

SECRET

This form is valid for

REQUEST FOR PERSONNEL ACTION						DATE PREPARED 8 June 1973		
1. SERIAL NUMBER <b>007894</b>	2. NAME (Last-First-Middle) <b>SMITH, JOSEPH BURGESS</b>							
3. NATURE OF PERSONNEL ACTION <b>CONVERSION FROM FSP, RETIREMENT (VOLUNTARY) UNDER CTARDS AND CANCELLATION OF H.S.C.A.</b>						4. EFFECTIVE DATE REQUESTED <b>06 30 73</b>		
5. PLANS <b>Y TO Y X TO OF</b>		6. PLANS <b>OF TO Y X OF TO OF</b>		7. CATEGORY OF EMPLOYMENT <b>REGULAR</b>		8. LEGAL AUTHORITY / Employed by Office or <b>Public Law 88-643 Section 233</b>		
9. ORGANIZATION/DESIGNATION <b>DDO/WH DIVISION FOREIGN FIELD BRANCH 1 MEXICO CITY, MEXICO STATION</b>						10. LOCATION OF OFFICINE STATION <b>MEXICO CITY, MEXICO</b>		
11. POSITION TITLE <b>OPS OFFICER</b>						12. POSITION NUMBER <b>0340</b>	13. CAREER SERVICE DESIGNATION <b>D</b>	
14. CLASSIFICATION SOURCE (OAS, FRC, etc.) <b>GS</b>		15. OCCUPATIONAL SERIES <b>0136.01</b>		16. GRADE AND STEP <b>14 8</b>		17. SALARY OR RATE <b>\$28478</b>		
18. PAYDATE <b>LAST WORKING DAY 29 JUNE 1973.</b>								
19. SIGNATURE OF REQUESTING OFFICER <b>H.L. BEUTHOLD, C7HH/PERS.</b>				20. DATE SIGNED <b>8 JUN 73</b>		21. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <b>George H. Beuthold 00017203</b>		
22. SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL								
23. PAYROLL <b>145 10</b>	24. PAYROLL <b>0551</b>	25. BUDGET CODES <b>AMERICAS</b>	26. PAYROLL <b>0006</b>	27. PAYROLL <b>026</b>	28. PAYROLL <b>0004</b>	29. PAYROLL <b>0004</b>	30. PAYROLL <b>0004</b>	
31. PAY STATUS <b>ADJ. DA. RS.</b>	32. PAY STATUS <b>REFERENCE</b>	33. RETIREMENT DATA <b>1978 1978</b>	34. SEPARATION <b>DATA</b>	35. SEPARATION <b>DATA</b>	36. SEPARATION <b>DATA</b>	37. SEPARATION <b>DATA</b>	38. SEPARATION <b>DATA</b>	
39. PAY PERIOD <b>1-10 PM</b>	40. PAY PERIOD <b>1-10 AM</b>	41. PAY PERIOD <b>1-10 PM</b>	42. PAY PERIOD <b>1-10 AM</b>	43. PAY PERIOD <b>1-10 PM</b>	44. PAY PERIOD <b>1-10 AM</b>	45. PAY PERIOD <b>1-10 PM</b>	46. PAY PERIOD <b>1-10 AM</b>	
47. PREVIOUS PAYMENT CONTRACTS <b>1-05 PREVIOUS SERVICE 1-05 RETIRE IN SERVICE 1-05 PAY IN SERVICE (2000 DOLLARS 3 YEARS) 1-05 PAY IN SERVICE (MORE THAN 3 YEARS)</b>		48. PAY IN DATE <b>1973</b>		49. PAY IN DATE <b>1973</b>		50. PAY IN DATE <b>1973</b>		
51. POSITION CONTROL CERTIFICATION <b>needed</b>				52. O.P. APPROVAL <b>08 JUL 1973</b>		53. DATE APPROVED <b>6/13/73</b>		

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(Form 1000-100-1)

OPF

**RECOMMENDATION FOR HONOR OR HERIT AWARD**  
(Submit in triplicate - see RP 20-373)

PERSONAL DATA					
SE. ON A 1. EMP. SER. NO.	2. NAME OF PERSON RECOMMENDED (Last, First, Middle) <b>007894 Smith, Joseph R.</b>	3. POSITION TITLE <b>Ops Officer</b>	4. GRADE <b>GS-14 D</b>	5. SB. STATION	6. FIELD (Specify if required) <b>Mexico City</b>
6. OFFICE OF ASSIGNMENT <b>DDP/MII</b>	7. OFFICE LOC. (If Not) <b>ASSISTANT</b>	8. HOME PHONE <b>U.S. Birth</b>	9. CITY/STATE AND ZIP REQUIRED	10. IF RETIRING, DATE OF RETIREMENT 11. POSTHUMOUS	
11. HOME ADDRESS (No., St., City, State, ZIP Code) <b>12. NAME OF MATE OF HIM Jeanne H. Smith</b>	13. RELATIONSHIP <b>Wife</b>	14. HOME ADDRESS (No., St., City, State, ZIP Code) <b>15 August 1973</b>	15. HOME PHONE		
16. RECOMMENDED AWARD <b>Career Intelligence Medal</b>			17. IF RETIRING, DATE OF RETIREMENT 18. POSTHUMOUS		
SECTION B RECOMMENDATION FOR AWARD FOR HEROIC ACTION OR ACCEPTANCE OF DANGER					
19. WERE YOU AN EYEWITNESS TO THE ACT? <b>NO</b>					
PERSONNEL IN IMMEDIATE VICINITY OR WHO ASSISTED IN ACT OR SHARED IN SAME HAZARD					
20. FULL NAME	21. GRADE TITLE	22. GRADE	23. OFFICE OF ASSIGNMENT		
LIST ANY OF THE ABOVE PERSONS GIVEN AN AWARD OR RECOMMENDED FOR AWARD FOR PARTICIPATING IN ACT					
24. FULL NAME	25. AWARD RECOMMENDED				
CONDITIONS UNDER WHICH ACT WAS PERFORMED					
26. LOCATION	27. INCLUSIVE DATES	28. TIME OF DAY			
29. RELEVANT GEOGRAPHIC CONDITIONS AND OBSTACLES ENCOUNTERED					
30. DATES FOR WHICH AWARD RECOMMENDED	31. ASSIGNMENT COMPLETED	32. HOME IN SAME OR RELATED ASSIGNMENT			
	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES			
SECTION C RECOMMENDATION FOR AWARD FOR ACHIEVEMENT, SERVICE, OR PERFORMANCE					
33. DO YOU HAVE PERSONAL KNOWLEDGE OF THE SERVICE OR PERFORMANCE <b>YES</b>					
34. OFFICIAL ASSIGNMENT OF PERSON RECOMMENDED AT TIME OF SERVICE OR PERFORMANCE <b>NO</b>					
Recommendation covers entire career.					
35. COMPANY OR STATION (OPERATION AND LOCATION) <b>Various.</b>					
36. DUTIES AND RESPONSIBILITIES OF ASSIGNED POSITION					
<b>Chief CA, Mexico-City Station:</b>					
37. INCLUSIVE DATES FOR WHICH RECOMMENDED	38. ASSIGNMENT COMPLETED	39. HOME IN SAME OR RELATED ASSIGNMENT			
	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO <input type="checkbox"/> YES			
PERSONNEL WHO ASSISTED OR CONTRIBUTED SUBSTANTIALLY TO THE SERVICE OR PERFORMANCE					
40. FULL NAME	41. GRADE TITLE	42. GRADE	43. OFFICE OF ASSIGNMENT		
LIST ANY OF THE ABOVE PERSONS GIVEN AN AWARD OR RECOMMENDED FOR AWARD FOR PARTICIPATING IN THE PERFORMANCE					
44. FULL NAME	45. TYPE OF AWARD				

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CIA/CIA-DO-10001

OPF

SECTION D		NARRATIVE DESCRIPTION	
<p><b>Award for Heroic Action or Acceptance of Hazard.</b> Was act voluntary? Describe why act was outstanding, and if it was more than usually expected. Explain, who, and how. If an actual or major operation, describe type and position of role, true portion of individual, and all unusual circumstances. If "no" results of the act. Enclose unclassified citation.</p> <p><b>Award for Achievement, Service, or Performance.</b> State character of service during period for which recommended. (Give complete description of administrative, technical, or professional duties and responsibilities if not covered in Section C; include dates of assignment and related). What did the individual do that merits the award? Why was this outstanding when compared to others of the grade and experience in similar positions or circumstances? If appropriate, include production records and assistance rendered by other persons or units. What obstacles were encountered or overcome? Indicate results of achievement, service, or performance. Include references to fitness Reports, Letters of Commendation, or other documentation already on file which supports this recommendation. Enclose unclassified citation.</p>			
<p>Mr. Joseph B. Smith has made an outstanding contribution to CIA operations for the past 21 years. He has consistently received strong/outstanding efficiency reports in a wide variety of assignments, including two in the Far East (Singapore/Malaya and Manila) and two in Latin America (Buenos Aires and Mexico City). At Headquarters he served as Chief of the Malaya/Australia Branch in FE Division, on the CA Staff, in WII Division on the Venezuelan Desk and the Division CA Staff, and in OTR on a rotational tour.</p> <p>Mr. Smith is a recognized authority on Covert Action. While with OTR he was commended for his efforts in completely revamping the CA curriculum. In close coordination with the CA Staff he organized two totally new CA seminars, both of which evoked a very positive response. He also received praise for organizing and conducting a training course for military officers destined for Saigon where they were to conduct psychological warfare operations. In Argentina he worked in liaison with local services on Covert Action operations. This work with liaison was rated as outstanding. He developed a long-time agent in one of the services to a point where the product was considerably improved. Political contacts at all levels developed by Mr. Smith in Mexico City have been instrumental in developing disseminable intelligence. In all his assignments his rating officers have consistently praised his imagination, flexibility, enthusiasm, perception and professionalism.</p> <p>Mr. Smith's career has been one of exceptional achievement and he has made an outstanding contribution to the Agency's Covert Action program and to Agency training. His record of commendations and sustained superior performance of duty of value to the Agency throughout his career make it fitting that he be awarded the Career Intelligence Medal upon <del>recommendation</del> ATTACHED SHEET</p> <p>4a. Enclosure(s) (list individuals) OR ORIGINATOR IS NOT AN EYEWITNESS OR DOES NOT HAVE PERSONAL KNOWLEDGE OF THE ACT OR PERFORMANCE. ATTACH AFFIDAVITS OF EYEWITNESS OR INDIVIDUALS HAVING PERSONAL KNOWLEDGE OF THE FACTS.</p> <p>1. Proprietary citation 2. 3.</p>			
4b. RECOMMENDATION INITIATED BY		4c. TITLE AND SIGNATURE OF EMPLOYEE MAKING RECOMMENDATION	
Theodore G. Shackley		<i>Theodore G. Shackley</i> Chief, WII Division	
4d. DATE			
11/14/73			
SECTION E RECOMMENDATION FORWARDED THROUGH OFFICIALS CONCERNED FOR THEIR INFORMATION			
50.	HEAD OF <b>D</b> CAREER SERVICE (Current service of nominee)	TITLE AND SIGNATURE	DATE
51.	DEPUTY DIRECTOR OF CAREER SERVICE	<i>See Item 52</i>	
52.	DEPUTY DIRECTOR OF OPERATING COMPONENT	<i>See Item 52</i> <i>Deputy Director for Plans</i>	

