
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT			6. OFFICIAL POSITION TITLE		
DDP/CI/SID			IO/CI/CH		
7. GRADE	8. DATE REPORT DUE IN OR		9. PERIOD COVERED BY THIS REPORT (Inclusive dates)		
GS-15			11 February 1957-11 February 1958		
10. TYPE OF REPORT (Check one)		INITIAL	REASSIGNMENT-SUPERVISOR	SPECIAL (Specify)	
		ANNUAL	PERFORMANCE-EMPLOYEE		

## SECTION B.

## CERTIFICATION

1. FOR THE RATER: THIS REPORT  HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY.  
NOTE: A senior official with an outstanding rating. No weaknesses to discuss.  
Have advised him orally of contents.

## A. CHECK (X) APPROPRIATE STATEMENTS:

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

B. THIS DATE      C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR      D. SUPERVISOR'S OFFICIAL TITLE

5 August 1958

*S. H. Horton*

DC/CI

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

BY DATE

*Horton, S. H. 14 Aug 58*  
*RG 8/21 '58*

CONTINUED ON ATTACHED SHEET

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

A. THIS DATE      B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL      C. OFFICIAL TITLE OF REVIEWING OFFICIAL

## 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.

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

## COMMENTS:

This is a senior employee who is doing the same job he has done for years in the same competent manner. Therefore, the Fitness Report is the same.

## SECRET

(When Filled In)

## 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 performing this specific duty.
- c. For supervisors, ability to supervise will always be rated as a specific duty (indicate *87 AM 30* where 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 this is 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	DERRIFFING 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
	2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY	FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS
	3 - PERFORMS THIS DUTY ACCEPTABLY	7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY
	4 - PERFORMS THIS DUTY IN A COMPELTING MANNER	
	5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB	

SPECIFIC DUTY NO. 1	RATING NUMBER	SPECIFIC DUTY NO. 4	RATING NUMBER
Directs special investigations	7	Supervises small staff	5
SPECIFIC DUTY NO. 2	RATING NUMBER	SPECIFIC DUTY NO. 5	RATING NUMBER
Coordination of most sensitive matters between CI Staff and Office of Security	7	Prepares final reports and memos	6
SPECIFIC DUTY NO. 3	RATING NUMBER	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.

## 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  
 6  
 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  
 RATING NUMBER 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

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

## SECTION E.

## GENERAL

1. NAME (Last)	(First)	(Middle)	2. DATE OF BIRTH	3. SEX	4. SERVICE DESIGNATION
O'REAL,	Birch	D.	1 June 1913	M	SD:DI
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT			6. OFFICIAL POSITION TITLE		
DDP/CI/SID			IO/CI/CH		
7. GRADE	8. DATE REPORT DUE IN OP		9. PERIOD COVERED BY THIS REPORT (Inclusive dates)		
GS-15			11 February 1957--11 February 1958		
10. TYPE OF REPORT (Check one)	INITIAL	REASSIGNMENT/SUPERVISOR		SPECIAL (Specify)	
<input checked="" type="checkbox"/>	ANNUAL	REASSIGNMENT/EMPLOYEE			

## SECTION F.

## CERTIFICATION

1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGMENT OF THE INDIVIDUAL BEING RATED

A. THIS DATE *S. H. Horton* B. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR C. SUPERVISOR'S OFFICIAL TITLE  
5 August 1958 S. H. Horton DC/CI

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

A. THIS DATE 1958 B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING C. OFFICIAL TITLE OF REVIEWING OFFICIAL  
*James Angleton* James Angleton C/CI

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

SECRET

(Other Filled In)

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION OF PERSONNEL  
24 mos.

4. COMMENTS CONCERNING POTENTIAL

He is and has been a senior employee for some time.

AUG 13 8 57 AM '58

MAIL ROOM

## SECTION II.

## FUTURE PLANS

## 1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL

None - is already a senior and experienced officer.

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

He is an intense person, who does not relax enough. He should not be chief of a large station nor supervise a large number of persons engaged in diverse work and having numerous problems.

## SECTION I.

## DESCRIPTION OF INDIVIDUAL

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

X = HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL

1 = APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE

CATEGORY NUMBER 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
5	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	5	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	5	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
4	3. HAS INITIATIVE	5	13. ACCEPTS RESPONSIBILITY	5	23. IS THOUGHTFUL OF OTHERS
5	4. IS ANALYTIC IN HIS THINKING	4	14. ADMITS HIS ERRORS	4	24. WORKS WELL UNDER PRESSURE
X	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	5	15. RESPONDS WELL TO SUPERVISION	5	25. DISPLAYS JUDGEMENT
5	6. KNOWS WHEN TO SEEK ASSISTANCE	4	16. DOES HIS JOB WITHOUT STRONG SUPPORT	5	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	5	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 ALLOWABLE TIME LIMITS	4	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET

SECRET

(When Filled In)

## FITNESS REPORT (Part I) PERFORMANCE

## INSTRUCTIONS

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

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

SECTION A. GENERAL			
1. NAME (Last) <b>O'NEAL</b>	(First) <b>Birch</b>	(Middle) <b>D.</b>	2. DATE OF BIRTH <b>1 June 1913</b>
3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT <b>DDP/CI/SIU</b>		3. SEX <b>M</b>	4. SERVICE DESIGNATION <b>SD/DI</b>
5. OFFICIAL POSITION TITLE <b>IO-CI-CB</b>			
7. GRADE <b>GS-15</b>	8. DATE REPORT DUE IN OP <b>11 February 1957</b>	9. PERIOD COVERED BY THIS REPORT (Inclusive dates) <b>11 February 1956 - 11 February 1957</b>	
10. TYPE OF REPORT (Check one) <input checked="" type="checkbox"/> ANNUAL	INITIAL	REASSIGNMENT-SUPERVISOR	REASSIGNMENT-EMPLOYEE
11. SPECIAL (Specify)			

SECTION B. CERTIFICATION			
1. FOR THE RATER: THIS REPORT <input checked="" type="checkbox"/> HAS <input checked="" type="checkbox"/> NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT: <i>Rating is as high as we go; no point in showing &amp; time.</i>			
2. CHECK (X) APPROPRIATE STATEMENTS:			
<input checked="" type="checkbox"/>	THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.	IF INDIVIDUAL IS RATED "I" IN C1 OR D, A WARNING LETTER WAS SENT TO HIM & A COPY ATTACHED TO THIS REPORT.	
<input type="checkbox"/>	THIS REPORT REFLECTS THE COMBINED OPINION OF MYSELF AND PREVIOUS SUPERVISORS.	I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW TO EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify):	
<input type="checkbox"/>	I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.		
B. THIS DATE <b>10 May 1957</b>	C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR <b>S. H. Horton</b>	D. SUPERVISOR'S OFFICIAL TITLE <b>Deputy Chief, CI Staff</b>	

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
<i>P. H. Peacock</i>	<i>21 MAY 1957</i>
CONTINUED ON ATTACHED SHEET	

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

A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL <b>James Angleton</b>	C. OFFICIAL TITLE OF REVIEWING OFFICIAL <b>Chief, CI Staff</b>
--------------	--	--

## 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.

- |          |   |
|----------|---|
| <b>6</b> | 1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.<br>2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.<br>3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.<br>4. PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.<br>5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.<br>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 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. *May be* specific duty.
- c. For supervisors, ability to supervise will always be rated as a specific duty (do not rate as ~~supervise 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, *list 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	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.

<b>DESCRIPTIVE SPECIFIC DUTY NO. 1</b>  <b>Directs special investigations</b>	1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY	6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER
	2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY	FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS
	3 - PERFORMS THIS DUTY ACCEPTABLY	7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY
	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	

<b>SPECIFIC DUTY NO. 2</b>  <b>Coordination of most sensitive matters between CI Staff and Office of Security</b>	RATING NUMBER <b>7</b>	<b>SPECIFIC DUTY NO. 4</b>  <b>Supervises small staff</b>	RATING NUMBER <b>5</b>
<b>SPECIFIC DUTY NO. 3</b>  <b>Prepares final reports and memos</b>	RATING NUMBER <b>7</b>	<b>SPECIFIC DUTY NO. 6</b>  <b>Prepares final reports and memos</b>	RATING NUMBER <b>6</b>
<b>SPECIFIC DUTY NO. 5</b>  <b>IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. IF YES, EXPLAIN FULLY:</b>	RATING NUMBER <b>6</b>	<b>SPECIFIC DUTY NO. 7</b>  <b>IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. IF YES, EXPLAIN FULLY:</b>	RATING NUMBER <b>6</b>

**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.

- |          |
|----------|
| <b>6</b> |
|----------|
- 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**

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

## SECTION E.

## GENERAL

1. NAME <b>O'NEAL</b>	(Last) <b>Birch</b>	(First) <b>D.</b>	(Middle)	2. DATE OF BIRTH <b>1 June 1913</b>	3. SEX <b>M</b>	4. SERVICE DESIGNATION <b>SD/DX</b>
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT <b>DDP/CI/SIU</b>			6. OFFICIAL POSITION TITLE <b>IO-CI-CH</b>			
7. GRADE <b>GS-15</b>	8. DATE REPORT DUE IN OR <b>11 February 1957</b>		9. PERIOD COVERED BY THIS REPORT (Inclusive dates) <b>11 February 1956 - 11 February 1957</b>			
10. TYPE OF REPORT (Check one) <input checked="" type="checkbox"/> Actual	INITIAL	REASSIGNMENT-SUPERVISOR		SPECIAL (Specify) 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 <b>10 May 1957</b>	B. TYPE WRITTEN NAME AND SIGNATURE OF SUPERVISOR <i>S. H. Horton</i>	C. SUPERVISOR'S OFFICIAL TITLE <b>Deputy Chief, CI Staff</b>
2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO		
A. THIS DATE <b>11 February 1957</b>	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL <i>J. A. Angleton</i>	C. OFFICIAL TITLE OF REVIEWING OFFICIAL <b>Chief, CI Staff</b>

## SECTION G.

## ESTIMATE OF POTENTIAL

## 1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES

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

- |               |   |
|---------------|---|
| <b>5</b>      | 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  |
| RATING NUMBER | 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: Does 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 CARRYING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) WHERE CONTACT WITH IMMEDIATE SUBORDINATES IS FREQUENT (First Line Supervisor)
	0	A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second Line Supervisors)
3		A GROUP WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive Level)
	0	WHERE CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT
2/3		WHERE IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION
2/3		WHERE IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX
		OTHER (Specify)

SECRET

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9. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE CITED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION OR PERSONNEL	
24 mos.	
4. COMMENTS CONCERNING POTENTIAL	
Is and has been a senior employee for some time.	
MAY 17 23 PH '57 MAIL ROOM	

SECTION H. FUTURE PLANS	
1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL	
None--is already a senior and experienced officer.	
2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS	
He is an intense person, who does not relax enough. He should not be chief of a large station nor supervise a large number of persons engaged in diverse work and having numerous problems.	

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 LITTLE 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
5	1. ABLE TO SEE OTHERS' POINT OF VIEW	5	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	4	21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES
5	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARSES	4	12. SHOWS ORIGINALITY	5	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
4	3. HAS INITIATIVE	5	13. ACCEPTS RESPONSIBILITY READILY	5	23. IS THOUGHTFUL OF OTHERS
5	4. IS ANALYTIC IN HIS THINKING	4	14. ADMITS HIS ERRORS	4	24. WORKS WELL UNDER PRESSURE
X	5. STORIES CONSISTENTLY FOR HIS KNOWLEDGE AND LEAD	5	15. RESPONDS WELL TO SUPERVISION	5	25. DISPLAYS JUDGEMENT
5	6. ASKS WHEN TO SEEK ASSISTANCE	4	16. FINISHES HIS JOB WITHOUT SPARING SUPPORT	5	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	5	18. IS OBSERVANT	4	28. HIS CRITICISM IS CONSTRUCTIVE
4	9. GETS THINGS DONE	4	19. TALKS CLEARLY	4	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
4	10. CAN COPE WITH EMERGENCIES	4	20. COMPLETES ASSIGNMENTS IN ALLOWABLE TIME	4	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET

SECRET

(When filled in)

Original - off Pers.

## FITNESS REPORT (Part I) PERFORMANCE

## INSTRUCTIONS

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

FOR THE RATER: 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 20-170. 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 B, of Section A below.

## SECTION A.

## GENERAL

1. NAME O'Neal	(Last) Birch D.	(First)	(Middle)	2. DATE OF BIRTH 1 June 1913	3. SEX M	4. SERVICE DESIGNATION DI
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT CI Staff/Office of Chief/SIU				6. OFFICIAL POSITION/TITLE IO-CI Chief/SIU		
7. GRADE GS-15	8. DATE REPORT DUE IN OP 11 February 1956		9. PERIOD COVERED BY THIS REPORT (Inclusive dates) 11 February 1955-11 February 1956			
10. TYPE OF REPORT (Check one) <input checked="" type="checkbox"/> ANNUAL	INITIAL	REASSIGNMENT-SUPERVISOR		SPECIAL (Specify)		
REASSIGNMENT-EMPLOYEE						

## SECTION B.

## CERTIFICATION

1. FOR THE RATER: THIS REPORT  HAS  NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY  
NOTE: employee on trip -- will discuss on his return.

## A. CHECK (X) APPROPRIATE STATEMENTS:

X	THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.	IF INDIVIDUAL IS RATED "5" IN C OR D, A BARRING 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 OR ALIVE (Specify).
<input checked="" type="checkbox"/>	I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.	

B. THIS DATE

17 Feb 1956      S. H. Horton      Deputy Chief, CI Staff

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

		BY	DATE
Posted Pos. Control		2 NOV 1956	
Reviewed by PUD		HCA	

CONTINUED ON ATTACHED SHEET

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

A. THIS DATE  
25 Oct 1956      B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL  
James Angleton      J. Angleton      C. OFFICIAL TITLE OF REVIEWING OFFICIAL  
Chief, CI Staff

## 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.<br>2. BARELY ADEQUATE IN PERFORMANCE, ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.<br>3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY, OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.<br>4. PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.<br>5. A FINE PERFORMANCE! CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.<br>6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR. |
|---|---|

COMMENTS: 5 is an overall rating. On his present job, he would be a 6.

## SECRET

EXPLANATION

## 1. RATING OF PERFORMANCE OF SPECIFIC DUTIES

## SPECIFIC

## DIRECTIONS

- a. State in the spaces below up to six of the most 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 differences in performance of this specific duty.
- c. For supervisor's ability to supervise self always be rated as a supervisor (do not rate as supervisor those who exercise a secretary only).
- d. Compare in your mind, when possible, the individual being rated with others doing 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    | DUCTS INTERROGATIONS           |
| GIVING LECTURES             | DEVELOPS NEW PROGRAMS          | PREPARES SUMMARIES             |
| CONDUCTING SEMINARS         | ANALYZES INDUSTRIAL REPORTS    | TRANSLATES GERMAN              |
| WRITING TECHNICAL REPORTS   | MANAGERS FILES                 | DEFINING 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. Please explain key and phone operations, in the case of a radio operator.

1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY	6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER
2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY	7 - FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS
3 - PERFORMS THIS DUTY ACCEPTABLY	8 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY
4 - PERFORMS THIS DUTY IN A COMPETENT MANNER	
5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET TO HIS JOB	

## SPECIFIC DUTY NO. 1

**Complete reliability in handling sensitive matters**

## SPECIFIC DUTY NO. 2

**Unusually good judgment**

## SPECIFIC DUTY NO. 3

**Alert for new ideas and leads**

RATING NUMBER	SPECIFIC DUTY NO. 1	RATING NUMBER
7	<b>General DD/P ops ability</b>	6
6	<b>Ability to evaluate and analyze CE data</b>	6
6	<b>SPECIFIC DUTY NO. 2</b>	RATING NUMBER
	<b>Discretion</b>	6

## 3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

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

**No weaknesses. He is an outstanding employee.**

6/19/62

## SECTION D.

## SUITABILITY FOR CURRENT JOB IN ORGANIZATION

DIRECTIONS: Take into account here everything you know about the individual...productivity, conduct on 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 ONE OR 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:

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SECRET

(When Filled In)

Original Off. of Dera.

## FITNESS REPORT (Part II) POTENTIAL

## INSTRUCTIONS

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

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

## SECTION E.

## GENERAL

1. NAME Official	(Last) Birch	(First) D.	(Middle)	2. DATE OF BIRTH 1 June 1913	3. SEX M	4. SERVICE DESIGNATION DI
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT CI Staff/Office of Chief/SIU			6. OFFICIAL POSITION TITLE IO-CI Chief/SIU			
7. GRADE GS-15	8. DATE REPORT DUE IN OR 11 February 1956		9. PERIOD COVERED BY THIS REPORT (Inclusive dates) 11 February 1955-11 February 1956			
10. TYPE OF REPORT (Check one) A. ANNUAL		INITIAL	DEPARTMENT-SUPERVISOR DEPARTMENT-EMPLOYEE	SPECIAL (Specify)		

## SECTION F.

## CERTIFICATION

1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGEMENT OF THE INDIVIDUAL BEING RATED.

A. THIS DATE  
17 Feb 1956      B. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR/C. SUPERVISOR'S OFFICIAL TITLE  
S. H. Horton      Deputy Chief, CI Staff

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

A. THIS DATE - 17 Feb 1956      B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING C. OFFICIAL TITLE OF REVIEWING OFFICIAL  
James Angleton      Chief, CI Staff

## 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 by the person in his kind of work.

5	BY	DATE
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 HIS POSITION CHANGES 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 LAST YEAR AT THIS PRESENT LEVEL		
7. AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES		

## 2. SUPERVISORY POTENTIAL

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

DESCRIPTIVE RATING NUMBER	0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION
1 - BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION	
2 - BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION	
3 - BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION	

ACTUAL	POTENTIAL	DESCRIPTIVE SITUATION
	3	A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) WHERE CONTACT WITH IMMEDIATE SUBORDINATES IS FREQUENT (First line supervisor)
	0	A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors)
	0	A GROUP WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level)
	0	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)

FORM NO. 45 (Part II) REPLACES PREVIOUS EDITIONS  
1 NOV 55 OF FORMS 45 AND 45A WHICH ARE OBSOLETE.

SECRET

Potential

(4)

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Open Field Test

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION		OFFICE OF DEPARTMENT OF ANPS																																																																									
Twelve																																																																											
4. COMMENTS CONCERNING POTENTIAL																																																																											
Can handle almost any GS-15 job in DD/P that does not require a particular language or speciality. Would be very good Chief of Station or Base. Is good supervisor.																																																																											
MAIL ROOM																																																																											
SECTION H. 1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL		FUTURE PLANS																																																																									
None at present																																																																											
2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS																																																																											
No unusual factors																																																																											
SECTION I. DESCRIPTION OF INDIVIDUAL																																																																											
<p><b>DIRECTIONS:</b> This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.</p> <table border="1"> <tr> <td>X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL</td> <td>1 - APPLIED TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE</td> <td>2 - APPLIED TO INDIVIDUAL TO A LIMITED DEGREE</td> <td>3 - APPLIED TO INDIVIDUAL TO AN AVERAGE DEGREE</td> <td>4 - APPLIED TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE</td> <td>5 - APPLIED TO INDIVIDUAL TO AN OUTSTANDING DEGREE</td> </tr> <tr> <td>CATEGORY NUMBER</td> <td>STATEMENT</td> <td>CATEGORY</td> <td>STATEMENT</td> <td>CATEGORY</td> <td>STATEMENT</td> </tr> <tr> <td>5</td> <td>1. ABLE TO SEE ANOTHER'S POINT OF VIEW</td> <td>5</td> <td>11. HAS HIGH STANDARDS OF ACCOMPLISHMENT</td> <td>4</td> <td>21. IS EFFECTIVE IN DISCUSSING BUSINESS WITH ASSOCIATES</td> </tr> <tr> <td>4</td> <td>2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARRIVES</td> <td>5</td> <td>12. SHOWS ORIGINALITY</td> <td>5</td> <td>22. IMPLEMENTS DECISIONS REGARDLESS OF SOO FEELINGS</td> </tr> <tr> <td>4</td> <td>3. HAS INITIATIVE</td> <td>5</td> <td>13. ACCEPTS RESPONSIBILITY EASILY</td> <td>5</td> <td>23. IS THOUGHTFUL OF OTHERS</td> </tr> <tr> <td>5</td> <td>4. IS ANALYTIC IN HIS THINKING</td> <td>5</td> <td>14. ADMITS HIS ERRORS</td> <td>4</td> <td>24. WORKS WELL UNDER PRESSURE</td> </tr> <tr> <td>5</td> <td>5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS</td> <td>5</td> <td>15. RESPONDS WELL TO SUPERVISION</td> <td>5</td> <td>25. DISPLAYS JUDGEMENT</td> </tr> <tr> <td>5</td> <td>6. KNOWS WHEN TO SEEK ASSISTANCE</td> <td>4</td> <td>16. DOES HIS JOB WITHOUT STRONG SUPPORT</td> <td>5</td> <td>26. IS SECURITY CONSCIOUS</td> </tr> <tr> <td>5</td> <td>7. CAN GET ALONG WITH PEOPLE</td> <td>4</td> <td>17. COMES UP WITH SOLUTIONS TO PROBLEMS</td> <td>4</td> <td>27. IS VERSATILE</td> </tr> <tr> <td>5</td> <td>8. HAS MEMORY FOR FACES</td> <td>5</td> <td>18. IS OBSERVANT</td> <td>5</td> <td>28. HIS CRITICISM IS CONSTRUCTIVE</td> </tr> <tr> <td>4</td> <td>9. GETS THINGS DONE</td> <td>5</td> <td>19. THINKS CLEARLY</td> <td>5</td> <td>29. FACILITATES SMOOTH OPERATION OF HIS OFFICE</td> </tr> <tr> <td>5</td> <td>10. CAN Cope WITH EMERGENCIES</td> <td>4</td> <td>20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS</td> <td>5</td> <td>30. DOES NOT REQUIRES STRONG AND CONTINUOUS SUPERVISION</td> </tr> </table>				X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL	1 - APPLIED TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE	2 - APPLIED TO INDIVIDUAL TO A LIMITED DEGREE	3 - APPLIED TO INDIVIDUAL TO AN AVERAGE DEGREE	4 - APPLIED TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE	5 - APPLIED TO INDIVIDUAL TO AN OUTSTANDING DEGREE	CATEGORY NUMBER	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT	5	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	5	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	4	21. IS EFFECTIVE IN DISCUSSING BUSINESS WITH ASSOCIATES	4	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARRIVES	5	12. SHOWS ORIGINALITY	5	22. IMPLEMENTS DECISIONS REGARDLESS OF SOO FEELINGS	4	3. HAS INITIATIVE	5	13. ACCEPTS RESPONSIBILITY EASILY	5	23. IS THOUGHTFUL OF OTHERS	5	4. IS ANALYTIC IN HIS THINKING	5	14. ADMITS HIS ERRORS	4	24. WORKS WELL UNDER PRESSURE	5	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	5	15. RESPONDS WELL TO SUPERVISION	5	25. DISPLAYS JUDGEMENT	5	6. KNOWS WHEN TO SEEK ASSISTANCE	4	16. DOES HIS JOB WITHOUT STRONG SUPPORT	5	26. IS SECURITY CONSCIOUS	5	7. CAN GET ALONG WITH PEOPLE	4	17. COMES UP WITH SOLUTIONS TO PROBLEMS	4	27. IS VERSATILE	5	8. HAS MEMORY FOR FACES	5	18. IS OBSERVANT	5	28. HIS CRITICISM IS CONSTRUCTIVE	4	9. GETS THINGS DONE	5	19. THINKS CLEARLY	5	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE	5	10. CAN Cope WITH EMERGENCIES	4	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	5	30. DOES NOT REQUIRES STRONG AND CONTINUOUS SUPERVISION
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(When Filled In)

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## FITNESS REPORT

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

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

## INSTRUCTIONS

TO THE ADMINISTRATIVE OR PERSONNEL OFFICER: Consult current administrative instructions regarding the initiation and discontinuance of this report.

TO THE 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 with his previous supervisor 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.

Posted Dec 1954

AIG 20 APR 1955

Great report due Feb-56.

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

## SECTION I (To be filled in by Administrative Officer)

1. NAME O'NEAL	(Last) Birch	(First) D.	2. DATE OF BIRTH 1 June 1913	3. SEX Male	4. CAREER DESIGNATION SD-FI
5. DATE OF ENTRANCE ON DUTY 11 February 1947	6. OFFICE ASSIGNED TO DDF #		7. DIVISION WH #	8. BRANCH III #	
9. NATURE OF ASSIGNMENT <input type="checkbox"/> DEPARTMENTAL <input checked="" type="checkbox"/> FIELD	10. IF FIELD, SPECIFY STATION: Guatemala #			11. GRADE GS-0136.01-14	
12. DATE THAT THIS REPORT IS DUE 11 February 1955	13. PERIOD COVERED BY THIS REPORT (Inclusive dates) 28 February 1954 - 11 February 1955				

*Area 080 (0136.01)* SECTION II (To be filled in by Supervisor)

1. CURRENT POSITION # Mr. O'Neal was on a Special Assignment DATE ASSUMED RESPONSIBILITY FOR POSITION with the Security Research Staff, Security Office from July 1954 to Feb. 1955.

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

1. Conducted research on an individual counter-intelligence case of great importance to national security, utilizing and analyzing sensitive source material.
2. Conducted liaison with top officials of two foreign intelligence organizations relating to a sensitive counter-intelligence case.
3. Directed investigation and personally investigated sensitive aspects of a counter-intelligence case on a world wide basis.
4. Assisted in other counter-intelligence cases.

READ THE ENTIRE FORM BEFORE ATTEMPTING TO COMPLETE ANY ITEM

## SECTION III

I certify that, during the latter half of the period covered by this report, I have discussed with the rated individual the manner in which he has performed his job and provided suggestions and criticisms wherever needed. I believe that his understanding of my evaluation of his performance is consistent with my evaluation of him as evidenced by this fitness report and I have informed him of his strengths, weaknesses, and on-the-job effectiveness. If performance during the report period has been unsatisfactory, there is attached a copy of the memorandum notifying him of unsatisfactory performance.

This report  has  has not been shown to the individual rated

THIS DATE

11 March 1955

SIGNATURE OF RATER (Employee's immediate supervisor)

*Harlan A. Westrell*

I HAVE REVIEWED THIS REPORT (Comments, if any, are reflected by attached memorandum)

THIS DATE

SIGNATURE OF REVIEWING OFFICIAL (Official next higher in line of authority)

*Paul Z. Taylor*

SECRET

(When Filled In)

REF ID: A47000

## 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 descriptions 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 the 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 OB- SERVED	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 STRONG SUPPORT.						X

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SECRET

*(then filled in)*

SECTION V

A. WHAT ARE HIS OUTSTANDING STRENGTHS?

The ability to analyze a complex problem, arrive at a plan of action, and then implement the plan without omitting any detail relevant to the case.

**B. WHAT ARE HIS OUTSTANDING WEAKNESSES?**

None observed.

