

**SECRET**

76-0561

76-376

29 JUN 1975

MEMORANDUM FOR: Director of Personnel  
VIA: Deputy Director for Operations  
FROM: Chief, European Division  
SUBJECT: Request for Extension of the Services of  
Thomas B. CASASIN (P), Retired Annuitant,  
under a Memorandum of Oral Commitment

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

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

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

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with the Station, the Station requests a Memorandum of Oral Commitment to be effective for the period CASASIN remains in **UNESCO's** employ, which is expected to terminate in 1977. CASASIN's experience as an Operations Officer and, specifically, experience and operational contacts derived through his present employment position in Paris are sufficiently valued by the Paris Station to request the continuation of CASASIN's services under a Memorandum of Oral Commitment.

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

*for J. W. Wells*  
William W. Wells  
Chief, European Division

**CONCUR:**

*John H. Blue*  
Deputy Director for Operations

*17 Feb 1976*  
Date

**APPROVED:**

*G. S. C. Jr.*  
Director of Personnel

*25 Feb 1976*  
Date

**DISAPPROVED:**

*Director of Personnel*

*Date*

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OUTGOING MESSAGE

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STAFF

162304Z

DIRECTOR

696233

CONF: EUR 4 INFO: FILE CMG/HOC 3 OPA/MIS CCS2

DISSEM BY: *[Signature]*  
OP PERS  
MAIL

TO: PARIS-V

WODEEP ADMIN V

REFS: A. PARIS 56954 IN 578647

B. OFAT-1377, 29 MAY 74

NEED TO KNOW DATE WHEN CASASIN WILL CONCLUDE UNCAIRD EMPLOYMENT.

SECTION I (C) NOC STATUS REPORT FORWARDED REF B STATES HE IS ON

THREE-YEAR EXTENSION CONTRACT WITH UNCAIRD TO END JUNE 1977. PLS

ADVISE. E2 IMPDET-A

DC/EUR/PERS *Stephen C. Erby*  
CMG/NOC GEORGE MARLING (PHONE)  
E/NOC *E. Sullivan*  
E/BF *P. Lew*

DATE: 16 MAY 75  
ORG: BARBARA GENTILE  
UNIT: E/F/S  
EXT: 9487

*D. C. E. S.*

ISSUING OFFICE

COORDINATING OFFICE

CLASSIFICATION

REPRODUCTION BY OTHER THAN THE ISSUING OFFICE IS PROHIBITED

AUTHORIZING OFFICE

E 2 IMPDET

CL BY:

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OFAT-1492  
6 Aug 74

CONFIDENTIAL

<b>FITNESS REPORT</b>		NOTE: Supervisor or Reviewing Official may assign a higher classification if CONFIDENTIAL is not adequate for the report when completed.						
<b>SECTION A: GENERAL INFORMATION</b>								
1. EMPLOYEE NUMBER <b>128609</b>	2. NAME (last, first, middle) <b>CASASIN, Thomas B. (P)</b>	3. DATE OF BIRTH <b>20 Jun 24</b>	4. SEX <b>M</b>	5. GRADE & SD <b>GS-11 D</b>				
6. OFFICIAL POSITION TITLE <b>Career Associate - Ops Officer</b>	7. G.P. CITY/STATE OF ASSIGNMENT <b>DDO/EUR</b>	8. CURRENT STATION <b>Paris</b>						
9. TYPE OF APPOINTMENT <input checked="" type="checkbox"/> CAREER <input type="checkbox"/> CAREER PROVISIONAL <input type="checkbox"/> RESERVE <input type="checkbox"/> ANNUAL <input type="checkbox"/> 21 MONTHS <input type="checkbox"/> 30 MONTHS			10. TYPE OF REPORT <input checked="" type="checkbox"/> REASON- MENT <input type="checkbox"/> SPECIAL					
11. REPORTING PERIOD (months) <b>1 January 74-30 June 74</b>			12. DATE REPORT DUE IN G.P. <b>15 July 74</b>					
<b>SECTION B: PERFORMANCE EVALUATION</b>								
<p><b>U—Unsatisfactory</b>: Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment, or to separation. Describe action taken or proposed in Section C.</p> <p><b>M—Marginal</b>: Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.</p> <p><b>P—Proficient</b>: Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p><b>S—Strong</b>: Performance is characterized by exceptional proficiency.</p> <p><b>O—Outstanding</b>: Performance is so exceptional in relation to requirements of the work and is comparable 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  <b>SEE ATTACHED MEMORANDUM IN LIEU.</b>								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 strengths or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter or the rating box corresponding to the statement which most accurately reflects his level of performance.								RATING LETTER

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## SECTION C

## NARRATIVE COMMENTS

Indicate significant strengths or weaknesses demonstrated in current position. Keeping in mind perspective, their relationship to overall performance. State suggestions made for improvement of your performance. Give recent evaluations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining nature of personnel action. Nature of performance of managerial or supervisory duties and visit consciousness in this area, if applicable. Note: This section and parts must be completed as applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

**During the period covered by this report, subject began a new job in an upper-level, executive capacity with an international organization. He obtained this job without additional assistance and the salary offsets approximately 40% of the total cost of this activity. This cover job was possible because of subject's extensive, solid background in scientific journalism and his French fluency. His cover is impeccable because he is capable of a first class, professional performance on this job and he was selected for the job solely on his professional qualifications in competition with other highly-qualified persons.**

A solid cover situation is useful only to the extent that it serves as a base for EMBERALD activities. Despite a full time job and unwitting superiors and co-workers, Subject has done a full time job for EMBERALD. He has maintained an intensive dialogue with one Soviet official, frequent contact with others, and is developing additional Soviet contacts in his cover organization. He has also established initial contacts with Chinese officials and has laid the foundation, through the cover organization, to develop and maintain direct and frequent contact with certain of these targets. He has been effective and ingenious in devising direct access to this difficult target and to others having access.

Subject devotes about 50% of his operational effort to the Soviet and Chinese targets. His operational reporting reflects these priorities and it is timely.

## SECTION D

## CERTIFICATION AND COMMENTS

1.

## BY EMPLOYEE

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

DATE

SIGNATURE OF EMPLOYEE

2.

## BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN  
UNDER MY SUPERVISION

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

DATE

OFFICIAL TITLE OF SUPERVISOR

TYPED OR PRINTED NAME AND SIGNATURE

/s/ Joseph I. Saltzman

3.

## BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

During the period under review, this NOC moved into a highly sensitive but potentially very valuable new cover situation, in which he has infinitely greater access to Soviet and Chinese targets. The NOC is also superbly equipped to handle this new position, by virtue of previous experience, linguistic competence and substantive knowledge of the field of endeavor. He should, in our judgment, do a first-class job, both for the cover employer, and for the Organization as well.

With respect to the specific duties set forth in the first section of this report, this reviewer would not have rated specific duty number two at the "O"

DATE

OFFICIAL TITLE OF REVIEWING OFFICIAL

TYPED OR PRINTED NAME AND SIGNATURE

/s/ Hugh R. Montgomery

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## 102. PREFERENCE FOR NEXT ASSIGNMENT:

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

I think that in view of the difficulty of obtaining, through legitimate means, the kind of cover assignment I have at the present time, I should stay where I am.

Having said that, Headquarters may wish to give consideration to my moving to a position analogous to the one I have in another organization which is comparable in mission and movement to what we know to be the case in UNCAIRD.

I would like, at any rate, to be able to continue to use the French language operationally.

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

EXTEND TOUR 6 to 12 MONTHS AT CURRENT STATION TO Cet 74 - Apr 75

BE ASSIGNED TO ANOTHER FIELD STATION TO DATE. INDICATE 1ST CHOICE OF DIVISION, STAFF OR OFFICE.

1ST CHOICE Int'l Orgs 2ND CHOICE Int'l Orgs 3RD CHOICE Int'l Orgs

BE ASSIGNED TO ANOTHER FIELD STATION. INDICATE 1ST CHOICE, GEOGRAPHIC AREA OR DIVISION.

1ST CHOICE Europe 2ND CHOICE Europe 3RD CHOICE Europe

RETURN TO MY CURRENT STATION

## TO BE COMPLETED BY FIELD STATION

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

Station recommends approval of extension. If CASACET retains present, excellent cover with International organization, it is a natural for coverage of primary targets.

## TO BE COMPLETED BY APPROPRIATE HEADQUARTERS OFFICE

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

Hqs approves home leave in April 1974 and new tour.

DATE 2-1-74 TITLE Administrative Officer SIGNATURE Barbara Galey

FOR USE BY CAREER SERVICE

## 14. APPROVED ASSIGNMENT:

Home leave in April 1974 followed by a new tour.

15. EMPLOYEE NOTIFIED BY DISPATCH NO. 5712 DATED 13 Feb 1974

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

CAREER SERVICE REPRESENTATIVE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

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## CONTRACT INFORMATION AND CHECK LIST

CASE OFFICER	Division
Schert F. JAFFRAY	EUR/E
TELEPHONE EXTENSION	DATE
0760	27 March 1972

## SECTION I

## GENERAL

1. NAME <input checked="" type="checkbox"/> PSEUDO <input type="checkbox"/> TAKS	2A. PROJECT NOCAF/Cable	2B. ASSIGNMENT NO. 2151-0115	2C. DATE REC'D.
Thomas B. CASASIN	2D. PERMANENT STATION PARIS	2E. FUNDS	
3. PREVIOUS CIA EMPLOYMENT OR ALIASES	4. INDIVIDUAL HAS BEEN ENGAGED BY CIA OR ITS ALLIED ACTIVITIES IN SOME CAPACITY PRIOR TO THIS CONTRACT. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (If yes, describe and include dates and activity.)  Bio attached		
5. SECURITY CLEARANCE (Type and date) In process	6. MEDICAL CLEARANCE <input checked="" type="checkbox"/> PRACTICALLY <input type="checkbox"/> INHIBITED <input type="checkbox"/> DEFICIENT	7. CONTRACT IS TO BE WRITTEN IN STERILE FORM I.E., "U.S. GOVERNMENT" <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	8. PROPOSED CATEGORY (Contract agent, contract employee, etc.) Career agent
9. INDIVIDUAL WILL WORK UNDER "CONTROLLED CONDITIONS" I.E., REGULAR OFFICE HOURS, LEAT FROM SUBJECT'S HOME AND PERFORMED UNDER THE SUPERVISION OF A STAFF EMPLOYEE OR STAFF AGENT <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			

## SECTION II

## PERSONAL DATA

10. CITIZENSHIP USA	11. IF NOT U.S. CITIZEN, INDIVIDUAL IS A PERMANENT RESIDENT ALIEN <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	12. AGE 48	13. DATE OF BIRTH (Month, day, year) January 20, 1924
14. LEGAL RESIDENCE (City and state or country) Alexandria, Va.	15. CURRENT RESIDENCE (City and state or country) Paris, France		
16. MARITAL STATUS (Check as appropriate) <input type="checkbox"/> MARRIED <input type="checkbox"/> MARRIED <input type="checkbox"/> MARRIED <input type="checkbox"/> MARRIED <input type="checkbox"/> SEPARATED <input checked="" type="checkbox"/> DIVORCED	17. INDIVIDUAL IS RELATED TO A STAFF EMPLOYEE, STAFF AGENT OR AN INDIVIDUAL CURRENTLY WORKING FOR THE AGENCY IN SOME CAPACITY <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO RELATIONSHIP:		
Daughter - 18			

## SECTION III

## U.S. MILITARY STATUS

18. RESERVE No.	19. VETERAN Yes	20. IF RETIRED AS AN OFFICER, CHECK ONE <input type="checkbox"/> RETIRED-REGULAR <input type="checkbox"/> RETIRED-RESERVIST	
21. BRANCH OF SERVICE U.S. Army	22. RANK OR GRADE 1st Lt.	23. DRAFT ELIGIBLE <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	24. DRAFT DEFERMENT TO BE OBTAINED BY CIA <input type="checkbox"/> YES <input type="checkbox"/> NO