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(FM 100-10, 10-67, 10-68)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
1. SERIAL NUMBER 007894	2. NAME (Last, First, Middle) SMITH, JOSEPH B.			21 MAY 1969	
3. NATURE OF PERSONNEL ACTION <b>INTEGRATION - DEPARTMENT OF STATE</b>			4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR <b>05 21 69</b>	5. CATEGORY OF EMPLOYMENT <b>REGULAR</b>	
6. RANKS <b>SP</b>	V TO V <b>✓</b>	V TO C <b>✓</b>	7. FINANCIAL ANALYSIS NO CHARGEABLE <b>9135 0990</b>	8. LEGAL AUTHORITY (Completed by Office of Personnel) <b>G-51</b>	
9. ORGANIZATIONAL DESIGNATIONS <b>DDP/WH FOREIGN FIELD BRANCH 1 MEXICO CITY, MEXICO STATION</b>			10. LOCATION OF OFFICIAL STATION <b>MEXICO CITY, MEXICO</b>		
11. POSITION TITLE <b>POL. OFF., ATTACHE OPS. OFFICER</b>			12. POSITION NUMBER <b>(14) 0340</b>	13. CAREER SERVICE DESIGNATION <b>D</b>	
14. CLASSIFICATION CERTIFICATE (G.S., GS-10-12) <b>FSR GS</b>		15. OCCUPATIONAL SERIES <b>013F.01</b>	16. GRADE AND STEP <b>O 4 7 14 6</b>	17. SALARY OR RATE <b>\$ 17,289 \$ 19,771</b>	
18. REMARKS <b>All SICK AND <del>ALL</del> HOURS ANNUAL LEAVE TO BE TRANSFERRED TO THE DEPARTMENT OF STATE</b>					
19. MARITAL STATUS: MARRIED					
DAU DOB: 19/12/52 SON DOB: 20/09/60					
20. SIGNATURE OF APPROVING OFFICER <b>X-5013 J. CARSON, COVER OFFICER</b>		21. DATE SIGNED		22. SIGNATURE OF CAREER SERVICE APPROVING OFFICER	
23. SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
24. NUMBER 0200 55 10	25. DATES ISSUED 1969 5630 114 43079	26. DATES 1969 5630 114 43079	27. PAY GRADE O5 3	28. LAST OF PAY 05.10.69 05.10.69	29. DATE OF GRADE 05.10.69 05.10.69
30. PAY GRADE O5 5630 114 43079	31. DATES ISSUED 1969 5630 114 43079	32. DATES 1969 5630 114 43079	33. EFFECTIVE DATE OF GRADE 05.10.69 05.10.69	34. PAY GRADE O5 5630 114 43079	35. LAST OF PAY 05.10.69 05.10.69
36. PAY GRADE O5 5630 114 43079	37. DATES ISSUED 1969 5630 114 43079	38. DATES 1969 5630 114 43079	39. EFFECTIVE DATE OF GRADE 05.10.69 05.10.69	40. PAY GRADE O5 5630 114 43079	41. LAST OF PAY 05.10.69 05.10.69
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47. APPROVAL <b>CC 69 JRC Joseph P. Carson 05-22-69</b>					
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UR-1138

17 June 1968

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

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

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

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

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

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REQUEST FOR PERSONNEL ACTION						DATE PREPARED		
1. SERIAL NUMBER 007894		2. NAME (Last-First-Middle) <i>S. P. C. / 10-17-66</i>				23 SEPTEMBER 1966		
3. NATURE OF PERSONNEL ACTION <b>RESIGNATION</b>						4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR <b>10 08 66</b>		
5. RANKS <b>OF TO V</b>		6. TO OF <b>XX OF TO O</b>		7. CATEGORY OF EMPLOYMENT <b>REGULAR</b>		8. COST CENTER NO. CHARGE AREA <b>7135-0633</b>		
9. ORGANIZATIONAL DESIGNATIONS <b>DDP/WH FOREIGN FIELD BRANCH 4 BUENOS AIRES, ARGENTINA STATION</b>						10. LOCATION OF OFFICIAL STATION <b>BUENOS AIRES, ARGENTINA</b>		
11. POSITION TITLE <b>OPS OFFICER</b>						12. POSITION NUMBER <b>0084</b>	13. CAREER SERVICE DESIGNATION <b>D</b>	
14. CLASSIFICATION SCHEDULE (GK, F.R. etc.) <b>GS</b>		15. OCCUPATIONAL SERIES <b>0136.01</b>		16. GRADE AND STEP <b>14 5</b>		17. SALARY OR RATE <b>\$ 17198</b>		
18. REMARKS <b>FROM: SAME</b>								
<b>CAPPARRIS WILL RESIGN EFFECTIVE CLOSE OF BUSINESS 8 OCTOBER 1966.</b>								
19. SIGNATURE OF APPROVING OFFICER <i>Robert D. Cashman</i> ROBERT D. Cashman C/WIU/Personnel				20. DATE SIGNED <i>26 Sept 66</i>	21. SIGNATURE OF CAREER SERVICE ADVISING OFFICER <i>L. Collier</i> L. Collier 16 Oct 66			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL								
22. ACTION CODE <b>45 10</b>		23. STATUS CODE <b>ARMED FORCES</b>		24. PAY SYSTEM <b>CODE</b>		25. PAY RATE <b>1000.00</b>		
26. PREV. RANKS <b>1-100 1-100 1-100</b>		27. PREV. PAY <b>1000.00</b>		28. PAY SYSTEM <b>CODE</b>		29. PAY RATE <b>1000.00</b>		
30. PREV. RANKS <b>1-100 1-100 1-100</b>		31. PREV. PAY <b>1000.00</b>		32. PAY SYSTEM <b>CODE</b>		33. PAY RATE <b>1000.00</b>		
34. PREVIOUS EMPLOYMENT DATE/TIME <b>CODE</b>		35. CODE DATE <b>1000</b>		36. PREVIOUS EMPLOYMENT DATE/TIME <b>1000</b>		37. CODE DATE <b>1000</b>		
38. POSITION CONTROL CERTIFICATION <i>10-17-66 H</i>		39. I.C.P. APPROVAL <i>Dwight Luttrell</i>		40. DATE APPROVED <i>10-17-66</i>				
41. FORM 1152, UN PREVIOUS EDITION								

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FBI - NEW YORK  
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## REQUEST FOR PERSONNEL ACTION

3 February 1958

1. Serial No.	2. Name (Last-First-Middle)			3. Date Of Birth	4. Mar. Ret.	5. Sex	6. Civil Status	
	JOHN J. DOOLEY			Mo. Da. Yr.	Name & Code	Mo. Da. Yr.	Mo. Da. Yr.	
7. SCD	8. CSC Name			9. CSC Or Other Legal Authority	10. Agent. Address	11. FEI	12. LCO	13. Pres. Wk.
Mo. Da. Yr.	Yes - 1 No - 2	Code	Mo. Da. Yr.	Yes - 1 No - 2	Code	Mo. Da. Yr.	Yes - 1 No - 2	Code

## PREVIOUS ASSIGNMENT

14. Organizational Designations		Code	15. Location Of Official Station		Station Code	
16. Dept. - Field		17. Position Title	18. Position No.	19. Serv. Bk. Occup. Series		
Dept -	Code					
Unit/Div -						
From -						
21. Grade & Step		22. Salary Or Rate	23. SD.	24. Date Of Grade	25. PGI Due	26. Appropriation Number
Mo. Da. Yr.	Mo. Da. Yr.	Mo. Da. Yr.	Mo. Da. Yr.	Mo. Da. Yr.	Mo. Da. Yr.	Mo. Da. Yr.

## ACTION

27. Nature Of Action	Code	28. Eff. Date	29. Type Of Employee	Code	30. Separation Date
Reassignment (V to UV)		Mo. Da. Yr.	OK R FE		
	55 02 07 58		Regular		

## PRESENT ASSIGNMENT

31. Organizational Designations		Code	32. Location Of Official Station		Station Code	
SDP/FE			Manila, R. P.		57557	
Branch 3 - Philippines Station						
PP Section						
33. Dept. - Field	34. Position Title		35. Position No.	36. Serv. Bk. Occup. Series		
Dept -	Code	Opn CPT (PP)	710	GS	0136,31	
Unit/Div -						
From -						
38. Grade & Step		39. Salary Or Rate	40. SD.	41. Date Of Grade	42. PGI Due	43. Appropriation Number
Mo. Da. Yr.	Mo. Da. Yr.	Mo. Da. Yr.	Mo. Da. Yr.	Mo. Da. Yr.	Mo. Da. Yr.	Mo. Da. Yr.

## SOURCE OF REQUEST

A. Requester's Name (Last-First-Middle)	C. Person Approved By Signature And Title
Ronald Gage	Approved by [Signature] Lt Col USAF
B. For Additional Information Call (Name & Telephone No.)	
Jennie Dowberry, Tel. 2557	2557

## CLEARANCES

Clearance	Signature	Date	Clearance	Signature	Date
A. Career Bond			B. Personnel		
C. Pay Control	NY 21111		D. Security		
C. Classification			E. Approved By		
Remarks 2 copies to Security, W44D4 attached.					

(Signed by [Signature]  
3 Feb. 1958 - LKJ 13)

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## DD/P PERSONNEL DATA SHEET

NAME: SMITH, JOSEPH B.

AGE: 16 JUN 1921

DATE: 3 FEB 1958

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

PRESENT GRADE: GS-13

PRESENT T/O SLOT: BF-3369

PROPOSED GRADE: GS-13

NUMBER AND GRADE: GS-14

CIA TRAINING: ORIENT, BASIC &amp; ADVANCED PSYCH.

WARFARE SEMINAR, F&S BRIEFING, BOC,  
CPO, OC,PROPOSED T/O SLOT: BFF-710  
NUMBER AND GRADE: GS-14EDUCATION: 1943 HARVARD, AB IN HISTORY; 1943-44 YALE, 36 SEM HRS IN FE  
POLITICS; 1947-48 JOHNS HOPKINS, 6 SEM HRS GOVT; 1950 U OF PENN, MA IN  
LANGUAGE PROFICIENCY: JAPANESE-LIMITED; GERMAN-LIMITED HISTORY

ASSESSED:

DATE:

TYPE OF POSITION:

RESULTS:

## EXPERIENCE PRIOR TO CIA (excluding SSU-OSS):

1943-46 JAPANESE LANGUAGE SPECIALIST, US ARMY

1946-51 ASST PROFESSOR OF HISTORY, DICKINSON COLLEGE

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

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

RECOMMENDED BY:


 ARTUR P. FRIZZELL

CFE/3

CONCURRENCES:

RECOMMENDATION OF CAREER SERVICE BOARD:

Classification  
Top Secret

## REQUEST FOR PERSONNEL ACTION 2/20/1957

1. Serial No.	2. Name (Last-First-Middle)	3. Date Of Birth	4. Vet. Prof.	5. Sex	6. CSC - EOD
	SMITH, Joseph B.	Mo Da Yr	Yr Month Day 1953-12-1	1 M	Mo Da Yr
7. SCD	8. CSC Rating	9. CSC Or Other Legal Authority	10. Appt. Period	11. PSC	12. LCD
Mo Da Yr Yes - 1 No - 2	Code		Mo Da Yr	Mo Da Yr Yes - 1 No - 2	Code

## PREVIOUS ASSIGNMENT

14. Organizational Designations DDP/FB Branch 5 Malaya and Australia Section Office of the Chief	Code	15. Location Of Official Station Washington, D.C.	Station Code		
16. Dept.- Field	17. Position Title Area Ops Off (Ch)	18. Position No. 303	19. Serv. 20. Occup. Series - GS 0136.01		
13	22. Salary Or Rate \$9205.00	23. SD DP	24. Date Of Grade Mo Da Yr 1953-12-1	25. PSC Mo Da Yr	26. Appropriation Number B-3700-20

## ACTION

27. Nature Of Action Reassignment	Code	28. Eff. Date Mo Da Yr	29. Type Of Employee Regular	Code	30. Separation Date
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## PRESENT ASSIGNMENT

31. Organizational Designations DDP/FB Branch 5 Office of the Chief	Code	32. Location Of Official Station Washington, D.C.	Station Code		
33. Dept.- Field	34. Position Title Area Ops Off (D Br Ch)	35. Position No. 303	36. Serv. 37. Occup. Series - GS 0136.01		
13	38. Salary Or Rate \$9205.00	39. SD DP	40. Date Of Grade Mo Da Yr 1953-12-1	41. PSC Mo Da Yr	42. Appropriation Number B-3700-20

## SOURCE OF REQUEST

A. Requester Colonel [Signature] Personnel	B. Request Approved By (Signature And Title) Major [Signature] Personnel
C. For Additional Information Call Name & Telephone Ext. John Newberry X 2057	D. Date 5 NOV 1957

## CLEARANCES

Clearance	Signature	Date	Clearance	Signature	Date
A. Career Board			B. Placement	[Signature]	
B. Fox Control	13	11/12/57	C. Assignment	Report to Director	b. 10/2
C. Classification			D. Assignment Rx	Report to Director	
Remarks	<i>John Newberry</i>				

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## DD/P PERSONNEL DATA SHEET

NAME: Joseph B. SMITH

AGE: 35

DATE: 14 Sept 56

STATION: Washington, D.C.  
AND DUTIES: Area Ops. Off. (Ch.)

DD/P UNIT: PE

PRIMARY CAREER  
DESIGNATION: SD:DP

PRESENT GRADE: GS-13

PRESENT T/O SLOT: BP7-923  
NUMBER AND GRADE: GS-13

PROPOSED GRADE: GS-13

CIA TRAINING: Orient. 2-5 Oct 51; Basic Psych. Warfare Seminar - May 52; Advanced Basic Psych Warfare Seminar - November 52.