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SECRET  
(When Filled In)U.S. GOVERNMENT  
OFFICE OF PERSONNEL

<p>C. INDICATE IF YOU THINK THAT ANY SINGLE STRENGTH OR WEAKNESS OUTSHINES ALL OTHER CONSIDERATIONS.</p> <p><b>Ability to concentrate and follow through on an assignment.</b></p> <p>D. DO YOU FEEL THAT HE REQUIRES CLOSE SUPERVISION? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES. IF YES, WHY?</p> <p>MAR 29 1959 1445 HHH 3555 MAIL ROOM</p>	
<p>E. WHAT TRAINING DO YOU RECOMMEND FOR THIS INDIVIDUAL?</p> <p>None</p>	
<p>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). Mr. O'Neal will carefully study, plan and analyze a problem before taking action. This may initially create the impression of slowness, but because of superior planning, the net result is a high degree of efficiency.</p>	
<p>SECTION VI</p> <p>Read all descriptions before rating. Place "X" in the most appropriate box under subsections A,B,C,&amp;D</p>	
<p>A. DIRECTIONS: Consider only the skill with which the person has performed the duties of his job and rate him accordingly.</p> <p><input type="checkbox"/> 1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.</p> <p><input type="checkbox"/> 2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES COMPETENTLY.</p> <p><input type="checkbox"/> 3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.</p> <p><input type="checkbox"/> 4. PERFORMS DUTIES IN A TYPICALLY COMPETENT, EFFECTIVE MANNER.</p> <p><input type="checkbox"/> 5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.</p> <p><input checked="" type="checkbox"/> 6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE RATER.</p> <p>IS THIS INDIVIDUAL BETTER QUALIFIED FOR WORK IN SOME OTHER AREA? <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES. IF YES, WHAT?</p> <p>Mr. O'Neal was on TDY with this office. He is fully qualified for continued work in this office.</p>	<p>C. DIRECTIONS: Based upon what he has said, his actions, and any other indications, give your opinion of this person's attitude toward the agency.</p> <p><input type="checkbox"/> 1. HAS AN ANTAGONISTIC ATTITUDE TOWARD THE AGENCY... WILL DEFINITELY LEAVE THE AGENCY AT THE FIRST OPPORTUNITY.</p> <p><input type="checkbox"/> 2. HAS STRONG NEGATIVE ATTITUDE TOWARD AGENCY... IRKED BY RESTRICTIONS... REGARDS AGENCY AS A TEMPORARY STOP UNTIL HE CAN GET SOMETHING BETTER.</p> <p><input type="checkbox"/> 3. TENDS TO HAVE AN UNFAVORABLE ATTITUDE TOWARD THE AGENCY.. BOthered by minor frustrations... WILL QUIT IF THESE CONTINUE.</p> <p><input type="checkbox"/> 4. HIS ATTITUDE TOWARD THE AGENCY IS INDIFFERENT ... HAS "WAIT AND SEE" ATTITUDE.. WOULD LEAVE IF SOMEONE OFFERED HIM SOMETHING BETTER.</p> <p><input type="checkbox"/> 5. TENDS TO HAVE FAVORABLE ATTITUDE TOWARD AGENCY ..MAKES ALLOWANCES FOR RESTRICTIONS IMPOSED BY WORKING FOR AGENCY.. THINKS IN TERMS OF A CAREER IN THE AGENCY.</p> <p><input checked="" type="checkbox"/> 6. DEFINITELY HAS FAVORABLE ATTITUDE TOWARD THE AGENCY.. BARRING AN UNEXPECTED OUTSIDE OPPORTUNITY, WILL PROBABLY ENDEAVOR TO MAKE A CAREER IN THE AGENCY.</p> <p><input type="checkbox"/> 7. HAS AN ENTHUSIASTIC ATTITUDE TOWARD THE AGENCY ..WILL PROBABLY NEVER CONSIDER WORKING ANY PLACE BUT IN THE AGENCY.</p>
<p>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.</p> <p><input type="checkbox"/> 1. HAS REACHED THE HIGHEST GRADE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED.</p> <p><input type="checkbox"/> 2. IS MAKING PROGRESS, BUT NEEDS MORE TIME IN PRESENT GRADE BEFORE PROMOTION TO A HIGHER GRADE CAN BE RECOMMENDED.</p> <p><input type="checkbox"/> 3. IS READY TO TAKE ON RESPONSIBILITIES OF THE NEXT HIGHER GRADE, BUT MAY NEED TRAINING IN SOME AREAS.</p> <p><input checked="" type="checkbox"/> 4. WILL PROBABLY ADJUST QUICKLY TO THE MORE RESPONSIBLE DUTIES OF THE NEXT HIGHER GRADE.</p> <p><input type="checkbox"/> 5. IS ALREADY PERFORMING AT THE LEVEL OF THE NEXT HIGHER GRADE.</p> <p><input type="checkbox"/> 6. AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR RAPID ADVANCEMENT.</p>	<p>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.</p> <p><input type="checkbox"/> 1. DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED.</p> <p><input type="checkbox"/> 2. OF DOUBTFUL SUITABILITY..WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW.</p> <p><input type="checkbox"/> 3. A BARELY ACCEPTABLE EMPLOYEE..DEFINITELY BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION.</p> <p><input type="checkbox"/> 4. A TYPICAL EMPLOYEE..HE DISPLAYS THE SAME SUITABILITY AS MOST OF THE PEOPLE I KNOW IN THE AGENCY.</p> <p><input type="checkbox"/> 5. A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS.</p> <p><input checked="" type="checkbox"/> 6. AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE AGENCY.</p> <p><input type="checkbox"/> 7. EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE AGENCY.</p>

SECRET

CG-12 6400.00 1 May 1950

Case officer and staff work. Responsibility, under the Operations Officer, for action against Satellite targets for Vienna Station.

6. IF COURSES OF INSTRUCTION WERE COMPLETED DURING PERIOD OF THIS REPORT, LIST TITLE, LOCATION OF SCHOOL, LENGTH OF COURSE AND DATE COMPLETED. None

PROFICIENCY IN FOREIGN LANG.	READING		SPEAKING		UNDERSTANDING		MY PREFERENCE FOR NEXT DUTY AFTER TERMINATION OF CURRENT ASSIGNMENT IS TO IN THE SAME STATION	TYPE OF DUTY	LOCATION
	EXC	GOD	FAIR	INC	GOD	FAIR			
French	X		X		X		Base Chief		Salzburg or Western Europe
German	X		X		X				
Spanish	X		X		X				
Portuguese	X		X		X				

LIST ONE OR MORE IN ORDER OF PREFERENCE

7. HAVE THERE BEEN ANY CHANGES IN PERSONAL STATUS SINCE ORIGINAL EMPLOYMENT OR LAST REPORT, WHICHVER IS LATER? MARITAL STATUS [YES] NUMBER OF DEPENDENTS [YES] EMERGENCY ADDRESSEE [YES] LEGAL ADDRESS [YES]

[X] NO [X] NO [X] NO [X] NO [X] NO

IF THE ANSWER TO ANY OF THE ABOVE IS YES, ATTACH A SEPARATE DETAILED REPORT IN DOPPLATE HERETO IN THE CASE OF MARRIAGE, THE KINSHIP WILL INCLUDE NAMES, ADDRESSES AND CITIZENSHIP OF SPOUSE, FATHER-IN-LAW, MOTHER-IN-LAW, BROTHERS-IN-LAW AND SISTERS-IN-LAW.

28 January 1952



SIGNATURE OF EMPLOYEE

SECTION 7 THROUGH 11 TO BE COMPLETED BY IMMEDIATE SUPERVISOR

8. PERIOD COVERED BY THIS REPORT	DATE FROM	DATE TO	REASSESSMENT OF REPORTING OFFICER	PROPOSED REASSIGNMENT OF EMPLOYEE REPORTED ON	COVERING INITIAL 90 DAYS OF EMPLOYMENT
June '51	25 Jan 52				

8. IS THIS EMPLOYEE QUALIFIED TO [X] YES IS EMPLOYEE BETTER QUALIFIED [X] YES IF SO, WHAT DUTY OR DUTIES PERFORM ALL PRESENT DUTIES? [NO] FOR OTHER DUTIES? [NO] Base Chief or Ops chief

directing other case officers.

DO YOU CONCOUR IN EMPLOYEE'S DESCRIPTION OF DUTIES UNDER SECTION 2? [X] YES [NO] If NO, EXPLAIN IN SECTION 11 HAS EMPLOYEE SERVED FOR [X] YES DO YOU RECOMMEND EMPLOYEE [X] YES If SO, TO WHAT GRADE AND FOR WHAT PROFESSIONAL IMPROVEMENT? [NO] FOR PROMOTION? [NO] GS-13

9. FOR EACH FACTOR OBSERVED CHECK THE APPROPRIATE BOX TO INDICATE HOW THE EMPLOYEE COMPARES WITH ALL OTHERS OF THE SAME CLASSIFICATION whose professional abilities are known to you personally. DO NOT EVALUATE THIS COMPARISON TO THE OTHERS NOW UNDER YOUR SUPERVISION. DO NOT HESITATE TO MARK NOT OBSERVED ON ANY QUALITY WHEN APPROPRIATE

RATING FACTORS	NOT OBSERVED	UNSATISFACTORY	FAIR	GOOD	VERY GOOD	EXCELLENT	OUTSTANDING
A. ABILITY TO WORK AND GET ALONG WITH PEOPLE							[X]
B. INTEREST AND ENTHUSIASM IN WORK							[X]
C. SECURITY CONSCIOUSNESS						[X]	
D. ABILITY TO GRASP INSTRUCTIONS AND PLANS						[X]	
E. ATTENTION TO DUTY							[X]
F. JUDGMENT AND COMMON SENSE						[X]	
G. ABILITY TO OBTAIN RESULTS AND GET THINGS DONE						[X]	
H. DISCRETION						[X]	
I. INITIATIVE						[X]	
J. ABILITY TO HANDLE AND DIRECT PEOPLE						[X]	
K. PERFORMANCE OF PRESENT DUTIES (ITEM 2)						[X]	
L. ABILITY TO EVALUATE INTELLIGENCE INFORMATION						[X]	
M. FACT						[X]	
N. SACRIFICE (NON-QUALIFIABLE)						[X]	
O. LEADERSHIP						[X]	
P. PHYSICAL STAMINA						[X]	
Q. MENTAL STAMINA						[X]	

10. INDICATE YOUR ATTITUDE TOWARD HAVING THIS EMPLOYEE UNDER YOUR COMMAND OR SUPERVISION. WOULD YOU DEFINITELY [ ] DESIRE NOT [ ] BE SATISFIED [ ] BE PLEASED [ ] PARTICULARLY NOT WANT HIM [ ] TO HAVE HIM [ ] TO HAVE HIM [ ] TO HAVE HIM [ ] DESIRE HIM [ ]

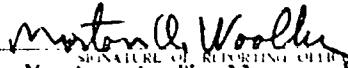
11. ENTER HERE ANY DESIRED REMARKS PERTAINING TO PARTICULAR QUALIFICATIONS OR LACK THEREOF WHICH ARE CONSIDERED PERTINENT TO THE EVALUATION OF THIS EMPLOYEE. OUTSTANDING ASSETS AND OR SERIOUS LIMITATIONS SHOULD BE STATED ALSO REASONS FOR AND RECOMMENDATIONS AS TO REASSIGNMENT WILL BE GIVEN IF APPROPRIATE TO THIS REPORT

In the ten months Subj has been under my supervision he has shown an outstanding ability to get work done, even under the pressure of an unusually heavy work load. Subj's willingness to take on additional duties and his indefatigable efforts to discharge all responsibilities are also considered outstanding. Subj's operational and liaison experience show plainly in his handling of ops problems. Subj's ability to organize material and budget his time for greatest efficiency improved notably in the past months. Subj is in every sense a senior intelligence officer.

(If ADDITIONAL SPACE IS NEEDED ATTACH EXTRA SHEET)

29 January 1952

DATE



APP/pc

12. REVIEWING OFFICER OR CHIEF OF STATION DOES NOT CONCUR WITH THIS REPORT. EXCEPTIONS WILL BE STATED IN SPACE PROVIDED ON THE REVERSE SIDE HEREOF

Morton A. Woolley  
SIGNATURE OF REVIEWING OFFICER

SIGNATURE OF REVIEWING OFFICER

\* UNDER NO CIRCUMSTANCES IS THIS REPORT TO BE SHOWN TO THE EMPLOYEE REPORTED ON

CONFIDENTIAL

Standard Form No. 81  
August 1946  
U. S. CIVIL SERVICE COMMISSION

Form approved  
Budget Bureau No. 50 R012.1

## REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL  OFFICIAL   
REGULAR  SPECIAL   
PROBATIONAL

*Aug*

As of 20 Sept 1950 based on performance during period from 20 Mar 1950 to 20 Sept 1950

Birch, D. O'Neal Intelligence Officer GS-130-13  
(Name of employee) (Title of position, service, and grade)

IASS (Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE	1. Study the instructions in the Rating Official's Guide, G. S. C. Form No. 3823A.	CHECK ONE
<input checked="" type="checkbox"/> If adequate	2. Underline the elements which are especially important in the position.	Administrative, supervisory, or planning ..... <input checked="" type="checkbox"/>
<input type="checkbox"/> If weak	3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions.	All others..... <input type="checkbox"/>
<input checked="" type="checkbox"/> If outstanding	b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	

- ..... (1) Maintenance of equipment, tools, instruments.
- ..... (2) Mechanical skill.
- ..... (3) Skill in the application of techniques and procedures.
- ..... (4) Presentability of work (appropriateness of arrangement and appearance of work).
- ..... (5) Attention to broad phases of assignments.
- ..... (6) Attention to pertinent detail.
- ..... (7) Accuracy of operations.
- ..... (8) Accuracy of final results.
- ..... (9) Accuracy of judgments or decisions.
- ..... (10) Effectiveness in presenting ideas or facts.
- ..... (11) Industry.
- ..... (12) State of progress on or completion of assignments.
- ..... (13) Amount of acceptable work produced. (Is mark based on production records? ..... )  
(Yes or no)
- ..... (14) Ability to organize his work.
- ..... (15) Effectiveness in meeting and dealing with others.
- ..... (16) Cooperativeness.
- ..... (17) Initiative.
- ..... (18) Resourcefulness.
- ..... (19) Dependability.
- ..... (20) Physical fitness for the work.

### STATE ANY OTHER ELEMENTS CONSIDERED

- ..... (A) Aptitude for Intelligence Profession
- ..... (B) Discretion
- ..... (C) .....

STANDARD	Adjective Rating
Deviations must be explained on reverse side of this form	
Plus marks on all underlined elements, and check marks or better on all other elements rated.....	Rating official.. <u>Excellent</u>
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements.....	Reviewing official.. <u>Excellent</u>
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance.....	Rating official.. <u>Excellent</u>
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance.....	Reviewing official.. <u>Excellent</u>
Minus marks on at least half of the underlined elements.....	Rating official.. <u>Excellent</u>

Rated by Eugene S. Standard Cheat Job 28 Sept 1950  
(Signature of rating official) (Title) (Date)

Reviewed by Eugene S. Standard Cheat Job 28 Sept 1950  
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee CO. 350. Report to employee 5  
(Date) III 2d (Adjective rating)

3. IF COURSES OF INSTRUCTION WERE COMPLETED DURING PERIOD OF THIS REPORT, LIST TITLE, LOCATION OF SCHOOL, LENGTH OF COURSE AND DATE COMPLETED.

4. PROFICIENCY IN FOREIGN LANG.	READING		SPEECH		WRITING				
	ENCL	GOOD	FAIR	ENCL	GOOD	FAIR	ENCL	GOOD	FAIR

5. MY PREFERENCE FOR NEXT DUTY AFTER TERMINATION OF CURRENT ASSIGNMENT IS: (IF IN US-50 STATE)  
TYPE OF DUTY LOCATION

(LIST ONE OR MORE IN CASES OF PREFERENCES)

6. HAVE THERE BEEN ANY CHANGES IN PERSONAL STATUS SINCE ORIGINAL EMPLOYMENT OR LAST REPORT - UNICHEVER IS LATER  
MARITAL STATUS  YES  NO NUMBER OF DEPENDENTS  YES  NO EMERGENCY ADDRESSEE  YES  NO LEGAL ADDRESS  YES  NO

IF THE ANSWER TO ANY OF THE ABOVE IS YES, ATTACH A SEPARATE DETAILED REPORT IN DUPLICATE HERETO. IN THE CASE OF MARRIAGE, THE REPORT WILL INCLUDE NAMES, ADDRESSES, AND CITIZENSHIP OF SPOUSE, FATHER-IN-LAW, MOTHER-IN-LAW, BROTHERS-IN-LAW AND SISTERS-IN-LAW.

DATE

SIGNATURE OF EMPLOYEE

SECTION 7 THROUGH 11 TO BE COMPLETED BY IMMEDIATE SUPERVISOR

7. PERIOD COVERED BY THIS REPORT  
DATE FROM  DATE TO  OCCASION FOR REPORT  
ANNUAL  REASSIGNMENT OF  PROPOSED REASSIGNMENT  COVERING INITIAL 90  
REPORTING OFFICER  OF EMPLOYEE REPORTED ON  DAYS OF EMPLOYMENT

8. IS THIS EMPLOYEE QUALIFIED TO  YES  NO PERFORM ALL PRESENT DUTIES?  YES  NO IS EMPLOYEE BETTER QUALIFIED  YES  NO FOR OTHER DUTIES?  YES  NO IF SO, WHAT DUTY OR DUTIES *Second and at regular signed stated*

DO YOU CONCUR IN EMPLOYEE'S DESCRIPTION OF DUTIES UNDER SECTION 2?  YES  NO IF NO, EXPLAIN IN SECTION 11  
HAS EMPLOYEE STRIVEN FOR  YES  NO DO YOU RECOMMEND EMPLOYEE  YES  NO IF SO, TO WHAT GRADE AND FOR WHAT POSITION?  
PROFESSIONAL IMPROVEMENT?  YES  NO FOR PROMOTION?  YES  NO

9. FOR EACH FACTOR OBSERVED CHECK THE APPROPRIATE BOX TO INDICATE HOW THE EMPLOYEE COMPARES WITH ALL OTHERS OF THE SAME CLASSIFICATION WHOSE PROFESSIONAL ABILITIES ARE KNOWN TO YOU PERSONALLY. DO NOT LIMIT THIS COMPARISON TO THE OTHERS NOW UNDER YOUR SUPERVISION. DO NOT HESITATE TO MARK 'NOT OBSERVED' ON ANY QUALITY WHEN APPROPRIATE.

RATING FACTORS	NOT OBSER- VED	UNSAT- ISFACT- ORY	FAIR	GOOD	VERY GOOD	EXCEL- LENT	OUT- STAN- DING
A. ABILITY TO WORK AND GET ALONG WITH PEOPLE					✓		
B. INTEREST AND ENTHUSIASM IN WORK						✓	
C. SECURITY CONSCIOUSNESS					✓		
D. ABILITY TO GRASP INSTRUCTIONS AND PLANS				✓			
E. ATTENTION TO DUTY						✓	
F. JUDGMENT AND COMMON SENSE				✓			
G. ABILITY TO OBTAIN RESULTS AND GET THINGS DONE				✓			
H. DISCRETION						✓	
I. INITIATIVE				✓			
J. ABILITY TO HANDLE AND DIRECT PEOPLE.					✓		
K. PERFORMANCE OF PRESENT DUTIES (ITEM 2)				✓			
L. ABILITY TO EVALUATE INTELLIGENCE INFORMATION				✓			
M. TACT					✓		
N. SACACITY (NON-GULLIBILITY)				✓			
O. LEADERSHIP				✓			
P. PHYSICAL STAMINA					✓		
Q. MENTAL STAMINA					✓		

10. INDICATE YOUR ATTITUDE TOWARD HAVING THIS EMPLOYEE UNDER YOUR COMMAND OR SUPERVISION. WOULD YOU:  
DEFINITELY  PREFER NOT  BE SATISFIED  BE PLEASED  PARTICULARLY  
NOT WANT HIM?  TO HAVE HIM?  TO HAVE HIM?  TO HAVE HIM? DESIRE HIM?

11. ENTER HERE ANY DESIRED REMARKS PERTAINING TO PARTICULAR QUALIFICATIONS OR LACK THEREOF WHICH ARE CONSIDERED PERTINENT TO THE EVALUATION OF THIS EMPLOYEE. OUTSTANDING ASSETS AND/OR SERIOUS LIMITATIONS SHOULD BE STATED. ALSO REASONS FOR AND RECOMMENDATIONS AS TO REASSIGNMENT WILL BE GIVEN IF APPROPRIATE TO THIS REPORT.

This officer has consistently demonstrated a lack of the qualifications essential to a station chief. His production ideas are generally incomplete and ineffective. He has been assigned to various organizations and has been unable to keep up with his responsibilities. He is totally incapable of writing and installing educational materials. He is also incapable of working with subordinates to develop a capacity. It is believed he is the best choice for the organization.

(IF ADDITIONAL SPACE IS NEEDED, ATTACH LETTER SHEET)

SIGNATURE OF REPORTING OFFICER

SIGNATURE OF REVIEWING OFFICER

UNDER NO CIRCUMSTANCES IS THIS REPORT TO BE SHOWN TO THE EMPLOYEE REPORTED ON.

CONFIDENTIAL

GS-12 6400.00 1 May 1950

DESCRIPTION OF DUTY: Case officer and staff work. Responsibility, under the Operations Officer, for action against Satellite targets for Vienna Station.

THE COURSES OF INSTRUCTION WERE COMPLETED DURING PERIOD OF THIS REPORT. USE DATE OF COMPLETION OR LENGTH OF COURSE AND DATE COMPLETED. None

4. PROFICIENCY IN FOREIGN LANG	READING	SPEAKING	UNDERSTANDING	MY PREFERENCE FOR NEXT DUTY AFTER TERMINATION OF CURRENT DUTY ASSESSMENT IS AS FOLLOWS:				
				EXC	GOOD	FAIR	EXC	GOOD
French	X	X	X				Base Chief	Salzburg or Western Europe
German	X	X	X					
Spanish	X	X	X					
Portuguese	X	X	X					

5. HAVE THERE BEEN ANY CHANGES IN PERSONAL STATUS SINCE ORIGINAL ENLISTMENT OR LAST REVIEW, WHICHVER IS LATER? MARRITAL STATUS  YES NUMBER OF DEPENDENTS  YES EMERGENCY ADDRESSEE  YES LEGAL ADDRESS  NO

If the answer to any of the above is YES attach a separate detailed report in duplicate hereto in the case of MARRIED, the report will include names, addresses, and citizenship of spouse, father-in-law, mother-in-law, brother-in-law, and sisters-in-law.

28 January 1952

DATE

O'ASPL

SIGNATURE OF REVIEWING OFFICER

## SECTION 7 THROUGH 11 TO BE COMPLETED BY IMMEDIATE SUPERVISOR

5. PERIOD COVERED BY THIS REPORT DATE FROM <input type="checkbox"/> DATE TO <input type="checkbox"/>	OCCASION FOR REPORT ANNUAL <input type="checkbox"/> REASSIGNMENT OF REPORTING OFFICER <input type="checkbox"/> PROPOSED REASSIGNMENT OF EMPLOYEE REPORTED ON <input checked="" type="checkbox"/> COVERS INITIAL 90 DAYS OF EMPLOYMENT <input type="checkbox"/>	
	June '51	25 Jan 52

6. IS THIS EMPLOYEE QUALIFIED TO  YES IS EMPLOYEE BETTER QUALIFIED  YES IF SO WHAT DUTY OR DUTIES  
 NO FOR OTHER DUTIES  NO Base Chief or Ops chief  
directing other case officers.

7. DO YOU CONCERN IN EMPLOYEE DESCRIPTION OF DUTIES UNDER SECTION 2  YES  NO IF NO EXPLAIN IN SECTION 11  
HAS EMPLOYEE STRIVEN FOR  YES DO YOU RECOMMEND EMPLOYEE  YES  NO IF SO TO WHAT GRADE AND FOR WHAT  
PROFESSIONAL IMPROVEMENTS  NO FOR PROMOTION  NO POSITION GS-13

8. FOR EACH FACTOR OBSERVED CHECK THE APPROPRIATE BOX TO INDICATE HOW THE EMPLOYEE COMPARES WITH ALL OTHERS OF THE SAME CLASSIFICATION WHOSE PROFESSIONAL ABILITIES ARE KNOWN TO YOU PERSONALLY. DO NOT RATE THIS EMPLOYEE AS TO THE OTHERS NOW UNDER YOUR SUPERVISION. DO NOT HESITATE TO MAKE A JUDGMENT ON ANY QUALITY WHEN APPROPRIATE

RATING FACTORS	NOT OBSERVED	EXCELLENT	FAIR	GOOD	VERY GOOD	EXCELLENT	OUTSTANDING
A. ABILITY TO WORK AND GET ALONG WITH PEOPLE							X
B. INITIATIVES AND ENTUSIASM IN WORK							X
C. SECURITY CONSCIOUSNESS							X
D. ABILITY TO GRASP INSTRUCTIONS AND PLANS							X
E. ATTENTION TO DUTY							X
F. JUDGMENT AND COMMON SENSE							X
G. ABILITY TO OBTAIN RESULTS AND GET THINGS DONE							X
H. DISPOSITION							X
I. INITIATIVE							X
J. ABILITY TO HANDLE AND DIRECT PEOPLE							X
K. PERFORMANCE OF PRESENT DUTIES (ITEM 2)							X
L. ABILITY TO EVALUATE INTELLIGENCE INFORMATION							X
M. FACE							X
N. SACRIFICE (NON-QUOTABILITY)							X
O. LEADERSHIP							X
P. PHYSICAL STAMINA							X
Q. MENTAL STAMINA							X

10. INDICATE YOUR ATTITUDE TOWARD HAVING THIS EMPLOYEE UNDER YOUR COMMAND OR SUPERVISION. WOULD YOU  
DEFINITELY  PROBABLY  BE SATISFIED  BE PLEASED  PARTICULARLY  
NOT WANT HIM  TO HAVE HIM  TO HAVE HIM  DESIRE HIM

11. ENTER HERE ANY DESIRED REMARKS PERTAINING TO PARTICULAR QUALIFICATIONS OR LACK THEREOF WHICH ARE CONSIDERED  
RELEVANT TO THE EVALUATION OF THIS EMPLOYEE. OUTSTANDING ASSETS AND/OR SERIOUS LIMITATIONS SHOULD BE STATED  
ALSO REASONS FOR AND RECOMMENDATIONS AS TO REASSIGNMENT WILL BE GIVEN IF APPROPRIATE TO THIS REPORT

In the ten months Subj has been under my supervision he has shown an outstanding ability to get work done, even under the pressure of an unusually heavy work load. Subj's willingness to take on additional duties and his indefatigable efforts to discharge all responsibilities are also considered outstanding. Subj's operational and liaison experience show plainly in his handling of ops problems. Subj's ability to organize material and budget time for greatest efficiency improved notably in the past months. Subj is in every sense a senior intelligence officer.

IF ADDITIONAL SPACE IS NEEDED ATTACH EXTRA SHEET

29 January 1952

DATE

*Morton A. Woolley*  
SIGNATURE OF REVIEWING OFFICER  
Morton A. Woolley

APP/gcc  
APR 1952

12. REVIEWING OFFICER OR CHIEF OF STATION DOES NOT  
CONCERN WITH THIS REPORT. EXCEPTIONS WILL BE STATED  
IN SPACE PROVIDED ON THE REVERSE SIDE HEREOF

UNDER NO CIRCUMSTANCES IS THIS REPORT TO BE SHOWN TO THE EMPLOYEE REPORTED ON

CONFIDENTIAL

DONN E. SMITH, WAC TC, Personnel

Standard Form No. 81  
August 1948  
U. S. CIVIL SERVICE COMMISSION

Form approved by  
Budget Bureau No. 60 R-12-1.