## SECTION IV

## COMPENSATION

25. BASIC SALARY GS-15/10 \$33,260	26. POST DIFFERENTIAL NA	27. COVER (Breakdown, if any) <b>UNESCO</b>	28. FEDERAL TAXES GOVT. TAX DOCUMENTATION - BY AGENCY TAX DOCUMENTATION BY ESTABLISHED COVER <input checked="" type="checkbox"/> AGENCY TAX COMMITTEE CASE
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## SECTION V ALLOWANCES (NORMALLY GRANTED ONLY TO U.S. CITIZENS AND RESIDENT ALIENS)

29. QUARTERS Yes	30. POST Yes	31. OTHER all standard allowances
32. COSTS (Breakdown, if any) To be determined		

## SECTION VI

## TRAVEL

33. TYPES <input checked="" type="checkbox"/> YES <input type="checkbox"/> DOMESTIC OPERATIONAL <input type="checkbox"/> FOREIGN OPERATIONAL	34. WITH DEPENDENTS <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
35. WHE TO BE SHIPPED	36. WHE TO BE STORED	37. PERSONAL VEHICLE TO BE SHIPPED	38. TRANSPORTED VEHICLE TO BE USED FOR OPERATIONAL TRAVEL
<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
40. IF WITH DEPENDENTS STATE RELATIONSHIP, CITIZENSHIP, AGE AND DATE OF BIRTH  DAUGHTER - USA - 18 - 5 September 1953			

41. PAYMENT AND ACCOUNTABILITY WILL BE IN CONFORMANCE WITH  
 CIA REGULATIONS  OTHER POLICIES AND PROCEDURES

SECTION VII	OPERATIONAL EXPENSES	
42. PURCHASE OF INFORMATION	43. ENTERTAINMENT	44. OTHER
Yes	Yes	See Att. #1
45. PAYMENT AND ACCOUNTABILITY WILL BE IN CONFORMANCE WITH CIA REGULATIONS		

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(When Filled In)

DDO: 01 JUN 71

## NOTIFICATION OF PERSONNEL ACTION

DOD

1. SERIAL NUMBER		2. NAME (LAST FIRST MIDDLE)		3. EFFECTIVE DATE		4. CATEGORY OF EMPLOYMENT	
006102 CASASIN THOMAS B				02 23 71		REGULAR	
5. NATURE OF PERSONNEL ACTION		6. FUND SOURCE		7. PAYMASTER ANALYST NO. CHARGED		8. USC OR OTHER LEGAL AUTHORITY	
EXTENSION OF PRA NTC: 24 FEBRUARY 1973		V TO V	V TO CP	1136 1231 0000		50 USC 403-J	
9. ORGANIZATIONAL DESIGNATIONS		10. POSITION TITLE		11. LOCATION OF OFFICIAL STATION		12. SERVICE DESIGNATION	
DOP/TUR FOREIGN FIELD FRENCH AREA PARIS STATION <b>PARIS ANNEX</b>		OPS OFFICER		PARIS, FRANCE		O	
13. CLASSIFICATION SCHEDULE (GS, AF, ETC.)		14. OCCUPATIONAL SERIES		15. GRADE AND STEP		16. SALARY OR RATE	
GS		0136.01		15 7		29099	
17. REMARKS							
SIGNATURE OR OTHER AUTHENTICATION							

Use Previous Edition

SECRET

OPR-A-1  
Excluded from automatic  
downgrading and  
declassification

(When Filled In)

SECRET

(When filled in)

DDG1 17 AUG 70

## NOTIFICATION OF PERSONNEL ACTION

1. BY

2. SERIAL NUMBER		3. NAME (LAST-FIRST-MIDDLE)	
018102		CASASIN THOMAS B.	
4. SIGNATURE OF PERSONNEL ACTION <b>EXTENSION OF PRA NTED 21 FEBRUARY 1971</b>			
5. RANKS		V TO V	V TO CF
		CF TO V	X CF TO CF
6. ORGANIZATIONAL DESIGNATIONS: <b>DOP/CUR FOREIGN FIELD FRENCH AREA PARIS STATION PARIS ANNEX</b>			
7. POSITION NUMBER <b>CPS OFFICER</b>			
8. CLASSIFICATION SCHEDULE NUMBER		10. DECORATIONS AWARDED	
93		11. GRADE AND STEP <b>O136.01</b>	
12. POSITION NUMBER <b>0608</b>			
13. SERVICE DESIGNATION <b>D</b>			
14. SALARY OR RATE <b>27463</b>			
15. REMARKS			
16. SIGNATURE OR OTHER AUTHENTICATION			

FORM 5-66 1150 USE PREVIOUS EDITION

SECRET

DDG1  
Excluded from automatic  
downgrading and  
declassification

(When filled in)

<b>10 MAR 69</b>		<b>SECRET</b> (When Filled In)		
<b>NOTIFICATION OF PERSONNEL ACTION</b>				
<b>1. PERSONNEL NUMBER</b>	<b>2. NAME (LAST FIRST MIDDLE)</b>			
<b>2. NATURE OF PERSONNEL ACTION</b>	<b>4. EFFECTIVE DATE</b>	<b>5. CATEGORY OF EMPLOYMENT</b>		
<b>EXTENSION OF PRA NTC: 24 FEB. 1970</b>	<b>02 23 69</b>	<b>REGULAR</b>		
<b>6. RANK</b>	<b>7. TO V.</b>	<b>8. TO CF.</b>	<b>9. PAYSCALE ANALYSIS NO. CHANGES</b>	<b>10. SEC OR OTHER LEGAL AUTHORITY</b>
<b>O RANK</b>	<b>O TO V.</b>	<b>X O TO CF.</b>	<b>0136 1231 0000</b>	<b>3d USC 403 J</b>
<b>11. ORGANIZATIONAL DESIGNATIONS</b>		<b>12. LOCATION OF OFFICIAL STATION</b>		
<b>DOD EUR FOREIGN FIELD CENTRAL REGION PARIS STATION ANNEX, PARIS</b>		<b>PARIS, FRANCE</b>		
<b>13. POSITION NUMBER</b>		<b>14. GRADE OR RATE</b>		
<b>OPS OFFICER</b>		<b>4662</b>	<b>D</b>	
<b>15. CLASSIFICATION SCHEDULE (GS, GS-etc.)</b>	<b>16. OCCUPATIONAL SERIES</b>	<b>17. GRADE AND STEP</b>	<b>18. SALARY OR RATE</b>	
<b>GS</b>	<b>0136.01</b>	<b>15 7</b>	<b>23734</b>	
<b>19. REMARKS</b>				
<b>SIGNATURE OR OTHER AUTHENTICATION</b>				

Form No. 1150

Use Previous Edition

**SECRET**GSA GEN 1  
Replaces Form 1150, GSA GEN 1  
January 1964 and  
GSA GEN 2, GSA GEN 2  
January 1964

(When Filled In)

SECRET  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION			
<b>NCB</b>			
1. SERIAL NUMBER	2. NAME (LAST-FIRST-MIDDLE)		
006102	CASASIN THOMAS B		
3. NATURE OF PERSONNEL ACTION		4. EFFECTIVE DATE	5. CATEGORY OF CONCURRENCE
REASSIGNMENT		02-26-67	REGULAR
6. FUNDS	F 10.0	F 10.0	7. Budget Authority No. Changeable 8. CSC OR OTHER LEGAL AUTHORITY
	X		7136 1231 0000 30 USC 403 J
9. ORGANIZATIONAL DESIGNATIONS		10. LOCATION OF OFFICIAL STATION	
DOP/EUR FOREIGN FIELD CENTRAL REGION PARIS STATION <b>ANNEX, PARIS</b>		PARIS, FRANCE	
11. POSITION TITLE		12. POSITION NUMBER	13. SERVICE DESIGNATION
OP3 OFFICER		0173	O
14. DESIGNATION CODE(S) OR AFNCS	15. DEPARTMENT CODE(S)	16. GRADE AND STEP	17. NUMBER OF RATE
OS	0136.01	15 6	20585
18. REMARKS			
SIGNATURE OR OTHER AUTHENTICATION			

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3 150Use Previous  
Edition

SECRET

DRAFT  
1  
Initials  
Date  
(When Filled In)

(When Filled In)

**UNITED NATIONS EDUCATIONAL, SCIENTIFIC AND CULTURAL ORGANIZATION DES NATIONS UNIES POUR L'ÉDUCATION, LA SCIENCE ET LA CULTURE**  
**CURRICULUM VITAE**

Please complete this form in English or French. It is important that your answers are complete, accurate, and clearly presented. They should be typed or printed on one side of each page. Additional space is required for resume which should therefore exceed the space here be given, with other reference to relevant sections.

Veuillez compléter ce formulaire en anglais ou en français. Il est d'une grande importance que vos réponses soient complètes, précises et claires. Elles doivent être tapées ou imprimées sur une seule face de la feuille. L'espace qui présente, nécessaire, que cette demande pour donner des explications supplémentaires, peut être dépassé, veuillez donc faire des feuillets supplémentaires de même dimension, sans faire référence aux paragraphes.

1. Family name (surname) - Nom de famille		First name - Prénom		Middle name - Nom de jeune fille	
<b>JICHARDSON</b>		<b>Jacques</b>			
2. Permanent address - Domicile permanent		Telephone			
5 villa Madrid, 92 Neuilly, France		722 99-90			
3. Mailing address - Adresse postale (if different from above) (Si elle diffère de la précédente)		Telephone			
4. A) Date of birth - Date de naissance	B) Country and place of birth - Pays et lieu de naissance	C) Sex - Sexe	D) Marital status - État civil		
day / month / year <b>20 I 1924</b>	USA, Baltimore, Maryland	<b>M</b>	<b>Divorced</b>		
A) Citizenship at birth Nationalité à la naissance	B) Present citizenship (since) Nationalité actuelle (depuis)	U.S.A.			
USA					
C) Languages spoken Langues parlées Avec quelles, ou des démarches officielles que fait de charge votre université, article?					
No					
4. Give the following information about persons fully dependent upon you for financial support. Donnez les renseignements suivants sur les personnes qui sont, financièrement, entièrement à votre charge.					
Name of dependant Nom de la personne à charge	Date of birth Date de naissance	Relationship Degré de parenté	Name of dependant Nom de la personne à charge	Date of birth Date de naissance	Relationship Degré de parenté
<b>Jacqueline Richardson</b>	<b>19 11 53</b>	<b>Daughter</b>			
<b>Richelle Richardson</b>	<b>5 4 55</b>	<b>Daughter</b>			
5. List any of your relatives employed by the United Nations or its Specialized Agencies. Donnez les noms de ceux de vos parents qui sont employés par les Nations Unies ou une des Institutions spécialisées.					
Name - Nom	Relationship - Degré de parenté	Name of international organization Nom de l'organisation internationale			
6. Would you object to serving in any part of the world? In which countries would you object to serving? Indicate by check.					
No					
7. How much notice would you require to report for work? Dans quel délai pourriez-vous entrer en fonction?					
One month					
8. If employed, you will be required to pass a medical examination. Have you any disabilities which might limit your prospective field of work or practice? Pourriez-vous être obligé de faire une visite médicale lors de l'embauche? Avez-vous une infirmité quelconque susceptible de restreindre vos activités professionnelles ou de vous interdire tout emploi pour lequel que vous pourriez être appellé à effectuer?					
No					
9. For what type of work or for which specific post do you wish to be considered? - Quel genre d'emploi ou quel poste préférez-vous intégrer?					
<b>Scientific-technical publications</b>					