PROPOSED T/O SLOT: BP-303  
NUMBER AND GRADE: GS-13/14EDUCATION: 1940-43 - A.B. Harvard University - History, Govt., Economics  
1943-44 - Yale, Far East Japanese, Certificate  
January 1950 - U. of Pennsylvania, History - M.A.

LANGUAGE PROFICIENCY: Japanese, German

ASSESSED:

DATE:

TYPE OF POSITION:

RESULTS:

## EXPERIENCE PRIOR TO CIA (excluding SSU-OSS):

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

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

17 Sept 1951 - Accepted appointment, GS-9, OPC/PE/Plans Br., Washington, D.C.  
 30 Mar 52 - Promotion and reassig., Ops. Off., GS-11, OPC/PE/Plans & Ops Br., Psych  
 Warfare Unit, Wash. D.C.  
 26 Apr 1953 - Promotion, Ops. Officer GS-12, DOP/PE/Political & Psych Warfare Sec.  
 Wash. D.C.  
 20 Dec. 1953 - Reass., Intelligence Officer, GS-12, PE/Malaya Station Singapore  
 Malaya - Arrived O/S 1 April 1954)  
 28 Feb. 1954 - Reass., Ops. Officer PP - GS-12, PE/Branch 5, Singapore, Malaya, -  
 (9 October 1955 - Promotion to GS-13) to Present. Returned to Hqs. July 1956.

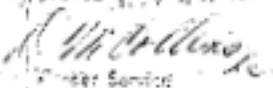
RECOMMEND BY:

CONCURRENCES:

RECOMMENDATION OF CAREER SERVICES BOARD:

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

Approved 11/20/1956


  
W. C. Bell  
Chairman

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UNCLASSIFIED

STANDARD FORM 52 REPRODUCED AT THE U. S. GOVERNMENT EXPENSE EXCEPT AS PROVIDED FOR SPECIAL CHARTER OF THE GOVERNMENT																								
<b>REQUEST FOR PERSONNEL ACTION</b>																								
REQUESTING OFFICE: Fill in Items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and 6B in separation date on reverse.																								
1. NAME (Mr., Mrs., Miss, etc.) Give given name, initials, and surname <b>Mr. Joseph E. Smith</b>		2. DATE OF BIRTH <b>10 June 1921</b>	3. RANK/grade <b>C-3</b>	4. DATE OF REQUEST <b>30 Aug. 56</b>																				
5. ACTION OF ACTION REQUESTED 6. PERSONNEL (Specify whether appointment, promotion, separation, etc.) <b>Conversion from F33 Status</b>		7. EXECUTIVE DATE <b>25 Aug. 1956</b>	7. C. S. OR OTHER LEGAL AUTHORITY <b>C.O.B.</b>																					
8. POSITION (Specify whether establish, change grade or rank, etc.)		9. APPROVED <b>DOP/PZ</b>																						
10. PRESENT POSITION Info. Officer GS-0136, 31-13 \$8990.00 P/A <b>F33- \$8015.00 P/A</b> DOP/PZ Branch 5 Singapore Station Singapore		11. POSITION TITLE AND NUMBER 12. SERVICE, GRADE, AND SALARY 13. ORGANIZATION, DEPARTMENT 14. HEADQUARTERS	15. Ops Officer (PP)- BPF-923 GS-0136, 31-13 \$8990.00 P/A DOP/PZ Branch 5 Singapore Station Singapore																					
<input checked="" type="checkbox"/> REG. <input type="checkbox"/> DEPARTMENTAL		16. FIELD OR DEPARTMENT <b>DP</b>	<input checked="" type="checkbox"/> REG. <input type="checkbox"/> DEPARTMENTAL <b>DP</b>																					
A. REMARKS (Use reverse if necessary)																								
<i>M. R. Miller</i>		B. MEMBER APPROVED BY <i>Robert A. Smith</i>																						
C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) <b>Berkeley Tuesdays 24697</b>		D. MEMBER APPROVED BY <i>John G. Cornell</i>																						
E. VETERAN PREFERENCE <table border="1"><tr><td>NAME</td><td>WILL</td><td>WIFE</td><td>IN-HOME</td><td>DAIRY</td><td>OFFICE</td></tr><tr><td></td><td>X</td><td></td><td></td><td></td><td></td></tr></table>		NAME	WILL	WIFE	IN-HOME	DAIRY	OFFICE		X					F. POSITION CLASSIFICATION ACTION <table border="1"><tr><td>INFO</td><td>INFO</td><td>INFO</td><td>INFO</td></tr><tr><td>INFO</td><td>INFO</td><td>INFO</td><td>INFO</td></tr></table> <b>SD:DP</b>			INFO							
NAME	WILL	WIFE	IN-HOME	DAIRY	OFFICE																			
	X																							
INFO	INFO	INFO	INFO																					
INFO	INFO	INFO	INFO																					
G. APPROVAL NUMBER <b>7-3745-55-042</b>		17. PREVIOUS RANK & PROMOTION DATE <b>Yes</b>	18. DATE OF APPROVING AGENCY/AGENCIES ACCORDING ONLY <b>30 Aug. 56</b>	19. LEGAL REFERENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED <b>P.A.</b>																				
H. STANDARD FORM 60 REMARKS <i>Approved by John G. Cornell 30 Aug 56</i>																								
I. CLEARANCES		INITIAL OR SIGNATURE <i>W.R.</i>	DATE <b>30 Aug 56</b>	REMARKS																				
J. CTR. OR POS. CONTROL																								
K. CLASSIFICATION																								
L. PLACEMENT OR EXPL.		<i>John G. Cornell</i>	<i>30 Aug 56</i>																					
M. APPROVED BY <i>Robert A. Smith by John G. Cornell 30 Aug 56</i>																								

SECRET

MEMORANDUM FOR: FE/Personnel

FROM : Chief, FE/S

SUBJECT : Promotion of Joseph B. Smith

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

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

3. Attached is a job description for Mr. Smith which illustrates in more detail the special requirements necessary for the position which he has so ably filled since April 1st of 1964.

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

*V. O. Goodell*  
V. O. Goodell  
Chief, FE/S

SECRET

*Wingard Cw - 1000-5-6*

STANDARD FORM 82 REPRODUCED BY THE U. S. GOVERNMENT PURSUANT TO THE PROVISIONS OF THE ECONOMIC SECURITY ACT OF 1947, AS AMENDED.		<b>SECRET</b>	
UNCLASSIFIED			
REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation date on reverse.			
1. NAME (Mr. - Miss - Mrs. - One given name, initial, and surname) <b>Mr. Joseph B. SMITH</b>		2. DATE OF BIRTH <b>16 June 1921</b>	3. RANK/RATE <b>17 Aug 53</b>
4. NATURE OF ACTION REQUESTED: A. PERIODIC (Specify whether appointment, promotion, separation, etc.) <b>Reassignment</b>		5. EFFECTIVE DATE & PURPOSE: <b>17 Aug 53</b>	6. C. S. OR OTHER LEGAL AUTHORITY: <b>None</b>
7. PAYLOAD (Specify whether establish, change grade or rate, etc.)		8. APPROVED: <b>None</b>	
9. PRESENT GRADE AND PAY RATE <b>Operations Officer (PW) EP-93 GS-12 \$700.00 p/a</b>		10. POSITION TITLE AND PAY RATE <b>Intelligence Officer (EP-94 GS-12 \$700.00 p/a)</b>	
11. DEPARTMENT <b>DOP/PW Political &amp; Psychological Warfare Political &amp; Psychological Warfare Sect. Washington, D. C.</b>		12. ORGANIZATIONAL ORIGINATOR <b>INT/PW Intelligence Station Singapore, Malaya</b>	
<input type="checkbox"/> HOLD	<input checked="" type="checkbox"/> DEPARTMENTAL	<input type="checkbox"/> FILE	<input type="checkbox"/> DEPARTMENTAL
13. RESUME (Use reverse if necessary) <b>Slot #5 (GS-13 slot)</b>			
Transfer TO Unvouchered Funds FROM Voucherized Funds			
14. REQUESTED BY (Name and title) <b>Clarence B. Witt, PW Personnel Officer</b>		15. REQUEST APPROVED BY <b>C#1074</b> Signature: _____ Title: _____	
16. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) <b>Alma W. 4130, extension 2657</b>		17. POSITION CLASSIFICATION & ACTION <b>REF. NO. 100-1000-5-6 100-1000-5-6-000</b>	
18. VETERAN PREFERENCE <b>100-1000-5-6-000 100-1000-5-6-000</b>		19. SUBJECT TO C. S. REINFORCEMENT ACT <b>100-1000-5-6-000</b>	
20. APPROPRIATION <b>From: 10-3700-20 To: 10-3700-55-012</b>		21. DATE OF APPROVING MINISTER OF DEFENSE <b>100-1000-5-6-000</b>	
22. LOCAL RESIDENCE <b>None</b>			
23. CLEARANCES <b>A</b>		24. INITIAL OR SIGNATURE <b>SECRET</b>	
25. BY <b>W. B. Johnson</b>		26. DATE <b>100-1000-5-6-000</b>	
27. APPROVED BY <b>SECRET</b>			

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## REPORT OF INTERVIEW

28 May 1951 1950

Name of Candidate Joseph B. SmithPosition Considered for I.O. Office FB-3 Interviewer P.W. Smith

Personal Appearance	Dignified..... Well-groomed... Wide Awake.... Impressive....	Natural..... Clean..... Stolid..... Ordinary....	Anxious..... Slovenly... Apathetic... Insignificant
Personality	Perjorative.... Imperturbable... Griefful..... Straight-forward Hesitant..... Dominant.....	Responsive... Standby..... Tremulous... Decisive... Calm..... Confident...	Taciturn... Excitable... Defected... Punitive... Committed... Solicitous...

Is education adequate? Yes (X) No ( ) Is language facility adequate? Yes (X)  
No ( )Area Knowledge Extensive studies of Japan-Korea Area but no travel in areasPrevious intelligence or related experience MIS Language SchoolSalary level requested \$5000 p/a Lowest salary acceptable \$5000 p/a

## General Recommendation:

1. Candidate is not recommended for employment. Reason: Too passive for assignment operations, does not wish to go overseas for some time.
2. Candidate is recommended for employment as security consultant

## Specific Recommendation for employment:

Position \_\_\_\_\_ French \_\_\_\_\_ Division \_\_\_\_\_

Location \_\_\_\_\_

Salary level \_\_\_\_\_

Recommendation as to potential % of candidate to the organization in other than the position currently under consideration \_\_\_\_\_

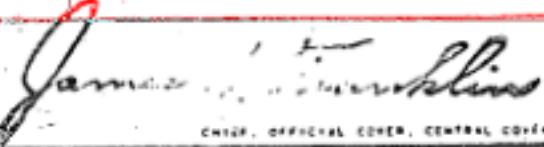
(Enter by additional sheet if necessary)

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SECRET

<b>NOTIFICATION OF ESTABLISHMENT OR CANCELLATION OF OFFICIAL COVER BACKSTOP</b>		DATE	FILE NO.
TO: (check)	CHIEF, CONTROL DIVISION, OP	48 NUMBER 717-16-732	14732
	CHIEF, CONTRACT PERSONNEL DIVISION, OP	EMPLOYEE NUMBER 627024	
	CHIEF, OPERATING COMPONENT (For action)	ID CARD NUMBER	
ATTN: State Support Staff	OFFICIAL COVER	V ESTABLISHED	
REF: Form 2554 Retirement			DISCONTINUED
SUBJECT:  SITI, Joseph B.	UNIT	Department of State	

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

ESTABLISHMENT OF OFFICIAL COVER BLOCK RECORDS		CANCELLATION OF OFFICIAL COVER UNBLOCK RECORDS EFFECTIVE DATE:	
<input type="checkbox"/> BASIC COVER PROVIDED FROM 5/5 EFFECTIVE DATE <u>From 5/5</u>		SUBMIT FORM 3254 <u>W-2</u> TO BE ISSUED. (HMB 20-73)	
<input type="checkbox"/> OPERATIONAL COVER PROVIDED FOR <u>TOY</u> OTHER (Specify)		SUBMIT FORM 642 TO CHANGE LIMITATION CATEGORY. (HMB 20-73)	
SUBMIT FORM 642 TO CHANGE LIMITATION CATEGORY. (HMB 20-73)		EAA: CATEGORY I      CATEGORY II	
SUBMIT FORM 3254 <u>W-2</u> TO BE ISSUED. (HMB 20-73)		RETURN ALL OFFICIAL DOCUMENTATION TO CCS	
SUBMIT FORM 1322 FOR ANY CHANGE AFFECTING THIS COVER. (HMB 240-24)		SUBMIT FORM 2688 FOR HOSPITALIZATION CARD	
SUBMIT FORM 1323 FOR TRANSFER AND OTHER RESPONSIBILITY. (HMB 240-24)		DO NOT WRITE IN THIS AREA	
EAA: CATEGORY I      CATEGORY II			
SUBMIT FORM 2688 FOR HOSPITALIZATION CARD		<u>Form 1322 - 1323 - 1324 - 2688</u> <u>Form 642 - Jan 73 - Mexico City - Stats - Int</u>	
REMAINING AND/OR COVER HISTORY <b>SUBJECT WILL BE PERIODICALLY CHECKED FOR EMPLOYMENT EXCEPT FOR US GOVERNMENT APPOINTMENTS.</b> <b>CURRENT HISTORY:</b> Sent 5/1 - Jan 54 - Mrs - Govt 20 Jan 54 - Jun 54 - Singapore - INT - 1st Aug 54 - Feb 55 - INT - 2nd Feb 55 - Mar 55 - Manila - 3rd Apr 55 - May 55 - INT - 4th			
DISTRIBUTION: COPY 1 - CO 24 CPO COPY 2 - OPERATING COMPONENT COPY 3 - OFFICER COPY 4 - OFFICER (F/P-INT) COPY 5 - CCS-PFILE		SECRET CHIEF, OFFICIAL COVER, CENTRAL COVER STAFF	