## REPORT OF EFFICIENCY RATING

Aug

ADMINISTRATIVE-UNOFFICIAL ( )  
OFFICIAL ( )  
REGULAR (X) SPECIAL ( )  
PROBATIONAL ( )

As of 20 Sept 1950 based on performance during period from 20 Mar 1950 to 20 Sept 1950

Birch D. O'Neal Intelligence Officer GS-130-13

(Title or position, service, and grade)

1438 (Organization—Indicate bureau, division, section, unit, field station)

<b>ON LINES BELOW MARK EMPLOYER</b> <input checked="" type="checkbox"/> If adequate <input type="checkbox"/> If weak <input type="checkbox"/> If outstanding	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	<b>CHECK ONE:</b> Administrative, supervisory, or planning ..... <input checked="" type="checkbox"/> All others ..... <input type="checkbox"/>
---	---	--

- ..... (1) Maintenance of equipment, tools, instruments.
  - ..... (2) Mechanical skill.
  - ..... (3) Skill in the application of techniques and procedures.
  - ..... (4) Presentability of work (appropriateness of arrangement and appearance of work).
  - ..... (5) Attention to broad phases of assignments.
  - ..... (6) Attention to pertinent detail.
  - ..... (7) Accuracy of operations.
  - ..... (8) Accuracy of final results.
  - ..... (9) Accuracy of judgments or decisions.
  - ..... (10) Effectiveness in preventing ideas or facts.
  - ..... (11) Industry.
  - ..... (12) Rate of progress on or completion of assignments.
  - ..... (13) Amount of acceptable work produced. (Is mark based on production records? ..... (Yes or no))
  - ..... (14) Ability to organize his work.
  - ..... (15) Effectiveness in meeting and dealing with others.
  - ..... (16) Cooperativeness.
  - ..... (17) Initiative.
  - ..... (18) Resourcefulness.
  - ..... (19) Dependability.
  - ..... (20) Physical fitness for the work.
- ..... (21) Effectiveness in planning broad programs.
- ..... (22) Effectiveness in adapting the work program to broader or related programs.
- ..... (23) Effectiveness in devising procedures.
- ..... (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
- ..... (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
- ..... (26) Effectiveness in instructing, training, and developing subordinates in the work.
- ..... (27) Effectiveness in promoting high working morale.
- ..... (28) Effectiveness in determining space, personnel, and equipment needs.
- ..... (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
- ..... (30) Ability to make decisions.
- ..... (31) Effectiveness in delegating clearly defined authority to act.

### STATE ANY OTHER ELEMENTS CONSIDERED

- + (A) Aptitude for Intelligence Profession  
 + (B) Discretion  
 ..... (C) .....

STANDARD Deviations must be explained on reverse side of this form	Adjective Rating
Plus marks on all underlined elements, and check marks or better on all other elements rated.....	Rating official. Excellent
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements.....	Reviewing official. Excellent
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance.....	Good
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance.....	Fair
Minus marks on at least half of the underlined elements.....	Rating official. In satisfactory

Rated by ... Birch D. O'Neal ..... 5.957 I-0-3 ..... 28 Sept 1950 .....  
 (Signature of rating official) (Title) (Date)

Reviewed by ... Birch D. O'Neal ..... 5.957 I-0-3 ..... 28 Sept 1950 .....  
 (Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee CO 350. Report to employee ..... F .....  
 (Signature) (Title) (Date)

7. DESCRIPTION OF DUTIES SINCE LAST EFFICIENCY REPORT. TELL MOST RECENT FIRST. DESCRIBE CONCISELY BUT THOROUGHLY.

3. IF COURSES OF INSTRUCTION WERE COMPLETED DURING PERIOD OF THIS REPORT, \*1ST TITLE, LOCATION OF SCHOOL, LENGTH OF COURSE AND DATE COMPLETED.

6. HAVE THERE BEEN ANY CHANGES IN PERSONAL STATUS SINCE ORIGINAL EMPLOYMENT OR LAST REPORT - WHICHEVER IS LATER?  
MARITAL STATUS  YES NUMBER OF DEPENDENTS  YES EMERGENCY ADDRESSEE  YES LEGAL ADDRESS  YES

MARITAL STATUS	YES	NUMBER OF DEPENDENTS	YES	EMERGENCY ADDRESSEE	YES	LEGAL ADDRESS	YES
	NO		NO		NO		NO

IF THE ANSWER TO ANY OF THE ABOVE IS YES, ATTACH A SEPARATE DETAILED REPORT IN DUPLICATE HERETO. IN THE CASE OF MARRIAGE, THE REPORT WILL INCLUDE NAMES, ADDRESSES, AND CITIZENSHIP OF SPOUSE, FATHER-IN-LAW, MOTHER-IN-LAW, BROTHERS-IN-LAW AND SISTERS-IN-LAW.

DATE

SIGNATURE OF EMPLOYEE

**SECTIONS 7 THROUGH 11 TO BE COMPLETED BY IMMEDIATE SUPERVISOR**

8. IS THIS EMPLOYEE QUALIFIED TO  
PERFORM ALL PRESENT DUTIES?  YES  NO      IS EMPLOYEE BETTER QUALIFIED  
FOR OTHER DUTIES?  YES  NO      IF SO, WHAT DUTY OR DUTIES Second  
and at over time

**DO YOU CONCUR IN EMPLOYER'S DESCRIPTION OF DUTIES UNDER SECTION 2?**  YES  NO IF NO, EXPLAIN IN SECTION 11  
**HAS EMPLOYEE BEEN DENIED FOR**  YES **DO YOU RECOMMEND EMPLOYEE**  YES **IF SO, TO WHAT GRADE AND FOR WHAT POSITION?**

8. FOR EACH FACTOR OBSERVED CHECK THE APPROPRIATE BOX TO INDICATE HOW THE EMPLOYEE COMPARES WITH ALL OTHERS OF THE SAME CLASSIFICATION WHOSE PROFESSIONAL ABILITIES ARE KNOWN TO YOU PERSONALLY. DO NOT LIMIT THIS COMPARISON TO THE OTHERS WHO SUPERVISE YOU. SUPERVISOR, DO NOT HESITATE TO MARK "NOT OBSERVED" OR ANY OTHER LTX WHEN APPROPRIATE.

8. FOR EACH FACTOR OBSERVED CHECK THE APPROPRIATE BOX TO INDICATE HOW THE EMPLOYEE COMPARES WITH ALL OTHERS OF THE SAME CLASSIFICATION THOSE PROFESSIONAL ABILITIES ARE KNOWN TO YOU PERSONALLY. DO NOT LIMIT THIS COMPARISON TO THE OTHERS WHO WORK UNDER YOUR SUPERVISION. DO NOT HESITATE TO MARK 'NOT OBSERVED' ON ANY QUALITY WHEN APPROPRIATE.

STANDARDS FOR SUPERVISION: DO NOT HESITATE TO MARK "NOT OBSERVED" ON ANY QUALITY CHECK MARKS AS APPROPRIATE						
RATING FACTORS	NOT OBSER- VED	UNSAT- ISFACT- ORY	FAIR	GOOD	VERY GOOD	EXCEL- LENT
A. ABILITY TO WORK AND GET ALONG WITH PEOPLE					✓	
B. INTEREST AND ENTHUSIASM IN WORK					✓	
C. SECURITY CONSCIOUSNESS				✓		
D. ABILITY TO GRASP INSTRUCTIONS AND PLANS				✓		
E. ATTENTION TO DUTY					✓	
F. JUDGMENT AND COMMON SENSE				✓		
G. ABILITY TO OBTAIN RESULTS AND GET THINGS DONE				✓		
H. DISCRETION					✓	
I. INITIATIVE				✓		
J. ABILITY TO HANDLE AND DIRECT PEOPLE.					✓	
K. PERFORMANCE OF PRESENT DUTIES (ITEM 2)				✓		
L. ABILITY TO EVALUATE INTELLIGENCE INFORMATION				✓		
M. TACT					✓	
N. SAGACITY (NON-GULLIBILITY)				✓		
O. LEADERSHIP				✓		
P. PHYSICAL STAMINA					✓	
Q. MENTAL STAMINA					✓	

10. INDICATE YOUR ATTITUDE TOWARD HAVING THIS EMPLOYEE UNDER YOUR COMMAND OR SUPERVISION. WOULD YOU -

DEFINITELY  PREFER NOT  BE SATISFIED  BE PLEASED  PARTICULARLY   
NOT WANT HIM?  TO HAVE HIM?  TO HAVE HIM?  TO HAVE HIM?  DESIRE HIM?

II. ENTER HERE ANY DESIRED REMARKS PERTAINING TO PARTICULAR QUALIFICATIONS OR LACK THEREOF WHICH ARE CONSIDERED PERTINENT TO THE EVALUATION OF THIS EMPLOYEE. OUTSTANDING ASSETS AND/OR SERIOUS LIMITATIONS SHOULD BE STATED ALSO REASONS FOR AND RECOMMENDATIONS AS TO REASSIGNMENT WILL BE GIVEN IF APPROPRIATE TO THIS REPORT.

This officer has consistently demonstrated a lack of the qualifications essential to a station chief. His graduation record was reportedly excellent with intelligence but less negotiable. His capacities as a staff officer are also questionable based on his Army reports. He is totally undesirable as a station chief. He is intelligent, well educated and able to report. It is believed he would be the best choice if re-organization is effected.

(IF REVIEWING OFFICER OR CHIEF OF STATION DOES NOT CONCUR WITH THIS REPORT, EXCEPTIONS WILL BE STATED IN SPACE PROVIDED ON THE REVERSE SIDE HEREOF)

~~SIGNATURE OF REPORTING OFFICER~~

SIGNATURE OF REVISING OFFICER

UNDER NO CIRCUMSTANCES IS THIS REPORT TO BE SHOWN TO THE EMPLOYEE REPORTED ON.

**CONFIDENTIAL**



A. THE REPORTING OFFICER IS GUIDED BY THE EMPLOYEE'S IMMEDIATE SUPERIOR, IN OTHER WORDS THE PERSON WHO IS PRINCIPALLY BEST ACQUAINTED WITH THE EMPLOYEE'S WORKING EFFICIENCY. HOWEVER, DEPENDING UPON CIRCUMSTANCES, THE CHIEF OF STATION MAY NOT WISH TO ENTRUST THE IMMEDIATE SUPERVISOR WITH THIS RESPONSIBILITY. IN ANY CASE, THE CHIEF OF STATION WILL CHANGE OR MODIFY THE RATING OF THE REPORTING OFFICER WHEN SUCH CHANGES OR MODIFICATIONS ARE CALLED FOR. THE CHIEF OF STATION IS ULTIMATELY RESPONSIBLE FOR THE ACCURACY OF FACTS AND STATEMENTS ON OR IN SPEAR OF THE STATUS AND EFFICIENCY REPORT. IN MANY CASES, ESPECIALLY IN A SMALL UNIT, THE CHIEF OF STATION MAY WISH TO FILL OUT ALL THE REPORTS HIMSELF.

2. IN ADDITION TO THE ANNUAL REPORT, THE FOLLOWING SPECIAL REPORTS, UTILIZING THE SAME FORM, WILL BE RENDERED:

A. UPON COMPLETION OF FIRST NINETY (90) DAYS OF SERVICE AT A STATION.

B. UPON RELIEF OR REASSIGNMENT OF REPORTING SENIOR.

C. UPON DETERMINATION OR RECOMMENDATION THAT AN EMPLOYEE IN A FIELD STATION SHOULD BE REASSIGNED TO ANOTHER STATION OR RETURNED TO U.S. FOR REASSIGNMENT OR OTHER DISPOSITION. SUCH REPORT WILL BE FORWARDED SO AS TO REACH THE WASHINGTON HEADQUARTERS AT THE EARLIEST POSSIBLE DATE AFTER SUCH REASSIGNMENT DETERMINATION IS MADE. IF POSSIBLE, THE REPORT SHOULD BE SENT IN AT LEAST THREE MONTHS PRIOR TO PROPOSED REASSIGNMENT IN ORDER THAT ALL TIME POSSIBLE MAY BE DEVOTED TO APPRAISAL AND EVALUATION. IF CONSIDERATION OF REASSIGNMENT IS BEING GIVEN WITHOUT EMPLOYEE'S KNOWLEDGE, ITEMS 1 TO 6 WILL BE FILLED IN AS FAR AS POSSIBLE BY THE RATING OFFICER WITHOUT REFERRAL TO EMPLOYEE.

D. IN FAIRNESS TO THE INDIVIDUAL BEING RATED AND IN THE INTEREST OF THE GOVERNMENT, THE IMPORTANCE OF CAREFULLY PREPARED AND ACCURATE EFFICIENCY REPORTS CANNOT BE OVERSTRESSED. THE FOLLOWING BASIC PRINCIPLES OF RATING SHOULD ALWAYS BE KEPT IN MIND:

A. ALWAYS BASE YOUR JUDGMENT ON:

(1) WHAT YOU HAVE OBSERVED THE INDIVIDUAL DO OR FAIL TO DO.

(2) PRACTICE

(3) STRIKING INCIDENT.

TIC UNDER CONSIDERATION.

... USED TO RATE ALL CIVILIAN EMPLOYEES. BUT REPORTING OFFICERS SHOULD BEAR IN MIND THAT DIFFERENT STANDARDS PREVAIL IN DIFFERENT ASSIGNMENTS WHEREAS IT IS NECESSARY, FOR EXAMPLE, THAT AN INTELLIGENCE OFFICER POSSESS INITIATIVE. THIS SAME TRAIT IS NOT ALWAYS DESIRABLE, EXCEPT IN A MINOR WAY, FOR A TYPIST. THE RATINGS AND EVALUATIONS SHOULD BE IN REFERENCE TO THE JOB - THE ACTUAL WORK ASSIGNMENT FOR WHICH THE PARTICULAR EMPLOYEE IS BEING PAID. EVERY EFFORT SHOULD BE MADE TO ARRIVE AT A JUST ESTIMATE OF THE QUALITIES OF THE PERSON REPORTED ON FOR THE PERIOD COVERED BY THE REPORT. AVOID EXAGGERATIONS AND SUPERLATIVES. THEY DETRACT FROM THE VALUE OF A REPORT AND ARE UNFAIR TO OTHERS.

B. BIASED OPINIONS BASED ON PERSONAL LIKES AND DISLIKES MUST BE SCRUPULOUSLY AVOIDED. IT SHOULD BE BORNE IN MIND THAT THE PREPARATION OF EFFICIENCY REPORTS IS AN IMPORTANT FUNCTION OF ALL SUPERVISORS OF EMPLOYEES, AND THE ACCURATE AND TRUE EVALUATIONS EXPRESSED THEREIN ARE A DIRECT REFLECTION UPON HIS OWN ABILITY AND QUALIFICATION FOR THE POSITION HE HOLDS.

C. NO REPORTS WILL BE RENDERED COVERING PERIODS OF LESS THAN 60 DAYS OBSERVED SERVICE.

4. REPORTS WILL NORMALLY BE CLASSIFIED CONFIDENTIAL; HOWEVER, THE CLASSIFICATION MAY BE RAISED IF DEEMED APPROPRIATE BY RATING OFFICER.

5. REPORTS WILL NEVER BE SHOWN TO THE EMPLOYEE REPORTED ON.

#### DISPOSITION OF REPORTS

1. REPORTS WILL BE FORWARDED TO THE APPROPRIATE BRANCH CHIEF IN WASHINGTON HEADQUARTERS WITHIN TEN (10) DAYS AFTER THE CLOSE OF THE REPORTING PERIOD.

2. IF THE REPORTING OFFICER IS THE CHIEF OF STATION, REPORTS WILL BE FORWARDED BY HIM TO THE APPROPRIATE BRANCH CHIEF IN WASHINGTON HEADQUARTERS.

3. IF THE REPORTING OFFICER IS NOT THE CHIEF OF STATION, THE REPORT WILL BE REFERRED TO THE NEXT IN COMMAND FOR REVIEW AND FINALLY TO THE CHIEF OF STATION FOR FORWARDING TO WASHINGTON HEADQUARTERS.

4. UPON RECEIPT OF REPORT IN WASHINGTON HEADQUARTERS, THEY WILL BE REVIEWED BY THE BRANCH CHIEF'S PROMPTLY AND THEN REFERRED TO THE ASSISTANT EXECUTIVE FOR PERSONNEL FOR RETENTION IN THE PERSONNEL FILE OF THE EMPLOYEE.

A. IF A CHANGE OF PERSONAL STATUS IS REPORTED UNDER SECTION 6, ONE COPY OF SUCH REPORT WILL BE DETACHED AND SENT TO THE SECURITY OFFICE.

ANY DESIRED REMARKS OF REVIEWING OFFICER AND/OR CHIEF OF STATION relations, however, he has scored great success and was the subject of a special commendatory letter written by the new Ambassador, Honorable Walter Donnelly, to the Department of State. His report writing is precise and clear but tends to be inclusive of too much detail. In this respect it is felt that he is following the practice of his previous employment with the FBI and that his training in the methods of our own organization was insufficient inasmuch as he departed for his post before full completion of the training course. A temporary assignment in Washington would be profitable to him in order to get the spirit and methods of revised intelligence operations and reporting.

He is a Chief of Station which this Branch particularly desires; and if he wishes to remain at his present post on termination of his contract, it is recommended that he be so reassigned inasmuch as he has developed a keen personal interest and corresponding knowledge of this very important area.

*J.G. Hickey*

14-00000

Statement re Change in Number of  
Dependents:

I hereby certify that on 16 July, 1947,  
there was born to me and my wife a son,  
the name of whom has been previously  
furnished to Washington.

CHIEF OF STAFF

3. IF COURSES OF INSTRUCTION WERE COMPLETED DURING PERIOD OF THIS REPORT, LIST TITLE, LOCATION OF SCHOOL, LENGTH OF COURSE AND DATE COMPLETED. \_\_\_\_\_

4. PROFICIENCY IN PORTUGUESE LANG.	READING			SPEAKING			UNDERSTANDING		
	REC	ONE-ON-ONE	PAIRS	REC	ONE-ON-ONE	PAIRS	REC	ONE-ON-ONE	PAIRS
SPANISH	✓				✓			✓	

B. MY PREFERENCE FOR NEXT DUTY AFTER TERMINATION OF CURRENT ASSIGNMENT IS: (IF IN US-BO STATE)  
TYPE OF DUTY LOCATION

NO PREFERENCE EXCEPT THAT  
IT BE FOREIGN

“**ପାତାରୁକୁ କାହାରୁକୁ କାହାରୁକୁ କାହାରୁକୁ କାହାରୁକୁ**”

6. HAVE THERE BEEN ANY CHANGES IN PERSONAL STATUS SINCE ORIGINAL EMPLOYMENT OR LAST REPORT - WHICHEVER IS LATER?

**IF THE ANSWER TO ANY OF THE ABOVE IS YES, ATTACH A SEPARATE DETAILED REPORT IN DUPLICATE HERETO. IN THE CASE OF MARRIAGE, THE REPORT WILL INCLUDE NAMES, ADDRESSES, AND CITIZENSHIP OF SPOUSE, FATHER-IN-LAW, MOTHER-IN-LAW, BROTHERS-IN-LAW, AND SISTERS-IN-LAW.**

MARRIAGE--THE REPORT WILL INCLUDE NAMES, ADDRESSES, AND CITIZENSHIP OF SPOUSE, FATHER-IN-LAW, MOTHER-IN-LAW,

1 June 1947      Bach D.O. 131

#### Signatures of Employees

SECTIONS 7 THROUGH 11 TO BE COMPLETED BY IMMEDIATE SUPERVISOR

7. PERIOD COVERED BY THIS REPORT      OCCASION FOR REPORT  
DATE 7-68      DATE 7-69  
ANNUAL      REASSIGNMENT OF      PROPOSED REASSIGNMENT  
REPORTING OFFICER      OF EMPLOYEE REPORTED ON      COVERING INITIAL 90  
DAYS OF EMPLOYMENT

9. IS THIS EMPLOYER QUALIFIED TO  YES  NO IS EMPLOYEE BETTER QUALIFIED  YES  NO  
PERFORM ALL PRESENT DUTIES? FOR OTHER DUTIES?

10. SO, WHAT DUTY OR DUTIES *Chief of a large station or of the*  
*and his deputies.*

DO YOU CONCUR IN EMPLOYEE'S DESCRIPTION OF DUTIES UNDER SECTION 8?  YES  NO IF NO, EXPLAIN IN SECTION 11  
HAS EMPLOYEE SIGNED FOR  YES DO YOU RECOMMEND EMPLOYEE  YES  NO SO, TO WHAT GRADE AND FOR WHAT POSITION?  
PROFESSIONAL IMPROVEMENT?  NO FOR PROMOTION?  NO  
*C-4, 1-3 - C-4, 1-9 etc.*

9. FOR EACH FACTOR OBSERVED CHECK THE APPROPRIATE BOX TO INDICATE HOW THE EMPLOYEE COMPARES WITH ALL OTHERS OF THE SAME CLASSIFICATION WHOSE PROFESSIONAL ABILITIES ARE KNOWN TO YOU PERSONALLY. DO NOT LIMIT THIS COMPARISON TO THE OTHERS NOW UNDER YOUR SUPERVISION. DO NOT HESITATE TO MARK 'NOT OBSERVED' ON ANY QUALITY WHEN APPROPRIATE.

NOT OUT- IN-

RATING FACTORS	NOT OBSERVED	UNSAT- ISFACTORY	PAIN	GOOD	VERY GOOD	EXCEL- LENT	OUT- STAND- ING
A. ABILITY TO WORK AND GET ALONG WITH PEOPLE							✓
B. INTEREST AND ENTHUSIASM IN WORK							✓
C. SECURITY CONSCIOUSNESS							✓
D. ABILITY TO GRASP INSTRUCTIONS AND PLANS							✓
E. ATTENTION TO DUTY							✓
F. JUDGMENT AND COMMON SENSE							✓
G. ABILITY TO OBTAIN RESULTS AND GET THINGS DONE							✓
H. DISCRETION							✓
I. INITIATIVE							✓
J. ABILITY TO HANDLE AND DIRECT PEOPLE.							✓
K. PERFORMANCE OF PRESENT DUTIES (ITEM 2)							✓
L. ABILITY TO EVALUATE INTELLIGENCE INFORMATION							✓
M. TACT							✓
N. SAGACITY (NON-GULLIBILITY)							✓
O. LEADERSHIP							✓
P. PHYSICAL STAMINA							✓
Q. MENTAL STAMINA							✓

10. INDICATE YOUR ATTITUDE TOWARD HAVING THIS EMPLOYEE UNDER YOUR COMMAND OR SUPERVISION. WOULD YOU  
DEFINITELY  PREFER NOT  BE SATISFIED  BE PLEASED  PARTICULARLY  
NOT WANT HIM  TO HAVE HIM  TO HAVE HIM  TO HAVE HIM  DESIRE HIM

III. ENTER HERE ANY DESIRED REMARKS PERTAINING TO PARTICULAR QUALIFICATIONS OR LACK THEREOF WHICH ARE CONSIDERED PERTINENT TO THE EVALUATION OF THIS EMPLOYEE. OUTSTANDING ASSETS AND/OR SERIOUS LIMITATIONS SHOULD BE STATED. ALSO REASONS FOR AND RECOMMENDATIONS AS TO REASSIGNMENT WILL BE GIVEN IF APPROPRIATE TO THIS REPORT.

The Officer is one of our best chiefs. I believe Mr. Lee  
had preference, based judgment on excellent personnel  
and a good personality. Mr. Lee has ability, industry and  
diligence. He is commandable, respects his men, may be  
the organization's greatest asset. He is a capable  
person, just & liberal and would be well worth working with.  
A little different type in judge his long-term productively, which  
we will test closely.

(If additional space is needed attach extra sheet)

(IF REVIEWING OFFICER OR CHIEF OF STATION DOES NOT CONCUR WITH THIS REPORT, EXCEPTIONS WILL BE STATED IN SPACE PROVIDED ON THE REVERSE SIDE HEREOF)

*William G. Fiddy*  
SIGNATURE OF REPORTING OFFICER

*W. W. Gilman* 2, 1905

**BIOGRAPHIES OF REVIEWING OFFICERS**

UNDER NO CIRCUMSTANCES IS THIS REPORT TO BE SHOWN TO THE EMPLOYEE REPORTED ON

~~CONFIDENTIAL~~

**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.

**2**

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

NAME (last)	(first)	(middle)	DATE OF BIRTH (month, day, year)	SOCIAL SECURITY NUMBER
O'NEIL		BIRCH	JUN 1, 1913	
EMPLOYING DEPARTMENT OR AGENCY				
LOCATION (City, State, ZIP Code)				

HAVE YOU EVER BEFORE FILED AN "ELECTION, DECLINATION, OR WAIVER OF LIFE INSURANCE COVERAGE"?  YES  NO  
If "YES," your last such form remains in effect and you should not file this new form unless you want to change the old one. (See Instructions for Employees on page 4.)

**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**

**DATE AND SIGN. RETURN THE ENTIRE FORM TO YOUR EMPLOYING OFFICE.**

SIGNATURE (do not print)

DATE

Birch D. O'Neal  
December 2, 1968

**FOR EMPLOYING OFFICE USE ONLY**

(official receiving date stamp)

PERSONNEL

OFFICE OF

89, HV ET II 3 DEC

BRANCH

PERSONAL AFFAIRS

See Table of Effective Dates on back of Original

STANDARD FORM No. 176  
APRIL 1968  
FPM Supplement 870-1

ORIGINAL COPY—Retain in Official Personnel Folder

~~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)	DATE OF BIRTH (month, day, year)	SOCIAL SECURITY NUMBER
<b>O'NEAL BIRCH DILWORTH JUNE 1, 1913</b>			258	05,6267
EMPLOYING DEPARTMENT OR AGENCY			LOCATION (City, State, ZIP Code)	
<b>Serial # 058553</b>				

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

Mark here \_\_\_\_\_  
if you  
WANT BOTH  
optional and  
regular  
insurance



**ELECTION OF OPTIONAL (IN ADDITION TO REGULAR) INSURANCE**

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

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



**DECLINATION OF OPTIONAL (BUT NOT REGULAR) INSURANCE**

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

Mark here \_\_\_\_\_  
if you  
WANT NEITHER  
regular nor  
optional  
insurance



**WAIVER OF LIFE INSURANCE COVERAGE**

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

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

SIGNATURE (do not print)

*Birch D.O'Neal*

DATE

*February 16, 1968*

~~SECRET~~

**FOR EMPLOYING OFFICE USE ONLY**

(official receiving date stamp)

OFFICE OF PERSONNEL  
89, W 23 Feb 23 1968

See Table of Effective Dates on back of Original

ORIGINAL COPY—Retain in Official Personnel Folder

STANDARD FORM No. 176-T  
JANUARY 1958  
(For use only until April 14, 1968;  
176-101)

SECRET  
EYES ONLY

21 OCT 1965

MEMORANDUM FOR: Secretary, Clandestine Services Career

Service Board

SUBJECT : Promotion to GS-16 - Birch D. O'NEAL

1. Mr. O'Neal is our only candidate for promotion to GS-16. He supervises and performs important and complex counterintelligence duties which relate to the interests of the intelligence community.