<p><b>13. EDUCATION - ÉTUDES</b> - List all schools attended under the educational establishments you have attended from the age of 16, including in-service training, apprenticeship training and post-secondary education.</p> <p>Indicate, in hours/week of attendance, the following: average weekly study hours; degree or diploma obtained; date of graduation.</p>																																																				
<b>Name, place and country Nom, adresse et pays</b> <i>4 Avenue de l'Université, Montréal, Québec, Canada Montreal, Canada, Montréal, Québec, Canada</i> <b>School of Montreal, Canada</b>		<b>Years attended Années d'études</b> <i>From 1960 to 1968</i>	<b>Degree, diploma, etc. in original language Diplôme, titre émis dans la langue originale</b> <i>Diploma</i>	<b>Date of diploma Date du diplôme</b> <i>1968</i>																																																
<i>University of Michigan, Ann Arbor USA Georgetown University, Washington USA <b>Pennsylvania Polytechnic, Troy, NY USA</b> <b>(Technical Writers Institute)</b></i>		<i>From 1968 to 1972</i>	<i>BA None Certificate</i>	<i>1972</i>																																																
<p><b>14. The professional societies to which you belong and your activities in public or international affairs.</b></p> <p><i>Executive in executive professionals don't list this section; no private citizens or entrepreneurs.</i></p> <p><b>International Council for the Advancement of Business Education, Member; Herbert Smith Fellowship Society, Fellow; Society of Technical Journalists and Writers, Senior member; International Science Writers Association, Member; The Glaciological Society, Member; Association des Journalistes Scientifiques, Membre Associé; and others.</b></p> <p><b>15. List, but do not attach, your significant publications. Indicate publisher and date and place of publication.</b></p> <p><i>Over 100, mostly journals, but include important books over 1000 pages. Indiquer le nom de l'édition, le lieu et la date de publication.</i></p> <p><b>Mumerous articles, Science and Technology, Space/aeronautics, Electro-Technology, 1963-9; numerous articles, Science Journal, 1969-70; numerous articles, book reviews, Atomes et La Recherche, 1969-present; numerous articles, Innovation and Search, 1969-present; Journal of Medical Engineering &amp; Electronics, 1965; numerous articles in Nature 'News and Views,' 1970-present; articles in Purchasing and Marketing Industry, 1963-9; editorial work for Unesco Impact, 1970; planned June 1971 issue on chemistry of Unesco Courier; article on American oceanology in Sciences &amp; Avenir, August 1970, and others.</b></p>																																																				
<b>16. LANGUAGES LANGUES</b>		<b>A) Mother tongue : Langue maternelle : English</b>																																																		
<b>B) Other languages Autres langues</b> <i>French Japanese Spanish Italian</i>		<b>AB 11, 12 = Ajouter à ce tableau</b> <table border="1"> <tr> <td>French</td> <td>11</td> <td>12</td> <td>French</td> <td>11</td> <td>12</td> </tr> <tr> <td>Japanese</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>French</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Spanish</td> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>French</td> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Italian</td> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>French</td> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> </table>	French	11	12	French	11	12	Japanese	<input checked="" type="checkbox"/>	<input type="checkbox"/>	French	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Spanish	<input type="checkbox"/>	<input checked="" type="checkbox"/>	French	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Italian	<input type="checkbox"/>	<input checked="" type="checkbox"/>	French	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<b>C) Check one or more boxes below to indicate your ability to teach in the language(s) indicated.</b> <b>English and French</b>	<b>D) Check one or more boxes below to indicate your ability to teach in the language(s) indicated.</b> <table border="1"> <tr> <td>French</td> <td>11</td> <td>12</td> <td>French</td> <td>11</td> <td>12</td> </tr> <tr> <td>Japanese</td> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>French</td> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Spanish</td> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>French</td> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Italian</td> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> <td>French</td> <td><input type="checkbox"/></td> <td><input checked="" type="checkbox"/></td> </tr> </table>	French	11	12	French	11	12	Japanese	<input type="checkbox"/>	<input checked="" type="checkbox"/>	French	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Spanish	<input type="checkbox"/>	<input checked="" type="checkbox"/>	French	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Italian	<input type="checkbox"/>	<input checked="" type="checkbox"/>	French	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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<p><b>17. CLERICAL SKILLS - STENO-DACTYLOGRAPHIE</b></p> <p><i>Indicate speeds in words per minute, after verification on non-commercial tests.</i></p> <p><b>18. MECHANICAL SKILLS - MICROGRAPHIE</b></p> <p><i>Indicate speed in words per minute, after verification on non-commercial tests.</i></p>																																																				
<b>Language - Langue</b> <i>English - anglais French - français Spanish - espagnol Other - autre</i>		<b>Speed Vitesse</b> <i>Slow Moyenne Fast</i>	<b>Language - Langue</b> <i>English - anglais French - français Spanish - espagnol Other - autre</i>																																																	
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<p><b>Can use all office equipment, including some IBM and ICL computers (2, 2.5, and 3d generations).</b></p>																																																				

<b>B. ENTIERS COMPTEES REGISTRES</b>		Starting date pour présent position (first review under every employment history at least the past ten years) Échéance, en commençant par la plus récente, de l'emploi à ce poste au cours des dix dernières années au moins.
<b>A. PRESENTE POSITION - POSTE ACTUEL</b>		
Dates of employment - Durée d'emploi		Ending: October 1 1970 To: Present De: A: Ce jour
Annual salary - Trimestriel annuel		Starting: \$8,000 F Final: \$9,150 F De début: De fin:
Exact title of your position and place of work Titre exact de votre poste et lieu d'exercice.		
<b>Directeur Adjoint, Paris</b>		
Name of employer - Nom de l'employeur		
<b>Société d'Editions Scientifiques; Sciences Information</b>		
Type of work Genre d'œuvre: Scientific publishers, consultants		
Name and title of your immediate supervisor <b>M. Cheukiewicz</b> , Nom et titre de votre supérieur direct <b>Président</b>		
Reason for leaving - Pourquoi deviez-vous changer d'emploi Would like to have my week-ends free		
<b>B. PREVIOUS POSITION - POSTE ANTERIEUR</b>		
Dates of employment - Durée d'emploi		From: January 1 1969 To: Present (concurrent) De: A:
Annual salary - Trimestriel annuel		Starting: \$5,000 plus Final: \$9,000 plus De début: 5000 francs, Afrique: 89,000 francs
Exact title of your position and place of work Titre exact de votre poste et lieu d'exercice		
<b>European Director — Paris</b>		
Name of employer - Nom de l'employeur		
<b>Technology Communication, Inc</b>		
Type of work Genre d'œuvre: Managing overseas publishing co.		
Name and title of your immediate supervisor <b>F. Park</b> , Nom et titre de votre supérieur direct <b>Executive Director</b>		
Reason for leaving - Would prefer to return to con- tinuing education		
Cause de départ		Causes de départ
<b>C. EDUCATION - FORMATION - POSTE ANTERIEUR</b>		
Dates of employment - Durée d'emploi		From: February 1968 To: June 1969 De: A:
Annual salary - Trimestriel annuel		Starting: \$19,500 + profit Final: \$21,000 + prof De début: De fin:
Exact title of your position and place of work Titre exact de votre poste et lieu d'exercice		
<b>Chief Correspondent, Europe</b>		
Name of employer - Nom de l'employeur		
<b>Conever-Mast Publications, Inc</b>		
Type of work Genre d'œuvre: Applied technology periodical press		
Name and title of your immediate supervisor <b>E. Conever</b> , Nom et titre de votre supérieur direct <b>President</b>		
Reason for leaving - Tired of routine; applied new Cause de départ: Cratienres		

Changements d'emploi, qui en modifiant une ou plusieurs fonctions, inclut le type de subordonnées.

Décrire ses fonctions, en soulignant les principales; indique également le nombre et les fonctions des personnes sous vos ordres.

**Directeur-adjoint of firm publishing monthly scientific magazine and providing scientific and technical consulting services; deputy to president; helping him manage two enterprises specializing in the processing of specialized information and the talent which handles it.**

Directly responsible for sales, sales promotion, advertising, and public relations functions; supervise accountancy and purchasing functions, and relations with other publishers.

Handle the inception of all foreign relations, and deal directly with international organizations (UNESCO, France, etc.) and their agents (UNESCO, Paris, etc.).

and type of subordinates.

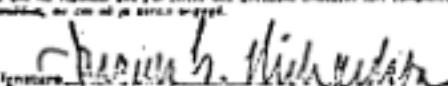
Décrire ses fonctions, en soulignant les principales; indique également le nombre et les fonctions des personnes sous vos ordres.

**Responsible from the outset for creating editorial and promotional resources and services outside North America, mainly in Europe, of new firm specializing in continuing education for technical management. This includes the publishing and editing (based in New York) of three periodicals: Innovation, Search, and a monthly newsletter. All are concerned with the art of management in a continually changing social environment.**

Find authors; write my own article material; work with firms and individuals as well as government units desiring their publication; recruit people to handle the management courses and teach our subscribers.

Décrire ses fonctions, en soulignant les principales; indiquer également le nombre et les fonctions des personnes sous vos ordres.

**As head of correspondents, planned, directed and supervised work assignments of a dozen correspondents reporting to the overseas editorial bureau of a major trade press organization, which during this period was merged by purchase with the Culinary Publishing Company**

<b>D. PREVIOUS POSITION - POSTE ANTERIEUR</b>															
<p>Name of employer - Nom de l'employeur  <b>Paris</b>      Tel. <b>February 1968</b>          Date <b>May 1962</b>      At <b>London, Paris</b></p> <p>Amount of salary - Traitements annuels  <b>\$10,000 + profits</b>      <b>\$10,000 + profits</b>          De départ      A la fin.</p> <p>Exact title of your position and place of work          Poste exact de votre poste et lieux d'exercice <b>(London, Paris)</b></p> <p><b>European Editorial representative</b></p>		<p>During the period of employment, I was responsible for the plan, control, direction and type of work done.</p> <p>During my stay in Paris, I spent six months, exclusively, working at the editorial desk, writing articles, editing, translating, and preparing manuscripts for publication.</p> <p>Established, planned, directed and managed activities of overseas editorial Bureau of medium-sized publishing firm, specializing in the applied sciences, industrial management, methods and technology, and marketing, methods magazines.</p>													
<p>Name of employer - Nom de l'employeur  <b>Cenover-Mark Publications, Inc</b></p> <p>Type of work  <b>Genre d'œuvre Specialized periodical press</b></p> <p>Name and title of your immediate supervisor <b>L. Harterty</b>,          Name et titre de votre supérieur direct <b>Exec Vice Pres (deceased)</b></p> <p>Hours for training          Cours de départ      <b>Promotion</b></p>															
<p>E. If applicable, give here a brief résumé of employments held before those covered above.          Si vous le jugez utile, résumez ici vos divers emplois antérieurs.</p> <p>1950-2 Free-lance technical editor, various publishing houses, New York          1950-2 Supervising Technical Editor, <b>Scientific Group, Office of the Chief of Staff, US Army</b>          1950-60 Supervising Foreign Affairs Specialist, <b>Military Attaché, Defense Program, US Army, Japan</b>          1950-64 Regional Editor, <b>International Press Section, US Information Agency</b>          1949 Reporter, then associate editor, weekly newspaper chain, Baltimore.</p>															
<p>13. REFERENCES: List three names not related to you by blood or marriage, who are familiar with your character and qualifications. Do not repeat names listed in item 1B.</p>		<p>13. REFERENCES: Indiquer trois personnes (parents et amis exclu) pouvant donner sur vous des renseignements fiables moral et professionnel. Ne répétez pas de noms déjà cités dans le case 1B.</p>													
<table border="1"> <thead> <tr> <th>Name - Nom</th> <th>Full address - Adresse complète</th> <th>Profession</th> </tr> </thead> <tbody> <tr> <td><b>Prof ALIGAINE Pierre</b></td> <td><b>DORST, Ministère de la Recherche Industrielle et Scientifique, Paris</b></td> <td><b>Civil servant</b></td> </tr> <tr> <td><b>Mr VICENY Nicholas</b></td> <td><b>Science Editor, LE MONDE, rue des Italiens, Paris</b></td> <td><b>Journalist</b></td> </tr> <tr> <td><b>Prof THUILLIER Pierre</b></td> <td><b>University of Paris, Nanterre Campus, Paris</b></td> <td><b>Educator</b></td> </tr> </tbody> </table>		Name - Nom	Full address - Adresse complète	Profession	<b>Prof ALIGAINE Pierre</b>	<b>DORST, Ministère de la Recherche Industrielle et Scientifique, Paris</b>	<b>Civil servant</b>	<b>Mr VICENY Nicholas</b>	<b>Science Editor, LE MONDE, rue des Italiens, Paris</b>	<b>Journalist</b>	<b>Prof THUILLIER Pierre</b>	<b>University of Paris, Nanterre Campus, Paris</b>	<b>Educator</b>		
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<b>Prof THUILLIER Pierre</b>	<b>University of Paris, Nanterre Campus, Paris</b>	<b>Educator</b>													
<p>14. Have you any objection to our making enquiries of your present employer?          Yez-vous quelques inconvénients à ce que nous prenions des renseignements auprès de votre employeur actuel? <input checked="" type="checkbox"/> <b>yes</b> <input type="checkbox"/> <b>no</b></p>															
<p>15. Does it tally with other relevant facts, include information regarding any residence or address in Canada or the country of which you are a citizen.          Cela coïncide-t-il avec d'autres renseignements d'autre part? <input checked="" type="checkbox"/> <b>yes</b> <input type="checkbox"/> <b>no</b></p>															
<p>Foreign residence: Canada 1937-42; UK, France, Belgium, Germany, 1944-5 (military service); Japan, 1946-8 (military service), 1955-60; France, 1962-present</p>															
<p>16. I certify that the statements made by me in answer to the foregoing questions are true and complete. I understand that such misrepresentation renders me liable to damages, if detected.</p> <p>Je certifie que les réponses que j'ai faites aux questions ci-dessus sont complètes et véritables. Je m'assure que toutes déclarations que je fais sont exactes, je ne pourrai pas être poursuivi de dommages si ces réponses sont décelées.</p>															
 Signature		Date <b>November 30, 1971</b>													
<p>16.A. You may be required to supply documentary evidence in support of the above statements. Do not, however, send any such evidence unless asked to do so by us.</p> <p>Receipt of this form is not ordinarily acknowledged, but your application will be carefully examined and unless we, if need be, get into touch with you.</p> <p>Applications for employment are not normally returned by us, except for more than two years after receipt.</p>		<p>Il devra vous être demandé de nous donner des preuves documentaires à l'appui des déclarations ci-dessus. Ce faire ne devrait être nécessaire qu'à l'exception de l'étranger.</p> <p>Il n'est pas nécessaire d'envoyer l'épreuve de ce formulaire, mais nous demanderons certaines évidemment lorsque, le cas échéant, nous nous en tenir à nos droits.</p> <p>En règle générale, l'épreuve ne conserve pas les demandes d'emploi plus de deux ans après réception.</p>													