SECRET

NOTIFICATION OF ESTABLISHMENT OF OFFICIAL COVER BACKSTOP		DATE
TO: (check)	<input checked="" type="checkbox"/> CHIEF, PERSONNEL OPERATIONS DIVISION	22 September 1966
	<input type="checkbox"/> CHIEF, CONTRACT PERSONNEL DIVISION	ESTABLISHED FOR
	<input type="checkbox"/> CHIEF, OPERATING COMPONENT (For action) WH	SMITH, Joseph B.
ATTN:	FILE NO.	
Mr. Hannah	K-1480	
REF:	ID CARD NO.	
Form 1322 dated 20 September 1966	B-5261	
OFFICIAL COVER BACKSTOP ESTABLISHED		
EMPLOYEE NO.		
Services and Support Group (Provisional)		
<b>KEEP ON TOP OF FILE WHILE COVER IN EFFECT</b>		
<input checked="" type="checkbox"/> Block Records <small>(FORM WO 20-800-71)</small>		
a. Temporarily for _____ days, effective _____  b. Continuing, effective <u>as of 23 September 1954</u>		
<input type="checkbox"/> Submit Form 642 to change limitation category. <small>(AMW 20-800-73)</small>		
<input checked="" type="checkbox"/> Ascertain that Army W-2 being issued. <small>(AMW 20-800-73)</small>		
<input checked="" type="checkbox"/> Submit Form 1322 for any change affecting this cover. <small>(AMW 20-800-73)</small>		
<input type="checkbox"/> Submit Form 1322 for transferring cover responsibility. <small>(AMW 20-800-73)</small>		
<input type="checkbox"/> Remarks:  <small>Sep 51 - Sep 54 Hqs/Overt          Sep 54 - Aug 56 Singapore USIS integrated          Aug 56 - Feb 58 Hqs/DAFC          Feb 58 - Mar 60 DAFC/Manila          Mar 60 - May 62 Hqs/DAFC          May 62 - Sep 66 Buenos Aires/NOC          Sep 66 - Hqs/DAFC</small>		
<input checked="" type="checkbox"/> Cover History		
<small>FILE NO. 1480</small>		
<small>JB/Jaw</small>		
<small>ESTABLISHED: Copy 1-PDP, Copy 2-Operating Component, Copy 3-OS D-OS, Copy 4-OS TELSHC, Copy 5-FPO D-OS          Copy 6-OS-NPA, Copy 7-FPO</small>		

128 155 127-10001

File No. K-1480  
21 July 1960

*CS.*  

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**SECRET**

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

SUBJECT : Joseph B. Smith

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

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

cc: SSO/OS.

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

1580a

**SECRET**

1580a

*JF*

SECRET  
When Filled In

LML: 03 JUL 73

**NOTIFICATION OF PERSONNEL ACTION**

NOTIFICATION OF PERSONNEL ACTION													
1. REFERENCE NUMBER		2. NAME (LAST-FIRST-MIDDLE)											
007894		SMITH, JOSEPH B.											
3. NATURE OF PERSONNEL ACTION		CONVERSION FROM <b>FSR</b> RETIREMENT (VOLUNTARY) UNDER CIA RETIREMENT AND DISABILITY SYSTEM AND CANCELLATION OF NSCA											
4. EFFECTIVE DATE		06 30 73											
5. CATEGORY OF ENLISTMENT		REGULAR											
6. FINES		7. FINANCIAL ANALYSIS NO CHARGED		8. CSC OR OTHER LEGAL AUTHORITY									
CP TO V		X		CP TO CP		3135 0990 0000		P. L. 88-643 SECT 233		10. LOCATION OF OFFICIAL STATION			
9. ORGANIZATIONAL DESIGNATIONS													
DOD/WH DIVISION FOREIGN FIELD <b>BRANCH 1-MEXICO CITY, MEXICO STATION</b>													
11. POSITION TITLE													
OPS OFFICER													
12. POSITION NUMBER		0340											
13. OCCUPATIONAL SERIES		14. GRADE AND DSB											
GS		0136.01		14.8									
15. REMARKS													
16. ACTION CODE													
45 10		17. PAYING STATE		18. OFFICE COORDINATE		19. STATION CODE		20. PAY RATE CODE		21. HEIGHT CODE		22. DATE OF BIRTH	
MO SA SP		NAME ALPHABETIC		CODE		CODE		CODE		CODE		MO DA YE	
1		J. F. SMITH		0004		1		1		1		06 30 73	
2		1-100		0004		2		1		1		06 30 73	
3		1-100		0004		3		1		1		06 30 73	
4		1-100		0004		4		1		1		06 30 73	
5		1-100		0004		5		1		1		06 30 73	
6		1-100		0004		6		1		1		06 30 73	
7		1-100		0004		7		1		1		06 30 73	
8		1-100		0004		9		1		1		06 30 73	
9		1-100		0004		10		1		1		06 30 73	
10		1-100		0004		11		1		1		06 30 73	
11		1-100		0004		12		1		1		06 30 73	
12		1-100		0004		13		1		1		06 30 73	
13		1-100		0004		14		1		1		06 30 73	
14		1-100		0004		15		1		1		06 30 73	
15		1-100		0004		16		1		1		06 30 73	
16		1-100		0004		17		1		1		06 30 73	
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28		1-100		0004		29		1		1		06 30 73	
29		1-100		0004		30		1		1		06 30 73	
30		1-100		0004		31		1		1		06 30 73	
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32		1-100		0004		33		1		1		06 30 73	
33		1-100		0004		34		1		1		06 30 73	
34		1-100		0004		35		1		1		06 30 73	
35		1-100		0004		36		1		1		06 30 73	
36		1-100		0004		37		1		1		06 30 73	
37		1-100		0004		38		1		1		06 30 73	
38		1-100		0004		39		1		1		06 30 73	
39		1-100		0004		40		1		1		06 30 73	
40		1-100		0004		41		1		1		06 30 73	
41		1-100		0004		42		1		1		06 30 73	
42		1-100		0004		43		1		1		06 30 73	
43		1-100		0004		44		1		1		06 30 73	
44		1-100		0004		45		1		1		06 30 73	
45		1-100		0004		46		1		1		06 30 73	
46		1-100		0004		47		1		1		06 30 73	
47		1-100		0004		48		1		1		06 30 73	
48		1-100		0004		49		1		1		06 30 73	
49		1-100		0004		50		1		1		06 30 73	
50		1-100		0004		51		1		1		06 30 73	
51		1-100		0004		52		1		1		06 30 73	
52		1-100		0004		53		1		1		06 30 73	
53		1-100		0004		54		1		1		06 30 73	
54		1-100		0004		55		1		1		06 30 73	
55		1-100		0004		56		1		1		06 30 73	
56		1-100		0004		57		1		1		06 30 73	
57		1-100		0004		58		1		1		06 30 73	
58		1-100		0004		59		1		1		06 30 73	
59		1-100		0004		60		1		1		06 30 73	
60		1-100		0004		61		1		1		06 30 73	
61		1-100		0004		62		1		1		06 30 73	
62		1-100		0004		63		1		1		06 30 73	
63		1-100		0004		64		1		1		06 30 73	
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65		1-100		0004		66		1		1		06 30 73	
66		1-100		0004		67		1		1		06 30 73	
67		1-100		0004		68		1		1		06 30 73	
68		1-100		0004		69		1		1		06 30 73	
69		1-100		0004		70		1		1		06 30 73	
70		1-100		0004		71		1		1		06 30 73	
71		1-100		0004		72		1		1		06 30 73	
72		1-100		0004		73		1		1		06 30 73	
73		1-100		0004		74		1		1		06 30 73	
74		1-100		0004		75		1		1		06 30 73	
75		1-100		0004		76		1		1		06 30 73	
76		1-100		0004		77		1		1		06 30 73	
77		1-100		0004		78		1		1		06 30 73	
78		1-100		0004		79		1		1		06 30 73	
79		1-100		0004		80		1		1		06 30 73	
80		1-100		0004		81		1		1		06 30 73	
81		1-100		0004		82		1		1		06 30 73	
82		1-100		0004		83		1		1		06 30 73	
83		1-100		0004		84		1		1		06 30 73	
84		1-100		0004		85		1		1		06 30 73	
85		1-100		0004		86		1		1		06 30 73	
86		1-100		0004		87		1		1		06 30 73	
87		1-100		0004		88		1		1		06 30 73	
88		1-100		0004		89		1		1		06 30 73	
89		1-100		0004		90		1		1		06 30 73	
90		1-100		0004		91		1		1		06 30 73	
91		1-100		0004		92		1		1		06 30 73	
92		1-100		0004		93		1		1		06 30 73	
93		1-100		0004		94		1		1		06 30 73	
94		1-100		0004		95		1		1		06 30 73	
95		1-100		0004		96		1		1		06 30 73	
96		1-100		0004		97		1		1		06 30 73	
97		1-100		0004		98		1		1		06 30 73	
98		1-100		0004		99		1		1		06 30 73	
99		1-100		0004		100		1		1		06 30 73	
100		1-100		0004		101		1		1		06 30 73	
101		1-100		0004		102		1		1		06 30 73	
102		1-100		0004		103		1		1		06 30 73	
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105		1-100		0004		106		1		1		06 30 73	
106		1-100		0004		107		1		1		06 30 73	
107		1-100		0004		108		1		1		06 30 73	
108		1-100		0004		109		1		1		06 30 73	
109		1-100		0004		110		1		1		06 30 73	
110		1-100		0004		111		1		1		06 30 73	
111		1-100		0004		112		1		1		06 30 73	
112		1-100		0004		113		1		1		06 30 73	
113		1-100		0004		114		1		1		06 30 73	
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118		1-100		0004		119		1		1		06 30 73	
119		1-100		0004		120		1		1		06 30 73	
120		1-100		0004		121		1		1		06 30 73	
121		1-100		0004		122		1		1		06 30 73	
122		1-100		0004		123		1		1		06 30 73	
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135		1-100		0004		136		1		1		06 30 73	
136		1-100		0004		137		1		1		06 30 73	
137		1-100		0004		13							