2. Mr. O'Neal is a superior counterintelligence officer whose experience dates back to his service with the FBI during which time he was stationed in South America for three years. Since entering on duty with CIG in February 1947 he has been COS in Caracas and Mexico. Mr. O'Neal has been Chief, Special Investigation Group since February 1955.

*J. Angleton*  
James Angleton  
Chief, Counter Intelligence Staff

SECRET  
EYES ONLY



SECRET

CENTRAL INTELLIGENCE AGENCY

WASHINGTON 25, D. C.

OFFICE OF THE DIRECTOR

5 JULY 1956

MEMORANDUM FOR: Birch D. O'Neal

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 1 July 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

A handwritten signature in black ink that reads "Harrison G. Reynolds".

Harrison G. Reynolds  
Chairman, CIA Selection Board

Noted:

A handwritten signature in black ink that reads "Birch D. O'Neal".

Date: 3 FEB 1956

Career Staff  
Office of Personnel

3 FEB 1956

**SECRET**

VV

PLEASE READ INSTRUCTION SHEET BEFORE PREPARING THIS FORM

STATEMENT OF FEDERAL CIVILIAN AND MILITARY SERVICE		OFFICE <i>WHD</i>	DIVISION									
		BRANCH <i>011</i>	SECTION									
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.		
Organization		11	70	2	1947	12		13	0	5		
Federal Bureau of Investigation, Washington, D.C.		10	1	1933	31	3	1933	24	H	8		
SC17-09-18-38 <i>Arvin Bradley</i> <i>05-20-57</i>				Total Civilian Service			.55 1/2					
II. MILITARY SERVICE (INCLUDE ONLY PERIODS OF ACTIVE DUTY; DO NOT INCLUDE TERMINAL LEAVE)				FROM			TO			TOTAL SERVICE		
BRANCH OF SERVICE		DA.	MO.	YR.	DA.	MO.	YR.	DA.	MO.	YR.		
		10010										
Total Military Service												
III. CERTIFICATION												
I hereby certify that the above Civilian and Military service is complete and accurate to the best of my knowledge. <i>B. D. O'Neal</i> / <i>Herbert F. Chapman</i>												
22 February 1952 DATE				SIGNATURE OF EMPLOYEE								
IV. REMARKS: (CONCERNING ABOVE SERVICE)				V. FOR PERSONNEL OFFICE USE ONLY								
OK				TOTAL CREDITABLE SERVICE								
				212/52	25	5	13	YEARS				
				25	5	13						
				25	5	13						
MAY BE CONTINUED ON NON-DETACHABLE REVERSE SIDE				25	5	13						

Sent 1/17/62

## Agreement

AGREEMENT made this 29th day of November, 1961, effective the 8 day of December, 1961, by and between the United States of America (hereinafter referred to as the Government) as represented by the Central Intelligence Agency, and O'NEAL, Birch D. (hereinafter referred to as the Employee).

### RECITALS

A. The Government desires the services of the Employee for CIA under circumstances requiring the Employee to receive a Foreign Service Staff Corps designation from the Department of State and proposes to send the Employee overseas to Guatemala City, Guatemala for operations in the general area of \_\_\_\_\_.

B. The Employee desires as an employee of the Government to serve CIA abroad under the supervision and control of the Assistant Director for Special Operations, CIA, (ADSO) and is willing to accept a designation in the Foreign Service Staff Corps with the obligations thereof.

In consideration of the premises, the mutual covenants and promises herein contained, and for other good and valuable considerations, the parties hereto agree as follows:

ARTICLE I. Relationship of Employee to the Department of State. The Employee, in so far as possible, shall abide by all the rules, regulations, and customs of the Foreign Service of the United States which affect personnel of the Foreign Service Staff Corps in order to appear as a normal member of the Foreign Service establishment.

1. The Employee shall rigidly comply with the provisions of Title X, Part A of the Foreign Service Act of 1946, prohibiting officers and employees of the Foreign Service from:

- (a) Wearing uniforms;
- (b) Accepting presents from foreign governments;
- (c) Engaging in business abroad;
- (d) Correspondence on affairs of foreign governments;
- (e) Political, racial, religious, or color discrimination.

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2. The Chief of the Foreign Service establishment and certain other key members of his staff will know about the Employee's status and relationship under the terms of the TOP SECRET agreement between the Department of State and CIA. Other personnel may discover that there are certain irregularities in travel orders, position numbers, pay accounts, and other internal administrative procedures of the Foreign Service. Nevertheless, the Employee shall not divulge his relationship to CIA except with the expressed approval of the ADSO. While serving abroad, he shall for normal administration be under the control of the Chief of the Foreign Service establishment to which he is attached, but for operations, including travel as specified below, he shall be under the control of CIA.

3. The travel of the Employee shall be governed as follows:

(a) For temporary duty outside the continental limits of the United States within or beyond the Employee's stipulated area, he shall perform CIA operational travel as directed by the ADSO or his designee with the consent of the Chiefs of the Foreign Service establishment involved. TD travel customary and necessary in the performance of routine Foreign Service Staff functions may be performed without clearance from the ADSO.

(b) For any travel to the United States, either temporary duty or permanent change of station, the Employee shall travel only at the direction of the ADSO after clearance has been arranged through the State Department in Washington.

(c) All travel will be directed and performed in accordance with Foreign Service rules and regulations.

4. Although the Employee's Foreign Service Staff Corps title, location, appointment, Foreign Service class, and other pertinent information may be published in the Foreign Service list and other publications of the Department of State, such listings shall not affect his employment and the obligations and duties stipulated in this contract.

5. All payments to be made under this contract, including reimbursement for travel expenses, shall be made to the Employee by the Department of State except payments referred to in ARTICLE II, Section 4.

ARTICLE II. Relationship of Employee to CIA. Although for all intents and purposes it will appear as though the Employee is employed by the Department of State as indicated in ARTICLE I above, he shall in fact be employed by and under the operational control of CIA. In so far as possible, he will be expected to abide by the rules, regulations, customary practices, and courtesies of the Foreign Service, but his ultimate responsibility will be to CIA. In the event of any conflict of authority in the field between the Department of State and CIA, the matter shall be referred to the ADSO for resolution.

1. The line of authority for the Employee shall be as follows:

- (a) Senior Representative of OSO at Foreign Service establishment.
- (b) OSO Foreign Branch Chief in Washington.
- (c) Chief of Operations, OSO.
- (d) ADSO
- (e) Director of CIA.

2. All travel shall be directed by the ADSO in accordance with ARTICLE I, Section 3. The Employee shall request appropriate Foreign Service clearance for travel through the Senior OSO Representative at the Foreign Service establishment, who shall be responsible for arranging such clearance.

3. It is understood and agreed that the Employee's overseas assignment is to be for a minimum period of two years from the date of his arrival at his overseas post of duty, unless terminated by the Government for its convenience. If the assignment is terminated in less than twenty-four months at the Employee's request, the following shall prevail:

(a) If the Employee resigns in less than twelve months from the date of his arrival at his overseas post of duty, he shall reimburse CIA for all travel expenses involved in the transportation of himself, his immediate family, household goods, and personal effects to the foreign station, and pay all such expenses for return to the United States. Such expenses for return to the United States and amounts expended by the Government on account of such travel and transportation shall be considered a debt due by the Employee to the United States.

(b) If the Employee desires to terminate between the twelfth and twenty-fourth month from the date of his arrival at his overseas post of duty, he shall pay all expenses for the travel and transportation of himself, his immediate family, household goods, and personal effects to the United States.

4. If deemed necessary by CIA, the Employee may be reimbursed or advanced funds for operational expenses. Such amounts must be advanced or reimbursement made in accordance with CIA regulations, which require a full accounting of the amounts expended by the Employee. Therefore, the Employee will be required to account fully for any such funds advanced or reimbursed in accordance with CIA regulations.

**ARTICLE III. Overseas Allowances and Transportation Expenses.** When specifically authorized by the ADSO, the expenses of travel and transportation of the Employee, his immediate family, household goods and effects, including personally owned automobile and other allowances, will be paid the Employee in accordance with the Foreign Service Act of 1946 and regulations issued thereunder by the Department of State. When authorized by the ADSO, the Employee shall be paid a quarters allowance, cost of living allowance, or special foreign living allowance in accordance with the Foreign Service Act of 1946 and regulations issued thereunder. The amount of quarters and cost of living allowances and the special foreign living allowance is set forth in Bureau of the Budget Circular A-8, which is amended periodically to reflect adjustments in price indexes. Therefore, such allowances will be subject to change, and the amounts paid will vary according to Budget Circular A-8.

**ARTICLE IV. Annual and Sick Leave.** The Employee shall be permitted annual leave, sick leave, and leave of absence in accordance with Title IX, Part D of the Foreign Service Act of 1946. Under such Act, the Employee may be granted not to exceed sixty calendar days annual leave of absence with pay in each year. Annual leave which the Employee may receive and which is not used in any one year shall be accumulated for succeeding years until it totals 180 days. Sick leave with pay may be granted to the Employee at the rate of fifteen calendar days each calendar year and may be accumulated for succeeding years until it totals 120 days.

1. If the Employee is transferred from another Government Agency to this position, any annual or sick leave standing to his credit in such Agency, may be transferred, if appropriate, in accordance with E. O. 9837, 27 March 1947, issued pursuant to Section 935 of the Foreign Service Act of 1946.

**ARTICLE V. Return to the United States.** The Employee shall be ordered to the United States on leave of absence or permanent change of station upon completion of two years continuous service abroad or as soon as possible thereafter.

ARTICLE VI. Retirement. The Employee occupies a position within the purview of the Civil Service Retirement Act. Accordingly, deductions shall be made at the rate provided by law (presently 5%) from the Employee's basic salary and placed in the Civil Service Retirement Fund. The Employee may not avail himself of the provisions of the Foreign Service Retirement and Disability System, provided for in Title VIII of the Foreign Service Act of 1946.

ARTICLE VII. Medical Care and Hospitalization. In the event of illness or injury to the Employee requiring hospitalization not the result of vicious habits, intemperance, or misconduct on his part, and incurred in the line of duty while assigned abroad, the expenses of treatment of such illness or injury at a suitable hospital or clinic, ~~or~~ transportation expenses to such hospital or clinic may be paid by the Government in accordance with Title IX, Part E of the Foreign Service Act of 1946. Under appropriate regulations, a physical examination of the Employee will be made, together with necessary inoculations, or vaccinations, or the expense thereof will be paid to the Employee.

1. In the event of the death or disability of the Employee, the Employee or his dependents shall be afforded the benefits of the United States Employees' Compensation Act of 7 September 1916, as amended.

ARTICLE VIII. Equipment. The Employee may be furnished technical equipment and supplies to assist in the rendition of services hereunder, including an automobile where necessary. The Employee shall be responsible for such equipment and supplies issued to him by CIA in accordance with CIA Property Regulations. All such material shall remain the property of the Government regardless of any apparently conflicting ownership or the manner of registration.

ARTICLE IX. Salary. The Employee shall receive a basic salary of \$8481.00 (ECS-3) per year in accordance with Section 415 of the Foreign Service Act of 1946. In-class promotions shall be granted to the Employee in accordance with regulations established in the Department of State pursuant to Title VI, Part E, Section 642 of the Foreign Service Act of 1946. Other changes in status will be made only as specifically authorized by the ADSO.

ARTICLE X. Continuance of Pay and Allowances. If the Employee is determined by CIA to be absent in a status of "Missing", "Missing in Action", "Interned in a Neutral Country", "Captured by an Enemy", "Beleaguered", or "Besieged", he shall for the period he is determined to be in any such status be entitled to receive or to have credited to his account the same pay and allowances to which he was entitled at the beginning of such period of absence. Continuance of pay and allowances as specified above shall be as prescribed in the Missing Persons Act of 1942 (50 U.S.C.A. App 1001-1015, 7 March 1942).

ARTICLE XI. General. The Employee shall comply with the following provisions, and violation thereof by the Employee shall be deemed a breach of this contract.

1. In participating in the programs and activities of any private organization, the Employee shall make it clear that the Department of State has no official connection with such organization and that it does not sponsor or sanction the viewpoints which he may express. In general, his relations with private organizations shall be governed by applicable Foreign Service Regulations.

2. Neither the Employee nor the members of his family shall act as correspondents for American or foreign newspapers, press syndicates, or associations unless special authorization has been obtained in advance from the ADSO. He shall not write for publication any article or other manuscript on political or controversial subjects. Articles or manuscripts on nonpolitical or noncontroversial subjects shall be submitted to the ADSO for review and approval prior to their submission to a publisher.

3. Neither the Employee nor members of his family shall correspond privately on personnel or other official matters with members of Congress, or officers in the Department of State, CIA, or other Governmental agencies.

4. Members of the Employee's family shall not be employed in the same Foreign Service office except during grave emergencies or when special authorization has been obtained in advance of employment from both the Department of State and CIA.

5. Before contracting marriage with a person of foreign nationality, the Employee shall request and obtain permission from the appropriate officials in both the Department of State and CIA. Any such marriage with an alien without obtaining advance permission shall be deemed a breach of this contract and shall result in termination of service with the Government.

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6. In the event the Employee desires to resign from the service overseas, he shall submit a written resignation addressed to the ADSO, who will take appropriate steps to clear the matter with the Department of State.

ARTICLE XII. Security. This contract contains information affecting the national defense of the United States within the meaning of the Espionage Act (50 U.S.C. 31 and 32, as amended). Its transmission or the revelation of its contents in any manner to an unauthorized person is prohibited by law. Violation of this ARTICLE or any security agreement signed by the Employee with the Government shall result in immediate disciplinary action, which may include suspension, separation from Government service, and may subject the Employee to criminal prosecution under the Espionage Act.

1. The termination of this contract will not release the Employee from the provisions of any security oaths which he may be required to take by CIA.

2. The Employee shall not publish, transmit, or divulge in any manner, information received by him as the result of his employment by the Government under this contract without specific written authority from the Director, CIA.

ARTICLE XIII. Orders and Directives. Orders and Directives received by the Employee from competent authority, including instructions received in briefing and training, shall be complied with by the Employee. No promises or commitments to the Employee of any nature whatsoever, beyond and in addition to the terms hereof, shall be binding on the Government unless and until such promise or commitment is reduced to writing and approved by an authorized official of CIA, and such writing placed with this contract thereby becoming an amendment hereto.

ARTICLE XIV. Amendments. The Government may at any time amend this contract and may terminate this contract upon thirty day prior notice to the Employee. If the Government proposes to amend this contract by reducing the salary provided for in ARTICLE IX (including class promotions, or other authorized increases, if any) and such reduction is unacceptable to the Employee, resignation by the Employee for such reason shall be considered as a termination of this contract for the convenience of the Government. Where the Employee is directed to proceed to a new post on a permanent change of station by the ADSO, this contract will be deemed to have been amended to the extent of such change.

ARTICLE XV. Special Provisions. The following special provisions shall apply to the Employee under this contract:

Part (a) of Section 3 of ARTICLE II shall not apply to employees who have served in a departmental position with CIA or who have served an overseas tour of duty with CIA, and in such case, part (b) of Section 3 of ARTICLE II shall be deemed amended to read as follows: "(b) If the Employee desires to terminate or return to the United States prior to the expiration of twenty-four months from the date of his arrival at his overseas post of duty, he shall pay all expenses for the travel and transportation of himself, his immediate family, household goods and personal effects to the United States."

ARTICLE IX does not apply. The employee shall receive an annual salary of \$9600.00 (GS-14), and, during the period of official duty overseas shall receive allowances based on such annual salary (including ~~xxxxxx~~ subsequent increases) computed in accordance with applicable Foreign Service Regulations. Initially, the sum of \$8481.00 per annum ~~xxxxxx~~ (FSS-3) (plus in-class or class promotions) directly by the Department of State. The difference between the authorized CIA salary and the salary paid by the Department of State, plus the difference, if any, between ~~xxxxxx~~ allowances based on the authorized CIA salary and the allowances based on salary payments by the Department of State and paid by them, shall be paid to the employee in accordance with his written instructions.

A lump sum payment for annual leave is to be paid up to 2 December 1951. Sick leave is to be held in escrow until such time as subject reverts back to GS-status, at which time, accrued sick leave will be credited.

In the event any of the provisions in this Article are inconsistent with the provisions of any other Article in this contract, the provisions of this Article XV, shall govern and be determinative of the rights and obligations under this contract.

UNITED STATES OF AMERICA

WITNESS:

*WJ Watt*

Officer in Charge  
CMICF, OVERSEAS SECTION

APPROVED:

Chief of Operations

Assistant Director for  
Special Operations

BY: H. C. Classical  
~~CHIEF, PERSONNEL DIVISION (C)~~  
Birch D. O'Neal  
(Employee)

14-00000  
CENTRAL INTELLIGENCE AGENCY  
Washington 25, D. C.

ER 2-2961a

Office of the Director

19 October 1951

MEMORANDUM FOR: ASSISTANT DIRECTOR FOR OPERATIONS  
ASSISTANT DEPUTY, INSPECTION & SECURITY  
SUBJECT: Appreciation for Work of CIA Personnel

1. It is a pleasure to forward the attached memorandum from Major General Ralph J. Canine, Director, Armed Forces Security Agency.
2. Please express my personal appreciation to each of the individuals mentioned therein for their excellent cooperation in connection with this operation.

/s/

WALTER B. SMITH  
Director

Enclosure -  
Memo dtd 12 Oct 51

COPY

DEPARTMENT OF DEFENSE  
Armed Forces Security Agency  
Washington 25, D. C.

F. L. G.

In reply refer to

Serial: 1691

12 October 1951

MEMORANDUM FOR THE DIRECTOR OF CENTRAL INTELLIGENCE

SUBJECT: Appreciation of Work of CIA Personnel

1. Between 1 August and 15 August 1951, in support of a special Armed Forces Security Agency operation, Mr. Edward F. Hall, Mr. Birch O'Neill, Mr. John Salb, and Dr. Raymond S. Hall executed their additional assigned duties in an efficient and admirable manner. They consistently demonstrated initiative, interest, and a spirit of cooperation which assured the success of this operation.

2. I am gratified by this further demonstration of support of the Armed Forces Security Agency by the Central Intelligence Agency and I should be grateful if you would express to these gentlemen my appreciation of a job well done.

/s/

RALPH J. CANINE  
Major General, US Army  
Director, Armed Forces Security Agency

COPY

STANDARD FORM 61 (REvised August 1948)  
PROMULGATED BY CIVIL SERVICE COMMISSION  
FEDERAL PERSONNEL MANUAL

## APPOINTMENT AFFIDAVITS

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

CIA	(Department or agency)	(Bureau or division)	(Place of employment)
-----	------------------------	----------------------	-----------------------

I, BIRCH D. O'NEAL, 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.

2 October 1951  
(Date of entrance on duty)

Birch D. O'Neal  
(Signature of appointee)

Subscribed and sworn before me this 2 day of October, A. D. 1951,

at WASHINGTON, D. C. R. E. White  
(City) (State) (Signature of officer)

[SEAL]

(Title)

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

16-65100-8

## 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) 4703 CREEK CENT ST. N.W. WEST CHESTER, MD.

2. DATE OF BIRTH 1 JUNE 1913 (B) PLACE OF BIRTH (City or town and State or country) RAINIERIDGE, GEORGIA

3. (A) IN CASE OF EMERGENCY PLEASE NOTIFY (B) RELATIONSHIP (C) STREET AND NUMBER, CITY AND STATE (D) TELEPHONE NO. MRS. RICHARD O'NEAL WIFE 4703 CREEK CENT ST. N.W. WEST CHESTER, MD. 474UV 410-6221

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

If so, for each such relative fill in the blanks below. If additional space is necessary, complete under Item 10.

NAME	POST OFFICE ADDRESS (One street number, if any)	(1) POSITION (2) TEMPORARY OR NOT (3) DEPARTMENT OR AGENCY IN WHICH EMPLOYED	RELATION- SHIP	DEP. RTE (Check one)	SINGLE (Check one)
		1. ....			
		2. ....			
		3. ....			
		4. ....			
		5. ....			
		6. ....			

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

ITEM NO.	YES	NO	10. SPACE FOR DETAILED ANSWERS TO OTHER QUESTIONS WRITE IN LEFT COLUMN NUMBERS OF ITEMS TO WHICH DETAILED ANSWERS APPLY
5. ARE YOU A CITIZEN OF OR DO YOU OWE ALLEGIANCE TO THE UNITED STATES?	X		.....
6. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY?	X		.....
If your answer is "Yes", give details in Item 10.			.....
7. DO YOU RECEIPT ANY ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT OR ANY PENSION OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE?		X	.....
If your answer is "Yes", give in Item 10 reason for retirement, that is, age, optional disability, or by reason of voluntary or involuntary separation after 5 years service; amount of retirement pay, and under what retirement act; and rating if retired from military or naval service.			.....
8. SINCE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT HAVE YOU BEEN DISCHARGED OR FORCED TO RESIGN, FOR MISCONDUCT OR UNFAIR FACTORY SERVICE FROM ANY POSITION?	X		.....
If your answer is "Yes", give in Item 10 the name and address of employer, date and reason in each case.			.....
9. HAVE YOU BEEN ARRESTED (NOT INCLUDING TRAFFIC VIOLATIONS FOR WHICH YOU WERE FINED \$5 OR LESS OR FORTIFIED CIVIL LATERAL OF \$20 OR LESS) SINCE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT?		X	.....
If your answer is "Yes", list all such cases under Item 10. Give in each case: (1) The date, (2) the nature of the offense or violation, (3) the name and location of the court, (4) the penalty imposed, if any, or other disposition of the case. If appointed, your fingerprints will be taken.			.....

### INSTRUCTIONS TO APPOINTING OFFICER

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

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

(1) **Identity of appointee**—It is the duty of the appointing officer to guard against impersonation and to determine beyond reasonable doubt that the appointee is the same person whose appointment was authorized. The appointee's signature and handwriting are to be compared with the application and/or other pertinent papers. If the appointee qualified in a written examination, the signature on this form should be compared with the signature on the declaration sheet, which was signed in the examination room. His physical appearance may be checked against the medical certificate. The appointee may also be questioned on his personal history for agreement with the previous statements.

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

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

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

## APPOINTMENT AFFIDAVITS

### INFORMATION FOR APPOINTEE

**NOTE.**—Before he can be appointed, an applicant for a Federal position must meet certain requirements over and above the requirement that he be able to do the work he is employed to do. On the attached form you are to swear (or affirm) that you meet these requirements. In addition, there are certain restrictions upon your conduct as a Federal employee. They are set forth on this sheet. You should familiarize yourself with these restrictions and be guided by them. *Detach this portion of the form and retain it for your information and guidance.*

#### I. INFORMATION ABOUT APPOINTMENTS

Persons selected from competitive registers will receive either a temporary or a probationary appointment.

For persons receiving a probationary appointment, the first year of service is a probationary period unless a shorter period is fixed for the position by the Civil Service Commission. Satisfactory completion of probation is required for absolute appointment.

The completion of probation is required when a person who is reinstated or transferred has not previously completed a probationary period.

Persons receiving probationary appointments are included under the Civil Service Retirement Act.

Appointments specifically limited to 1 year or less are usually considered temporary appointments.

For excepted appointments, a trial period may be required at the discretion of the employing agency.

#### II. MEMBERS-OF-FAMILY RESTRICTION

Except for persons entitled to veteran preference, no person may be probationally appointed to a position in the competitive service if there are two or more members of his family already serving in the competitive service under probational or permanent appointments. A family is defined by the Attorney General as persons who live under the same roof with the head of the family and form part of his household. When they branch out and become heads of new establishments, they cease to be part of the old family. Minors do not establish another family merely by living at an address different from that of their parents. An appointment is illegal if the appointee is disqualified by the members-of-family restriction.

#### III. APPOINTMENTS ARE SUBJECT TO INVESTIGATION

All probationary appointments, reappointments, reinstatements, conversions to competitive appointments, inter-agency transfers, and certain temporary appointments are "subject to investigation" for an 18-month period. During this period, the Civil Service Commission has authority to instruct an agency to separate an employee for any of the reasons given below except that the Commission's authority is not limited by the 18-month period in cases described under Items 4, 5, and 8 below. The condition "subject to investigation" expires automatically at the end of 18 months of service unless an appeal on loyalty matters is pending. However, an employing agency may remove an employee for any of the reasons given below at any time.

Any of the following reasons constitutes sufficient cause for the removal of an employee from the service:

1. Conduct or capacity of such a nature that removal will promote the efficiency of the service.

2. Physical or mental unfitness for the position he holds.

3. Criminal, infamous, dishonest, immoral, or notoriously disgraceful conduct.

4. Establishment of the fact that the employee has made intentional false statements or engaged in deception or fraud in examination or appointment.

5. Refusal to furnish testimony to the Civil Service Commission or its authorized representatives in regard to matters inquired of arising under the Civil Service Act, Rules, and Regulations.

6. Habitual use of intoxicating beverages to excess.

7. Reasonable grounds exist for belief that the person involved is disloyal to the Government of the United States (see Section IV).

8. Any legal or other disqualification which makes the applicant unfit for Federal employment.

#### IV. SUBVERSIVE ACTIVITY AND AFFILIATION

Section 9A of Public Law 252, 76th Congress, approved August 2, 1939, otherwise known as the "Hatch Act," provides:

"(1) It shall be unlawful for any person employed in any capacity by any agency of the Federal Government, whose compensation, or any part thereof, is paid from funds authorized or appropriated by any act of Congress, to have membership in any political party or organization which advocates the overthrow of our constitutional form of government in the United States.

"(2) Any person violating the provisions of this section shall be immediately removed from the position or office held by him, and thereafter no part of the funds appropriated by any act of Congress for such position or office shall be used to pay the compensation of such person."

Executive Order 9835 of May 21, 1947, provides:

"1. The standard for the refusal of employment or the removal from employment in an executive department or agency on grounds relating to loyalty shall be that, on all the evidence, reasonable grounds exist for belief that the person involved is disloyal to the Government of the United States.

"2. Activities and associations of an applicant or employee which may be considered in connection with the determination of disloyalty may include one or more of the following:

"a. Sabotage, espionage, or attempts or preparations therefor, or knowingly associating with spies or saboteurs;

"b. Treason or sedition or advocacy thereof;

"c. Advocacy of revolution or force or violence to alter the constitutional form of government of the United States;

"d. Intentional, unauthorized disclosure to any person, under circumstances which may indicate disloyalty to the United States, of documents or information of a confidential or nonpublic character obtained by the person making the disclosure as a result of his employment by the Government of the United States;

"e. Performing or attempting to perform his duties, or otherwise acting, so as to serve the interests of another government in preference to the interests of the United States;

"f. Membership in, affiliation with or sympathetic association with any foreign or domestic organization, association, movement, group or combination of persons, designated by the Attorney General as totalitarian, Fascist, Communist, or subversive, or as having adopted a policy of advocating or approving the commission of acts of force or violence to deny other persons their rights under the Constitution of the United States, or as seeking to alter the form of government of the United States by unconstitutional means."

The appointing officer will make available to you the list of organizations prescribed by the Attorney General upon your request.