INSTRUCTIONS.—Prepare in quadruplicate. All sections must be completed. Write "None" where applicable. Type or print clearly. If space not adequate for complete answer continue under item 2b, and attach a supplemental sheet in this form if necessary. All addresses must show street number, city, state, and zone.						
1. NAME (Last, First, Middle)		2. DESCRIPTION OF APPLICANT				
JAMES RAYMOND, Jr., James G.		HEIGHT	WEIGHT	HAIR COLOR	EYES COLOR	
		5'7 1/2 in	72 kg	Brown	Blue	
3. OTHER DATA (Check Maiden name, married to,兄弟姐妹, 離婚, 父母, 婦女, 子女, Specialty, Height, Weight, Eyes, Hair Color, Birth Date, Month, Year)		4. MARRITAL STATUS				
		<input type="checkbox"/> SPOUSE <input type="checkbox"/> SINGLED <input type="checkbox"/> MARRIED				
5. PRESENT ADDRESS AND LENGTH OF RESIDENCE THERE		6. BIRTHPLACE (City, County, State, and Country)				
9 villa Madrid 92 Neuilly, France		Baltimore, Maryland				
7. DATES AND PLACES OF RESIDENTS (Give last 10 years) Continue on reverse side of this page						
FROM	TO	ADDRESS AND STREET	CITY	STATE		
June 1969	Present	9 villa Madrid	92 Neuilly	France		
Sept 1962	June 1969	9 villa Madrid	92 Neuilly	France		
Sept 1960	Aug 1962	317 Lamond Place	Alexandria Va 22314			
Aug 1958	June 1962	7000 Rockville Turnpike, Bethesda Md, 20814, U.S.A.				
Feb 1959	June 1962	Lebanon, Lebanon, Lebanon 19101, Lebanon, Lebanon				
8. UNITED STATES CITIZENSHIP						
INDICATE WHETHER						
1. BY BIRTH <input checked="" type="checkbox"/>	2. BY NATURALIZATION <input type="checkbox"/>	10. SOCIAL SECURITY NO.				
3. BY DERIVATIVE <input type="checkbox"/>	PETITIONER NO.	042-20-5330				
DATE	DATE	11. MILITARY SERVICE (Past or present)				
CERTIFICATE NO.	CERTIFICATE NO.	SERIAL NO.	BRANCH	FROM DATE	TO DATE	
PLACE	PLACE	31316266	Army	1945	1946	Non
12. EDUCATION (All schools above elementary)						
NAME & ADDRESS	ADDRESS	GRADE	YEAR	EDUCATION		
High School of Montreal	1500 Peel St, Montreal	10-3	1943	High		
University of Michigan	Ann Arbor	10-4-X	1944	BA		
Georgetown University	Washington DC	1951	1952	—		
Rensselaer Polytechnic, Troy, NY						
1952 Certif						

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15. EMPLOYMENT SINCE 1945 (Excluding employment with your present employment. Show ALL dates and positions when unemployed)			
YEAR	TO	POSITION	PURPOSE
1945	1945	ATA Publications Agent Publishing Paris France Mr E. Chodkiewicz	No accept license ann ditto
1946	Present	Technology Committee Publishing New York NY Mr F. P. Park	To join Tech nology Comittee
1947	1949	General-Mot Publ Co's Publishing New York NY Mr H. Conover, Jr	To re-enter priv. industry
1949	1962	Army Office of Ch. of USO reporting Washington DC Staff: Col E. P. Garrity	Contract expiration
1955	1960	Tokyo CH Center Industrial Tokyo Japan Col J. H. Stewart surveys	No accept o'sens asgmt
1950	1954	USIA (IPS) Govt Info Washington DC Mr Hundy services	No accept better job
1949	1949	Housing Authority, Public Housing Baltimore; Mr Kilburn authority Baltimore Rd	To accept better job
1948	1949	Guide Publications Inc Publishing Baltimore MD Dr Kohre	To accept better job

16. FOREIGN COUNTRIES VISITED SINCE 1930 (Exclusion of military service)			
COUNTRY	DATE LEFT USA	DATE RETURNED USA	PURPOSE
Western Europe	1944	1945	Military service
Japan	1946	1948	ditto
Japan-Korea	1950	1953	USIA activities
Japan	1955	1960	Civil service
Western Europe	1960	1960	Tourism
France, western Europe	1962	1972	Business, tourism

<p><b>17. HAVE YOU BEEN INVOLVED IN OR BEEN A MEMBER OF THE COMMUNIST PARTY OF U.S.A. OR ANY COMMUNIST OR SIMILAR ORGANIZATION?</b></p> <p><b>18. HAVE YOU BEEN INVOLVED IN ANY ACTIVITIES OR ASSOCIATIONS WHICH ARE CONTRARY TO THE UNITED STATES CONSTITUTION? IF YES, PLEASE DESCRIBE THESE ACTIVITIES.</b></p> <p><b>19. IF YOUR ANSWER TO QUESTION 17 OR 18 IS "YES," STATE THE NAME OF ALL SUCH ORGANIZATIONS, ASSOCIATIONS, MOVEMENTS, GROUPS, OR COMBINATIONS OF PERSONS, PARTIES OR GROUPS, AND OFFICERS, ETC., WHICH CAME TO BE OR ATTACHED TO ANY MEMBER OF THIS FAMILY OR TO THE INDIVIDUAL FURNISHING THIS INFORMATION. ALSO STATE THE NAME OF THE INDIVIDUAL, IF KNOWN, WHO PROVIDED THE INFORMATION. ALSO STATE WHETHER OR NOT YOU HAVE BEEN EXERCISING THESE RIGHTS UNDER THE EXPLANATION OF THE UNITED STATES CONSTITUTION WHICH SEEMS TO ALTER THE FORM OF GOVERNMENT OF THE UNITED STATES OF UNCONSTITUTIONAL MEANS.</b></p> <p style="text-align: right;">(See Part II, Question 19)</p>																																				
<b>NAME</b>		<b>ADDRESS</b>		<b>FROM</b>	<b>TO</b>	<b>OFFICE HELD</b>																														
<p><b>20. MEMBERSHIP IN OTHER ORGANIZATIONS (List all organizations in which you are now a member or have been a member, except those which are religious or political affiliations.)</b></p> <table border="1"> <thead> <tr> <th><b>NAME</b></th> <th><b>ADDRESS</b></th> <th><b>TYPE</b></th> <th><b>FROM</b></th> <th><b>TO</b></th> <th><b>OFFICE HELD</b></th> </tr> </thead> <tbody> <tr> <td>British Interplanetary Soc London</td> <td>London</td> <td>Professional</td> <td>1946</td> <td>present</td> <td>Fellow</td> </tr> <tr> <td>Soc of Tech Communication</td> <td>Washington</td> <td>"</td> <td>1953</td> <td>present</td> <td>Sen Member</td> </tr> <tr> <td>Intl Science Writers Assn</td> <td>London</td> <td>"</td> <td>1955</td> <td>present</td> <td>Member</td> </tr> <tr> <td>American Club</td> <td>Paris</td> <td>Social</td> <td>1962</td> <td>present</td> <td>Member</td> </tr> </tbody> </table>							<b>NAME</b>	<b>ADDRESS</b>	<b>TYPE</b>	<b>FROM</b>	<b>TO</b>	<b>OFFICE HELD</b>	British Interplanetary Soc London	London	Professional	1946	present	Fellow	Soc of Tech Communication	Washington	"	1953	present	Sen Member	Intl Science Writers Assn	London	"	1955	present	Member	American Club	Paris	Social	1962	present	Member
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American Club	Paris	Social	1962	present	Member																															
<p><b>21. RELATIVES (Parents, spouse, divorced spouse, children, brothers, and sisters, living or dead. Name of spouse should include maiden name and any other names by previous marriage. If person is dead, so state under "address" and enter other information as of time of death.)</b></p> <table border="1"> <thead> <tr> <th><b>RELATION</b></th> <th><b>SORT OF FULL</b></th> <th><b>YEAR OF BIRTH</b></th> <th><b>ADDRESS</b></th> <th><b>COUNTRY OF CITIZENSHIP</b></th> <th><b>RESIDENCE</b></th> </tr> </thead> <tbody> <tr> <td>Daughter</td> <td>Pamela A. Richardson</td> <td>1950</td> <td>5 villa Madrid 92 Neuilly France</td> <td>USA</td> <td>USA</td> </tr> <tr> <td>Daughter</td> <td>Michelle D. Richardson</td> <td>1953</td> <td>5 villa Madrid 92 Neuilly France</td> <td>USA</td> <td>USA</td> </tr> </tbody> </table>							<b>RELATION</b>	<b>SORT OF FULL</b>	<b>YEAR OF BIRTH</b>	<b>ADDRESS</b>	<b>COUNTRY OF CITIZENSHIP</b>	<b>RESIDENCE</b>	Daughter	Pamela A. Richardson	1950	5 villa Madrid 92 Neuilly France	USA	USA	Daughter	Michelle D. Richardson	1953	5 villa Madrid 92 Neuilly France	USA	USA												
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Daughter	Pamela A. Richardson	1950	5 villa Madrid 92 Neuilly France	USA	USA																															
Daughter	Michelle D. Richardson	1953	5 villa Madrid 92 Neuilly France	USA	USA																															

21. SINCE YOUR BIRTH, HAVE YOU BEEN ARRESTED, HELD FOR INVESTIGATION OR QUESTIONED, OR CHARGED BY ANY LAW ENFORCEMENT AUTHORITY? (You may name (1) three incidents for which you paid a fine of \$10 or less, and (2) anything that happened before your 18th birthday. All other incidents must be included, even though they were discussed on your initially furnished statement).		2025 Pages
<b>21. b. 1. Arrested, etc.</b>	<b>21. b. 2. Address</b>	<b>b.</b>
<b>21. b. 3. Description</b>	<b>21. b. 4. Address</b>	<b>29</b>
<b>21. b. 5. Details</b>	<b>21. b. 6. Address</b>	<b>29</b>

21. SINCE YOUR BIRTH HAVE YOU BEEN ARRESTED, HELD FOR INVESTIGATION OR QUESTIONED, OR CHARGED BY ANY LAW ENFORCEMENT AUTHORITY? (You may name (1) three incidents for which you paid a fine of \$10 or less, and (2) anything that happened before your 18th birthday. All other incidents must be included, even though they were discussed on your initially furnished statement).