SECRET

BBG

**POSTED**

13

2020-07-07

SECRET

MAY 09

## NOTIFICATION OF PERSONNEL ACTION

1. PAY NUMBER		2. NAME (LAST FIRST MIDDLE)		3. EFFECTIVE DATE		4. CATEGORY OF EMPLOYMENT	
(X)17894		SMITH JOSEPH B		05	21	69	REGULAR
5. NATURE OF PERSONNEL ACTION				6. FINANCIAL ANALYSIS NO. CHARGED TO			
INTEGRATION-DEPARTMENT OF STATE				7. CSC OR OTHER USAID AUTHORITY			
8. FUNDS		V TO V	V TO CF	9135-0990-10001		8. CSC OR OTHER USAID AUTHORITY	
		CF TO V	X	9135-0990-10001		50 USC 403-J	
9. ORGANIZATIONAL DESIGNATIONS				10. LOCATION OF OFFICIAL STATION			
DDP/MH FOREIGN FIELD BRANCH 1 MEXICO CITY, MEXICO STATION				MEXICO CITY, MEXICO			
11. POSITION TITLE		12. POSITION NUMBER		13. SERVICE DESIGNATION		14. GRADE AND STEP	
POL OFF ATTACHE OFS OFFICER		0310		D		15. SALARY OR RATE	
16. CLASSIFICATION NUMBER (G-1, G-2, etc.)		17. OCCUPATIONAL SERIES		18. GRADE AND STEP		19. GRADE OR RATE	
FSR GS		0136.01		GS 7 TS 6		17239 13771	
20. Remarks <b>SUBJECT IS TO BE PAID THE DIFFERENCE BETWEEN (A) SALARY OF \$13771 AND FSR SALARY OF \$17239 TO BE PAID BY DEPT. OF STATE AND ALLOWANCES IN ACCORDANCE THEREWITH.</b> <b>ALL SICK AND ANNUAL LEAVE TO BE TRANSFERRED TO THE DEPT. OF STATE.</b> <b>MARITAL STATUS: MARRIED</b> <b>DAU DOB: 19 DECEMBER 1952</b> <b>SON DOB: 21 SEPTEMBER 1960</b>							
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
21. ACTION ITEM	22. OFFICE CODING	23. STATION CODE	24. PAYCODE CODE	25. DATE OF BIRTH	26. DATE OF GRAD	27. DATE OF HI	
35 10	51620	W.H.	45175	5	06 26 19	06 26 19	
28. ACT. DATES	29. REASON REFERENCED	30. ENLISTMENT DATA	31. SEPARATION DATA CODE	32. COMMISSION	33. COMMISSION	34. SECURITY	35. SECURITY
40 88 18		1968		1968	1968	REG-102	REG-102
36. REFERENCE	37. SSN CODE DATE	38. HOME CODE DATE	39. CARRIER CATEGORY	40. MEDICAL INSURANCE	41. SOCIAL SECURITY NO.		
1964 1 2 3 4 5	40 88 18	1968	100	100	100		
42. PREVIOUS GOVERNMENT SERVICE	43. HOME CAT CODE	44. RESIDENT TAX STATUS	45. STATE TAX STATUS				
1964 1. NO PREV SERVICE 2. NO HOME IN SERVICE 3. HOME ADDRESS NOT PUBLISHED 4. HOME ADDRESS UNKNOWN		100	100	100	100		
SIGNATURE ON OPM-2 (OPTIONAL)							

POSTED

C-22-69-JK

SECRET

PLW

SECRET  
(When Filled In)

F.I.C. 10 MAY 53

28

NOTIFICATION OF PERSONNEL ACTION														
1. SERVICE NUMBER		2. NAME (LAST-FIRST-MIDDLE)												
007894		<i>SOURCE, Direct</i>												
3. NATURE OF PERSONNEL ACTION		4. REPORTING DATE												
REASSIGNMENT		05-12-63												
5. FUNDS		Y 10 Y		P 10 M		6. CATEGORY OF EMPLOYMENT		REGULAR						
		OF 10 Y		X		P 10 M								
7. ORGANIZATIONAL DESTINATIONS		8. OFFICIAL STATION NO. CHANGING												
DDP WH BRANCH 2 BUENOS AIRES, ARGENTINA STATION <b>EE UNIT</b>		3135 5050 Long 50 USC 403 J												
9. POSITION TITLE		10. POSITION NUMBER		11. SERVICE DESIGNATION										
OPS OFFICER		0651		D										
12. CLASSIFICATION SERIES (GS, GS-etc.)		13. OCCUPATIONAL SERIES		14. GRADE AND STEP		15. SALARY OR RATE								
GS		0136101		14-3		13695								
16. REMARKS														
POSTED ON <i>get-13</i>														
SPACE BELOW FOR AUTHENTICATE USE OF THIS OFFICE OF PERSONNEL														
17. ADDRESS OF REPORTING ST. 18. OFFICE NUMBER			19. STATION 20. OFFICE NUMBER		21. Grade		22. DATE OF GRADE		23. DATE OF ISS.					
32	10	64650	WH	(44784)	GS4	3	06	16-21						
24. GRADE			25. ATTACHMENT DATE		26. DEPARTMENT		27. COMBINATION/CHILDES CODE		28. SECURITY					
GS	12	X	REGIMENT	GS4	DATA CAPT	DATA CAPT	GS4	GS	DA	16	SEC. NO.			
29. PAY RATES			30. MARK. RATE		31. MARK. RATE		32. PAYEE		33. PAYEE/ROUTE OF PAYMENT				34. SOCIAL SECURITY NO.	
GS4	12	10	10	10	10	10	10	10	10	10	10	10	10	
35. PREVIOUS CONTRACTOR'S NAME			36. PERIOD END TO		37. PERIOD END TO		38. STATE TAX BASIS		39. STATE TAX BASIS					
CONTRACTOR	CONTRACTOR	CONTRACTOR	CONTRACTOR	CONTRACTOR	CONTRACTOR	CONTRACTOR	CONTRACTOR	CONTRACTOR	CONTRACTOR	CONTRACTOR	CONTRACTOR	CONTRACTOR	CONTRACTOR	
SIGNATURE OR OTHER AUTHENTICATION														
POSTED <i>05/15/63 2:15</i>														

SECRET  
(WHITE FIELDS IN)1 OF PAGE  
CIVIL SERVICE COMMISSION  
FEDERAL PERSONNEL BOARD

## NOTIFICATION OF PERSONNEL ACTION

HJM

1. NAME (Last-First-Middle Initials, Middle Initials, and Suffixes)		2. DATE OF BIRTH	3. NUMBER OF ACTION NO.	4. DATE
MR. JOSEPH B. SMITH		16 Jun 1921		6 Sept 1956
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (Use Standard Terminology)		6. EFFECTIVE DATE <small>(Date)</small>	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY	
Conversion from <b>FSS</b> Status 60		20 Aug 1956	50 USC 403-3	
FROM		TO		
Ops. Officer (PP) BPF-923 (Info. Officer)		8. POSITION TITLE	Ops. Officer (PP) BPF-923	
GS-0136.31-13 \$8990.00 per annum <b>(FSS-5)</b> \$8015.00 per annum)		9. SERVICE LEVEL GRADE SALARY	GS-0136.31-13 \$8990.00 per annum	
		10. ORGANIZATIONAL DESIGNATION	DDP/FB Branch 5 Malaya Singapore Station Singapore	
		11. HEADQUARTERS	5	
XX FIELD DEPARTMENTAL		12. FIELD OR DEPTL.	XX FIELD DEPARTMENTAL	
13. VETERAN'S PREFERENCE		14. POSITION CLASSIFICATION ACTION		
ONE	MIN. OTHER R.R.	10-POINT SCHOLARSHIP	ARMY	VICE
X			X	1. A. REAL
15. PAY		16. SUBJECT TO U.S. RETIREMENT PAY REG-REG		
W		17. APPROPRIATION 43745-55-042 88216 430-51		
18. DATE OF APPOINTMENT APPROVALS ENCLOSURE SHEET		19. LEGAL RESIDENCE <input checked="" type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE		
20. SIGNATURE OR OTHER AUTHENTICATION				
POSTED 10/5/56 WLR				
SEE PERFORMANCE RATINGS Sector of Personnel				

1. EMPLOYEE COPY

ET

- 9/7/52

7/17/54  
8/4/54  
Barry

STANDARD FORM 52 FEDERAL PAYROLL U. S. GOVERNMENT GENERAL PERSONNEL PRACTICES REvised, January 1954											
<b>REQUEST FOR PERSONNEL ACTION</b>											
<b>REQUESTING OFFICE:</b> Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.											
<b>1. NAME (Mr. -- Mrs. -- Ms. -- One given name, initials), and surname</b> <b>Mr. Joseph B. Smith</b>		<b>2. DATE OF BIRTH</b> <b>16 June 1921</b>	<b>3. REQUEST NO.</b> <b>11 July 54</b>								
<b>4. POSITION OR ACTIVITY NUMBER</b> <b>A POSITION (Specify whether appointment, promotion, separation, etc.)</b> <b>Integration - USIA</b>		<b>5. EFFECTIVE DATE &amp; PROPOSAL</b> <b>23 Feb 1954</b>	<b>6. C. S. OR OTHER LEGAL AUTHORITY</b> <b>23 Feb 1954</b>								
<b>7. POSITION (Specify whether establish, change grade or title, etc.)</b> <b>INTELLIGENCE OFFICER IF 5-5</b>		<b>8. APPROVED</b> <b>23 Feb 1954</b>									
<b>FROM</b> <b>Op-Officer (PP) IFF 923</b> <b>GS-0136-31-1P \$7040.00 P/A</b> <b>GS-132-12</b> <b>DDP/PE</b> <b>Malaya Station</b>  <b>Singapore, Malaya</b>		<b>9. POSITION TITLE AND NUMBER</b> <b>Information Officer IFF 923</b> <b>FSS-5 \$7095.00 P/A</b>  <b>DDP/PE</b> <b>Malaya Station</b>  <b>Singapore, Malaya</b>	<b>10. FIELD OR DEPARTMENTAL</b> <b>11. FIELD OR DEPARTMENTAL</b>								
<b>12. SALARIES (If necessary)</b> <b>No differential is to be paid since Subject's CEA salary is \$7040 and FSS is \$7095.</b> <b>Sick and annual leave are to be held in escrow until Subject reverts to GS status.</b> <b>EOC USIA 23 Feb. 1954</b>											
<b>13. POSITION OR ACTIVITY NUMBER</b> <b>H. C. CLINKSHAW, PD Personnel Office</b>		<b>14. POSITION CLASSIFICATION ACTIVITIES</b> <b>C. D. : PP</b>									
<b>15. PERIODIC INFORMATION (Title, office and telephone extension)</b> <b>Gertrude Smith X-2314</b>		<b>16. SIGNATURE</b> <b>Dou Colman</b>									
<b>17. VETERAN PREFERENCE</b> <table border="1"> <tr> <td>HOME</td> <td>WIFE</td> <td>OTHER'S PT.</td> <td>18. MIGRANT</td> </tr> <tr> <td>X</td> <td></td> <td></td> <td>REGULAR SALARIES</td> </tr> </table>		HOME	WIFE	OTHER'S PT.	18. MIGRANT	X			REGULAR SALARIES	<b>18. POSITION CLASSIFICATION ACTIVITIES</b> <b>C. D. : PP</b>	
HOME	WIFE	OTHER'S PT.	18. MIGRANT								
X			REGULAR SALARIES								
<b>19. SEX</b> <b>M</b>		<b>20. APPROVAL NUMBER</b> <b>FROM: 5-3745-55-042</b>									
<b>21. STANDARD FORM 52 REMARKS</b>		<b>22. SUBJECT TO C. S. RETIREMENT ACT (FERS-MP)</b> <b>Yes</b>									
		<b>23. DATE OF APPROVAL</b> <b>WITH ATTENDANT (INCLUDES GUTS)</b>									
		<b>24. LEGAL RESIDENCE</b> <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED <b>STATE: Penn</b>									
<b>POSTED</b> <b>Mr. J. C. Dawson 7/29/54</b>											
<b>25. CLEARANCES</b>		<b>INITIAL OR SIGNATURE</b>									
<b>A.</b>		<b>DATE</b>									
<b>B. COI OR POS. CONTROL</b>		<b>Mr. J. C. Dawson 7/29/54</b>									
<b>C. CLASSIFICATION</b>											
<b>D. PLACEMENT OR EXPL.</b>		<b>Mr. J. C. Dawson 7/29/54</b>									
<b>E.</b>											
<b>F. APPROVED BY</b> <b>Joseph B. Raynor by J. C. Dawson 7/29/54</b>											

Proposed  
16 Nov 1962

(1) Staff or Division PE (2) Date T/O Approved 17 November 1962 (3) Effective date of Action 7 December 1962

(4) NAME	(5) ORG. INP. & POC. TITLE	(6) SCHEDULE SERIES-GRADE	(7) SLOT NO.	(8) ACTION	(9) ORG. INP. & POC. TITLE	(10) SCHEDULE SERIES-GRADE	(11) SLOT NO.
CPC/PE PE-2 China Sec <i>Eng, Hostilities</i>	Intell Off.	GS-13	581		Pol. & Prop. / Sr. Ofc. Ops Off-Flc	GS-132-23	SP-98
CPC/PE PRO Br Ferguson, Edna	Secy-Steno	GS-6	501		Secy-Steno	GS-310-6	SP-99
CPC/PE PRO Whitehead, <i>Katherine L. - P/M</i>	Ops Off	GS-14	1193		Pol. & Prop. / Cptd. N Ops Officer	GS-132-14	SP-91
BIG/PE PRO Mr Pls Sec Ishii, John - P/F Unit	Ops Off	GS-12	523		Ops Off P/C	GS-132-12	SP-92
CPC/PE PRO Br Ops Sec Smith, Joseph - P/F Unit	Intell Off	GS-11	521		Ops Off P.T.	GS-132-11	SP-93
CPC/PE PRO Br Int Sec <i>Christensen, Julianne</i>	Intell Off	GS-7	525		Ops Off-R.A.	GS-132-7	SP-94
(12) APPROV'D BY: Staff or Division Chief	(13) APPROV'D BY: S.E.C. R.F.T. Security Information	Class. & Log Div.	(14) APPROV'D BY: Personnel Div.				