Various appropriation acts contain a provision prohibiting the use of appropriated funds to pay the salary or wages of any person who advocates, or who is a member of an organization that advocates, the overthrow of the Government of the United States by force or violence. These acts provide that an affidavit shall be considered prima facie evidence that the person making the affidavit does not advocate, and is not a member of an organization that advocates, the overthrow of the Government of the United States by force or violence. These acts provide further that any person who advocates, or who is a member of an organization that advocates, the overthrow of the Government of the United States by force or violence and accepts

employment the salary or wages for which are paid from any such appropriation shall be guilty of a felony, and, upon conviction, shall be fined not more than \$1,000 or imprisoned for not more than 1 year, or both, and that this penalty shall be in addition to, and not in substitution for, any other provision of law.

The affidavit referred to above is one of those to which you are required to swear (or affirm) on the attached page.

#### V. STRIKING AGAINST THE FEDERAL GOVERNMENT

Various appropriation acts provide that no part of the funds appropriated therein shall be used to pay the salary or wages of any person who engages in a strike against the Government of the United States or who is a member of an organization of Government employees that asserts the right to strike against the Government. Such acts provide further that any person who engages in a strike against the Government, or who is a member of an organization of Government employees that asserts the right to strike against the Government, and accepts employment the salary or wages for which are paid from any such appropriation, shall be guilty of a felony and, upon conviction, shall be fined not more than \$1,000 or imprisoned for not more than 1 year, or both, and that this penalty shall be in addition to, and not in substitution for, any other provisions of law.

One of the affidavits on the attached page to which you are required to swear (or affirm) pertains to this provision against striking against the Government.

#### VI. HOLDING STATE OR LOCAL OFFICE

Federal employees are prohibited from accepting or holding an office or position under State, territorial, county, or municipal governments. There are certain specific exceptions. They are published in Civil Service Commission Form 1236. Before any person appointed to the Federal service accepts or continues to hold any office or position under a State or local government, the matter should be presented to the appropriate authorities of the agency in which he is employed for a decision as to whether he properly may accept or continue to hold such office or position.

#### VII. POLITICAL ACTIVITY

The terms of the act of August 2, 1939 ("Hatch Act"), as amended, prohibit officers and employees in the executive branch of the Federal Government from using official authority or influence for the purpose of interfering with an election or affecting the result thereof. Further, such officers and employees are prohibited from taking any active part in political management or in political campaigns. These prohibitions apply not only to permanent employees, but also to temporary employees, employees on leave of absence with or without compensation, and substitute employees during the period of active employment. Political activity identified with any political party in any election is prohibited.

Some of the forms of forbidden political activity are:

1. Serving on or for any political committee, party, or other similar organization.
2. Soliciting or handling political contributions.
3. Serving as officer of a political club, as member or officer of any of its committees, addressing such a club, or being active in organizing it.
4. Serving in connection with preparation for, organizing, or conducting a political meeting or rally, addressing such a meeting, or taking any other active part therein except as a spectator.
5. Engaging in political conferences while on duty, or canvassing a district or soliciting political support for a party, faction, or candidate.
6. Manifesting offensive activity at the polls, at primary or regular elections, soliciting votes, assisting voters to mark ballots, or helping to get out the voters on registration or election days.
7. Acting as recorder, checker, watcher, or challenger of any party or faction.
8. Serving in any position of election officer, in which partisanship or partisan political management may be shown.
9. Publishing or being connected editorially or managerially with any newspaper generally known as partisan from a political standpoint, or writing for publication or publishing any letter or article, signed or unsigned, in favor of or against any political party or candidate. (Ownership entirely disassociated from editorial control and managerial activities limited entirely to business management would not be regarded as being within this provision.)
10. Becoming candidate for nomination or election to office, Federal, State, or local, which is to be filled in an election in which party candidates are involved.

11. Distributing campaign literature or material.

12. Initiating or circulating political petitions, including nomination petitions.

13. Assuming political leadership or becoming prominently identified with any political movement, party, or faction, or with the success or failure of any candidate for election to public office.

General statements as to certain activities which are considered as permissible on the part of Federal officers and employees:

1. *Voting.*—The direct language of the law specifically provides that all such persons retain the right to vote as they may choose.

2. *Expression of opinions.*—The right to express political opinions is reserved to all such persons.

NOTE: This reservation is subject to the prohibition that such persons may not take any active part in political management or in political campaigns.

3. *Contributions.*—It is lawful for any officer or employee to make a voluntary contribution to a regularly constituted political organization, provided such contributions are not made in a Federal building or to some other officer or employee within the scope of the act referred to above.

4. *Political pictures.* It is lawful for any officer or employee to display a political picture in his home if he so desires.

5. *Badges, buttons, and stickers.*—While it is not unlawful for an officer or employee to wear a political badge or button or to display a political sticker on his private automobile (except where forbidden by local ordinance), it is felt that it is inappropriate for any public servant to make a partisan display of any kind while on duty, conducting the public business.

6. *Penalties.*—Persons appointed to positions in the Executive branch of the Federal Government are warned that the penalty for an established violation of the above mentioned political activity prohibitions is immediate removal from the service.

#### VIII. OFFENSES WHICH ARE PUNISHABLE BY FINE OR IMPRISONMENT

Certain other statutes prohibit Federal officers and employees from engaging in various activities under penalty of fine or imprisonment, or both. The activities prohibited by such statutes relate to such matters as political assessments, political coercion and discrimination, and purchase and sale of offices. The text of these statutes is set forth in Civil Service Commission Form 1236.

Some of the activities prohibited under penalty of fine or imprisonment, or both, are as follows:

1. Solicitation or receipt of political contributions by one officer or employee from another.
2. The giving or handing over of a political contribution by one employee to another.
3. Solicitation or receipt of political contributions in a Federal building by any person, whether or not an employee of the Government.
4. Solicitation or receipt by any person of political contributions from any person receiving any benefit under any act of Congress appropriating funds for relief.
5. Solicitation or receipt of anything of value, either for personal reward or as a political contribution, in return for the use of, or the promise to use, influence to secure an appointive office under the United States.
6. Payment, or the offer of payment, for the use of influence in securing an appointive office under the United States.
7. Promising employment, compensation, or other benefit made possible by act of Congress as consideration or reward for political activity.
8. Discrimination by an officer or employee in favor of, or against, another officer or employee on account of political contributions.
9. Depriving any person on account of race, creed, or color, or political activity, of compensation or other benefit made possible by any act of Congress appropriating funds for relief.
10. Disclosure for political purposes of any list or names of persons receiving benefits under an act of Congress appropriating funds for relief and the receipt of such a list for political purposes.

#### IX. PROHIBITION AGAINST DISCRIMINATION

Appointing officers are required by the Civil Service Rules to act on all personnel matters "solely on the basis of merit and fitness and without regard to political or religious affiliations, marital status, or race."

#### X. INSTRUCTION OF APPLICANTS

Officers and employees of the Government are prohibited from instructing or teaching with a view to the special preparation of any person for civil-service examinations.

STANDARD FORM 61 (REVISED APRIL 1, 1948)  
PRINTED BY CIVIL SERVICE COMMISSION  
CHAPTER A8 FEDERAL PERSONNEL MANUAL

## APPOINTMENT AFFIDAVITS

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

CENTRAL INTELLIGENCE AGENCY ..... WASHINGTON, D. C. ....  
 (Department or agency) ..... (Bureau or division) ..... (Place of employment)

I, ..... BIRCH D. O'NEAL ..... do solemnly swear (or affirm) that—

### A. OATH OF OFFICE

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

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

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

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

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

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

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

### E. AFFIDAVIT AS TO DECLARATION OF APPOINTEE

The answers contained in my Application for Federal Employment, Form No. 57, dated January 2, 1948, filed with the above-named department or agency, which I have reviewed, are true and correct as of this date with the exceptions noted in the Declaration of Appointee on the reverse of this form. (If no exceptions, write "None" on the Declaration of Appointee.)

*Birch D. O'Neal*  
 (Signature of appointee)

Subscribed and sworn before me this 20th day of March, A. D. 1950,

at Washington, D. C.  
 (City) (State)

[SEAL]

*Chlorie W. Anderson*  
 (Signature of officer)

*Personnel Clerk*  
 (Title)

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

## DECLARATION OF APPOINTEE

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

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

11703 CRESCENT ST. N.W. WASHINGTON D.C.

2. (A) DATE OF BIRTH

JUNE 1913 (B) PLACE OF BIRTH (city or town and State or country)

MAIN BRIDGE, LEBANON

(C) IN CASE OF EMERGENCY PLEASE NOTIFY

(D) RELATIONSHIP

(E) STREET AND NUMBER CITY AND STATE

MRS. BIRCH D. CINEAL WIFE 41703 CRESCENT N.W. WASHINGTON D.C. (F) TELEPHONE NO.

6. DOES THE UNITED STATES GOVERNMENT EMPLOY, IN A CIVILIAN CAPACITY, ANY PARENT OR YOUTH (OTHER THAN CHILD OR MARRIED) WITH WHOM YOU LIVE OR HAVE LIVED WITHIN THE PAST 24 MONTHS?  YES  NO

If so, for each such relative fill in the blanks below. If additional space is necessary, complete under Item 10.

NAME	PAST OFFICE ADDRESS (Give street number, if any)	(1) POSITION	(2) TEMPORARY OR NOT	(3) DEPARTMENT OR ACTIVITY IN WHICH EMPLOYED	RELATION- SHIP	SPR. PERIOD (Check one)
		1.....				
		2.....				
		3.....				
		4.....				
		5.....				
		6.....				
		7.....				
		8.....				
		9.....				
		10.....				

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

ITEM NO.	YES	NO	10. SPACE FOR DETAILED ANSWERS TO OTHER QUESTIONS 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?	X		
2. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY?	X		
3. DO YOU RECEIVE ANY ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT OR ANY PENSION OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE?		X	
4. HAVE YOU EVER BEEN DISCHARGED, OR FORCED TO RESIGN, FOR MISCONDUCT OR UNSATISFACTORY SERVICE FROM ANY POSITION?	X		
5. SINCE YOUR 16TH BIRTHDAY, HAVE YOU EVER BEEN ARRESTED, IMPEACHED OR SUMMONED INTO COURT AS A DEFENDANT IN A CRIMINAL PROSECUTION, OR CONVICTED OF A CRIMINAL OFFENSE? IF YES, GIVE THE DATE OF EACH OFFENSE, THE PLACE WHERE IT OCCURRED, THE NAME AND LOCATION OF THE COURT, THE NAME OF ANY LAW, POLICE REGULATION OR ORDINANCE (INCLUDING MINOR TRAFFIC VIOLATIONS FOR WHICH A FINE OR FINE OR FINE AND JAIL IMPRISONMENT)		X	

If your answer is "Yes", list all such cases under Item 10.  
Give in each case, (1) The date, (2) the nature of the offense or violation; (3) the name and location of the court; (4) the penalty imposed, if any, or other disposition of the case.  
If appointed, your fingerprints will be taken.

### INSTRUCTIONS TO APPOINTING OFFICER

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

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

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

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

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

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

FORM D-104 G-1-1948 FEDERAL PS-172 APPLICATION FOR EMPLOYMENT IN THE FOREIGN SERVICE OF THE UNITED STATES		NUMBER 1000 NO. 47-207-1 APPROVED 2000 FEBRUARY 28, 1951 THIS SPACE FOR OFFICE USE ONLY		
INSTRUCTIONS: Answers to all questions must be typed or printed. All questions must be answered fully. If sufficient space has not been provided for your answer to any question, complete your answer under Item # 31. Forward to duplicate.		<input type="checkbox"/> PREVIOUS <input type="checkbox"/> CANDIDATE <input type="checkbox"/> RECOGNIZED <input type="checkbox"/> INDEXED <input type="checkbox"/> INVESTIGATED <input type="checkbox"/> ACTION <input type="checkbox"/> CONFIDENTIAL <input type="checkbox"/> OTHER		
DATE OF APPLICATION	SOCIAL SECURITY NUMBER	POSITION APPLIED FOR		
THIS SPACE FOR OFFICE USE ONLY		<p>1. NAME (Last) (First) (Middle) ( Maiden, if any) <b>O'NEAL, Birch Dilworth</b></p> <p>2. PREVIOUS ADDRESS (Place from which transportation will be authorized if appointed. Street number and name) <b>211 Evans Street,</b></p> <p>3. CITY, POSTAL ZONE, STATE <b>Bainbridge, Georgia</b></p> <p>4. PRESENT ADDRESS IF DIFFERENT FROM ABOVE <b>4703 Crescent Street, N.W. Washington, D.C.</b></p> <p>5. DATE OF BIRTH (Month, day, year) <b>June 1, 1913</b></p> <p>6. PLACE OF BIRTH (City, state, or country) <b>Bainbridge, Georgia</b></p>	<p>7. HAVE YOU EVER BEEN KNOWN BY ANY OTHER NAME? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF ANOTHER IS TRUE, GIVE FULL DETAILS UNDER ITEM #37.</p> <p>8. STATE OF WHICH YOU ARE A LEGAL RESIDENT <b>Georgia</b></p> <p>9. PRESENT BUSINESS PHONE <b>01-0821</b></p> <p>10. PRESENT HOME PHONE <b>01-0821</b></p>	
9a. IF BORN OUTSIDE U.S. HOW WAS CITIZENSHIP ACQUIRED?		9b. IF A NATURALIZED CITIZEN, PLACE, DATE, AND NUMBER OF NATURALIZATION CERTIFICATE		
<input checked="" type="checkbox"/> MALE <input type="checkbox"/> FEMALE		10. HEIGHT <b>5 ft. 1 in.</b>	11. WEIGHT <b>165 lbs.</b>	12. MARITAL STATUS <input type="checkbox"/> SINGLE <input checked="" type="checkbox"/> MARRIED <input type="checkbox"/> DIVORCED <input type="checkbox"/> SEPARATED
13. WHAT IS THE LOWEST BASE SALARY, EXCLUSIVE OF ALLOWANCES YOU WILL ACCEPT? \$ <b>PER ANNUM</b>				
14. WHAT RESTRICTIONS ARE THERE IF ANY ON YOUR IMMEDIATE AVAILABILITY FOR DUTY IN ANY PART OF THE WORLD? <b>None</b>				
15. FULL NAME OF HUSBAND/WIFE (If wife, maiden name) <b>Frances Pauly O'Neal, formerly Frances Pauly</b>		16. DATE OF BIRTH <b>April 30, 1920</b>	17. PLACE OF BIRTH (City, state, or country) <b>Glenpool, Oklahoma</b>	
18. IF BORN OUTSIDE U.S. HOW WAS CITIZENSHIP ACQUIRED?		19. IF NATURALIZED, PLACE, DATE, AND NUMBER OF NATURALIZATION CERTIFICATE		
20. DEPENDENTS				
<b>RANK</b> <input type="checkbox"/> Birch Dilworth O'Neal, Jr. <input type="checkbox"/> Melinda Pauly O'Neal <input type="checkbox"/> Frances Pauly O'Neal		<b>RELATIONSHIP</b> <input type="checkbox"/> son <input type="checkbox"/> daughter <input type="checkbox"/> wife	<b>DATE OF BIRTH</b> <input type="checkbox"/> July 16, 1947 <input type="checkbox"/> June 12, 1950 <input type="checkbox"/> April 3, 1920	
21. WHICH DEPENDENTS WOULD YOU WISH TO ACCOMPANY YOU ABROAD? <b>All</b>				
22a. FATHER'S NAME <b>Maston Emmett O'Neal</b>		22b. PLACE OF BIRTH <b>Bainbridge, Ga.</b>	22c. OCCUPATION <b>Lawyer</b>	
22d. PRESENT ADDRESS <b>211 Evans Street, Bainbridge, Georgia</b>		22e. IF BORN OUTSIDE U.S. DID FATHER EVER OBTAIN U.S. CITIZENSHIP? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
23a. MOTHER'S MARRIED NAME <b>Pessie Matthews</b>		23b. PLACE OF BIRTH <b>Thomaston, Georgia</b>	23c. OCCUPATION IF ANY <b>Housewife</b>	
23d. PRESENT ADDRESS <b>211 Evans Street, Bainbridge, Georgia</b>		23e. IF BORN OUTSIDE U.S. DID MOTHER EVER OBTAIN U.S. CITIZENSHIP? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
24a. CAN YOU TAKE DICTAITION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <b>W.P.M.</b>	24b. ARE YOU A STENOTYPIST? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <b>W.P.M.</b>	24c. CAN YOU TYPE BY TOUCH SYSTEM? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <b>W.P.M.</b>	24d. NAME OTHER OFFICE MACHINES YOU OPERATE <b>None</b>	

22. MILITARY STATUS							
a. IF YOU HAVE BEEN IN THE ARMED FORCES OR IN THE MERCHANT MARINE, IN WHAT SERVICE AND BRANCH DID YOU SERVE? (e.g., U.S. Army; Royal Artillery)			b. SERVICE OR SERIAL NUMBER				
c. DATE OF ENTRY OR ACTIVE DUTY		d. RATE OR RANK AT TIME OF ENTRY		e. DATE OF HONORABLE DISCHARGE OR SEPARATION			
f. RATE OR RANK AT TIME OF DISCHARGE OR SEPARATION		g. PRESENT RATE OR RANK IF ON ACTIVE DUTY					
23a. WHAT PERTINENT FEDERAL CIVIL SERVICE EXAMINATIONS HAVE YOU TAKEN? (name, year, title, and grade received)							
b. DO YOU HAVE A PERTINENT CIVIL SERVICE STATUS IN THE FEDERAL GOVERNMENT?			c. IF NOW EMPLOYED IN THE FEDERAL GOVERNMENT, GIVE PRESENT GRADE				
<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO			Date of last change in grade <b>GS-18</b> Effective 17 Sept. 1950				
23b. HAVE YOU EVER APPLIED FOR A POSITION UNDER THE DEPARTMENT OF STATE OR TAKEN AN EXAMINATION FOR A POSITION UNDER THE DEPARTMENT OF STATE?							
<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If answer is "YES" give particulars under item #27.							
24. HAVE YOU EVER HELD A POSITION UNDER A FOREIGN GOVERNMENT? (including service in the Armed Services of a Foreign power)							
<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO If answer is "YES" give details under item #27.							
25. OUTLINE YOUR TRAVEL OR RESIDENCE ABROAD GIVING DATES, PURPOSE, AND PLACES. (If not while in the Armed Forces give number, date, and place of issuance of American passport.)  <b>See employment with Department of State at Bogota, Colombia, Mexico City and Caracas, Venezuela.</b>							
26. FOREIGN LANGUAGES (name and indicate the extent of your competence, i.e. Excellent, Good, Fair).							
a. LANGUAGE	b. READ	c. WRITE	d. SPEAK	e. UNDERSTAND			
Spanish	good	good	good	good			
27. EDUCATION							
a. GRADE SCHOOL — CIRCLE HIGHEST GRADE COMPLETED 1 2 3 4 5 6 7 8							
b. HIGH SCHOOLS OR PREPARATORY SCHOOLS	NAME AND ADDRESS		DATES ATTENDED	YEARS COMPLETED	DIPLOMAS CONFERRED	MAJOR SUBJECTS	CREDITS/HOURS CREDIT
Bainbridge High Bainbridge, Ga.			1926	1931	5 yrs.	Diploma	- 21 Units
c. COLLEGES OR UNIVERSITIES	NAME AND ADDRESS		DATES ATTENDED	YEARS COMPLETED	DIPLOMAS CONFERRED	MAJOR SUBJECTS	CREDITS/HOURS CREDIT
University of Georgia Athens, Ga.			1931	1935	4 yrs.	A.B.	Political Science
d. OTHER EDUCATIONAL INSTITUTIONS OR TRAINING SCHOOLS	NAME AND ADDRESS		DATES ATTENDED	YEARS COMPLETED	DIPLOMAS CONFERRED	MAJOR SUBJECTS	CREDITS/HOURS CREDIT
University of Georgia Law School, Athens, Ga.			1935	1937	3 yrs.	LL.B.	Law
28. EMPLOYMENT						PRESENT POSITION	
DATES OF EMPLOYMENT (month, year) FROM: <b>Dec 1949</b> TO: <b>present</b>			EXACT TITLE OF YOUR PRESENT POSITION <b>Legal Liaison Officer</b>			SALARY OR EARNINGS STARTING \$7000 PER YR. PRESENT \$8000 PER YR.	
PLACE OF EMPLOYMENT (city, state) <b>Washington, D.C.</b>			DESCRIPTION OF YOUR WORK <b>Handling legal matters and liaison with all other departments and agencies of U.S. government. Highly technical work involving immigration &amp; naturalization laws, visa regulations and related matters.</b>				
NAME <b>Central Intelligence Agency 2430 K Street, N.W.</b>			NUMBER AND TITLE OF SUPERVISOR <b>2 officers and clerical</b>			IF CURRENTLY EMPLOYED, APPROACH PRESENT EMPLOYER <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
NAME AND OFFICE OF PREVIOUS SUPERVISOR <b>General Walter R. Smith</b>			REASONS FOR LEAVING PRESENT EMPLOYER <b>Desire to return to foreign service</b>				

Form 2540-A		Continuation Sheet	
NAME AND ADDRESS OF EMPLOYER <i>Mexico City and Bogota, Colombia</i>	EXACT TITLE OF YOUR POSITION <i>Attache</i>	SALARY OR EARNINGS STARTING \$1600 PER YR. FINAL \$5600 PER YR.	
NAME AND ADDRESS OF EMPLOYER <i>Dept. of State</i>	DESCRIPTION OF YOUR WORK <p>Political information gathering and reporting; and handling cases involving the proclaimed list of blocked nationals and trading with the enemy.</p>		
NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU <i>7 officers and 14 clerical</i>	EXACT TITLE OF YOUR POSITION <i>Attorney</i>	SALARY OR EARNINGS STARTING \$3000 PER YR. FINAL \$600 PER YR.	
NAME AND TITLE OF IMMEDIATE SUPERVISOR <i>Ambassador Arthur M. Line Ambassador George Bassett Smith</i>	DESCRIPTION OF YOUR WORK <p>Handling and supervising the handling of many and various types of Federal laws.</p>		
REASON FOR LEAVING <i>To return to the Dept. of Justice</i>	EXACT TITLE OF YOUR POSITION <i>Attorney-at-law</i>	SALARY OR EARNINGS STARTING \$ - PER YR. FINAL \$2000 PER YR.	
DATE OF EMPLOYMENT (Month, year) <i>July 1937 TO: Jan. 1938</i>	DESCRIPTION OF YOUR WORK <p>General practice of law. Handling cases involving administration of estates, abstracts of titles, contracts, torts, wills and criminal trials.</p>		
PLACE OF EMPLOYMENT (City, state) <i>Bainbridge, Ga.</i>	EXACT TITLE OF YOUR POSITION <i>-</i>	SALARY OR EARNINGS STARTING \$ - PER YR. FINAL \$ - PER YR.	
NAME AND ADDRESS OF EMPLOYER <i>Self</i>	DESCRIPTION OF YOUR WORK		
NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU <i>1 clerical</i>	EXACT TITLE OF YOUR POSITION <i>-</i>	SALARY OR EARNINGS STARTING \$ - PER YR. FINAL \$ - PER YR.	
NAME AND TITLE OF IMMEDIATE SUPERVISOR <i>-</i>	DESCRIPTION OF YOUR WORK		
REASON FOR LEAVING <i>To join Dept. of Justice</i>	EXACT TITLE OF YOUR POSITION <i>-</i>	SALARY OR EARNINGS STARTING \$ - PER YR. FINAL \$ - PER YR.	
DATE OF EMPLOYMENT (Month, year) <i>FROM: TO:</i>	DESCRIPTION OF YOUR WORK		
PLACE OF EMPLOYMENT (City, state)	EXACT TITLE OF YOUR POSITION <i>-</i>	SALARY OR EARNINGS STARTING \$ - PER YR. FINAL \$ - PER YR.	
NAME AND ADDRESS OF EMPLOYER <i>-</i>	DESCRIPTION OF YOUR WORK		
NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU <i>-</i>	EXACT TITLE OF YOUR POSITION <i>-</i>	SALARY OR EARNINGS STARTING \$ - PER YR. FINAL \$ - PER YR.	
NAME AND TITLE OF IMMEDIATE SUPERVISOR <i>-</i>	DESCRIPTION OF YOUR WORK		
REASON FOR LEAVING <i>-</i>	EXACT TITLE OF YOUR POSITION <i>-</i>	SALARY OR EARNINGS STARTING \$ - PER YR. FINAL \$ - PER YR.	
REMARKS			

NAME OF PERSONNEL (month, year)		EXACT TITLE OF YOUR POSITION	SALARY OR EARNINGS
Caracas, Venezuela July 1945 - June 1946		<b>Attache</b>	STARTING \$ 7000 PER YE. FINAL \$ 7000 PER YE.
2 officers and 3 clerical		REASONS FOR APPOINTMENT Was assigned to Political Section. Had frequent contact with high foreign government officials. Gathered and reported political information. Handled matters of special interest for the Ambassador.	
Ambassador Walter J. Donnelly		NAME AND TITLE OF IMMEDIATE SUPERVISOR CIA had special need for technical knowledge and I accepted the offer.	
PLACE OF LEAVING		EXACT TITLE OF YOUR POSITION	
June 1946 Feb. 1947		SALARY OR EARNINGS	
PLACE OF EMPLOYMENT (city, state)		STARTING \$ 5000 PER YE. FINAL \$ 5000 PER YE.	
Bainbridge, Ga.		DESCRIPTION OF YOUR WORK Engaging in general practice of law, handling cases involving contracts, torts, wills and administration of estates, abstracts of titles and criminal trials.	
NAME AND ADDRESS OF EMPLOYER Self - associated with father.			
NUMBER AND TITLE OF IMMEDIATE SUPERVISOR BY YOU 1 clerical			
NAME AND TITLE OF IMMEDIATE SUPERVISOR -			
PURPOSE FOR LEAVING To return to foreign service.			
DATE OF EMPLOYMENT (month, year) Jan. 1945 June 1946		EXACT TITLE OF YOUR POSITION	SALARY OR EARNINGS
PLACE OF EMPLOYMENT (city, state) Washington, D.C.		STARTING \$ 5000 PER YE. FINAL \$ 6000 PER YE.	
NAME AND ADDRESS OF EMPLOYER Dept. of Justice		DESCRIPTION OF YOUR WORK Supervising and handling cases involving many and various types of violations of Federal law.	
NUMBER AND TITLE OF IMMEDIATE SUPERVISOR BY YOU 5 lawyers and 3 clerical			
NAME AND TITLE OF IMMEDIATE SUPERVISOR Hon. Tom Clark, Attorney General			
PURPOSE FOR LEAVING To return to private law practice			
30. OTHER POSITIONS HELD FOR SEVEN THAN THREE MONTHS AND REASON OF UNEMPLOYMENT, RECENT-Beginning with most recent			
POSITION	NAME AND ADDRESS OF EMPLOYER OR REASON FOR UNEMPLOYMENT	STARTING AND FINAL SALARY PER ANNUM	
—			
—			
—			
—			
—			
31. HAVE YOU EVER BEEN PITCHED OR FORCED TO WORK FOR REMUNERATION OR UNFAIRFACTORIAL SERVICE IN ANY POSITION?			
<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
IF ANSWER IS "YES" GIVE FULL DETAILS UNDER ITEM #37.			
32. HAVE YOU EVER HAD ANY PHYSICAL DEFECTS OR DISABILITIES WHATSOEVER?		33. HAVE YOU EVER BEEN UNDER TREATMENT FOR A MENTAL OR EMOTIONAL DISORDERS?	
<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
34. WITHIN THE PAST TWELVE MONTHS, HAVE YOU FREQUENTLY USED INToxicATING BEVERAGES TO EXCESS?		35. HAVE YOU EVER HAD TUBERCULOSIS?	
<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
36. WERE YOU EVER MEDICALLY DISCHARGED FROM THE ARMED FORCES?		37. IF ANY OF YOUR ANSWERS TO ANY OF THE ABOVE IS "YES" GIVE FULL PARTICULARS UNDER ITEM #37.	
<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			