SEARCHED "NO" OR "NP"?

22. WHILE IN THE MILITARY SERVICE WERE YOU EVER ARRESTED FOR AN OFFENSE WHICH RESULTED IN A TRIAL BY DRAKE COURT OR BY SUMMARY, SPECIAL OR GENERAL COURT-MARTIAL?

**a.**

SEARCHED "NO" OR "NP"?

IF YOUR ANSWER TO 21 OR 22 IS "YES," GIVE DETAILS IN ITEM 23, SHOWING FOR EACH INCIDENT (1) DATE, (2) CHARGE, (3) PLACE, (4) LAW ENFORCING AUTHORITY OR TYPE OF COURT OR COURT-MARTIAL, AND (5) ACTION TAKEN.

23. SPACE FOR CONTINUING ANSWERS TO QUESTIONS (Show item numbers to which answers apply. Attach a separate sheet if there is not enough space here.)

### CERTIFICATION

NOTE: The original copy must be signed by the person named in item 1 on this form.

I certify that the above information is correct and complete to the best of my knowledge and belief.

May 1 1972

(F488)

JAMES B. MICHAELSON  
SIGNATURE (Signature only)

U.S. GOVERNMENT PRINTING OFFICE 160-0-6000

GPO 1970

DETERRED

GPO 823-407

SECRET  
*et 9th*

FITNESS REPORT					EMPLOYEE SERIAL NUMBER <i>006102</i>
<b>SECTION A</b>					
<b>GENERAL</b>					
1. NAME (Last) (First) (Middle)		2. DATE OF BIRTH		3. SEX	4. GRADE
CASASIN, Thomas B.		20 Jan 36		M	GS-15
5. OFFICIAL POSITION TITLE <b>Ops Off</b>		6. OFF/DIV/BR OF ASSIGNMENT <b>DDP/EUR</b>		7. CURRENT STATION <b>Paris</b>	
8. CHECK (X) TYPE OF APPOINTMENT		10. CHECK (X) TYPE OF REPORT			
<input checked="" type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> TEMPORARY	<input type="checkbox"/> INITIAL	<input checked="" type="checkbox"/> REASSIGNMENT SUPERVISOR	
CAREER-PROVISIONAL (See instructions - Section C)		<input checked="" type="checkbox"/> ANNUAL		REASSIGNMENT EMPLOYEE	
SPECIAL (Check)		SPECIAL (Check)			
11. DATE REPORT DUE (Local P.T.) <b>31 May 1971</b>		12. REPORTING PERIOD (From To) <b>1 April 1970 to 31 March 1971</b>			
<b>SECTION B</b>					
<b>PERFORMANCE EVALUATION</b>					
<p><b>U-Unsatisfactory</b> Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe actions taken or proposed in Section C.</p> <p><b>M-Marginal</b> Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be detailed.</p> <p><b>P-Precious</b> Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p><b>S-Superior</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>					
<p><b>"Gained full-time employment as a senior executive of a foreign scientific publication for the purpose of further developing access to Station targets and appreciably lowering the overall cost of the operations in which he is involved.</b></p> <p><b>RATING LETTER O</b></p>					
<p><b>Uses his cover to gain access to MI6ARSH personnel and spot leads on eventual access and support-type assets directed against the local MI6ARSH and TPPAST targets.</b></p> <p><b>RATING LETTER S</b></p>					
<p><b>Develops and assesses MI6ARSH officials with whom he has made contact as well as access prospects to the local MI6ARSH and TPPAST targets.</b></p> <p><b>RATING LETTER P</b></p>					
<p><b>Responds to various Station requirements including investigative work.</b></p> <p><b>RATING LETTER S</b></p>					
<p><b>SPECIFIC DUTY NO. 5</b> <b>Reports on the above activities.</b></p> <p><b>RATING LETTER P</b></p>					
<p><b>SPECIFIC DUTY NO. 6</b></p> <p><b>RATING LETTER</b></p>					
<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><b>RATING LETTER S</b></p>					

## FITNESS REPORT

SECTION A.		GENERAL			
1. NAME	GEORGE	2. GRADE	B-30	3. DATE OF BIRTH	18/08/24
4. OFFICIAL POSITION TITLE	5. OFFICIAL DATE OF ASSIGNMENT TO CURRENT STATION				GS-15
6. CHECKLIST: TYPE OF APPOINTMENT	7. CHECKLIST: TYPE OF REPORT				Paris
<input checked="" type="checkbox"/> CAREER	RESERVE	TEMPORARY	INITIAL	REASSESSMENT BY NUMBER	
CAREER-PERIODICAL (See instructions, Section G)		<input checked="" type="checkbox"/> ANNUAL		REASSESSMENT BY DATE	
SPECIAL (Specify)		SPECIAL (Specify)			
11. DATE REPORT DUE IN GR.		12. REPORTING PERIOD (From to)			
		1 April 1969 - 31 March 1970			
SECTION B		PERFORMANCE EVALUATION			
<u>D</u> -Unacceptable	Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the error could range from counseling, to further training, to placing on probation, to reassignment or to separation. Document errors made or proposed in Section C.				
<u>M</u> -Marginal	Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended would be described.				
<u>P</u> -Proficient	Performance is satisfactory. Desired results are being produced in the manner expected.				
<u>S</u> -Strong	Performance is characterized by exceeding proficiency.				
<u>O</u> -Outstanding	Performance is exceptional in relation to requirements of the work and in comparison to the performance of one's peers. Under no circumstances is it to warrant special recognition.				
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1		RATING LETTER			
Established and maintains a legitimate <b>S&amp;T publishing</b> representation for the purpose of developing natural access to Station targets. S					
SPECIFIC DUTY NO. 2		RATING LETTER			
Uses his cover to develop leads on eventual access or support type assets to be used by the Station against the local MEHARSH target. S					
SPECIFIC DUTY NO. 3		RATING LETTER			
Responds to various Station requirements including investigative work. S					
SPECIFIC DUTY NO. 4		RATING LETTER			
Initiates contact with selected local MEHARSH targets and undertakes to develop sufficient rapport with them to provide operational assessments. S					
SPECIFIC DUTY NO. 5		RATING LETTER			
S					
SPECIFIC DUTY NO. 6		RATING LETTER			
S					
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					
		RATING LETTER			
45		S			

SECRET  
(This Form Filled 100)

(P) / J.D.

FITNESS REPORT				EMPLOYEE SERIAL NUMBER		
				006102		
<b>SECTION A</b>				<b>GENERAL</b>		
1. NAME		2. GRADE	3. DATE OF BIRTH	4. R.R.	5. GRADE	6. RD
CASASIN, Thomas B.			20 Jan 1924	M	GS-15	D
6. OFFICIAL POSITION TITLE		7. OFF/DIR/BR OF ASSIGNMENT		8. CURRENT STATION		
Ops Officer		BPP/EUR/France		Paris		
9. CHECK (X) TYPE OF APPOINTMENT		10. CHECK (X) TYPE OF REPORT				
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY		<input type="checkbox"/> INITIAL <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> SPECIAL (SPECIFY)		<small>REASSIGNMENT SUPERVISOR</small> <small>REASSIGNMENT EMPLOYEE</small>		
11. DATE REPORT DUE IN G.P.		12. REPORTING PERIOD (From to)		13. Reporting Period (From to)		
				1 October 1968 - 31 March 1969		
<b>SECTION B</b>						
<b>PERFORMANCE EVALUATION</b>						
<p><b>E - Poor</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		
Establishes and maintains a legitimate <b>B&amp;T publishing</b> representation for the purpose of developing natural resources to Station targets.				S		
Develops cover pretexts to meet WOLADY and third national of operational interest in the B&T community.				S		
SPECIFIC DUTY NO. 2				RATING LETTER		
Responds to station ad-hoc requirements on the local internal target.				S		
SPECIFIC DUTY NO. 3				RATING LETTER		
Develops potential agent prospects in the B&T community to the point where they can be recommended as station agents candidates.				P		
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>						
FORM 45 (Obsolete Previous Editions)		SECRET		<small>Rating Letter</small> <small>Indicates how performance compares with standards set for each duty.</small>		
				<small>RATING LETTER</small> <small>S</small>		

SECRET

## SECTION C

## NARRATIVE COMMENTS

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

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

## SECTION D

## CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

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

DATE

SIGNATURE OF EMPLOYEE

11 June 1969

/s/ Thomas B. CASASIN

2.

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN  
UNDER MY SUPERVISION

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

DATE

OFFICIAL TITLE OF SUPERVISOR

TYPED OR PRINTED NAME AND SIGNATURE

5 June 1969

Ops Officer

/s/ Murat Natirboff

3.

BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

I do not concur in this rating. I would have given the employee STRONG in the performance of his cover responsibilities, that is to say in the manner in which he has created and expanded his cover. I would have restricted myself to PROFICIENT, however, in assessing his exploitation of that cover for operational purposes. For a fuller treatment of this staff agent's performance, suggest that reference be made to the ROC Status Report, submitted 26 May 1969, via QFPA-89925.

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
23 JUNE 1969	Chief of Station	/s/ David K. Murphy

SECRET

SECRET

FITNESS REPORT					EMPLOYEE SERIAL NUMBER		
<b>SECTION A</b>					<b>GENERAL</b>		
1. NAME		2. Grade	3. Field	4. Division	5. DATE OF BIRTH	6. SEX	7. GRADE
CARASIVIUS, Thomas		B.			20 Jan 1924	M	GS-15
8. OFFICIAL POSITION TITLE Open-Officer					9. OFFICER OR ASSIGNMENT & CURRENT STATION DUP/PUR/EX/OPP REPORT Paris		
10. RANK & TYPE OF APPOINTMENT		CAREER	RESERVE	TEMPORARY	INITIAL	REASSIGNMENT SUPERVISOR	
		CAREER-PROVISIONAL (See Instructions - Section C)			ANNUAL	11. ASSIGNMENT EMPLOYEE	
		SPECIAL (Specify)			SPECIAL (Specify)		
12. DATE REPORT DUE IN G.P.					13. REPORTING PERIOD (From - To) 1 April 1967 - 31 March 1968		
<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>							
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		Establishes and maintains a legitimate <b>S&amp;T publishing</b> representation for the purpose of developing natural <b>targets</b> to Station targets.					RATING LETTER <b>S</b>
SPECIFIC DUTY NO. 2		Develops cover pretexts to meet <b>WOLADY</b> and third national of operational interest in the <b>S&amp;T</b> community.					RATING LETTER <b>S</b>
SPECIFIC DUTY NO. 3		Responds to Station ad-hoc requirements on the local, internal targets.					RATING LETTER <b>S</b>
SPECIFIC DUTY NO. 4		Develops potential agent prospects in the <b>S&amp;T</b> community to the point where they can be recommended as Station agent candidates.					RATING LETTER <b>P</b>
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.							
FORM 45 . OBSOLETE PREVIOUS EDITIONS.		SECRET					RATING LETTER <b>S</b>

SECRET  
 Form 45  
 Replaces Form 45A  
 Issued 1 July 1964  
 Replaces Form 45  
 1 July 1964