SECRET

FITNESS REPORT					EMPLOYEE SERIAL NUMBER 007894	
<b>SECTION A</b>						
GENERAL						
1. NAME <b>Smith, Joseph B.</b>		2. GRADE <b>GS-14</b>	3. DATE OF BIRTH <b>16 Jun 21</b>	4. SEX <b>M</b>	5. GRADE <b>D</b>	6. TO
6. OFFICIAL POSITION TITLE <b>Operations Officer</b>			7. OFFICER'S OR ASSIGNMENT & CURRENT STATION <b>DDP/WII/1 Mexico City</b>			
8. CHECK (X) TYPE OF APPOINTMENT <input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY			9. CHECK (X) TYPE OF REPORT <input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> ANNUAL			
10. CAREER-PROVISIONAL (See instructions - Section C)			11. REASSIGNMENT SUPERVISOR REASSIGNMENT EMPLOYEE			
12. SPECIAL REMARKS			13. SPECIAL REMARKS			
14. DATE REPORT DUE IN O.P. <b>31 December 1972</b>			15. REPORTING PERIOD (From - To) <b>1 January - 31 October 1972</b>			
<b>SECTION B</b> PERFORMANCE EVALUATION						
<p><b>U-Unsatisfactory</b> Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe 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 described.</p> <p><b>P-Proficient</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 job 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 Supervises a section that is responsible for CA, Political, and Exile activities. This includes supervision over two officers, 1 NOC, one IA and one secretary.						RATING LETTER <b>S</b>
SPECIFIC DUTY NO. 2 Supervises operations for the collection of intelligence on selected targets <b>in the Mexican government and political arena</b> .						RATING LETTER <b>S</b>
SPECIFIC DUTY NO. 3 Develops new contacts and operations to improve the output of Station third country targeted propaganda.						RATING LETTER <b>S</b>
SPECIFIC DUTY NO. 4 Develops new contacts for producing intelligence on significant targets in the <b>Mexican political and intellectual community</b> .						RATING LETTER <b>S</b>
SPECIFIC DUTY NO. 5						RATING LETTER
SPECIFIC DUTY NO. 6						RATING LETTER <b>S</b>
<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, dependability, pertinent personal traits or faults, and potential limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						RATING LETTER <b>S</b>

## SECRET

OFFICIAL USE ONLY

## NARRATIVE COMMENTS

## SECTION C

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of current performance. Give recommendations for training. Comment on foreign language competence, if required. If no comments can be made, state so. If no recommendations can be made, state so. If no basis for determining future personnel action, manner of performance of man's work in his present duties and over conscientiousness section C, attach a separate sheet of paper.

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

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

## SECTION D

## CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

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

DATE

SIGNATURE OF EMPLOYEE

/S/ XXXXXXXXXXXXXXXX Joseph B. Smith

2.

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN  
UNDER MY SUPERVISION

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

DATE

OFFICIAL TITLE OF SUPERVISOR

TYPED OR PRINTED NAME AND SIGNATURE

8 Jan 1973

Operations Officer

/S/ John W. Buckwith

3.

BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

I agree with the above. The loss to the Station is greater than usual for Subject is retiring and thus his considerable talents will probably be unavailable to the Agency, unless some special arrangements are made in the future, depending on what he ends up doing.

I am personally sorry to see this friend leave the Agency and I know further that it will be hard to replace his abilities in various operational fields, including that of good contacts in the community here. He has served the Agency well here and in many other posts and his leaving is a loss to us.

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
8 Jan 1973	Chief of Station	/S/ John R. Horton

SECRET

SECRET

(From Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER 007894			
<b>SECTION A</b>							
1. NAME (Last) (First) (Middle) <b>Smith, Joseph B.</b>			2. DATE OF BIRTH 3. SEX 4. GRADE 5. RD <b>16 June 21 M GS-14 D</b>				
6. OFFICIAL POSITION TITLE <b>Operations Officer</b>			7. DURATION OF ASSIGNMENT & CURRENT STATION <b>DDP/WII/3 Mexico City</b>				
8. CHECK THE TYPE OF APPOINTMENT <input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <small>CAREER-PROVISIONAL (See instructions - Section C)</small> <small>SPECIFIC (Specify)</small>			9. CHECK THE TYPE OF REPORT <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> SPECIAL <small>Report</small>				
11. DATE REPORT DUE IN G.P. <b>April 1971 - 31 December 1971</b>			12. REPORTING PERIOD (From To) <b>April 1971 - 31 December 1971</b>				
<b>SECTION B</b> PERFORMANCE EVALUATION							
<b>Unacceptable</b>	Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action would range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.						
<b>Marginal</b>	Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial action taken or recommended should be described.						
<b>Preferred</b>	Performance is satisfactory. Desired results are being produced in the manner expected.						
<b>Strong</b>	Performance is characterized by exceptional proficiency.						
<b>Outstanding</b>	Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.						
<b>SPECIFIC DUTIES</b>							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness of performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (number of employees supervised).							
SPECIFIC DUTY NO. 1	Supervises the CA section of the station which includes one station case officer, one senior outside career agent and parttime services of one senior contract agent.						RATING LETTER <b>O</b>
SPECIFIC DUTY NO. 2	Supervises operations for the collection of intelligence on selected targets <b>in the Mexican government and political arena.</b>						RATING LETTER <b>S</b>
SPECIFIC DUTY NO. 3	Develops new contacts and operations to improve the output of station third country targeted propaganda.						RATING LETTER <b>S</b>
SPECIFIC DUTY NO. 4	Develops new contacts for producing intelligence on significant targets <b>in the Mexican intellectual community.</b>						RATING LETTER <b>S</b>
SPECIFIC DUTY NO. 5							RATING LETTER
SPECIFIC DUTY NO. 6							RATING LETTER <i>200-329</i>
<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, etc., particularly strengths or弱點. Based on your knowledge of employee's overall performance during the rating period, place the letter on the rating line corresponding to the statement which most adequately addresses his level of performance.							
RATING LETTER <b>S</b>							

SECRET

(When Filled In)

FITNESS REPORT					EMPLOYEE SERIAL NUMBER 007094		
<b>SECTION A</b>							
<b>GENERAL</b>							
1. NAME <i>(First) (Middle) (Last)</i> SMITH, JOSEPH B.		2. DATE OF BIRTH 16 June 21		3. SEX M	4. GRADE GS-14	5. SD D	
6. OFFICIAL POSITION TITLE Operations Officer		7. OFF/DIR/BR OF ASSIGNMENT DDP/WB/Branch 1		8. CURRENT STATION Mexico City			
9. CHECK (X) TYPE OF APPOINTMENT <input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY CAREER-PROVISIONAL (See Instructions - Section C)				10. CHECK (X) TYPE OF REPORT <input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR SPECIAL (Specify) SPECIAL (Specify)			
11. DATE REPORT DUE IN G.P. April 1970 - 31 March 1971				12. REPORTING PERIOD (From - To)			
<b>SECTION B</b>							
<b>PERFORMANCE EVALUATION</b>							
<b>U-Unsatisfactory</b>	Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.						
<b>M-Marginal</b>	Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.						
<b>P-Provisional</b>	Performance is satisfactory. Desired results are being produced in the manner expected.						
<b>S-Satisfactory</b>	Performance is characterized by exceptional proficiency.						
<b>O-Outstanding</b>	Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.						
<b>SPECIFIC DUTIES</b>							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
SPECIFIC DUTY NO. 1 Supervises the CA section of the station which includes one station case officer, one senior outside career agent and parttime services of one senior contract agent.							RATING LETTER O
SPECIFIC DUTY NO. 2 Supervises operations for the collection of intelligence on selected targets <b>in the Mexican government and political arena.</b>							RATING LETTER S
SPECIFIC DUTY NO. 3 Develops new contacts and operations to improve the output of Station third country targeted propaganda.							RATING LETTER O
SPECIFIC DUTY NO. 4 Develops new contacts for producing intelligence on significant targets <b>in the Mexican intellectual community.</b>							RATING LETTER S
SPECIFIC DUTY NO. 5 Uses his language capability in the conduct of above-mentioned operational activity, especially 3 and 4.							RATING LETTER S
SPECIFIC DUTY NO. 6							RATING LETTER S
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>							
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.							RATING LETTER S

## SECRET

SECTION C NARRATIVE COMMENTS		
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Ability of employee ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</p> <p>Subject, a senior officer in [REDACTED] respects, has been at this station for the past 20 months as the responsible CA and Political officer. His past fitness report covered very thoroughly and accurately his ability to meet, develop and recruit assets that are important to station's objective. He enjoys his work and the challenge of being on the spot. He is a thoroughly experienced officer in his field and although forced to specialize for years, we must start thinking of more responsible and more diversified employment for this fine officer.</p> <p>He is conscientious, dedicated and a team worker. He takes direction well and takes great pride in completing his obligations on schedule. One of the more imaginative officers of the station who is aggressive and effective. He handles his financial responsibilities well and has a good appreciation for the expenditure of official funds.</p> <p>I was particularly impressed with Subject during his recent activity re the MAR disclosures. Subject cannot be credited for the disclosures but he can be given full credit for exploiting these events. He quickly put to use all of his assets. He personally prepared material for passage to the press. He supplied information for coverage in other papers in the hemisphere. He coordinated and furnished guidance to other Latin American stations on this subject. In all, he worked</p>		
<p style="text-align: right;">-continued</p>		
SECTION D CERTIFICATION AND COMMENTS		
<p>1. BY EMPLOYEE</p> <p>I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT.</p> <p>DATE: 26 March 1971 SIGNATURE OF EMPLOYEE: /s/ Joseph B. Smith</p>		
<p>2. BY SUPERVISOR</p> <p>MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION _____ IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION _____</p> <p>DATE: 26 March 1971 OFFICIAL TITLE OF SUPERVISOR: Deputy Chief of Station TYPED OR PRINTED NAME AND SIGNATURE: /s/ George A. Fill</p>		
<p>3. BY REVIEWING OFFICIAL</p> <p>COMMENTS OF REVIEWING OFFICIAL</p> <p>I agree with all of the above. Subject does a marvelous job in the propaganda field, getting a great deal of product out of a greatly-reduced (in number and cost) propaganda apparatus. He has a good sense of politics, and we have a few operations which are devoted to finding out what the COM won't tell us and what the political section probably can't get at. He has a good way with people and has made some interesting acquaintances which, in themselves, greatly increase the sensitivity of the station.</p> <p>Our lack of a political mission here, aside from the limited one</p>		
<p style="text-align: right;">-continued</p>		
<p>DATE: 26 March 1971 OFFICIAL TITLE OF REVIEWING OFFICIAL: Chief of Station TYPED OR PRINTED NAME AND SIGNATURE: /s/ John R. Norton</p>		

SECRET

**SECTION C**

**NARRATIVE COMMENTS**

-continued

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

**COMMENTS OF REVIEWING OFFICIAL**

-continued

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

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

SECRET

2025 RELEASE UNDER E.O. 14176

## SECTION C

## NARRATIVE COMMENTS

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

Subject has his goals clearly in mind and has proceeded about his business with full confidence and perseverance. He is conscientious, dedicated and a team worker. Subject has gained the confidence of his supervisors and his subordinates have accepted him as one of the group.

**He has recently experienced some unusual operation problems where he was required to handle the termination of some very delicate assets. He organized, planned and handled the terminations personally in a very professional and successful manner.** He was commended for this work by both Headquarters and Station management.

He has developed political contacts at all levels and has been very instrumental in developing disseminable information in this manner. He has quickly moved to replace assets which were terminated and by his efforts will fill in the void in a minimum amount of time.

Subject enjoys meeting people and conducting operations. In the future, he will be forced to spend more time in managing his section due to administrative changes now taking place in the Station.

He takes directions well and can be depended upon to fulfill all his obligations on schedule. He has an excellent command of the Spanish language and he is definitely cost conscious in the projects which he handles.