32. DUE TO YOUR FINANCIAL POSITION DO YOU OWE ANYTHING TO ANYONE IN CONGRESS? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO IF ANSWER IS YES STATE UNDER ITEM 33 THE NAMES OF CREDITORS, AMOUNTS DUE TO EACH, AND DATES ON WHICH THE OBLIGATION WAS CONTRACTED.		33. IF NO, HAVE YOU EVER HAD A MORTGAGE, PAYMENT DUE, INCOME TAX, OR OTHER DEBT DUE TO ANYONE? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF YES GIVE NAME AND OFFICE OF LAST TAX MENT.	
34. DO YOU ADVOCATE OR HAVE YOU EVER ADVOCATED, OR ARE YOU NOW OR HAVE YOU EVER BEEN A MEMBER OF ANY POLITICAL PARTY OR ORGANIZATION THAT ADVOCATES THE OVERTHROW OF THE GOVERNMENT OF THE UNITED STATES BY FORCE OR VIOLENCE?			
<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF YES GIVE FULL DETAILS UNDER ITEM 35.			
35. HAVE YOU EVER BEEN ARRESTED OR RETAINED BY CIVIL OR MILITARY AUTHORITY IN THE UNITED STATES OR IN ANY OTHER COUNTRY (other than for minor traffic violations where the fine did not exceed \$250) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
36. STATE UNDER ITEM 37 THE NAME AND LOCATION OF THE COURT, DATE, AND DETAILS OF PROCEEDINGS, AND DISPOSITION.			
37. LIST THREE CONVENTIONAL AND RESPONSIBLE PERSONS IN THE UNITED STATES NOT RELATED TO YOU BY BLOOD OR MARRIAGE WHO ARE PARTICULARLY QUALIFIED TO SUPPLY DEFINITE INFORMATION REGARDING YOUR CHARACTER AND ABILITY (do not give names of supervisors listed in answer to questions no. 28 or 29).			
NAME	ADDRESS	OCCUPATION	
Hon. A.B. Conner	Bainbridge, Ga.	U.S. District Judge	
Hon. Fletcher Warren	Dept. of State Washington, D.C.	Ambassador-Diplomat	
Dr. Gordon Chason	Bainbridge, Ga.	Physician-Surgeon	
38. MENTION HERE ANY SPECIAL QUALIFICATIONS OR ACHIEVEMENTS NOT COVERED ELSEWHERE IN THIS APPLICATION. INCLUDE SUCH ITEMS AS ANY BOOKS OR ARTICLES YOU HAVE WRITTEN, SPECIAL RESEARCH WORK, TECHNICAL SKILLS, HONORARY OR PROFESSIONAL SOCIETY MEMBERSHIPS, AND ANY OTHER INFORMATION YOU CONSIDER PERTINENT. YOU MAY INCLUDE ANY PERTINENT RELIGIOUS, CIVIC, WELFARE, OR ORGANIZATIONAL ACTIVITY WHICH YOU HAVE PERFORMED EITHER WITH OR WITHOUT COMPENSATION, SHOWING THE NUMBER OF HOURS PER WEEK AND NUMBER OF WEEKS PER YEAR IN WHICH YOU WERE ENGAGED IN SUCH ACTIVITY.			
Phi Kappa Phi (Honorary Scholastic Fraternity) Blue Key National Honor Fraternity Phi Delta Phi (Legal Fraternity) Decatur County Bar Association, Bainbridge, Ga. Georgia Bar Association, Atlanta, Ga. American Bar Association			
39. USE THIS SPACE FOR COMPLETING ANSWERS TO ANY OF THE FOREGOING QUESTIONS, NUMBERING ANSWER TO CORRESPOND WITH QUESTIONS. USE EXTRA SHEETS OF PAPER IF NECESSARY.			
#23. Application No. 6343 for oral examination under the War Manpower Act, made in approximately February 1947.			
Presently under provisions of Civil Service Retirement Act.			
Draft Status: None Reserve Status: None			
CERTIFICATION			
False Statement on this application is Cause for Disposal.			
I DO SOLEMNLY AFFIRM THAT THE INFORMATION CONTAINED HEREIN IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.			
Bainbridge, Ga., 15 Feb 1947 <i>[Signature]</i> DATE		NAME AS USUALLY WRITTEN AND WHICH MAY BE USED AS OFFICIAL SIGNATURE	

OSQ

## PHYSICAL QUALIFICATION RECORD

NAME	NATURE OF ACTION
O'NEAL, Birch D.	Trans. Funds
TITLE OF POSITION	GRADE
Intelligence Officer	GS-13
DEPARTMENT OR FIELD	
Departmental	

Subject was found physically  fit  unfit for duty with this organization  
in the above grade and position.

## RECOMMENDATIONS:

And Overseas Duty

3 April 1950

DATE

SIGNATURE OF PHYSICAL REQUIREMENTS OFFICER

Form 201  
(November 1940)

## UNITED STATES CIVIL SERVICE COMMISSION

## CERTIFICATE OF MEDICAL EXAMINATION

Applicant must fill in dotted lines below to heavy line

BIRCH, D. O'NEAL..... 24 EVANS ST., WINNIBRIDGE, Conn.  
 (Post office address)  
 Grade \_\_\_\_\_ present (9/1/3) \_\_\_\_\_ MEDICAL \_\_\_\_\_  
 (Date of birth) \_\_\_\_\_ (Title of classification taken)  
 (Department and bureau in which you are to be employed) \_\_\_\_\_  
 (Title of position in which you are to be employed) \_\_\_\_\_

1. Have you any physical defect or disease or disability whatsoever? no2. If answer is "yes" give details W. L. Birch, O'Neil, age 36, single,

X 123/4 inches, 185 pounds, 180 pounds. Males, with and without clothing; females, clothed, but without wrap or hat.

\*To be taken for males only upon special written request of the official ordering examination.

Items checked (✓) were examined and found normal. Deviations from normal are noted. (See instructions on reverse side, numbered to correspond with items below.)

1. Eyes: Distant vision: Without glasses: Right: 20 Left: 20 With glasses if worn: Right: 20 Left: 20

Near vision:

What is the longest and the shortest distance at which the following specimens of Jaeger No. 1 and Jaeger No. 2 can be read by the applicant? If No. 1 is read with ease, No. 2 need not be given. Test each eye separately.

With the view of promoting health and efficiency and of minimizing  
needless expense, Federal employees, the heads of the several executive  
departments and independent establishments having a medical program  
and staffs directed to make such physical examination of applicants for  
employment in the Federal classified service as may be  
requested by the Civil Service Commission or its authorized  
representative.  
This order will supplement the Executive orders of May 29  
and June 18, 1934 (Executive order, September 4, 1934). (Jaeger No. 2)

Without glasses	With glasses, if used
R. <u>20</u> in. to <u>18</u> in.	R. <u>20</u> in. to <u>18</u> in.
L. <u>20</u> in. to <u>18</u> in.	L. <u>20</u> in. to <u>18</u> in.

Without glasses	With glasses, if used
R. <u>20</u> in. to <u>18</u> in.	R. <u>20</u> in. to <u>18</u> in.
L. <u>20</u> in. to <u>18</u> in.	L. <u>20</u> in. to <u>18</u> in.

Evidence of disease or injury: Right: no Left: noColor vision: Is color vision normal when Ishihara or other color plate test is used? noIf not, can applicant pass lantern, yarn or other comparable test? no2. Ears: (Consider denominators indicated here as normal. Record as numerators the greatest distance heard.) Ordinary conversation: Right ear: 20 Left ear: 20 Evidence of disease or injury: Right ear: no Left ear: no

20 ft.

3. Nose, sinus disease, etc. no4. Mouth and throat no5. Gastro-intestinal no6. Thyroid (especially in women) no

7. Heart and blood vessels

Blood pressure: Mm. Hg. systolic 128 Mm. Hg. diastolic 80 —Is organic heart disease present? no If organic heart disease is present, is it fully compensated? —8. Lungs: Right: no Left: noHistory of tuberculosis? no If so, has the disease been arrested for at least 1 year? —

If there is a history of tuberculosis, is any type of collapse therapy being received at present? (If no, give full details under remarks)

9. Hernia none (If present, name variety: inguinal, ventral, femoral, etc.; read definition on reverse before answering)

If present, is it supported by a well-fitting truss?

10. Varicose veins none (If present, state location and degree)Varicocele (see note 10 on reverse side) none11. Feet: Is flat foot present? no Degree of impairment of function none (None, slight, moderate, severe)12. Deformities, atrophies, and other abnormalities, diseases, or defects not included above none

Entire reverse (242) —

13. Scars of serious injury or disease none (See note 14 on reverse side)

14. Nervous system (see note 14 on reverse side)

Is there any history of a "nervous breakdown"? no

If hospitalized, give name of hospital and location

15. (a) Urinalysis (see reverse side) no (b) Venereal disease no

16. Obtain from applicant statement of disabilities, past and present, give diagnosis and your comments under "Remarks."

17. Does Veterans Administration recognize a service-connected disability in this case? no If "yes," cover in your comments

(Yes or no)

18. Has examinee ever received disability retirement from U. S. Civil Service Commission? no

(Yes or no)

The aim of the Executive order September 4, 1924, under which this examination is made, is to obtain information as to the physical condition of appointees to the classified civil service with a view to promoting efficiency and minimizing accidents and claims under United States employees' compensation laws.

### Notes for Examining Physician

**Weight.**—Males, without clothing, and also in ordinary clothing without overcoat or hat, (weigh twice); females, clothed, but without wrap or hat. If overweight, state whether due to bone and muscle or to fat.

**Haircut.**—Without boots or shoes, observe that no appliances are used to increase.

*The examination should include the following observations:*

**1. Eyes.**—Ptosis; discharge; epicanthic scar; pterygium. In recording distant vision consider 20 feet as normal and report all vision as fraction with 20 feet as numerator and the smallest type read at 20 feet as denominator. If glasses are used, record for each eye the finding with and without glasses. Near vision must be reported. In testing vision without glasses the applicant or appointee should be instructed to remove the glasses at least one-half hour before testing uncorrected vision.

**2. Ears.**—Evidence of middle ear or mastoid disease; condition of drums; discharge. In recording hearing, record 20 feet as normal distance for conversational voice and record deviation from normal as fraction with 20 as denominator and actual distance as numerator.

**3. Nose.**—Ability to blow through each nostril. If free, a specimen examination would not be indicated.

**4. Mouth and throat.**—Missing teeth, pyorrhoea; tonsils, hypertrophy or disease.

**5. Gastro-intestinal.**—Ulcers, inflammations, etc.

**6. Thyroid.**—Presence of tumor in neck and tremor, exophthalmos; nervous high-strung disposition, especially in women.

**7. Heart.**—Murmurs. State whether functional or organic. If valvular disease exists, state whether or not it is fully compensated. Arteriosclerosis.

Record of urinalysis, if made: Sp. gr. .... Albumen ..... Sugar ..... Casts .....

If tachycardia is present, give pulse rate: Sitting ..... Immediately after exercise ..... Two minutes after exercise ..... Cardiac reserve ..... (Good, fair, or poor)

I have found this applicant abnormal under the following headings: \_\_\_\_\_

In my opinion, applicant is capable of performing duties involving moderately (arbitrary, moderate, or hard) physical exertion.

**REMARKS:** History of exercise, last recurrence 1922.

(Signature of applicant)

(This space to be filled in as a matter of identification, by the applicant in own hand, writing and in ink, in the presence of the physician)

The examining physician must  
be a duly  
licensed doctor  
of medicine  
(M. D.)

(Signature of examining physician)

(In Federal medical service, give title and branch)

Full time? ..... Part time? ..... Prob? .....

The personnel officer should fill in the blanks below before sending this form to the Commission for action.

To be appointed in ..... (Department) ..... (Bureau)

Title of position .....

Type of appointment (check):  Original appointment  Transfer  Reinstatement  Classification

Number of certificate upon which applicant's name appears (to be given in case of original appointment) .....

NAME	GRADE	SERIAL NO.	AGE	WARD
PART TO BE EXAMINED FOR TREATMENT				
CLINICAL DIAGNOSIS (INCLUDE OPERATIONS)				
HOSPITAL	DATE	SIGNATURE		

Neg.

your lit? i like

Film No. 1002 Date 11-11-44 10-67774 # 002  
WD-AAC Form R-48 1 December 1944  
This form supersedes W.D. M. D. Form R-2, 9 June 1942.  
which may be used until existing stocks are exhausted.

\* GSS Form 1180D  
(Rev. 5/12/45)

**OFFICE OF STRATEGIC SERVICES**  
Washington, D. C.

FBI

三

10

11 February 1942

5

O'Neal, Birch D. was given a physical

examination on this date and found qualified for

- Full Duty Overseas  
 Limited Duty Overseas  
 Duty in USA Only

Profile Serial (For Army EM only)

--	--	--	--	--	--	--

Prefecta Notarii

Ulceration- left ankle and tarsal regions; result of 370 degree burn(28Dec47). This man is not qualified for overseas until the ulcer is healed, probably needs skin graft.

Feb 27-Skin graft, ulcer completely healed, fit for duty overseas.

Immunisation completed 28 Feb 67.

*Adis III - Souza Maj. M.C.*

201

( ୨୦୮୫ )

**MEDICAL CLEARANCE  
(CIVILIAN)**

YILIANJI

11 February 1947

C E R T I F I C A T E N O .

This is to certify that Birch De O'Neal ✓  
was given a physical examination on this date and found  
fit - ~~except~~ for service outside the United States.

John R. Tietjen

**JOHN R TIETJEN, 1st. Lt. MC**

15 March 1947

C E R T I F I C A T E N o . 2

This is to certify that **Birch De O'Neal**  
was given a physical inspection on this date and found  
free of any communicable diseases.

John R. Triestgen

**JOHN R. TIETJEN, 1st Lt.**  
Explanatory Note: Certificate No. 1 is issued after a complete physical examination has been made to determine the individual's physical fitness for foreign service. Certificate No. 2 is issued after a physical inspection. It should be done within 48 hours prior to departure.

SECRET  
When filled in

OFFICIAL USE ONLY (DO NOT FILL IN)

## QUALIFICATIONS SUPPLEMENT TO PERSONAL HISTORY STATEMENT

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

SECTION I		BIOGRAPHIC AND POSITION DATA		
1 EMP ID#	2 NAME (Last, Middle)	3 SER	4 DATE OF BIRTH	5 SCHEDULE GRADE STEP
058588	CYRUS BIRCH D		06/01/13	GS - 16-05
6 SD	7 Professional	8 OFFICE AND STATION	9 LOCATION (City, State)	
D	CPS OFFICER CH	CI	WASH., D.C.	

SECTION II		AGENCY OVERSEAS SERVICE		
AREA	TYPE TOUR	TO DATE	TO DATE	
VEZUELA	PCS XX	47/09/18	49/12/81	
GUATEMALA	PCS XX	51/12/81	54/04/81	
AFRICA	TDY XX	54/07/01	54/08/81	
MEXICO	TDY XX	55/04/01	55/04/81	
VEZUELA	TDY XX	56/07/01	56/07/81	
EUROPEAN AREA	TDY XX	56/10/01	56/11/81	
 VENEZUELA	PCS	47/09/18	49/12/20	
 GUATEMALA	PCS	51/12/20	54/4/30	
 AFRICA & WESTERN EUROPE	TDY	54/7/26	54/8/27	
 MEXICO	TDY	55/4/19	55/4/28	
 EUROPE	TDY	55/11/8	55/12/10	
 VENEZUELA	TDY	56/7/17	56/7/24	
 EUROPE	TDY	56/10/24	56/11/19	
 MEXICO	TDY	60/10/20	60/10/25	

OVERSEAS DATA  
CODE:  
DATE: INITIALS:  
2 JUN 67 GPT

SECTION III		EDUCATION		
DEGREE	MAJOR FIELD	COLLEGE	YEAR	
BACH	HISTORY, GENERAL	IGA UNIV	35	
BACH	LAW, GENERAL	IGA UNIV	37	

## SECRET

SECTION III		EDUCATION (CONT'D)			
HIGH SCHOOL ATTENDED		HIGH SCHOOL		YEARS ATTENDED	
BAINBRIDGE HIGH		BAINBRIDGE GEORGIA KIA 1927-1931		FROM TO	
				<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
NAME AND LOCATION OF COLLEGE OR UNIVERSITY		COLLEGE OR UNIVERSITY STUDY		YEARS ATTENDED	DEGREE RECEIVED
UNIVERSITY OF GEORGIA ATHENS, GA.		HISTORY		1935-1935	A.B. 1935
GUMPRIN LAW SCHOOL OF UNIVERSITY OF GEORGIA ATHENS, GA.		LAW		1935-1937	L.L.B. 1937 9 QUTS.
D. 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
1. NONE					
2.					
3.					
OTHER NON AGENCY EDUCATION OR TRAINING NOT INDICATED ABOVE					
NAME AND ADDRESS OF SCHOOL		STUDY OR SPECIALIZATION		FROM	TO
1. F.B.I. SPECIAL AGENTS WASHINGTON D.C.		LAW INVESTIGATIONS - ENFORCEMENT		10 JAN 1938	APRIL 1938 14 WEEKS
2. DITTO (PERIODIC IN-SERVICE RETRAINING)		DITTO			8 WEEKS TOTAL
3. CENTRAL INTELLIGENCE GROUP WASHINGTON D.C.		INTELLIGENCE COLLECTION		1947 FEB MAR	1947 3 WEEKS
AGENCY-SPONSORED EDUCATION					
Specify which, if any, of the education shown in Section III was Agency sponsored					
NAME AND ADDRESS OF SCHOOL		STUDY OR SPECIALIZATION		FROM	TO
1. NONE					
2.					
3.					
4.					
5.					

SECRET

## SECRET

(When filled in)

SECTION IV				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		CHECKS	
				RELI- DENCE	TRAVEL	STUDY	WORK ASSIGN- MENT
Ecuador	- temporary residence	June 1942	1942-FEB-	X	X		X
Colombia	" "	Oct 1942--June 1943		X	X		X
Mexico	" "	1942--Dec 1943		X	X		X
Venezuela	"	March 1947--Dec 1949		X	X		X
Guatemala	"	Dec 1951--Apr 1954		X	X		X
Western Europe	None	(Jul-Aug 1954 (Nov-Dec 1955 (Oct-Nov 1956		X	X		X
SOUTH AFRICA	None	JULY-AUG 1954		X			X
Mexico	None	April 1955 October 1960 Travel only					X
Mexico	"	1962			X		
In temp. residence countries gained special knowledge police, investigative systems and practices, local politics, both historical and then current.							
SECTION V TYPING AND STENOGRAPHIC SKILLS							
1. TYPING (WPM)	2. SHORTHAND (WPM)	3. INDICATE SHORTHAND SYSTEM USED CHECK (X) APPROPRIATE ITEM					
		<input type="checkbox"/> GREGG	<input type="checkbox"/> SPEEDWRITING	<input type="checkbox"/> STENOGRAPHY	<input type="checkbox"/> OTHER SPECIFY		
4. INDICATE OTHER BUSINESS MACHINES WITH WHICH YOU HAVE HAD OPERATING EXPERIENCE OR TRAINING (comptometer, 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							
Baseball - good		Tract - fair					
Football - good		Fishing - good					
Tennis - fair		Hunting - good					
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 CW speed, sending & receiving), OFFSET PRESS, TURRET LATHE EDP AND OTHER SCIENTIFIC & PROFESSIONAL DEVICES							
None							
3. ARE YOU NOW OR HAVE YOU EVER BEEN A LICENSED OR CERTIFIED MEMBER OF ANY TRADE OR PROFESSION SUCH AS PILOT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO							
ELECTRICIAN, RADIO OPERATOR, TEACHER, LAWYER, CPA, MEDICAL TECHNICIAN, PSYCHOLOGIST, PHYSICIAN, ETC?							
4. IF YOU HAVE ANSWERED "YES" TO ITEM 3 ABOVE INDICATE KIND OF LICENSE OR CERTIFICATION AND THE ISSUING STATE, MUNICIPALITY, ETC (Provide license register number if known)							
Attorney at Law, State of Georgia 1937				5. FIRST LICENSE/CERTIFICATE year of issue 1937			
6. LATER LICENSE/CERTIFICATE year of issue <b>NO OTHERS REQUIRED</b>							
7. LIST ANY SIGNIFICANT PUBLISHED MATERIALS OF WHICH YOU ARE THE AUTHOR (do NOT submit copies unless requested) INDICATE THE TITLE, PUBLICATION DATE, AND TYPE OF WRITING (non-fiction or scientific articles, general interest subjects, novels, short stories, etc.)							
None							
8. INDICATE ANY DEVICES WHICH YOU HAVE INVENTED AND STATE WHETHER OR NOT THEY ARE PATENTED							
None							
9. PUBLIC SPEAKING AND PUBLIC RELATIONS EXPERIENCE							
' Highschool and college debating and service club speeches for FBI.							

SECRET

- 3 -

**SECRET**

SECTION VII				MILITARY SERVICE	
				CURRENT DRAFT STATUS	
1. ARE YOU REGISTERED FOR THE DRAFT?		<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	2. SELECTIVE SERVICE CLASSIFICATION	
3. LOCAL SELECTIVE SERVICE BOARD NUMBER AND ADDRESS				4. DEFERRED DUE REASON	
MILITARY SERVICE RECORD Active Duty Only					
1. MILITARY ORGANIZATION (Army, Navy, etc. specify)		2. BRANCH OF SERVICE		3. DATES OF SERVICE (extended active duty)	
				FROM	TO
4. STATUS (Regular Reserve, etc. specify)		5. RANK GRADE OR RATE at separation or present		6. SERIAL SERVICE OR FILE NUMBER	
7. CHECK TYPE OF SEPARATION <input type="checkbox"/> HONORABLE DISCHARGE <input type="checkbox"/> RETIREMENT FOR SERVICE <input type="checkbox"/> UNDUE HARSHIPS <input type="checkbox"/> RELEASE TO INACTIVE DUTY <input type="checkbox"/> RETIREMENT FOR COMBAT DISABILITY <input type="checkbox"/> OTHER (Specify) <input type="checkbox"/> RETIREMENT FOR AGE <input type="checkbox"/> RETIREMENT FOR PHYSICAL DISABILITY					
8. BRIEF DESCRIPTION OF MILITARY DUTIES (record the duties and skills which best describe your work or function in the military service)					
MILITARY RESERVE/NATIONAL GUARD STATUS <b>None</b>					
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"/>	<input type="checkbox"/> AIR NATIONAL GUARD
1. CURRENT RANK, GRADE OR RATE		2. DATE OF APPOINTMENT IN CURRENT RANK		3. EXPIRATION DATE OF CURRENT RESERVE 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. BRIEF DESCRIPTION OF MILITARY RESERVE DUTIES (record the duties and skills which best describe your work or function in the military service)					
6. IF YOU ARE CURRENTLY ASSIGNED TO A RESERVE OR NATIONAL GUARD TRAINING UNIT, IDENTIFY THE UNIT AND ITS ADDRESS					
MILITARY SCHOOLS COMPLETED (Active Duty Reserve Status or as Civilian)					
NAME AND ADDRESS OF SCHOOL		STUDY OR SPECIALIZATION		DATE COMPLETED	
1. University of Georgia, Athens, Ga. Basic ROTC				1933	
2.					
3.					
4.					
5.					
<b>RESIDENT</b> <b>CORRESPONDENCE</b> <b>AGENCY SPONSORED</b> <b>RESIDENT</b> <b>CORRESPONDENCE</b> <b>AGENCY SPONSORED</b> <b>RESIDENT</b> <b>CORRESPONDENCE</b> <b>AGENCY SPONSORED</b> <b>RESIDENT</b> <b>CORRESPONDENCE</b> <b>AGENCY SPONSORED</b>					

**SECRET**

SECRET

Wiley-TeachNet

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SECRET

## **George When Fallen In**

PERIODIC SUPPLEMENT PERSONAL HISTORY STATEMENT		THIS DATE 21 January 1959	
INSTRUCTIONS			
<p>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.</p>			
<b>SECTION I</b>		<b>GENERAL</b>	
1. FULL NAME (Last-First-Middle)			
O'NEAL		FIRCH	
2. CURRENT ADDRESS (No., Street, City, Zone, State)		DILWORTH	
4623 High Street Chevy Chase, Maryland		3. PERMANENT ADDRESS (No., Street, City, Zone, State)	
211 Evans Street Rainbridge, Georgia			
4. HOME TELEPHONE NUMBER		5. STATE, TERRITORY, POSSESSION OR COUNTRY IN WHICH YOU NOW CLAIM RESIDENCE	
Oliver 4-6024		Temporary-Maryland; Permanent-Georgia	
<b>SECTION II</b> PERSON TO BE NOTIFIED IN CASE OF EMERGENCY			
1. NAME (Last-First-Middle) PREFERABLY RESIDING IN U.S.		2. RELATIONSHIP	
O'NEAL MARTIN E.		Mother	
3. HOME ADDRESS (No., Street, City, Zone, State, Country).			
Alice Street, Rainbridge, Georgia			
4. BUSINESS ADDRESS (No., Street, City, Zone, State, Country). INDICATE NAME OF FIRM OR EMPLOYER, IF APPLICABLE			
Decatur County Courthouse, Rainbridge, Georgia			
5. HOME TELEPHONE NUMBER		6. BUSINESS TELEPHONE NUMBER	
101 J		4	
7. BUSINESS TELEPHONE EXTENSION			
8. IN CASE OF EMERGENCY, OTHER CLOSE RELATIVES (Spouse, Mother, Father) MAY ALSO BE NOTIFIED. IF SUCH NOTIFICATION IS NOT DESIRABLE BECAUSE OF HEALTH OR OTHER REASONS, PLEASE SO STATE. My mother should <u>not</u> be notified directly but only through one of my brothers or my sister			
<b>SECTION III</b> MARITAL STATUS			
1. CHECK ONE ONLY		SINGLE <input checked="" type="checkbox"/> MARRIED <input type="checkbox"/> WIDOWED <input type="checkbox"/> SEPARATED <input type="checkbox"/> DIVORCED <input type="checkbox"/> ANNULLED <input type="checkbox"/>	
2. FURNISH DATE, PLACE AND REASON FOR ALL SEPARATIONS, DIVORCES OR ANNULMENTS			
<p><b>SPOUSE:</b> If you have been married more than once, including annulments, use a separate sheet for former wife or husband giving date below for all previous marriages. If marriage is contemplated, provide same data for fiance.</p>			
3. NAME (First) (Middle) (Maiden) (Last)			
Gladyne Frances July O'Neal			
4. DATE OF MARRIAGE		5. PLACE OF MARRIAGE (City, State, Country)	
27 March 1945		Tulsa Oklahoma USA	
6. ADDRESS OF SPOUSE BEFORE MARRIAGE (No., Street, City, State, Country)			
220 East 27th Place, Tulsa Oklahoma			
7. LIVING		8. DATE OF DEATH	
X YES	NO		
9. CAUSE OF DEATH			
10. CURRENT ADDRESS (Give last address, if deceased)			
4623 High Street, Chevy Chase, Maryland			
11. DATE OF BIRTH		12. PLACE OF BIRTH (City, State, Country)	
30 April 1920		Glenpool Oklahoma USA	
13. IF BORN OUTSIDE U.S., DATE OF ENTRY		14. PLACE OF ENTRY	
15. CITIZENSHIP (Country)		16. DATE ACQUIRED	17. WHERE ACQUIRED (City, State, Country)
USA		Birth	Oklahoma
18. OCCUPATION		19. PRESENT EMPLOYER (Also give former employer, or if spouse is deceased or unemployed, last two employers)	
Homemaker			
20. EMPLOYER'S OR BUSINESS ADDRESS (No., Street, City, State, Country)			

SECTION III CONTINUED TO PAGE 2

SECRET

(REF ID: A6578)

## SECTION III CONTINUED FROM PAGE 1

21. DATES OF MILITARY SERVICE OF SPOUSE (FROM - AND TO - ) BY MONTH AND YEAR

22. BRANCH OF SERVICE

23. COUNTRY WITH WHICH MILITARY SERVICE AFFILIATED

24. DETAILS OF OTHER GOVERNMENT SERVICE, U.S. OR FOREIGN

American Embassy, Mexico City, Mexico 1940 - 1945

## SECTION IV RELATIVES BY BLOOD, MARRIAGE OR ADOPTION LIVING ABROAD OR WHO ARE NOT U.S. CITIZENS

1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
STIMHEIS CHARLES PRUJON	Cousin	44
4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
Caracas, Venezuela - Manager Coca Cola Co. interests		
5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
USA	Approximately 2 or 3 letters annually	May 1968
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

6. SPECIAL REMARKS, IF ANY, CONCERNING THESE RELATIVES

## SECTION V FINANCIAL STATUS

1. ARE YOU ENTIRELY DEPENDENT ON YOUR SALARY?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
2. DO YOU HAVE ANY FINANCIAL INTEREST IN, OR OFFICIAL CONNECTION WITH, NON-U.S. CORPORATIONS OR BUSINESSES OR IN OR WITH U.S. CORPORATIONS OR BUSINESSES HAVING SUBSTANTIAL FOREIGN INTERESTS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	IF YOU HAVE ANSWERED "YES," GIVE COMPLETE DETAILS ON A SEPARATE SHEET AND ATTACH IN A SEALED ENVELOPE.	
3. DO YOU RECEIVE AN ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT, PENSION, OR COMPENSATION FOR MILITARY OR NAVAL SERVICE? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
4. IF YOU HAVE ANSWERED "YES" TO QUESTION 3 ABOVE, GIVE COMPLETE DETAILS.		