**SECRET**

<b>SECTION C</b>		<b>NARRATIVE COMMENTS</b>
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for rating. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. <u>Method of performance of managerial or supervisory duties must be described, if applicable.</u></p> <p>Since the last reporting period Subject's efforts were directed by the Station toward the spotting, developing and assessing WOLADY SAT agent candidates in terms of recruitment and inclusion in the Station's SAT spotting network.</p> <p>Subject has done thorough and at times imaginative spade work in this field despite the fact that the mission was not as successful as anticipated. Recent progress however would indicate that the next reporting period would be more productive.</p> <p>Subject continues to respond to ad-hoc specific assignments in an exemplary manner.</p> <p>Because of the nature of his cover assignment Subject is not authorized to make recruitments.</p> <p>Subject has a high degree of cost consciousness. He does not exercise any supervisory responsibilities under his cover assignment.</p>		
<b>SECTION D</b>		
<b>CERTIFICATION AND COMMENTS</b>		
1. <b>BY EMPLOYEE</b>		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE	SIGNATURE OF EMPLOYEE	
24 Oct. 1968	/s/ Thomas B. CABASIN	
2. <b>BY SUPERVISOR</b>		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
24 Oct. 1968	Opn Officer	/s/ Murat Matirbora
3. <b>BY REVIEWING OFFICIAL</b>		
COMMENTS OF REVIEWING OFFICIAL		
See attached.		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
	Chief of Station	/s/ David E. Murphy

**SECRET**

SECRET

(When Filled In)

FITNESS REPORT					EMPLOYEE SERIAL NUMBER:			
<b>SECTION A</b>					<b>GENERAL</b>			
1. NAME	TELECO	(First)	(Middle)	2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD	
CASASIN, Thomas				D. (SA) 20 Jan 34	M	GS-13	0	
6. OFFICIAL POSITION/TITLE				7. OFFICE/BRANCH OF ASSIGNMENT	8. CURRENT STATION			
CSC Officer				Paris				
9. CHECK IN: TYPE OF APPOINTMENT				TYPE OF CONTRACT/POSITION				
CAREER	RESERVE	TEMPORARY		INITIAL	REASSIGNMENT SUPERVISOR			
CAREER-PROVISIONAL (See Instructions - Section C)				XXX	ANNUAL	REASSIGNMENT EMPLOYEE		
SPECIAL (Specify):				SPECIAL (Specify):				
10. DATE REPORT DUE IN G.P.				11. REPORTING PERIOD (From To):				
				1 April 1966 - 31 March 1967				
<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).								
SPECIFIC DUTY NO. 1							RATING LETTER	
Establishes and maintains a legitimate <b>SAT publishing</b> representation for the purpose of developing natural access to Soviet SAT personnel.							B	
SPECIFIC DUTY NO. 2							RATING LETTER	
Develops cover pretenses to meet, assess, and recommend as agent candidates NOLADY and Third Nationals in the KNAIHY SAT community.							B	
SPECIFIC DUTY NO. 3							RATING LETTER	
Contacts and develops local Soviet Bloc personnel.							B	
SPECIFIC DUTY NO. 4							RATING LETTER	
Develops cover pretenses to attend selected scientific conferences.							B	
SPECIFIC DUTY NO. 5							RATING LETTER	
Responds to local Station adhoc operational requirements.							B	
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, permanent 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								

SECRET

#### *Answers Fitted In*

Digitized by  
GUL

FITNESS REPORT					EMPLOYEE SERIAL NUMBER				
SECTION A		GENERAL							
1. NAME		2. DATE OF BIRTH		3. SEX		4. GRADE			
[REDACTED]		20 January 1924		M		GS-14			
5. SERVICE DESIGNATION		6. OFFICIAL POSITION TITLE		7. OFF-DIVISION OF ASSIGNMENT					
D		Branch Chief		OC/SD/6					
8. CAREER STAFF STATUS		9. TYPE OF REPORT							
NOT ELIGIBLE	MEMBER	DEFERRED	INITIAL	REASSESSMENT/SUPERVISOR					
PENDING	DECLINED	DENIED	X ANNUAL	RE-ASSIGNMENT/EMPLOYEE					
10. DATE REPORT DUE IN G.P.		11. REPORTING PERIOD		12. SPECIAL (Specify)					
[REDACTED]		July 1960-October 63							
SECTION B		EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).									
1 - Unsatisfactory		2 - Barely adequate		3 - Acceptable		4 - Competent			
5 - Excellent		6 - Superior		7 - Outstanding					
SPECIFIC DUTY NO. 1 Supervises large functional branch of <b>thirty-seven</b> staff and <b>fifteen</b> contract personnel.		RATING NO. 5		SPECIFIC DUTY NO. 4 Conducts liaison with various components of the Agency and with other agencies.		RATING NO. 6			
SPECIFIC DUTY NO. 2 Plans and programs for operations support, including initiation of new support activities.		RATING NO. 5		SPECIFIC DUTY NO. 5 Prepares and presents briefings.		RATING NO. 6			
SPECIFIC DUTY NO. 3 Supervises preparation of, and sometimes personally prepares, special studies both on own initiative and on request.		RATING NO. 5		SPECIFIC DUTY NO. 6 Supervises maintenance of SR Division records on Soviet defectors, supports exploitation of defectors and participates in their resettlement.		RATING NO. 5			
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION resettlement.									
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.									
<ul style="list-style-type: none"> <li>1 - Performance in many important respects fails to meet requirements.</li> <li>2 - Performance meets most requirements but is deficient in one or more important respects.</li> <li>3 - Performance clearly meets basic requirements.</li> <li>4 - Performance clearly exceeds basic requirements.</li> <li>5 - Performance in every important respect is superior.</li> <li>6 - Performance in every respect is outstanding.</li> </ul>							RATING NO. 5		
SECTION D DESCRIPTION OF THE EMPLOYEE									
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee.									
1 - Least possible degree		2 - Limited degree		3 - Normal degree		4 - Above average degree		5 - Outstanding degree	
CHARACTERISTICS					NOT APPL'D/CABLE	NOT OBS-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)					[REDACTED]				

SECRET

5377-2070  
111111

FIELD REASSIGNMENT QUESTIONNAIRE			
DO NOT COMPLETE		FOR HEADQUARTERS USE ONLY	
AUTHENTICATION OF SIGNATURES AND VERIFICATION OF ITEMS 1 THROUGH 7, BELOW:			
NAME OF EMPLOYEE (FAMILY)	DATE (From Item #1)	NAME OF SUPERVISOR (FAMILY)	DATE (From Item #2)
<b>John Baker</b>	9/25/58	<b>John Baker</b>	6/30/60
NAME AND SIGNATURE OF AUTHORITY AT HEADQUARTERS AUTHORIZED TO AUTHENTICATE SIGNATURES AND VERIFY DATA IN ITEMS NO. 1 THROUGH 7, BELOW.			
<b>Andrew L. Busby</b>		DATE <b>6/30/60</b>	
TO BE COMPLETED BY EMPLOYEE			
1. DATE OF BIRTH	2. GRADE	3. CURRENT POSITION TITLE	
<b>20 January 1924</b>	<b>OS-14</b>	<b>Operations Officer</b>	
4. SERVICE DESIGNATION (If known)	5. CURRENT STATION OR FIELD BASE		
<b>III</b>	<b>Tokyo, Japan</b>		
6. OTHER DUTY STATIONS OR FIELD BASES DURING CURRENT TOUR		7. EXPECTED DATE OF DEPARTURE	
		<b>15 June 1960</b>	
8. WRITE A DESCRIPTION OF YOUR MAJOR DUTIES DURING THE CURRENT TOUR OF DUTY (See special note on Transmittal Form): Chief of Major External Geographic Branch (UEG-European Satellites) of large overseas station (Tokyo). As such, am responsible to Station Deputy for Operations. Direct, manage, supervise and train 25 persons, including operations and project personnel under <b>non-official cover, under State, Army, and Air Force cover</b> . Personnel are divided functionally within PI, PY, and CI sections.			
Initiate and launch new PI, PY and CI operations using best available independent assets as well as assets available through <b>foreign (Japanese) liaison</b> . Manage and exploit personnel operations; observe progress or deterioration of activities to insure that marginal and non-productive activities are terminated. An case officer on my own operations, too. Maintain liaison with other US agencies. Provide operational support to other Far East stations regarding specialized aid in NSA-East European operations entry and develop.			
9. PREFERENCE FOR NEXT ASSIGNMENT:			
A. WRITE A BRIEF DESCRIPTION OF THE TYPE OF WORK YOU WOULD PREFER FOR YOUR NEXT ASSIGNMENT IF IT DIFFERS FROM THAT INDICATED IN ITEM NO. 8, ABOVE. IF YOU HAVE MORE THAN ONE PREFERENCE, INDICATE YOUR CHOICES: I would like a challenging assignment overseas, again, as my first preference: I am especially interested in developing across-the-board PI-PY-CI programs "from scratch," with particular reference to building up long-term PI-CI programs and assets. I am not unduly particular as to area, but of course would prefer an area in which English or French is the <b>lingua franca</b> . My next choice would be to go to an area whose language I do not know — but could learn — and which meets the requirements of the challenge stated in the first paragraph, above. My next choice would be to return to Japan, where I could use my Japanese knowledge. My next choice would be an assignment to a special training course at the national intelligence level. My last choice would be reassignment directly to Headquarters. I would especially enjoy an assignment in which I can combine on-the-job training of other personnel with the direction and management of their operational programs.			
B. INDICATE WHAT TRAINING YOU BELIEVE YOU SHOULD HAVE IN ORDER TO INCREASE YOUR VALUE TO THE ORGANIZATION (Refer to listing of courses, if available): Clandestine Services Review <b>State Senior Officers' Course</b> Appropriate additional language training; Outside advanced graduate work in international relations.			

SECRET

R. S. G. 4

REPORT OF TRAINING AT NON-CIA FACILITY (Forward original and 2)		DATE
TO: Director of Training ATTN: Registrar THRU: Training Officer, SR Division	FROM: J. G. Richardson CSR 6 (DD/P) X-118 I-5098	
3. INSTITUTION ATTENDED:		E. DATES OF TRAINING 10-16 June 1962
4. DESCRIPTION OF PROGRAM (Include list of courses and a copy of grades received)		
<p><b>Rensselaer Polytechnic Institute</b></p> <p><b>Technical Writers' Institute; certificate awarded</b></p> <p>Purpose: to provide a forum where technical writers from industry and government can meet to discuss and practice writing techniques under the supervision of experienced teachers. Many of the instructors have worked closely with industry as consultants on special writing problems and trainin' courses for technical writing. All of them have published in the field of technical writing.</p>		
5. YOUR OPINION OF THE PROGRAM (Explain strengths and weaknesses)		
<p>This was an excellent combination of classroom presentations and writing laboratories. Almost all guest speakers had a useful message to deliver. The writing encouraged is of the tight-language, pure English variety, in the three categories of informative, directive, and persuasive writing. The schedule was full, although I believe it could have been fuller. The five 2-hour workshops should be expanded to three-hour sessions. The contact with representatives of industry was especially useful for cross-fertilization purposes.</p>		
6. EXPLAIN TRAINING OBJECTIVES AND WHETHER THEY WERE MET		
<p>Four our purposes, the training objectives were (a) to see that our writing techniques in the reporting field compare favorably with those in industry, (b) to meet and become known by persons throughout the nation in the technical writing field, and (c) to learn new techniques in the field of communicating technical, scientific and engineering concepts, processes, and general information. All three objectives were met. I recommend that officers from SR/Reports and SR/Requirements-Targets, as well as analysts from SR 6, be permitted the opportunity to attend this same institute in future years. It is well worth the effort.</p>		
7. I CERTIFY THAT I ATTENDED THE TRAINING PROGRAM DESCRIBED ABOVE.		
16 JUL 1962		J. G. Richardson Jacques G. Richardson
<p>NOTE: The original will be forwarded to the Office of Personnel for inclusion in your official file. 2 copies will be for OTR use.</p>		

~~SECRET~~

## T S S . E V A L U A T I O N

NAME RICHARDSON, James G. Div. SR/5SUBJECT Flaps & Seals - Basic FamiliarizationDATES TRAINED FROM 2 TO 3 December 1954

## EVALUATION:

Did good work. Appears to have a good understanding of the basic principles involved. His attitude inclines reflected his interest in the work.