Of special note is that Subject was one of the first officers to quickly retool his section when given a new requirement to fulfill. He responded immediately and in so doing once more indicated his desire

CERTIFICATION AND COMMENTS			-continued
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE 05/15/70	SIGNATURE OF EMPLOYEE /S/ Joseph B. Smith		
2. BY SUPERVISOR			
EMPLOYEE HAS BEEN UNDERS MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
DATE 05/15/70	OFFICIAL TITLE OF SUPERVISION	TYPED OR PRINTED NAME AND SIGNATURE /S/ George A. Pill	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
Concur fully with above and would add that Subject is one of the Station's most aggressive and effective development/contact officers. In what has been an almost complete reorganization of the Station and the termination or redirection of most of its assets, Subject has probably moved faster and more effectively than any other section. Perhaps even more notable, his development of new assets and potential assets has more than kept pace with the termination of those who have outlived their usefulness. While he is very thorough and effective in all of his undertakings, a tendency to go off on tangents has a slight effect on his overall efficiency. This is probably due in large			
-continued			
DATE 05/15/70	OFFICIAL TITLE OF REVIEWING OFFICIAL Chief of Station	TYPED OR PRINTED NAME AND SIGNATURE /S/ James B. Colwell	

SECRET

SECRET  
(Other Filled In)

FITNESS REPORT					EMPLOYEE SERIAL NUMBER 007894	
<b>SECTION A</b>						
<b>GENERAL</b>						
E. NAME (Last) (First) (Middle) <b>SMITH, Joseph B.</b>			F. DATE OF BIRTH <b>16 Jun 21</b>		G. SEX <b>M</b>	H. GRADE <b>GS-14</b>
I. OFFICIAL POSITION/TITLE <b>Ops Officer</b>			J. CFF/DIV/BR OF ASSIGNMENT <b>DDP/WII/CA</b>		K. CURRENT STATION <b>Headquarters</b>	
L. CHECK (A) TYPE OF APPOINTMENT <input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <small>CAREER/PROVISIONAL (See Instructions - Section C)</small>			M. CHECK (A) TYPE OF REPORT <input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> REASSESSMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSESSMENT EMPLOYEE <small>SPECIAL (Specify):</small>			
N. DATE REPORT DUE IN G.P. <b>30 April 1969</b>			O. REPORTING PERIOD (From - To) <b>July 1968 to 31 March 1969</b>			
<b>SECTION B</b> PERFORMANCE EVALUATION						
<p><b>N - Needs:</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 an exception 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 Help to establish and monitor the political action and propaganda priorities and plans of the Division, including commenting on policy papers and plans originating outside the Division.						RATING LETTER <b>P</b>
SPECIFIC DUTY NO. 2 Prepare propaganda guidance to accomplish priority area-wide objectives.						RATING LETTER <b>S</b>
SPECIFIC DUTY NO. 3 Advise and consult with the Branches and Desks concerning the management of political and propaganda activities.						RATING LETTER <b>S</b>
SPECIFIC DUTY NO. 4 Direct the activities of a contract Specialist in conducting <b>political research, including polling</b> , useful in the achievement of Division objectives.						RATING LETTER <b>S</b>
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, concentration, particular personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.</p>						RATING LETTER <b>S</b>

SECRET

FITNESS REPORT						EMPLOYEE SERIAL NUMBER
<b>GENERAL</b>						007894
<b>SECTION A</b>						
1. NAME <b>SMITH, Joseph</b>		2. GRADE <b>B.</b>	3. DATE OF BIRTH <b>16 June 1921</b>	4. SEX <b>M</b>	5. SD <b>GS-14</b>	6. SD <b>D</b>
7. OFFICIAL POSITION TITLE <b>Instr Ops</b>		8. DIA/ DIVISION OR ASSIGNMENT <b>DDS/OTR/OS/HTB</b>				9. CURRENT STATION <b>Hdqs. 14A/CS</b>
10. CHECK (X) TYPE OF APPOINTMENT <b>CAREER</b>		11. CHECK (X) TYPE OF REPORT <b>ANNUAL</b>				
CAREER-PROVISIONAL (See Instructions - Section C)		SPECIAL (Specify) - SPECIAL (Specify)				REASSIGNMENT EMPLOYEE
12. DATE REPORT DUE IN O.P. <b>30 April 1968</b>		13. REPORTING PERIOD (From To) <b>1 April 1967 to 29 March 1968</b>				
<b>SECTION B</b>		<b>PERFORMANCE EVALUATION</b>				
<b>W - Weak</b>	Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment, or to separation. Describe action taken or proposed in Section C.					
<b>A - Adequate</b>	Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.					
<b>P - Proficient</b>	Performance is more than satisfactory. Desired results are being produced in a proficient manner.					
<b>S - Strong</b>	Performance is characterized by exceptional proficiency.					
<b>O - Outstanding</b>	Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.					
<b>SPECIFIC DUTIES</b>						
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).						
SPECIFIC DUTY NO. 1 Chief Instructor for the Covert Action Operations Seminar and the CA Politics Workshop		RATING LETTER <b>S</b>				7D 20
SPECIFIC DUTY NO. 2 Course Coordinator for the Vietnam Psychwar Course given to the military in conjunction with FE Division		RATING LETTER <b>S</b>				
SPECIFIC DUTY NO. 3 Tradecraft Advisor and Coordinator for the Operations Support Course		RATING LETTER <b>S</b>				
SPECIFIC DUTY NO. 4		RATING LETTER <b>DG 50 - DM 60</b>				
SPECIFIC DUTY NO. 5		RATING LETTER <b>DG 70</b>				
SPECIFIC DUTY NO. 6		RATING LETTER				
X 0 MAY 1968		OVERALL PERFORMANCE IN CURRENT POSITION				RATING LETTER <b>S</b>
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						

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 training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Range of performance of assigned or supervisory duties and cost consciousness in the use of personnel, materials, equipment and funds must be commented on, if applicable. If entire space is not complete, Section C, attach a separate sheet of paper.

As indicated in the last Fitness Report, Mr. Smith assumed responsibility for Covert Action training presented by this Branch in the Wake of compromise of a wide range of Agency CA activities. Quite apart from all the operational consequences of these public disclosures, there were also, of course, committant ramifications in the training field. Following careful study and examination of the new situation, Mr. Smith devised, in closest coordination with the CA Staff, a radically new and different Covert Action curriculum. The existing comprehensive courses on youth and labor operations were discontinued for obvious reasons. In place of these and the part-time Covert Action Operations Course, Mr. Smith developed a new, full-time, three-day Covert Action Operations Seminar for middle and senior grade officers. This intensive seminar, stressing the integrated nature of CS operations, was designed as a basic core around which skills-oriented seminars or workshops could be built to deal with such topics as propaganda operations, election operations, use of agents of influence, etc. To date, in line with this concept, a Politics Workshop has been created to provide training in the assessment, recruitment, and handling of assets among key interest groups, including political parties.

The resonance which these new courses has evoked confirms the soundness of Mr. Smith's creative efforts in completely revamping Covert Action training in the

SECTION B

**CERTIFICATION AND COMMENTS**

(cont.)

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## ICATION AND C

I CERTIFY THAT I HAVE READ AND UNDERSTOOD THE INFORMATION CONTAINED IN THIS AGREEMENT AND THAT IT IS FAIR AND  
JUST TO ME.

◎ 电影

中華書局影印

12 May 88

DRAFT

~~THIS EMPLOYEE HAS BEEN  
UNDER MY SUPERVISION~~

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

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18.3.2019

10 May 1968      U.S. Army Readiness Services Training  
Operations School/OTR      C. M. BROUTSAS  
BY REVIEWING OFFICIAL  
COMMENTS OF REVIEWING OFFICIAL  
Concur. Mr. Smith has done his job with distinction and with credit to himself and his career service. His assignment to OTR is a first-rate example of quality in rotational tours. At the same time he has given a good deal to the training mission. I think it also fair to say he has gained professionally from the rather wide exposure to disciplines other than CA which he has handled extremely well.

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OFFICIAL TITLE OF REVIEWING OFFICER

*PRINTED NAME AND SIGNATURE*  
James Weston

CEG697

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

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

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

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

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

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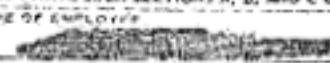
(This Form Filled In)

FITNESS REPORT					EMPLOYEE SERIAL NUMBER 007894											
<b>SECTION A</b>																
1. NAME (Last) <u>SMITH, Joseph</u>			2. GRADE <u>GS-14</u>	3. SEX <u>M</u>	4. GRADE <u>D</u>	5. SD										
5. OFFICIAL POSITION TITLE <u>Instr Operations</u>			6. CURRENT STATION <u>Headquarters WAC</u>													
7. CHECK IN THE TYPE OF APPOINTMENT			8. CHECK IN THE TYPE OF REPORT													
<input checked="" type="checkbox"/>	CAREER	RESERVE	TEMPORARY	INITIAL	REASSIGNMENT SUPERVISION											
CAREER-PROVISIONAL (See Instructions - Section C)			<input checked="" type="checkbox"/>	ANNUAL	REASSIGNMENT EMPLOYEE											
SPECIAL (Operational)			SPECIAL (Specific)													
10. DATE REPORT DUE IN G.P.			11. REPORTING PERIOD (From To)													
<u>28 April 1967</u>			<u>1 April 1966 - 31 March 1967</u>													
<b>SECTION B</b> PERFORMANCE EVALUATION																
<table border="0"> <tr> <td><b>W - Wash</b></td> <td>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.</td> </tr> <tr> <td><b>A - Adequate</b></td> <td>Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</td> </tr> <tr> <td><b>P - Proficient</b></td> <td>Performance is more than satisfactory. Desired results are being produced in a proficient manner.</td> </tr> <tr> <td><b>S - Strong</b></td> <td>Performance is characterized by exceptional proficiency.</td> </tr> <tr> <td><b>O - Outstanding</b></td> <td>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.</td> </tr> </table>							<b>W - Wash</b>	Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment, or to separation. Describe action taken or proposed in Section C.	<b>A - Adequate</b>	Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.	<b>P - Proficient</b>	Performance is more than satisfactory. Desired results are being produced in a proficient manner.	<b>S - Strong</b>	Performance is characterized by exceptional proficiency.	<b>O - Outstanding</b>	Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.
<b>W - Wash</b>	Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment, or to separation. Describe action taken or proposed in Section C.															
<b>A - Adequate</b>	Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.															
<b>P - Proficient</b>	Performance is more than satisfactory. Desired results are being produced in a proficient manner.															
<b>S - Strong</b>	Performance is characterized by exceptional proficiency.															
<b>O - Outstanding</b>	Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.															
<b>SPECIFIC DUTIES</b>																
<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 (impute number of employees supervised).</p>																
SPECIFIC DUTY NO. 1			Chief Instructor for Covert Action subjects presented in Headquarters Training		RATING LETTER <u>S</u>											
SPECIFIC DUTY NO. 2					RATING LETTER											
SPECIFIC DUTY NO. 3					RATING LETTER											
SPECIFIC DUTY NO. 4					RATING LETTER											
SPECIFIC DUTY NO. 5					RATING LETTER											
SPECIFIC DUTY NO. 6					RATING LETTER											
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>																
<p>Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, permanent personal traits or habits, and particular abilities or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.</p>					RATING LETTER <u>S</u>											

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FITNESS REPORT				EMPLOYEE SERIAL NUMBER 007894
<b>SECTION A</b>		<b>GENERAL</b>		
<b>1. NAME</b>  <b>2. OFFICIAL POSITION/TITLE</b> Ops Officer		<b>3. DATE OF BIRTH</b> 16 Jun 21	<b>4. GRADE</b> GS-14	<b>5. RANK</b> D
		<b>6. ORIGIN/TERM OF ASSIGNMENT</b> DDP/WIL/4	<b>7. CURRENT STATION</b> Buenos Aires	
<b>8. CHECK THE TYPE OF APPOINTMENT</b> <input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <small>CAREER-PROVISIONAL (See Instructions - Section C)</small> <small>SPECIAL (Specify)</small>		<b>9. CHECK THE TYPE OF REPORT</b> <input type="checkbox"/> ANNUAL <input checked="" type="checkbox"/> REASSIGNMENT SUPERVISOR <small>ANNUAL</small> <small>SPECIAL (Specify)</small>		
<b>10. DATE REPORT DUE IN G.P.</b> 1 April - 28 August 1968				
<b>SECTION B</b> PERFORMANCE EVALUATION				
<b>11. Rating Scale:</b> E - <u>Each</u> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C. A - <u>Adquate</u> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence. P - <u>Proficient</u> Performance is more than satisfactory. Desired results are being produced in a proficient manner. S - <u>Strong</u> Performance is characterized by exceptional proficiency. O - <u>Outstanding</u> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.				
<b>SPECIFIC DUTIES</b>				
<small>List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employee's with supervisory responsibilities MUST be rated on their abilities to supervise (Indicate number of employees supervised).</small>				
<small>SPECIFIC DUTY NO. 1</small> Operational and administrative management of <b>all Station media activities.</b>		<small>RATING LETTER</small> S		<small>100% P.O.</small>
<small>SPECIFIC DUTY NO. 2</small> <b>Conduct liaison with local services on Covert Action operations.</b>		<small>RATING LETTER</small> S		
<small>SPECIFIC DUTY NO. 3</small> Spotting, developing, handling and exploiting unilateral assets.		<small>RATING LETTER</small> P		<small>100% P.O.</small>
<small>SPECIFIC DUTY NO. 4</small> Preparation of operational, contact and dissemination reports.		<small>RATING LETTER</small> S		
<small>SPECIFIC DUTY NO. 5</small> <b>Preparation of operational programs, projects and briefing papers in the media field.</b>		<small>RATING LETTER</small> S		
<small>SPECIFIC DUTY NO. 6</small> 30 DEC 1968		<small>RATING LETTER</small> S		
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>				
<small>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, conscientiousness, 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.</small>				