5. WITHOUT REFERENCE TO YOUR SALARY, STATE OTHER SOURCES OF RECURRENT INCOME NOT INDICATED BY PRECEDING ITEMS.

SECTION V CONTINUED TO PAGE 3

SECRET

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**SECTION 4 CONTINUED FROM PAGE 2**

#### **4 BANKING INSTITUTIONS WITH WHICH YOU HAVE BEEN IN CONTACT**

SECTION V CONTINUED FROM PAGE 2							
C. BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS			ADDRESS (City, State, Country)				
NAME OF INSTITUTION							
The City Bank			Penn. Avenue, Washington, D. C.				
First State National Bank			Bainbridge, Georgia				
7. HAVE YOU EVER BEEN IN, OR PETITIONED FOR, BANKRUPTCY? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO							
8. IF YOU HAVE ANSWERED "YES" TO QUESTION 7 ABOVE, GIVE PARTICULARS, INCLUDING COURT AND DATE(S)?							
<b>SECTION VI</b>							
<b>CITIZENSHIP</b>							
1. COUNTRY OF CURRENT CITIZENSHIP USA		2. CITIZENSHIP ACQUIRED BY: <input checked="" type="checkbox"/> CHECK EX) ONE <input checked="" type="checkbox"/> BIRTH <input type="checkbox"/> MARRIAGE <input type="checkbox"/> OTHER (Specify):					
3. HAVE YOU TAKEN STEPS TO CHANGE YOUR PRESENT CITIZENSHIP? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		4. GIVE PARTICULARS					
5. IF YOU HAVE APPLIED FOR U.S. CITIZENSHIP, INDICATE PRESENT STATUS OF YOUR APPLICATION (PENDING, APPROVED, ETC.)							
<b>SECTION VII</b>							
<b>EDUCATION</b>							
1. CHECK EX) HIGHEST LEVEL OF EDUCATION ATTAINED							
LESS THAN HIGH SCHOOL GRADUATE	OVER TWO YEARS OF COLLEGE - NO DEGREE						
HIGH SCHOOL GRADUATE	BACHELOR'S DEGREE						
TRADE, BUSINESS, OR COMMERCIAL SCHOOL GRADUATE	GRADUATE STUDY LEADING TO HIGHER DEGREE						
TWO YEARS COLLEGE OR LESS	MASTER'S DEGREE				GEOGRAPHY HRS. COMPLETED (Specify)		
2. COLLEGE OR UNIVERSITY STUDY							
NAME AND LOCATION OF COLLEGE OR UNIVERSITY	SUBJECT		DATES ATTENDED		DEGREE RECEIVED	DATE RECEIVED	GEOGRAPHY HRS. COMPLETED (Specify)
	MAJOR	MINOR	FROM	TO			
3. TRADE, COMMERCIAL AND SPECIALIZED SCHOOLS							
NAME OF SCHOOL	STUDY OR SPECIALIZATION		DATES ATTENDED		TOTAL HOURS		
			FROM	TO			
4. MILITARY TRAINING (Full time duty in specialized schools such as Ordnance, Intelligence, Communications, etc.)							
NAME OF SCHOOL	STUDY OR SPECIALIZATION		DATES ATTENDED		TOTAL WEEKS		
			FROM	TO			
5. OTHER EDUCATIONAL TRAINING NOT INDICATED ABOVE							

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ANSWERING 100% OF THE QUESTIONS

1. **NAME** **ADDRESS** **CITY, STATE, ZIP** **TELEPHONE NUMBER**  
2. **TYPE OF BUSINESS OR PROFESSION** **NAME OF FIRM** **NAME OF ASSOCIATES** **NAME OF PRACTICING ATTORNEY** **NAME OF PRACTICING DOCTOR** **NAME OF PRACTICING ENGINEER** **NAME OF PRACTICING ARCHITECT** **NAME OF PRACTICING ACCOUNTANT** **NAME OF PRACTICING NOTARY PUBLIC** **NAME OF PRACTICING CLERK** **NAME OF PRACTICING SECRETARY** **NAME OF PRACTICING BOOKKEEPER** **NAME OF PRACTICING STENOGRAPHER** **NAME OF PRACTICING CASHIER** **NAME OF PRACTICING CLERICAL EMPLOYEE** **NAME OF PRACTICING LABORER** **NAME OF PRACTICING TRADESMAN** **NAME OF PRACTICING MANUFACTURER** **NAME OF PRACTICING INDUSTRIALIST** **NAME OF PRACTICING POLITICAL PARTIES** **NAME OF PRACTICING POLITICAL ASSOCIATION** **NAME OF PRACTICING POLITICAL CLUB** **NAME OF PRACTICING POLITICAL ORGANIZATION**

E. INDICATE THE PURPOSE OF YOUR TRAVEL OR RESIDENCE ON TRAVEL FOR EACH OF THE LOCATIONS YOU IDENTIFIED LISTED ABOVE.

3- LIST NOW ANY FOREIGN REGIONS OR COUNTRIES OF WHICH YOU HAVE GAINED KNOWLEDGE AS A RESULT OF ORGANIZATION ASSIGNMENT OR ACTIVITIES.

NAME OF REGION OR COUNTRY	TYPE OF SPECIALIZED KNOWLEDGE	DATES OF RESIDENCE, TRAVEL, ETC.	KNOWLEDGE ACQUIRED BY		
			ROUTS ASSIGNMENT	FIELD ASSIGNMENT	TRAIN- ING
England & So. Africa	Intelligence Services	July-August 1954	TDY		
Sweden		October 1956	TDY		
Germany		Oct.-Nov. 1956	TDY		
Italy, Greece		Week Each 1955	TDY		
Egypt		January-June 1955	TDY		

第10章

中行公司

DEFINITION OF THE SYSTEM AND CYCLOGRAPHIC DETAILS

3. SIGNATURES: SIGN THE APPROPRIATE LINE

6. INDICATE OTHER BUSINESS MACHINES WITH WHICH YOU HAVE HAD OPERATING EXPERIENCE OR TRAINING (Computer, Micro-computers, Card Punch, etc.)

SECRET//  
REF ID: A6512

#### **SPECIFICATIONS**

**SECTION A** **OPTIONAL IDENTIFICATION**

1. LIST ALL HOBBIES AND SPORTS IN WHICH YOU ARE ACTIVE OR HAVE ACTIVELY PARTICIPATED. INDICATE YOUR PROFICIENCY ON EACH.

7. INDICATE ANY SPECIAL QUALIFICATIONS, RESULTING FROM EXPERIENCE OR TRAINING, WHICH MIGHT FIT YOU FOR A PARTICULAR POSITION OR TYPE OF WORK

9. EXCLUDING EQUIPMENT NOTED IN SECTION 8, LIST ANY SPECIAL SKILLS YOU POSSESS RELATING TO OTHER EQUIPMENT OR MACHINES SUCH AS OPERATION OF SHORTRATE RADIO, MULTIFILM, TURRET LATHE, SCIENTIFIC AND PROFESSIONAL DEVICES, ETC.

3. EXCLUDING EQUIPMENT NOTED IN SECTION 2, LIST ANY SPECIAL SKILLS YOU POSSESS RELATING TO OTHER EQUIPMENT OR MACHINES SUCH AS OPERATION OF SATELLITE RADIO, MULTITEL, TURBINE LATHE, SCIENTIFIC AND PROFESSIONAL DEVICES, ETC.

4. IF YOU ARE A LICENSED OR CERTIFIED MEMBER OF ANY TRADE OR PROFESSION (Print. Electricalian, Radio Operator, Teacher, Lawyer, CPA, Medical Technician, etc.), INDICATE THE KIND OF LICENSE OR CERTIFICATE, NAME OF ISSUING STATE, AND REGISTRATION NUMBER, IF KNOWN.

3. FIRST LICENSE OR CERTIFICATE (Year of issued) \_\_\_\_\_ 4. LATEST LICENSE OR CERTIFICATE (Year of issued) \_\_\_\_\_

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(When filled in.)

## SECTION X CONTINUED FROM PAGE 8

7. LIST ANY SIGNIFICANT PUBLISHED MATERIALS OF WHICH YOU ARE THE AUTHOR (DO NOT SUBMIT COPIES UNLESS REQUESTED). INDICATE DATE, PUBLICATION DATE, AND TYPE OF PUBLISHING (MANUFACTURER, ORIGINATOR, VEHICLE, GENERAL INTEREST SUBJECT, PRIVATE, SECRET SOURCE, ETC.)

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

9. LIST ANY PUBLIC SPEAKING AND PUBLIC RELATIONS EXPERIENCE

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.

## 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
----------------------------------	----------	---

March 1947 - December 1949	13	WH Division - DDP
----------------------------	----	-------------------

4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE
---	----------------------------

Seven	Chief of Station - Intelligence Officer
-------	---

6. DESCRIPTION OF DUTIES	Collecting and supervising collection of intelligence as Chief of Station
--------------------------	---

1. INCLUSIVE DATES (From and To)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
----------------------------------	----------	---

January 1950 - June 1950	13	WH Division - DDP
--------------------------	----	-------------------

4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE
---	----------------------------

12	Branch Chief - Intelligence Officer
----	-------------------------------------

6. DESCRIPTION OF DUTIES	Supervising and directing the collection and dissemination of intelligence information as Branch Chief
--------------------------	--

1. INCLUSIVE DATES (From and To)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
----------------------------------	----------	---

June 1950 - December 1951	14	Office of Inspection & Security
---------------------------	----	---------------------------------

4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE
---	----------------------------

5	Chief, Alien Affairs Branch
---	-----------------------------

6. DESCRIPTION OF DUTIES	Liaison with Immigration and Naturalization Service and passport and Visa Divisions of Department of State in relation to aliens of operational interest. Facilitating entry and exit and naturalization.
--------------------------	---

1. INCLUSIVE DATES (From and To)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
----------------------------------	----------	---

January 1952 - April 1954	14	WH Division - DDP
---------------------------	----	-------------------

4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE
---	----------------------------

7	Chief of Station - Intelligence Officer
---	---

6. DESCRIPTION OF DUTIES	Supervising collection and collecting intelligence as Chief of Station
--------------------------	--

1. INCLUSIVE DATES (From and To)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
----------------------------------	----------	---

June 1954 - 10 April 1955	14	Office of Security
---------------------------	----	--------------------

4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE
---	----------------------------

None	Intelligence Officer
------	----------------------

6. DESCRIPTION OF DUTIES	Conducting special investigations for the Director of Security
--------------------------	--

(See 1., p. 6) (use additional pages if required)

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SECTION III		CHILDREN AND OTHER DEPENDENTS			
a. NUMBER OF CHILDREN (INCLUDING STEPCHILDREN AND ADOPTED CHILDREN) WHO ARE UNMARRIED, UNDER 21 YEARS OF AGE, AND ARE NOT SELF-SUPPORTING.		NUMBER OF OTHER DEPENDENTS (INCLUDING SPOUSE, PARENTS, STEPCHILDREN, SISTERS, AND BROTHERS) WHO ARE UNMARRIED OR WHO ARE AT LEAST ONE-THIRD ASSESSABLE, OR, IN THE CASE OF CHILDREN, ARE UNMARRIED OR ARE SELF-SUPPORTING.			
b. PROVIDE THE FOLLOWING INFORMATION FOR ALL CHILDREN AND DEPENDENTS					
NAME	RELATIONSHIP	YEAR OF BIRTH	SEX	CITIZENSHIP	ADDRESS
Frances P. O'Neal	Wife	1920	X	USA	Chevy Chase, Md.
Birch Jr.	Son	1947	X	USA	Chevy Chase, Md.
Felinda P.	Daughter	1950	X	USA	Chevy Chase, Md.
ADDITIONAL COMMENT AND/OR CONTINUATION OF PRECEDING ITEMS					
<p>From 10 April 1955 to present I have been Chief of the Special Investigations Division of the Counter Intelligence Staff DDP conducting investigations and supervising five officers and four clerical employees in relation to investigations of a sensitive nature involving operational security matters.</p>					
DATE COMPLETED 25 January 1960	SIGNATURE OF EMPLOYEE BIRCH D. O'NEAL				

SECRET

Standard Form 97-June 1948  
U. S. CIVIL SERVICE COMMISSION

## APPLICATION FOR FEDERAL EMPLOYMENT

Form approved.  
Budget Bureau No. 30-2046.

**INSTRUCTIONS**—Answer every question fully and completely. Type or print on one side only in INK. If you are not taking the examination, United States Civil Service examination, read the examination announcement carefully. It will direct you. Mail this application to the office named in the address, under "Employment." You may mail to the same office any other forms required for the announcement. Indicate the office with which you file this application if you do not know your classification.

APPLICATION ANNOUNCEMENT NO. _____	1. Name of organization, or kind of position applied for:		
	2. Optional position (if mentioned in examination announcement)		
	3. Place of residence and applied for:		
	4. Mr. [First name] [Middle] [ Maiden, if any] [Last] John [ ] [ ] [ ]		
	5. Street and number or R. D. number: 402 Line Street		
	6. City or post office (including postal zone), and State: Brentwood, Calif., CA		
	7. Length of present residence (State) _____	8. Office phone No. _____	Home phone No. _____
	7 years	5107	5125
	9. Place of birth (city and State; if born outside U. S., name city and country): Reidsville, Georgia		
	10. Date of birth (month, day, year): June 1, 1917	11. Age last birthday: _____	12. Male <input checked="" type="checkbox"/> Female <input type="checkbox"/>
13. Height without shoes: _____ feet ... ... inches	Weight: _____ pounds		
14. Have you ever been employed by the Federal Government? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If now employed by the Federal Government, give present grade and date of last change in grade		

Indicate "Yes" or "No" answer by placing X in proper column		YES	NO	15. (a) If you will accept appointment in certain locations ONLY, give acceptable locations	
16. (a) Would you accept short-term appointment, if offered:		1 to 3 months?	X		
		3 to 6 months?	X		
		6 to 12 months?	X		
(b) Would you accept appointment, if offered:		to Washington, D. C.?	X		
		anywhere in the United States?	X		
		outside the United States?	X		
(d) What is the lowest entrance salary you will accept: \$ 6000					
You will not be considered for positions paying less.					
(e) If you are willing to travel, specify: <input checked="" type="checkbox"/> Occasionally <input checked="" type="checkbox"/> Frequently <input type="checkbox"/> Constantly					

16. EXPERIENCE—You are requested to furnish all information asked for below in sufficient detail to enable the Civil Service Commission and the appointing officers of agencies to determine your qualifications for the position for which you are applying. In the spaces provided below describe EVERY position you have held. Use a separate space for EACH position. You may also include any pertinent news or civic, welfare or organizational activity which you have performed, either with or without compensation, showing the number of hours per week and weeks per year in which you were engaged in such activity. Start with your PRESENT position and work back, accounting for all periods of unemployment. Explain clearly the principal tasks which you performed in each position. Describe your experience in Armed Services, if any (see item 17—Military Experience).

(a) If you were ever employed in any position under a name different from that given to 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."

PRESENT POSITION			
Dates of employment (Month, year) From: June 1, 1948 To present time	Exact title of your present position: Attorney-at-law	Salary or earnings: Starting, \$ — per Present, \$ — per	
Place of employment (City and State): Brentwood, Georgia	Description of your work: General law practice		
Name and address of employer (firm, organization, or person). If Federal, name department, bureau or establishment, and division: Self			
Kind of business or organization (e.g., wholesale mill, insurance agency, bank, etc.): Attorney-at-law			
Number and kind of employees supervised by you: 1 — SECRETARY			
Name and title of immediate supervisor: "at a" license			
Reason for desiring to change employment: To enter law practice			

(CONTINUED ON NEXT PAGE)

G-10-47396-2

DO NOT WRITE IN THIS BLOCK For Use of Civil Service Commission Only				
APPROVAL	NOTIFIED	ENTERED REGISTER		
<input type="checkbox"/> APPROVED <input checked="" type="checkbox"/> NON-APPROVED <input type="checkbox"/> REFERRED				
NOTIFIED		APPROVAL REVIEW		
APPROVED				
OPTION	GRADE	RAVENED RATING	PREFERENCE	AUGM. RATING
		<input type="checkbox"/> 5 points (test)		
		<input type="checkbox"/> 10 points		
		<input type="checkbox"/> WIFE OR WIDOW		
		<input type="checkbox"/> DISAB.		
		<input type="checkbox"/> BEING INVESTIGATED		
INITIALS AND DATE				

## B. CONTINUED

Name and address of employer (firm, organization, or person) If Federal, name department, bureau or establishment and division:  Place of employment (city and State):  <b>Investigative</b> Name and address of employer firm, organization, or person If Federal, name department, bureau or establishment and division:  <b>Federal Bureau of Investigation</b> Kind of business or organization (e. g., wholesale silk, insurance agency, mfg. of locks, etc.)  <b>Law enforcement</b> Number and kind of employees supervised by you:  <b>(Up to 50, investigative &amp; clerical)</b>	Exact title of your position  <b>Investigator</b>	Salary or earnings Starting \$ <u>1,000</u> per Final \$ <u>1,000</u> per
Description of your work: <u>Conducting investigations of violations of the laws of the United States, especially those relating to espionage, counterintelligence, and other national security matters.</u>		
Name and title of immediate supervisor:  <u>J. F. Hoover</u>		
Reason for leaving:  <b>To return to practice of law.</b>		
Date of employment (Month, year) From <u>1935</u> To <u>1939</u> Place of employment (city and State):	Exact title of your position	Salary or earnings Starting \$ <u>1,000</u> per Final \$ <u>1,000</u> per
Description of your work:		
Name and address of employer firm, organization, or person If Federal, name department, bureau or establishment and division:  Place of employment (city and State):  <b>Investigative</b> Name and address of employer firm, organization, or person If Federal, name department, bureau or establishment and division:  <b>Federal Bureau of Investigation</b> Kind of business or organization (e. g., wholesale silk, insurance agency, mfg. of locks, etc.)  Number and kind of employees supervised by you:  Name and title of immediate supervisor:  Reason for leaving:	Exact title of your position	Salary or earnings Starting \$ <u>1,000</u> per Final \$ <u>1,000</u> per
Description of your work:		
Date of employment (Month, year) From <u>1939</u> To <u>1940</u> Place of employment (city and State):	Exact title of your position	Salary or earnings Starting \$ <u>1,000</u> per Final \$ <u>1,000</u> per
Description of your work:		
Name and address of employer (firm, organization, or person) If Federal, name department, bureau or establishment and division:  Place of employment (city and State):  <b>Investigative</b> Name and address of employer firm, organization, or person If Federal, name department, bureau or establishment and division:  <b>Federal Bureau of Investigation</b> Kind of business or organization (e. g., wholesale silk, insurance agency, mfg. of locks, etc.)  Number and kind of employees supervised by you:  Name and title of immediate supervisor:  Reason for leaving:	Exact title of your position	Salary or earnings Starting \$ <u>1,000</u> per Final \$ <u>1,000</u> per
Description of your work:		

If more space is required, use a continuation sheet (Form No. 50) or a sheet of paper the same size as this one. Write on each sheet your name, address, date of birth, and consecutive file. Attach to this sheet.



<b>13. ELEMENTS:</b> List three persons living in the United States or Territories of the United States who are NOT related to you and who have reliable knowledge of your qualifications and fitness for the position for which you are applying. Do not repeat names of supervisors listed in Item 12 (1) through (4).																																																																																		
<table border="1"> <thead> <tr> <th>FULL NAME</th> <th>BUSINESS OR HOME ADDRESS (Give complete address including street and number)</th> <th>BUSINESS OR OCCUPA- TION</th> </tr> </thead> <tbody> <tr> <td>1. [REDACTED]</td> <td>100 E. 12th Street, New York, N.Y.</td> <td>Businessman, Lawyer</td> </tr> <tr> <td>2. [REDACTED]</td> <td>123 Main Street, New York, N.Y.</td> <td>Businessman, Lawyer</td> </tr> <tr> <td>3. [REDACTED]</td> <td>123 Main Street, New York, N.Y.</td> <td>Businessman, Lawyer</td> </tr> <tr> <td colspan="2">4. Name &amp; Address</td> <td>Businessman, Lawyer</td> </tr> </tbody> </table>			FULL NAME	BUSINESS OR HOME ADDRESS (Give complete address including street and number)	BUSINESS OR OCCUPA- TION	1. [REDACTED]	100 E. 12th Street, New York, N.Y.	Businessman, Lawyer	2. [REDACTED]	123 Main Street, New York, N.Y.	Businessman, Lawyer	3. [REDACTED]	123 Main Street, New York, N.Y.	Businessman, Lawyer	4. Name & Address		Businessman, Lawyer																																																																	
FULL NAME	BUSINESS OR HOME ADDRESS (Give complete address including street and number)	BUSINESS OR OCCUPA- TION																																																																																
1. [REDACTED]	100 E. 12th Street, New York, N.Y.	Businessman, Lawyer																																																																																
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4. Name & Address		Businessman, Lawyer																																																																																
<b>24. May inquire by code of your present employer regarding your character and abilities:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No																																																																																		
<table border="1"> <thead> <tr> <th>Indicate "Yes" or "No" answer by placing X in proper column</th> <th>YES</th> <th>NO</th> </tr> </thead> <tbody> <tr> <td>25. Are you a citizen of the United States?.....</td> <td>X</td> <td></td> </tr> <tr> <td>26. Do you possess or have you ever possessed, or are you now or have you ever been a member of any organization that advocates the overthrow of the Government of the United States by force or violence?.....</td> <td></td> <td></td> </tr> <tr> <td colspan="3">If your answer is "Yes," give complete details in Item 38.</td> </tr> <tr> <td>27. Within the past 12 months, have you habitually used intoxicating beverages to excess?.....</td> <td></td> <td></td> </tr> <tr> <td>28. Since your 18th birthday, have you ever been convicted, or fined, or imprisoned, or placed on probation, or have you ever been ordered to defend trial, for the violation of any law, police regulation or ordinance for failing minor traffic violations for which a fine of \$25 or less was imposed?.....</td> <td></td> <td></td> </tr> <tr> <td colspan="3">If your answer is "Yes," list all such cases under Item 38 below. Give in each case (1) the date of the offense, (2) the nature of the offense, (3) the name and address of the court, (4) the penalty imposed, if any, or other disposition of the case. If appropriate your fingerprints will be taken.</td> </tr> <tr> <td>29. Have you ever been discharged or forced to resign for misconduct or conduct contrary to your position?.....</td> <td></td> <td></td> </tr> <tr> <td colspan="3">If your answer is "Yes," give in Item 38 the name and address of employer, date and reason of discharge.</td> </tr> <tr> <td>30. 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14-00000  
SECRET

TO : Security Officer, CGO

Date: 20 February 1950

FROM : COMINT

SUBJECT: Communications Debriefing of Birch D. O'Neal

The above named individual has been debriefed by this office  
and a copy of the debriefing statement is attached for inclusion in  
the individual files.

FOR THE CHIEF, COMMUNICATIONS DIVISION:

  
L. WISLER RAY

cc with Attachment:

SED ✓  
CTB

SECRET

SECRET

CENTRAL INTELLIGENCE AGENCY

COMMUNICATIONS DIVISION

SIGNAL SECURITY AND CONTROL SECTION

COMMUNICATIONS DEPARTMENT

I, BIRCH D. O'NEAL, do solemnly swear (or affirm) not to divulge any classified information concerning the communications of the Central Intelligence Agency as to organization, personnel, location, methods of operation, cryptographic systems, communications channels and facilities used.

I do further solemnly swear (or affirm) that I shall not discuss, divulge, publish or cause to be published any information concerning the cryptographic facilities, systems, or procedures employed by other United States Government Departments or Agencies of which I am cognizant by virtue of my communications duties with C.I.A.

I do further swear (or affirm) that I shall not discuss, divulge, publish or cause to be published any classified information or intelligence of which I am cognizant by virtue of my communications duties with CIA unless specifically authorized in writing in each case by the Director of Central Intelligence.

I have read the provisions of the Espionage Act and understand that after leaving my relations with the Communications Division, C.I.A., I am still bound by that Act and if it is violated, I am subject to its penalties.

I do further solemnly swear (or affirm) that no classified papers, booklets, material, or equipment remain in my possession and that all communications proportion, classified and unclassified, have been returned to the proper authorities of Communications Division, C.I.A.