Note: This course is only for familiarization. It does not qualify student to engage in the opening of mail.

*Shane*

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

## Distributions:

- 1 - TLO
- 1 - OTR/Registrar
- 1 - TSS/TD files

~~SECRET~~

SECRET

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

Mr. Thomas B. Casasin

Dear Mr. Casasin:

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

(B) One-Time Payment. You are herein authorized a one-time, non-taxable Agency payment of \$235 in lieu of your entitlement to reimbursement for the round-trip educational travel of your daughter from Paris to Norton, Massachusetts, and return to Paris. Payment of this amount will be by deposit to your bank account. This payment and the fixed allowances as set out in sub-paragraph (A) above are in lieu of your Agency overseas allowance entitlements except that upon your return to a domestic permanent post of assignment you will be entitled to a home service transfer allowance in conformance with applicable Agency regulations.

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

UNITED STATES GOVERNMENT

BY \_\_\_\_\_

Contracting Officer

APPROVED:

Allowance Committee

## SECRET

CONTRACT INFORMATION AND CHECK LIST			CASE OFFICER Agent L. Paris V-155	DIVISION OP						
INSTRUCTIONS: See P-20-10002 and AP-20-10002 for reference. Check all boxes, describing type of work done, and initial. Forward original and TWO copies for information.			TELEPHONE EXTENSION Paris 4-5555 Info	DATE 19 July 1962						
SECTION I			GENERAL DATA							
1. NAME <input checked="" type="checkbox"/> FATHER <input type="checkbox"/> MOTHER		2A. PROJECT SA	3. ALLOTMENT NO. 3254-FAD-1000	4. SLOTH NO. E-0						
Thomas De CALANNE		4B. PERMANENT STATION Paris, France	5. FUNDS <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO							
6. PREVIOUS CIA PSEUDONYM OR ALIASSES George H. Knobell (P) John F. Seymour John R. Williams, John F. Martin (A)		7. INDIVIDUAL HAS BEEN ENGAGED BY CIA OR ITS ALLIED ACTIVITIES IN SOME CAPACITY PRIOR TO THIS CONTRACT. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (If YES, describe and include dates and nature.)								
8. SECURITY CLEARANCE (Type and date) EX-1		9A. MEDICAL CLEARANCE <input checked="" type="checkbox"/> EXAMINED <input type="checkbox"/> INITIATED <input type="checkbox"/> EX-1000	9. CONTRACT IS TO BE WRITTEN IN STERILE FORM I.E., "U.S. GOVERNMENT" <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO							
10. INDIVIDUAL WILL WORK UNDER "CONTROLLED CONDITIONS" I.E., REGULAR OFFICE HOURS AWAY FROM SUBJECT'S HOME AND PERFORMED UNDER THE SUPERVISION OF A STAFF EMPLOYEE OR STAFF AGENT		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	11. PROPOSED CATEGORY (Contract agent, contract employee, etc.) Staff Agent							
SECTION II PERSONAL DATA										
11. CITIZENSHIP U.S.		12. IF NOT U.S. CITIZEN, INDIVIDUAL IS A PERMA- NENT RESIDENT ALIEN <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	13. AGE 30	14. DATE OF BIRTH (Month, day, year) January 20, 1932						
15. LEGAL RESIDENCE (City and state or country) Alexandria, Virginia			16. CURRENT RESIDENCE (City and state or country) Alexandria, Virginia							
17. MARITAL STATUS (Check as appropriate) <input checked="" type="checkbox"/> MARRIED <input type="checkbox"/> WIDOWED <input type="checkbox"/> DIVORCED <input type="checkbox"/> ANNULLED <input type="checkbox"/> SEPARATED <input type="checkbox"/> NEVER MARRIED										
18. NUMBER OF DEPENDENTS (Not including individual) RELATIONSHIP AND AGE: Three - Wife, age 34 Daughter, age 8 Daughter, Age 11			19. INDIVIDUAL IS RELATED TO A STAFF EMPLOYEE, STAFF AGENT OR AN INDIVIDUAL CURRENTLY WORKING FOR THE AGENCY IN SOME CAPACITY. <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO RELATIONSHIP:							
SECTION III U.S. MILITARY STATUS										
20. RESERVE NO		21. VETERAN YES	22. IF RETIRED, INDICATE CATEGORY (Longevity, combat dis- ability, service disability non-combat)							
23. BRANCH OF SERVICE U.S. ARMY		24. RANK OR GRADE	25. DRAFT ELIGIBLE <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	26. DRAFT DEFERMENT OBTAINED BY CIA <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO						
SECTION IV COMPENSATION										
27. BASIC SALARY Pay entitlements equating to GS-14 (step 5) including premium pay		28. POST DIFFERENTIAL	29. COVER (Breakdown, if any)	30. FEDERAL TAX WITHHOLDING <table border="1"><tr><td>COVER</td><td>CIA</td></tr><tr><td><input checked="" type="checkbox"/> YES</td><td><input checked="" type="checkbox"/> YES</td></tr><tr><td><input type="checkbox"/> NO</td><td><input type="checkbox"/> NO</td></tr></table>	COVER	CIA	<input checked="" type="checkbox"/> YES	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> NO
COVER	CIA									
<input checked="" type="checkbox"/> YES	<input checked="" type="checkbox"/> YES									
<input type="checkbox"/> NO	<input type="checkbox"/> NO									
SECTION V ALLOWANCES (NORMALLY GRANTED ONLY TO RESIDENTS OF THE UNITED STATES)										
31. QUARTERS In accordance with regulations		32. POST	33. OTHER							
34. COVER (Breakdown, if any)										
SECTION VI TRAVEL										
35. TYPES <input checked="" type="checkbox"/> AIRPORT <input type="checkbox"/> DOMESTIC OPERATIONAL <input type="checkbox"/> FOREIGN OPERATIONAL			36. WITH DEPENDENTS <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO							
37. NM TO BE SHIPPED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		38. NM TO BE STORED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	39. PERSONAL VEHICLE TO BE SHIPPED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	40. TRANSPORTED VEHICLE TO BE USED FOR OPERATIONAL TRAVEL <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO						
40. IF WITH DEPENDENTS STATE RELATIONSHIP, CITIZENSHIP, AGE AND DATE OF BIRTH Wife, U. S. Citizen, age 34, DOB 13 June 1930 Daughter, U. S. Citizen, age 8, DOB 5 September 1953 Daughter, U. S. Citizen, age 11, DOB September 1950										
41. PAYMENT AND ACCOUNTABILITY WILL BE IN CONFORMANCE WITH REGULATIONS <input checked="" type="checkbox"/> COUNTRY POLICIES AND PROCEDURES										
SECTION VII OPERATIONAL EXPENSES										
42. PURCHASE OF INFORMATION As authorized		43. ENTERTAINMENT As authorized	44. OTHER As authorized							
45. PAYMENT AND ACCOUNTABILITY WILL BE IN CONFORMANCE WITH REGULATIONS										



## CONFIDENTIAL

(When Filled In)

Complete in duplicate. The data recorded on this form is essential in determining travel expenses allowable in connection with leave of government expense, overseas duty, return to residence upon separation, and for providing current residence and dependency information required in the event of an employee emergency. The original of this form will be filed in the employee's official personnel folder.

NAME OF EMPLOYEE (Last, First, Middle Initial)	(Date)	SOCIAL SECURITY NUMBER
<b>RICHARDSON, JACQUES</b>		<b>6 042-20-5359</b>

RESIDENCE DATA	
PLACE OF RESIDENCE WHEN INITIALLY APPOINTED <b>ESSEX, MARYLAND</b>	LAST PLACE OF RESIDENCE IN CONTINENTAL U.S. (If different from above) <b>ALEXANDRIA, VA</b>
PLACE IN CONTINENTAL U.S. DESIGNATED AS PERMANENT RESIDENCE <b>ALEXANDRIA, VA.</b>	HOME LEAVE RESIDENCE <b>ALEXANDRIA, VA</b>

MARITAL STATUS (Check one)					
SPWLE	<input checked="" type="checkbox"/> MARRIED	SEPARATED	DIVORCED	WIDOWED	ANNULLED
IF MARRIED, PLACE OF MARRIAGE <b>ALEXANDRIA, VA.</b>			DATE OF MARRIAGE <b>25 JUN 49</b>		
IF DIVORCED, PLACE OF DIVORCE DECREE			DATE OF DIVORCE		
IF WIDOWED, PLACE SPOUSE DIED			DATE SPOUSE DIED		

IF PREVIOUSLY MARRIED, INDICATE NAME(S) OF SPOUSE, REASON(S) FOR TERMINATION, AND DATE(S)					
---	--	--	--	--	--

MEMBERS OF FAMILY					
NAME OF SPOUSE <b>HARRIETTE D.</b>	ADDRESS <b>312 LAMOND PL, ALEX, VA.</b>	TELEPHONE NO. <b>KI 9 1U37</b>			
NAME OF CHILDREN <b>PAMELA A.</b>	ADDRESS <b>same</b>	SEX <b>F</b>			
<b>MICHELLE D.</b>	<b>"</b>	DATE OF BIRTH <b>19 SEP 50</b>			
NAME OF FATHER (Name of Ex-Wife) <b>JOHN B. RICHARDSON</b>	ADDRESS <b>3748 WYMAN PKY, BALTIMORE, MD 2125-5240</b>	TELEPHONE NO. <b>TELEPHONE NO.</b>			
NAME OF MOTHER (Ex-Female Guardian) <b>DECEASED</b>	ADDRESS				

WHAT MEMBER(S) OF YOUR FAMILY IF ANY, HAS BEEN TOLD OF YOUR AFFILIATION WITH THE ORGANIZATION IF CONTACT IS REQUIRED IN AN EMERGENCY.  
**NONE**

PERSON TO BE NOTIFIED IN CASE OF EMERGENCY					
NAME (Last, First, Middle Initial) <b>THEODORE G. DRISCOLL</b>	(Last-First-Middle) <b>722 S. ROYAL ST., ALEX, VA.</b>	RELATIONSHIP <b>ALOTHEM, MURKIN</b>			
HOME ADDRESS (No., Street, City, State, Zip)		HOME TELEPHONE NUMBER			
BUSINESS ADDRESS (No., Street, City, State, Zip) AND NAME OF EMPLOYER, IF APPLICABLE <b>JHAKIN-PUTTER, N. FAIRFAX ST, ALEX, VA.</b>		BUSINESS TELEPHONE & EXTENSION <b>TE 6-8506</b>			
IS THE INDIVIDUAL NAMED ABOVE HAVING OF YOUR AGENCY AFFILIATION? (If "NO," give name and address of employer if he believes you work for.) <b>LONDOVER-MAST PUBL'NS INC., NEW YORK 17, N.Y.</b>					
IS THIS INDIVIDUAL AUTHORIZED TO MAKE DECISIONS ON YOUR BEHALF? (If "NO," give name and address of person, if any, who can make such decisions in case of emergency.) <b>205 E. 42 ST,</b>					
DOES THIS INDIVIDUAL KNOW THAT HE HAS BEEN DESIGNATED AS YOUR EMERGENCY ADDRESSEE? (If answer is "NO," explain why in Item 6.) <b>YES</b>					

The persons named in item 3 above may also be notified in case of emergency. If such notification is not desirable because of health or other reasons, please so state in item 6 on the reverse side of this form.

CONTINUED ON REVERSE SIDE

## CURRENT RESIDENCE AND DEPENDENCY REPORT

## CONFIDENTIAL

(When Filled In)

## VOLUNTARY ENTRANCE

Experience in the handling of employee emergencies has shown that the absence of certain personal data often delays and complicates the settlement of estate and financial matters. The information requested in this section may prove very useful to your family or attorney in the event of your disability or death and will be disclosed only when circumstances warrant.

INDICATE NAME AND ADDRESS OF ANY BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS AND THE NAMES IN WHICH THE ACCOUNTS ARE CARRIED.

CLARENCE TRUST CO., ARLINGTON 10, VA.

JAMES G. RICHARDSON  JOINT  
HARRIETTE D. RICHARDSON

HAVE YOU COMPLETED A LAST WILL AND TESTAMENT?  YES  NO. (If "Yes" where is document located?)

HAVE YOU PREPLANNED AN ARRANGED GUARDIANSHIP OF YOUR CHILDREN IN CASE OF COMMON DISASTER TO BOTH PARENTS?  
 YES  NO. (If "Yes" give names and address)

HAVE YOU EXECUTED A POWER OF ATTORNEY?  YES  NO. (If "Yes", who possess the power of attorney?)

WIFE HAS IN POSSESSION

## ADDITIONAL DATA AND/OR CONTINUATION OF PRECEDING ITEMS

SIGNED AT	DATE	SIGNATURE
Washington, D.C.	31 July 62	James G. Richardson

CONFIDENTIAL

~~SECRET~~**RYBAT**

SEPARATE COVER ATT:

BIOGRAPHIC DATA SHEET

NAME: RICHARDSON, Jacques Gabriel      DOB: 20 January 1924

GRADE: GS-14 Date of Grade 16 January 1955

MARITAL STATUS: Married

DEPENDENTS: Wife

Daug - age 11

CAREER SERVICE DESIGNATION: D

Daug - age 8

## EDUCATION:

1940-42 Sir George Williams College, Canada - French

1942 Trinity College, Conn. - French ( $\frac{1}{2}$  year)

1945 Univ of Michigan - BA (1947); Oriental Civilization, Japanese

1951-52 Georgetown Univ. - International Relations

## PRIOR ORGANIZATIONAL EMPLOYMENT:

1940-41 Jacoby Photographers, Montreal, Canada - Photo Tech (part-time).

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

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

1949 Guide Publishing Co., Baltimore, Md., County Editor of weekly  
newspaper (4 months).1949 Housing Authority of Baltimore City, Md., - Planning Admin. off-  
icer (6 months).1955-56 Seikei Univ., Tokyo, Japan - Current Affairs English Seminar  
Leader (part-time).

## LANGUAGE PROFICIENCY:

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

MILITARY RESERVE STATUS: NONE

## ORGANIZATIONAL TRAINING:

1950 Basic Intel	1954 Counterespionage
1950 Staff Orient	1954 Audio Surv Mgmt
1950 Ops	1954 Ops Audio Surv Eq
1950 Adv Ops	1954 Flaps and Seals
1950 Intel Orient	1960 Intel Rptg Tech
1950 Ops Famil	1960 Cland Serv Review
1950 UTGA	1961 Mgmt Course
1951 Documentation	1961 IBM Program. Orient. Course

**RYBAT**

**SECRET****RYBAT**

SEPARATE COVER ATT:

**BIOGRAPHIC DATA SHEET****RICHARDSON, Jacques Gabriel****ORGANIZATIONAL EMPLOYMENT:**

Nov 1949	I.O., GS-7, OPC/OPS St/FBD Area III, Hqs
Oct 1950	I.O., GS-9, OPC/FE-3/Ch, Soviet Desk, Hqs
Apr 1951	I.O., GS-11, OPC/FE/Dep Ch, FE-3, Hqs
Jan 1952	Ops Off, GS-12, O90/SR/Dep Ch, SR-5, Hqs June - Oct 1952, TDY Hawaii, Alaska & Pearl Harbor
	June - Jul 1953, TDY Japan and Korea
Jul 1953	I.O., GS-13, KUDOVE/3R/Ch, SR-5, Hqs
Jan 1954	Area Ops Off, GS-13, KUDOVE/SR/COPs/Ch, Spec Def Rec Proj, Hqs
Feb 1955	Area Ops Off, GS-14, KUDOVE/SR/FE/Japan/Ch, USSR Base, Tokyo Oct - Nov 1955, TDY Hong Kong, Thailand, Malaya and Burma
Mar 1956	Area Ops Off, GS-14, KUDOVE/SR/Tokyo Sta/Dep Ch, Sov Br, Tokyo Nov - Dec 1956, TDY Hong Kong and Australia
Oct 1957	Area Ops Off, GS-14, KUDOVE/SR/Tokyo Sta/Ch, Ops Br, Tokyo
Oct 1960	Ops Off, GS-14, KUDOVE/SR/Ch, Branch 6, Hqs

**PERSONNEL EVALUATION:**

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

**RISHT****SECRET**

SECRET

40 Sept 1960  
File No. 5-1780

MEMORANDUM FOR: Chief, OCL  
ATTENTION : Security Officer  
SUBJECT : ~~Establishment of Official Cover Backstop~~  
REFERENCE : Page 1322, dated 9 September 1960.

1. In compliance with above reference, official cover backstopping which utilizes the ~~"U.S. Army - identified liaison & attorney - 2000"~~

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

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

3. Subject has been issued Unit ID Card No. 10001 for domestic use only. In accordance with arrangements made with Offices of Security and Personnel, the above documentation will be picked up by a CPB representative for any individual making a PCS move from Headquarters or an overseas TDY trip. In the case of the PCS traveler, CPB will return this documentation to OCL/CCD for disposition. For the TDY traveler, this documentation will be retained by CPB and returned to the TDY traveler upon completion of the trip. In the event of a resignation from the Agency, OCL/CCD will obtain the documentation from the employee at the time of the employee's debriefing conference.

/S/ PAUL P. STEWART

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

cc: Personnel Security Division,  
Office of Security

1000  
1554

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10-100

A. General Information

- (1) Thomas B. CASASIN (P). Aliases: John F. Reynolds, John R. Williams, John F. Martin, Mr. Black, John J. Kennedy, Lt. Col. Williams, Mr. Robbins, John Rainey, Mr. Richards, Mr. Roberts. Cover development has not been previously requested.
- (2) Staff employee, GS-14, Step 5; total compensation under cover should be publicly within range of current actual compensation.
- (3) Employee: fully cleared; wife previously had CCA for contract work in Japan, not overtly affiliated with CIA (cover was Army). Spouse is aware of employee's status.
- (4) Medical status OK
- (5) Employee has had psychological assessment and technical interviews. Results presumably satisfactory.
- (6) Current covers Industrial liaison officer, Army Scientific Liaison and Advisory Group. Previous cover (Nov 1954-Sep 1960): supervising foreign affairs specialist, Detachment 1, Army Property Disposal Sales Agency, APO 94, San Francisco. Earlier cover (Nov 1949-Nov 1954): editor, International Press Section, USIA, in Washington. All were backstamped.
- (7) New cover can be assumed at any time.
- (8) Proposed departure date overseas is roughly summer 1962, but is flexible.
- (9) SR/Support and SR/CCA funds will be available to support any operational expenses and financial commitments made to the cover organization.

B. Biographic Information

- (1) DPOB: 20 January 1924, Baltimore, Maryland. Male, caucasian. Married, two children (girls, 8 and 11). Current address is 312 Lamord Place, Alexandria, Virginia. Previous address was 344-C 3 chome Harajuku, Shibuya-ku, Tokyo, Japan.
- (2) Adult dependent to accompany is wife, who resides with employee, and on whom bio data is available in the Office of Security. Both minor daughters would accompany overseas.

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- (3) Education: BA, U of Michigan; graduate work in international relations at Georgetown University.
- (4) Professional experience: part-time work during college years as apprentice and journeyman photo technician; part-time work as photo equipment salesman; newspaper assistant editor, about \$2,100 per annum; assistant to chief, planning division of housing authority of major city, \$3,100 per annum; employed since then by CIA, pay range of \$3,600 to \$13,250 per annum.
- (5) Outside interests: photography, including own processing; writing, editing non-fiction and some fiction; gardening and do-it-yourself wood and metal working; interest in mechanics and electricity; interest in organization, management, and administrative planning; member, British Interplanetary Society; former associate member, American Astronautical Society; former member, Japan Rocket Society. Interested in sports cars and other high quality automobiles and trucks. Skiing, swimming, horseback riding, hiking, camping, alpinism.
- (6) Objective personality evaluations: An exceedingly well-equipped operations officer, combining an excellent knowledge of the target area and of the base country with proven operational know-how and a mature, dynamic, self-confident personality. Has a great facility to express himself in writing and orally. Very effective in dealing with people on various levels, poised and businesslike.
- (7) Financial status: almost wholly dependent upon job income. Outstanding debt is mortgage on house (about \$20,500).
- (8) Previous foreign residences: Canada, 5 years; Japan, 8 years. Tourism and official travel (including war service) for shorter periods to the UK, France, Belgium, The Netherlands, West Germany, Switzerland, Italy, Austria, Denmark, Japan, Korea, Okinawa, Hong Kong, Thailand, Burma, Malaya, British North Borneo, Australia, and the Philippines.
- (9) Speaks French and Japanese (tested in both).

C. Security Considerations

- (1) Employed by CIA 12 years and two months. Security approval is TOP SECRET dated 10 June 1949.
- (2) Employee will know specifically of CIA interest.
- (3) Employee has had normal staff employee access to CIA buildings.
- (4) Identification of CIA connection to others: a few close friends and neighbors are aware that employee has worked for CIA since spring 1961 on detailed basis from Pentagon. Employee has been exposed to foreign intelligence services, but always under alias, and in all cases but one for short, one-time purposes. Exception: the Japanese, who knew employee as John Reynolds. Turned up once in a Japanese police report as a

SECRET

-3-

possible intelligence-connected person after having been accosted by a Japanese policeman in a CIA safehouse which had evidently been compromised without Station's knowledge. Government claimed no knowledge of employee's intelligence connections. Employee has one close acquaintance in proposed area of assignment who knows of employee's true connections. Acquaintance is former staffer, discreet, and who wants to protect his own reputation and status locally.

- (6) There are no other known problems bearing on security.
- (7) Employee has used overseas cover designations and Headquarters' "Army Scientific Liaison and Advisory Group" and USIA for cover backstopping for non-operational purposes.
- (8) After the forthcoming tour, it is hoped that the employee will be able to continue in a non-official cover capacity, or convert to the most appropriate official cover dictated by operational and administrative planning needs.
- (9) This is a request for permanent cover.
- (10) Theodore G. Driscoll, 722 S. Royal Street, Alexandria, Virginia. Father-in-law of employee. He is not witting of Subject's CIA employment.
- (11) Insurance: WALPA and "Eisenhower" payroll-deducted insurance. Have personal policy with Massachusetts Mutual, taken out while under Army cover. Wife is beneficiary in all cases.
- (12) No Selective Service or reserve status or responsibility.

D. Operational Information

(1) Type of Operation

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

Spotting, assessment, and reporting potential new recruits.

Recruitment of agent-candidates outside the country of assignment when necessary.

Clandestine support and communications of own and others' operations.

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

(2) Location

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

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- (3) Employee should be relatively free to travel on short trips to nearby countries of Western and Middle Europe. Times and intervals will probably be dictated by the Paris Station.
- (4) Special groups the employee should be able to contact  
Although it is not essential, it would be desirable if the employee's cover permitted him to initiate and maintain contacts in the scientific, technological, commercial and engineering fields.
- (5) Income directly attributable to cover should be in the range of \$10,000 per annum, with supplementary income attributable to commissions, retainers, piece work fees, personal resources, etc.
- (6) Employee should be able to devote upward of 30 hours per week to operational duties.
- (7) Communications channels desired  
Communications will be (a) directly with Station; (b) indirectly with Station via dead-drop, S/W, accommodation addresses, cut-outs, or any combination of these, or (c) in unusual circumstances via Headquarters or third country points. It is not desired that the cover facility provide an operational communication channel.  
Cover Suggestions  
Suitable covers might include: technical publication representative, correspondent, or editor; book or manuscript agent or publisher's representative; corporation, service, or management consultant's representative; prestige or representational agent for large firm, service, institute, or association. The cover vis-a-vis the target is less important than the status afforded by the cover to the eyes of the host government, i.e., a reason for being there.
- (8)