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

Signed: Birch D. O'Neal  
Date: 20 February 1960

Witness: Birch D. O'Neal  
Position: Chief, Security Section  
Date: 20 February 1960

SECRET

## PERSONAL HISTORY STATEMENT

**Instructions:**

1. Answer all questions *completely*. If question does not apply write "not applicable." Write "unknown" only if you do not know the answer and cannot obtain the answer from personal records. Use a separate sheet for extra details on *any* question or questions for which you do not have sufficient room.
2. Attach 2 recent passport size pictures to this form, date taken written on the back of each.
3. Type, print or write carefully; illegible or incomplete forms will *not* receive consideration.

**HAVE YOU READ AND UNDERSTOOD THE INSTRUCTIONS? Yes . . .**

Yes or No

**SEC. 1. PERSONAL BACKGROUND**

A. FULL NAME Mr. Mrs. Ms. Birch Dilworth O'Neal ..... TELEPHONE 312J .....

PRESENT ADDRESS 402 Pine St. Bainbridge Georgia ..... U.S.A. ....  
St. & No. City State Country

LEGAL RESIDENCE 402 Pine St. Bainbridge Georgia ..... U.S.A. ....  
St. & No. City State Country

B. NICKNAME None ..... ANY OTHER NAMES THAT YOU HAVE USED None .....

..... UNDER WHAT CIRCUMSTANCES HAVE YOU EVER USED THESE  
 NAMES? Not applicable .....

HOW LONG? Not applicable ..... IF A LEGAL CHANGE, GIVE PARTICULARS Not applicable .....  
 When

Not applicable ..... Not applicable .....  
 Where By what Authority?

C. DATE OF BIRTH June 1, 1913 PLACE OF BIRTH Bainbridge Georgia U.S.A. ....  
City State Country

RACIAL ORIGIN THROUGH MOTHER Anglo-Saxon THROUGH FATHER ANGLO-SAXON .....

D. PRESENT CITIZENSHIP U.S.A. .... BY BIRTH? YES ..... BY MARRIAGE? Not applicable .....

BY NATURALIZATION CERTIFICATE # applicable ISSUED Not applicable .....  
 Date By applicable Court

AT Not applicable ..... State Country .....

HAVE YOU HAD A PREVIOUS NATIONALITY? No ..... WHAT? Not applicable .....

(68) HELD BETWEEN W.—F DATES? Not applicable ..... ANY OTHER NATIONALITY? No .....

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GIVE PARTICULARS: Not applicable.

HAVE YOU TAKEN STEPS TO CHANGE PRESENT CITIZENSHIP? No. GIVE PARTICULARS:

Not applicable

E. LAST U.S. PASSPORT: NUMBER, DATE AND PLACE OF ISSUE Issued Washington.....  
D. C. 1942 actual date of issuance and number unknown.

HOW MANY OTHER U.S. PASSPORTS HAVE YOU HAD? one GIVE APPROXIMATE DATES:

Was issued latter part of January or first part of February 1942  
at Washington D. C.

PASSPORTS OF OTHER NATIONS? None

F. IF BORN OUTSIDE U.S. WHEN DID YOU FIRST ARRIVE IN THIS COUNTRY? Not applicable

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 33 SEX Male HEIGHT 6 feet 1 in. WEIGHT 185  
 EYES Brown HAIR Brown COMPLEXION Medium SCARS <sup>cut scar</sup> left cheek  
 BUILD Slender OTHER DISTINGUISHING FEATURES None appendectomy

## SEC. 3. FATHER (Give the same information for Step-father and/or guardian on a separate sheet)

FULL NAME Maston First Emmett Middle O'Neal last

LIVING OR DECEASED Living DATE OF DECEASE CAUSE

PRESENT, OR LAST, ADDRESS 402 Pine St. Bainbridge, Ga. U.S.A.  
St. & No. City State CountryDATE OF BIRTH March 24, 1875 PLACE OF BIRTH Bainbridge, Ga. U.S.A.  
At City State CountryCITIZENSHIP U.S.A. WHEN ACQUIRED? Birth WHERE? Bainbridge, Ga. U.S.A.  
City State CountryOCCUPATION Attorney at Law LAST EMPLOYER Self  
County Court HouseEMPLOYER'S OR OWN BUSINESS ADDRESS Bainbridge, Ga. U. S. A.  
St. & No. City State Country

MILITARY SERVICE FROM None TO BRANCH OF SERVICE None

COUNTRY None DETAILS OF OTHER GOVT SERVICE, U.S. OR FOREIGN

Solicitor of ~~Court of Bainbridge~~ 1904 to present  
excepting 1928 to 1932.

## SEC. 4. MOTHER (Give same information for Step-mother on a separate sheet)

FULL NAME Bessie Birch Matthews O'Neal  
 First \_\_\_\_\_ Maiden \_\_\_\_\_ Last \_\_\_\_\_  
 LIVING OR DECEASED Living DATE OF DECEASE \_\_\_\_\_ CAUSE \_\_\_\_\_  
 PRESENT OR LAST ADDRESS 402 Pine St., Bainbridge Georgia U.S.A.  
 St. & No. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_  
 DATE OF BIRTH May 23, 1885 PLACE OF BIRTH Thomaston Georgia U. S. A.  
 At \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_  
 CITIZENSHIP U. S. A. WHEN ACQUIRED? Birth WHERE? Thomaston Ga. U. S. A.  
 City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_  
 OCCUPATION Housewife and parttime music teacher LAST EMPLOYER Self \_\_\_\_\_  
 EMPLOYER'S OR OWN BUSINESS ADDRESS 402 Pine St. Bainbridge Ga. U. S. A.  
 St. & No. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_  
 DETAILS OF GOVT SERVICE, U.S. OR FOREIGN None

## SEC. 5. BROTHERS AND SISTERS (Including half-, step-, and adopted brothers and sisters)

FULL NAME Maston Emmett C'Neal Jr.  
 First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_  
 PRESENT ADDRESS 551 Academy St. Bainbridge Georgia U.S.A.  
 St. & No. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_  
 FULL NAME Allan Matthews O'Neal  
 First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_  
 PRESENT ADDRESS UNKNOWN King of Prussia Pennsylvania U.S.A.  
 St. & No. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_  
 FULL NAME Mrs. Elisabeth Ann Plowden  
 First \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_  
 PRESENT ADDRESS 202 College St. Bainbridge Georgia U. S. A.  
 St. & No. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_

## SEC. 6. MARITAL STATUS

A. SINGLE No MARRIED Yes DIVORCED No WIDOWED No

STATE DATE, PLACE AND REASON FOR SEPARATION OR DIVORCE

Neither separated nor divorced.

B. WIFE OR HUSBAND (IF YOU HAVE BEEN MARRIED MORE THAN ONCE USE A SEPARATE SHEET FOR FORMER WIFE OR HUSBAND AND GIVE REQUIRED DATA FOR ALL PREVIOUS MARRIAGES)

NAME Gladys Frances Fauly O'Neal DATE OF MARRIAGE 3/27/45  
 First \_\_\_\_\_ Middle \_\_\_\_\_ (for wife, maiden) Last \_\_\_\_\_  
 (HER OR HIS) ADDRESS BEFORE MARRIAGE 227 E. 27th Place, Tulsa, Okla. USA  
 St. & No. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_  
 LIVING OR DECEASED Living DATE OF DECEASE \_\_\_\_\_ CAUSE \_\_\_\_\_  
 PRESENT OR LAST ADDRESS 402 Pine St. Bainbridge Ga. U. S. A.  
 St. & No. \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_

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## SEC. 6. MARITAL STATUS (Cont'd)

DATE OF BIRTH April 30, 1920 PLACE OF BIRTH Glennpool, Okla. USA  
 RACIAL ORIGIN THROUGH FATHER French and German ..... THROUGH MOTHER French and English  
 CITIZENSHIP USA WHEN ACQUIRED? Birth WHERE? Glennpool, Okla. USA  
 OCCUPATION Housewife ..... LAST EMPLOYER U.S. Foreign Service  
 EMPLOYER'S OR OWN BUSINESS ADDRESS Dept. of State, Washington D. C.  
 MILITARY SERVICE FROM None TO Branch of Service  
 COUNTRY ..... DETAILS OF OTHER GOVT. SERVICE, U.S. OR FOREIGN  
 Only government or foreign service has been as a clerk in the U. S. Foreign Service assigned to U.S. Embassy, Mexico City, 1941-1945.

## SEC. 7. FATHER-IN-LAW

FULL NAME Frank ..... Robert ..... Pauly .....  
 LIVING OR DECEASED Living ..... DATE OF DECEASE .....  
 PRESENT, OR LAST, ADDRESS 220 E. 27th Place Tulsa Oklahoma USA  
 RACIAL ORIGIN French and German ..... BIRTH 2/4/92 Edmond, Okla. USA  
 CITIZENSHIP U.S.A. WHEN ACQUIRED? Birth WHERE? Edmond OKLA. USA

## SEC. 8. MOTHER-IN-LAW

FULL NAME Grace Gladys Merchant ..... Pauly .....  
 LIVING OR DECEASED Living ..... DATE OF DECEASE .....  
 PRESENT, OR LAST, ADDRESS 220 E. 27th Place Tulsa Oklahoma USA  
 RACIAL ORIGIN French and English ..... BIRTH August 4, 1891 LaFayette, Ind. USA  
 CITIZENSHIP USA WHEN ACQUIRED? Birth WHERE? LaFayette, Indiana USA

## SEC. 9. CHILDREN OR DEPENDENTS (Include partial dependents)

NAME	None	RELATIONSHIP	AGE
NATIONALITY		ADDRESS	St. & No. City State Country
NAME		RELATIONSHIP	AGE
NATIONALITY		ADDRESS	St. & No. City State Country
NAME		RELATIONSHIP	AGE
NATIONALITY	○ ○ ○ ○	ADDRESS	St. & No. City State Country

**SEC. 10. RELATIVES BY BLOOD, MARRIAGE OR ADOPTION, WHO ARE ABROAD, ARE UNDER THE JURISDICTION OF A FOREIGN POWER ARE NOT CITIZENS OF THE UNITED STATES, OR ARE MARRIED TO NON-CITIZENS:**

NONE					
NAME .....	RELATIONSHIP .....	AGE .....			
NATIONALITY .....	ADDRESS .....	St. & No. ....	CITY .....	STATE .....	Country .....
REASON FOR LISTING UNDER THIS QUESTION .....					
NAME .....	RELATIONSHIP .....	AGE .....			
NATIONALITY .....	ADDRESS .....	St. & No. ....	CITY .....	STATE .....	Country .....
REASON FOR LISTING UNDER THIS QUESTION .....					
NAME .....	RELATIONSHIP .....	AGE .....			
NATIONALITY .....	ADDRESS .....	St. & No. ....	CITY .....	STATE .....	Country .....
REASON FOR LISTING UNDER THIS QUESTION .....					

**SEC. 11. RELATIVES BY BLOOD OR MARRIAGE, IN MILITARY, NAVAL OR OTHER GOVT SERVICE—U.S. OR FOREIGN:**

NAME .....	None	RELATIONSHIP .....	AGE .....		
NATIONALITY .....	ADDRESS .....	St. & No. ....	CITY .....	STATE .....	Country .....
TYPE AND LOCATION OF SERVICE (IF KNOWN) .....					
NAME .....	RELATIONSHIP .....	AGE .....			
NATIONALITY .....	ADDRESS .....	St. & No. ....	CITY .....	STATE .....	Country .....
TYPE AND LOCATION OF SERVICE (IF KNOWN) .....					
NAME .....	RELATIONSHIP .....	AGE .....			
NATIONALITY .....	ADDRESS .....	St. & No. ....	CITY .....	STATE .....	Country .....
TYPE AND LOCATION OF SERVICE (IF KNOWN) .....					

**SEC. 12. GIVE FIVE CHARACTER REFERENCES—IN THE U.S.—(Give business addresses where possible)**

NAME: Mr. Robert R. Gunn .....	ADDRESS Milledge Ave. Athens Ga.	St. & No. ....	CITY .....	STATE .....
NAME: Mr. A.B. Conger .....	ADDRESS O'Neal Building Bainbridge, Ga.	St. & No. ....	CITY .....	STATE .....
NAME: Mr. M.C. Barwick .....	ADDRESS C&S Building Atlanta Ga.	St. & No. ....	CITY .....	STATE .....
NAME: Mr. R. G. Leddy .....	ADDRESS Bank Building, Atlanta, Ga.	St. & No. ....	CITY .....	STATE .....
NAME: Mr. Arthur E. Thompson .....	ADDRESS 3 BUILDINGS, PINEMONT, N.C.	St. & No. ....	CITY .....	STATE .....

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SEC. 13. NAMES OF 5 PERSONS WHO KNOW YOU SOCIALLY IN THE UNITED STATES. NOT REFERENCES OR EMPLOYERS—(Give business addresses where possible)

1. NAME Mr. George L. V. Laddi ADDRESS: 200 5th Ave., New York, N.Y. St. & No. City State
  2. NAME Mr. G. Will ADDRESS: 1000 University, Atlanta, Ga. St. & No. City State
  3. NAME Howard... Musgrave ADDRESS: 1000 Peachtree, Atlanta, Ga. St. & No. City State
  4. NAME Mr. Jackson Roy ADDRESS: 1000 Peachtree, Atlanta, Ga. St. & No. City State
  5. NAME Mr. Nathan Daniels ADDRESS: 50 Pine St., New York, N.Y. St. & No. City State
- 

SEC. 14. GIVE THREE NEIGHBORS AT YOUR LAST NORMAL RESIDENCE IN THE U.S.

- NAME: Mr. Clifford Rooten..... ADDRESS 100 South Main Street, Bainbridge, Ga.  
St. & No. City State
- NAME: Mrs. George C. Liven..... ADDRESS 700 Potter Street, Bainbridge, Ga.  
St. & No. City State
- NAME: Mr. Dick Turner..... ADDRESS 404 Pine Street, Bainbridge, Ga.  
St. & No. City State
- 

SEC. 15. EDUCATION

- SCHOOL: Bainbridge Grammar..... ADDRESS Bainbridge Georgia ..... U.S.A.  
DATES ATTENDED: 1919 - 1927 ..... DEGREE Diploma
- SCHOOL: Bainbridge High..... ADDRESS Bainbridge Georgia ..... U.S.A.  
DATES ATTENDED: 1927-1931 ..... DEGREE Diploma
- COLLEGE: University of Georgia ..... ADDRESS Athens Georgia ..... U.S.A.  
DATES ATTENDED: 1931 - 1935 ..... DEGREE A. B.
- COLLEGE: University of Georgia Law School ..... ADDRESS Athens Georgia ..... U.S.A.  
DATES ATTENDED: 1935-1937 ..... DEGREE LL.B.
- 

SEC. 16. MILITARY, NAVAL OR OTHER GOVT SERVICE — U.S. OR FOREIGN

U.S.A. .... Country	P. R. I. .... Service	Special Agent .... Rank	End - 1946 .... Dates
Albany, New York..... Last Station	Serial No. ....	VOLUNTEER, PROFESSIONAL .... Type of discharge	Com. Officer

REMARKS: .....

---

**SEC. 17. SELECTIVE SERVICE**CLASSIFICATION **4A**ORDER NO. **814A**APPROX. INDUCTION DATE **Unknown**BOARD NO. **1**ADDRESS **Bainbridge, Georgia**IF DEFERRED, GIVE REASON **Was deferred during the war upon request of the Federal Bureau of Investigation.**

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**SEC. 18. HAVE YOU EVER BEEN DISCHARGED FROM ANY POSITION, OR LEFT UNDER CIRCUMSTANCES WHICH WERE NOT ENTIRELY FAVORABLE? PLEASE GIVE DETAILS:****No**

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**SEC. 19. MISCELLANEOUS**

DID YOU EVER HAVE OR DO YOU NOW HAVE MEMBERSHIP IN, OR SUPPORT, ANY POLITICAL PARTY OR ORGANIZATION WHICH ADVOCATES THE OVERTHROW OF OUR CONSTITUTIONAL FORM OF GOVERNMENT IN THE UNITED STATES? **No** IF "YES," EXPLAIN:

DO YOU USE, OR HAVE YOU USED INTOXICANTS? **I have and do on occasions.**

**take a drink of intoxicating liquor socially but am not addicted to it.**

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.**

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**SEC. 20. FINANCIAL BACKGROUND**

ARE YOU ENTIRELY DEPENDENT ON YOUR SALARY? **Yes** IF NOT, STATE SOURCES OF OTHER INCOME **Not applicable**

NAMES AND ADDRESSES OF BANKS WITH WHICH YOU HAVE ACCOUNTS

**First State National Bank of Bainbridge, Georgia**

HAVE YOU EVER BEEN IN BANKRUPTCY? **No** GIVE PARTICULARS

**Not applicable**

(663)

— 8 —

## SEC. 20. FINANCIAL BACKGROUND (Cont'd)

GIVE three CREDIT REFERENCES -- IN THE U.S.

NAME: <i>Walter Dick, Inc.</i>	ADDRESS <i>14 E. 42nd Street, New York, N.Y.</i>	<small>St. &amp; No. City State</small>
NAME: <i>Gordon, Clark, Shultz</i>	ADDRESS <i>14 E. 42nd Street, New York, N.Y.</i>	<small>St. &amp; No. City State</small>
NAME: <i>Herrick Drug Co.</i>	ADDRESS <i>Grand Avenue, Indianapolis, Ind.</i>	<small>St. &amp; No. City State</small>

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## SEC. 21. CHRONOLOGICAL HISTORY OF EMPLOYMENT FOR PAST 10 YEARS. INCLUDE CASUAL EMPLOYMENT. INCLUDE ALSO PERIODS OF UNEMPLOYMENT. GIVE ADDRESS AND STATE WHAT YOU DID DURING PERIODS OF UNEMPLOYMENT. INCLUDE LAST 5 POSITIONS AND COVER AT LEAST 10 YEARS.

EMPLOYER *National Youth Administration* .... TITLE OF JOB *Assistant Librarian* ....  
(part-time position)

ADDRESS *University of Georgia, Athens, Washington D.C.* .... U.S.A. ....  
St. & No. City State Country

YOUR DUTIES AND SPECIALTY *Attending and maintaining Law Library* ....

Funds disbursed by U.S. .... *Dean Alton*  
 KIND OF BUSINESS: *Government to aid deserving students.* NAME OF SUPERVISOR *Hoach* ....

FROM: *Sept. 1935* .... TO: *June 1937* .... SALARY \$ 20.00 .... PER Month ....

REASONS FOR LEAVING *This was merely temporary work which naturally terminated upon my graduation from Law School.*

EMPLOYER *Self* .... TITLE OF JOB *Attorney at Law* ....

ADDRESS *402 Pine Street* .... *Bainbridge* .... *Georgia* .... U. S. A. ....  
St. & No. City State Country

YOUR DUTIES AND SPECIALTY *Actively engaged in the general practice of law* ....

KIND OF BUSINESS: *Law* .... NAME OF SUPERVISOR *Not Applicable* ....

FROM: *July 17, 1937* .... TO: *January 10, 1938* .... SALARY \$ *applicable* PER *applicable* ....

REASONS FOR LEAVING *To accept appointment as Special Agent of F. B. I.* ....  
*U. S. Department of Justice*

EMPLOYER *Federal Bureau of Investigation* .... TITLE OF JOB *Special Agent* ....

ADDRESS *Washington D. C.* .... *City* .... *State* .... U. S. A. ....  
St. & No. City State Country

YOUR DUTIES AND SPECIALTY *Investigating violations of the laws of the U. S.* ....

KIND OF BUSINESS: *Law Enforcement* .... NAME OF SUPERVISOR *J. E. Hoover* ....

FROM: *Jan. 10, 1938* .... TO: *May 31, 1946* .... SALARY \$ *25600* .... PER annua....

(663) REASONS FOR LEAVING *I contemplated entering the field or returning*

**SEC. 21 CHRONOLOGICAL HISTORY (Cont'd)**

Accrued & used  as a result of the above employment expired Oct. 16, 1946  
EMPLOYER  self  Title of Job  *Attorney-at-Law*

ADDRESS  1000 Peachtree Street, Atlanta, Georgia  30309  City  State  Country

YOUR DUTIES AND SPECIALTY  General Law Practice

KIND OF BUSINESS:   NAME OF SUPERVISOR  *Attala*

FROM:  June, 1945  TO:  Present  SALARY \$  6,000.00 PER

REASONS FOR LEAVING

EMPLOYER  Not applicable  TITLE OF JOB

ADDRESS  300 Peachtree Street, Atlanta, Georgia  30309  City  State  Country

YOUR DUTIES AND SPECIALTY

KIND OF BUSINESS:   NAME OF SUPERVISOR

FROM:  TO:  SALARY \$  PER

REASONS FOR LEAVING

**SEC. 22. RESIDENCES FOR THE PAST TEN YEARS**

1946	1947
1945	1946
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— 10 —

**SEC. 23 RESIDENCE OR TRAVEL (Cont'd)**

From, City City or Section	Moved Country	Purpose	DATES Month & Year	TO Month & Year
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
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**SEC. 24. CLUBS, SOCIETIES AND OTHER ORGANIZATIONS**

**LIST NAMES AND ADDRESSES OF ALL CLUBS, SOCIETIES, LABOR UNIONS, 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 HAVE BELONGED:**

Society of former Social Agents of the  
National Association Investigation..... 30 Pine Street, New York City.....  
Name ..... St. & No. ..... City ..... State ..... Country .....  
Phi Delta Phi (Legal Fraternity)..... Athens ..... Georgia ..... U.S.A. ....  
Name ..... St. & No. ..... City ..... State ..... Country .....  
Kappa Alpha Order (Social Fraternity)..... Athens ..... Georgia ..... U.S.A. ....  
Name ..... St. & No. ..... City ..... State ..... Country .....  
Blue Key Honor Fraternity..... Athens ..... Georgia ..... U.S.A. ....  
Name ..... St. & No. ..... City ..... State ..... Country .....  
..... ..... ..... ..... ..... .....  
Name ..... St. & No. ..... City ..... State ..... Country .....  
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Name ..... St. & No. ..... City ..... State ..... Country .....  
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Name ..... St. & No. ..... City ..... State ..... Country .....  
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**SEC. 25. RELIGIOUS AFFILIATION**

**CHURCH OF ATTENDANCE** First Presbyterian Church .....

**ADDRESS** 811 Peachtree, Georgia ..... **NAME OF MINISTER OR PRIEST** Rev. William Stewart

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**SEC. 26. GENERAL QUALIFICATIONS****A. FOREIGN LANGUAGES (STATE DEGREE OR PROFICIENCY AS "SLIGHT" "FAIR" OR "FLUENT")**

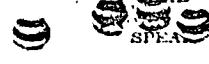
**LANGUAGE** Spanish ..... SPEAK Fluent ..... READ Fluent ..... WRITE Fluent

**LANGUAGE** French ..... SPEAK Slight ..... READ Slight ..... WRITE Slight

**LANGUAGE** ..... SPEAK ..... READ ..... WRITE .....

**LANGUAGE** ..... SPEAK ..... READ ..... WRITE .....

**LANGUAGE** ..... SPEAK ..... READ ..... WRITE .....

(663) WRITE .....  ..... SPEAK .....  ..... READ .....

## SEC. 26 GENERAL QUALIFICATIONS (Cont'd)

## B. HAVE YOU ANY SPECIAL KNOWLEDGE OR TRAINING WITH RESPECT TO:

MOTOR VEHICLES? *partial and excellent* AIRPLANES? *No* RADIO? *No*  
 GIVE PARTICULARS .....  
 .....  
 .....

## C. LIST ALL SPORTS AND HOBBIES WHICH INTEREST YOU; INDICATE DEGREE OF PROFICIENCY IN EACH.

...Shooting..... *Excellent*.....  
 ...Fishing..... *Excellent*.....  
 ...Swimming..... *Excellent*.....  
 ...Golf..... *Abit*.....  
 ...Tennis..... *Partial*.....

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

Yes. I have had considerable supervisory and administrative experience in the intelligence field, having been in charge of all F.B.I. personnel in Colombia and Mexico while in those countries. In addition, I supervised from Washington the counter-intelligence work of the F.B.I. in many Latin American countries during 1945, and in 1946 administered the work of the Albany, New York, Division of the F.B.I. as Assistant Executive in Charge. I feel qualified to undertake administrative work in foreign countries.

## SEC. 27. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY:

NAME *Mrs. Virginia L. McNeal* ..... RELATIONSHIP *Wife* .....

(663) ADDRESS *406 Pine Street* ..... St. & No. *Bainbridge* ..... City *Georgia* ..... State *Country*

*AL*

SEC. 28. YOU ARE INFORMED THAT THE CORRECTNESS OF ALL STATEMENTS MADE HEREIN WILL BE INVESTIGATED, AND YOU ARE INVITED TO MAKE ANY CHANGES (OR ADDITIONS) IN YOUR STATEMENTS THAT YOU MAY THINK ADVISABLE.

- A. 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."

.....  
.....  
.....

- B. 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.

SIGNED AT *Bainbridge, Georgia* DATE *January 1, 1947*  
City and State  
*James P. Neaf* *R. J. O'Neal*  
Witness Signature of applicant

Applicant will not write below

COMMENTS OF INTERVIEWER: .....

.....  
.....  
.....  
.....

SIGNATURE OF INTERVIEWER .....

INVESTIGATION REQUESTED BY .....  
Originating Official

(66) DATE .....

.....

.....

CONFIDENTIAL

TO : Chief, Communications  
FROM : Chief, Personnel Security Branch  
SUBJECT: O'Neal, Birch D.

DATE: 11/7/51

In reply to your memorandum this is to advise that Subject meets the current requirements for cryptographic clearance and is approved for such duties as of this date.

*W.A. Osborne*  
W. A. OSBORNE C/S

SED ✓

CONFIDENTIAL

CONFIDENTIAL

## SECURITY APPROVAL

To : Acting Chief, Personnel Division,  
 INTELLIGENCE AND SECURITY  
 Administrative Staff Date: 24 August 1950

From : Chief of Inspection and Security Staff Number: 30486

Subject: O'NEAL, Birch Dilworth - 30486

## 1. Note "X" below:

Security approval is granted subject for access to classified information contingent upon the receipt of derogatory information at some future date.

Provisional clearance for full duty with CIA is granted under the provisions of paragraph 4, Administrative Instruction 10-2, which provides for a temporary appointment pending the completion of full security investigation.

Unless the applicant enters upon duty within 60 days from above date this approval becomes invalid.

## 2. Subject is currently on duty in I&amp;SS. This is to record security reapproval of him.

*O.K.  
P. Lewis*

*Ermal P. Lewis*  
 ERMAL P. LEWIS  
 Chief, Personnel Security ~~INTELLIGENCE~~  
 Branch

*Recd 8-25-54*

CONFIDENTIAL

~~CONFIDENTIAL~~  
SECURITY OFFICE

CONFIDENTIAL

(2)

Investigation Report

Subject: O'HEAL, Birch D.

Date: 20 January 1967

To: Mr. William E. Duggan (S) ✓

Number: 80486

1. Investigation directed by: RHO

2. Sources of information:

3. Recommendation:

Security approval recommended, though subject  
to the receipt of derogatory information at some  
future date. Interrogation waived.

By RHC  
YR Security Officer  
ROBERT H. CUNNINGHAM

faj  
cc: Mr. Byron G. Sarvis

(30243)

~~CONFIDENTIAL~~

CONFIDENTIAL

14-00000

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

DATE July 1971