SECRET

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify information given in Section B to provide best basis for determining future personnel action. Status of performance of manager of Subject's unit, duties and cost consciousness in the use of personnel, time, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</p> <p style="text-align: center;">P-430</p> <p>Subject has been under the direct supervision of this rating officer for a period of 14 months. This report is being submitted because of the transfer of the employee. For the last 6 weeks of the period covered by this report Subject was under the direct supervision of the COS because of the absence from the Station of this rating officer. Any differences of opinion with respect to the caliber of Subject's performance during the last six weeks will be reflected in the reviewing officer's comments.</p> <p>During this period, as in the preceding period, Subject carried out all of his assigned duties and responsibilities in a highly professional and thoroughly competent manner. He continued to show a good deal of initiative and imagination <b>in dealing with the liaison services</b> on day to day matters. He demonstrated a keen sense of the internal political situation and he made maximum use of his contacts to elicit a large amount of disseminable information. Subject took over one new operational project during this period and he was able, because of his deep knowledge and understanding of the operational techniques employed in the CA field, to improve on the quality of the agent's product. Subject is an able and fully qualified officer who acquired a good deal of expertise about local operating conditions and then proceeded to apply his specialized knowledge and past experience to the Station's advantage. He has a great capacity for creative</p>			
SECTION D			
CERTIFICATION AND COMMENTS			
<p>1. <b>BY EMPLOYEE</b> I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT</p> <p>DATE: _____ SIGNATURE OF EMPLOYEE:  /S/</p>			
<p>2. <b>BY SUPERVISOR</b> MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION: 14 IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION: <i>Subject had departed Station</i></p> <p>DATE: 15 September 66 OFFICIAL TITLE OF SUPERVISOR: Deputy Chief of Station TYPED OR PRINTED NAME AND SIGNATURE: Michael Tanios /s/</p>			
<p>3. <b>BY REVIEWING OFFICIAL</b> COMMENTS OF REVIEWING OFFICIAL: I would have rated Subject employee about the same. During the period under review, I had the opportunity to follow this employee's activities closely and can attest to his professional and imaginative handling of key assets. He corrected an earlier occupational fault found in many CA officers of a lack of cost consciousness, by cutting back on costs without adverse results to the operations concerned. During the one year under my observation, this employee performed highly satisfactorily. </p>			
<p>DATE: 16 September 66 OFFICIAL TITLE OF REVIEWING OFFICIAL: Chief of Station TYPED OR PRINTED NAME AND SIGNATURE: Nicholas Nassis /s/</p>			

SECRET

SECRET

(This Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER 00789b	
<b>SECTION A</b>				<b>GENERAL</b>	
1. NAME <b>[Redacted]</b>		2. DATE OF BIRTH <b>16 Jun 21</b>		3. SEX <b>M</b>	4. GRADE <b>GS-14</b>
5. OFFICIAL POSITION TITLE <b>Ops Officer</b>		6. OFF/DIV/SH OF ASSIGNMENT <b>DDP/MWU</b>		7. CURRENT STATION <b>Buenos Aires</b>	
8. CHECK IN THE TYPE OF APPOINTMENT <input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY				9. CHECK IN THE TYPE OF REPORT <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> SPECIAL (Specify) <b>[Redacted]</b>	
10. DATE REPORT DUE IN G.P. <b>31 May 1966</b>		11. REPORTING PERIOD (From - To) <b>13 July 1965 - 31 Mar 1966</b>			
<b>SECTION B</b> PERFORMANCE EVALUATION					
<p><b>W - Wash</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		Operational and administrative management of <b>all Station media</b>		RATING LETTER <b>D6 73</b>	S
SPECIFIC DUTY NO. 2		Conduct liaison with <b>local services</b> on Covert Action operations.		RATING LETTER <b>D6 51</b>	S
SPECIFIC DUTY NO. 3		<b>Supervise one deep cover agent who operates in the student field.</b>		RATING LETTER <b>D6 63</b>	P
SPECIFIC DUTY NO. 4		Spotting, developing, handling and exploiting unilateral assets.		RATING LETTER <b>D6 13</b>	P
SPECIFIC DUTY NO. 5		Preparation of operational, contact and dissemination reports.		RATING LETTER <b>S</b>	S
SPECIFIC DUTY NO. 6		Preparation of operational programs, projects and briefing papers <b>in the media field.</b>		RATING LETTER <b>S</b>	S
<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, communication, 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 in the rating box corresponding to the statement which most accurately reflects his level of performance.</p> <p><b>TCP [Signature]</b></p>				RATING LETTER <b>S</b>	
<p>Form 45 Conducts previous sections.</p> <p>SECRET</p>					

SECRET  
(This Form Is To Be Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER
<b>SECTION A</b>				<b>GENERAL</b>
1. NAME <i>Juan C. Oseja</i>		2. DATE OF BIRTH 16 June 21	3. SEX M	4. GRADE GS-14
5. OFFICIAL POSITION/TITLE Operations Officer		6. GRADE/NUMBER OF ASSIGNMENT DOP/WB/4	7. CURRENT STATION Buenos Aires	
8. CHECKED TYPE OF APPOINTMENT <input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY CAREER/PROFESSIONAL (See Instructions - Section C) SPECIAL (Specify)		9. CHECKED TYPE OF REPORT INITIAL      ANNUAL SPECIAL (Specify)	10. REASSIGNMENT SUPERVISOR REASSIGNMENT EMPLOYEE	
11. DATE REPORT DUE IN O.P. 31 August 1965		12. REPORTING PERIOD (From - To) 1 April 1965 - 12 July 1965		
<b>SECTION B</b> PERFORMANCE EVALUATION				
<p><b>E - Below:</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> <p><b>SPECIFIC DUTY NO. 1</b> Maintains contact with Chief and other key officers of the Psychological Action Department of the principal Argentine intelligence service and is case officer for an important and large CA project run in conjunction with the local service. <b>Rating Letter S</b></p> <p><b>SPECIFIC DUTY NO. 2</b> Case officer for three unilateral CA projects in the following fields: one propaganda (films), one student/youth, and one political action. These projects have significant FI overtones. <b>Rating Letter S</b></p> <p><b>SPECIFIC DUTY NO. 3</b> Case officer of a new project essentially FI in nature. <b>Rating Letter S</b></p> <p><b>SPECIFIC DUTY NO. 4</b> Supervisor for one American Staff Agent in the CA field who is case officer of one formal project and is engaged in important developmental work. <b>Rating Letter S</b></p> <p><b>SPECIFIC DUTY NO. 5</b> Assists the Station CA officer in over-all and tactical planning. <b>Rating Letter S</b></p> <p><b>SPECIFIC DUTY NO. 6</b> <b>POSTED ON</b> <b>Rating Letter S</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, judgment, personal traits or habits, and particular knowledge 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>2 AUG 1965</p>				

**SECRET**

(This form filled in)

**SECTION C****NARRATIVE COMMENTS**

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

This report is submitted due to the reassignment of the supervisor. Subject's performance remains as before. The Rating Letter of Specific Duty No. 1 was lowered from "O" to "S" for the simple reason that the goal in large measure has been achieved; i.e., a substantial reduction in costs but with a concurrent improvement in the net product - a not incon siderable achievement in that this **is a joint undertaking with the local service.** Specific Duty No. 2 lists three unilateral CA projects rather than four as described in the last report. This is due to the termination (on Subject's recommendation) of one of these projects.

**SECTION D****CERTIFICATION AND COMMENTS**

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE	SIGNATURE OF EMPLOYEE	
12 July 65	 /s/	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
15		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
12 July 65	Operations Officer	<b>Frederick Lurkin</b> /s/
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
This officer's performance in the last three months has continued at a high level and I have nothing to add to the reviewing comments made in his last report.		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
12 July 65	Chief of Station	J. Foster Collins /s/

**SECRET**

SECRET  
2025 RELEASE UNDER E.O. 14176

FITNESS REPORT					EMPLOYEE SERIAL NUMBER 007694
<b>SECTION A</b> 1. NAME <i>Dennis J. Ward Jr.</i> 2. OFFICIAL POSITION/TITLE <i>Opa. Officer</i> 3. CHECK THE TYPE OF APPOINTMENT <input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <small>CAREER-PROVISIONAL (See Instructions - Section C)</small> <small>SPECIAL (Specify)</small> 11. DATE REPORT DUE IN O.P. <i>31 May 1965</i>					<b>GENERAL</b> 4. DATE OF BIRTH <i>16 June 21</i> 5. SEX <i>M</i> 6. GRADE <i>GS-14</i> 7. SD <i>D</i> 8. OFFICER-IN-CHARGE OF ASSESSMENT <i>DDP/WP/L</i> 9. CURRENT STATION <i>Buenos Aires</i> 10. CHECK THE TYPE OF REPORT <input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE 12. REPORTING PERIOD (From - To) <i>1 April 1964 - 31 March 1965</i>
<b>SECTION B</b> <b>PERFORMANCE EVALUATION</b> <p><b>W - Weak</b>      Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p><b>A - Adequate</b>      Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b>      Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b>      Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b>      Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
<b>SPECIFIC DUTIES</b> <p>List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (maximum number of employees supervised).</p> <p><b>SPECIFIC DUTY NO. 1</b> Maintains contact with the Chief and other key officers of the Psychological Action Department of the principal Argentine intelligence service and is case officer for an important and large CA project run in conjunction with the local service. <span style="float: right;">RATING LETTER <b>O</b></span></p> <p><b>SPECIFIC DUTY NO. 2</b> Case officer for four unilateral CA projects in the following fields: one propaganda (films), two student/youth, and one political action. These projects have significant PI overtones. <span style="float: right;">RATING LETTER <b>S</b></span></p> <p><b>SPECIFIC DUTY NO. 3</b> Case officer of a new project essentially PI in nature. <span style="float: right;">RATING LETTER <b>S</b></span></p> <p><b>SPECIFIC DUTY NO. 4</b> Supervisor for one American Staff Agent in the CA field who is case officer of one formal project and is engaged in important developmental work. <span style="float: right;">RATING LETTER <b>S</b></span></p> <p><b>SPECIFIC DUTY NO. 5</b> Assists the Station CA officer in over-all and tactical planning. <span style="float: right;">RATING LETTER <b>S</b></span></p> <p><b>SPECIFIC DUTY NO. 6</b> Serves as coordinator of the Station's activities in the student youth field. <span style="float: right;">RATING LETTER <b>P</b></span></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 passage, habits or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.</p> <p style="text-align: center;"><i>D 663</i>      <i>FOSTER CH</i></p>					

## SECRET

EX-2000 FORM 20-2

## SECTION C

## NARRATIVE COMMENTS

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

There is little change over the previous report. Subject remains eager and aggressive and his enthusiasm for his assignment has not been dulled by the everyday frustrations and difficulties of doing business and living **in Argentina**. Subject's political action project was reactivated during this period with the return to **Buenos Aires** of the principal agent. This activity shows promise of making an important contribution to understanding the political tides at work **in Argentina**. Subject has developed a **long-time agent in the liaison service** (and recruited his wife) to a point where the "take" has been considerably improved. Subject's project management remains good and his reporting is both timely and in depth.

Subject supervises an American **Staff Agent under deep cover** in which effort Subject exhibits a high degree of competence. This officer continues to show an admirable cost consciousness which can be demonstrated in his management of a large and important CA **liaison** project; the costs to the Agency of this project have been reduced about 65% since subject assumed direction while at the same time improving the end result. Subject's Spanish continues to improve and he has no difficulty in understanding and in speaking with Argentines who have no English.

Subject has obviously established effective rapport with his agents and his Argentine colleagues and friends. This is in part due to a genuine interest on Subject's part in these people, their country's problems, and their culture. Subject remains responsive to guidance

## SECTION D

## CERTIFICATION AND COMMENTS

1.

## BY EMPLOYEE

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

DATE

24 May 65

SIGNATURE OF EMPLOYEE

*Frederick Lurkin Jr.*

2.

## BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN  
UNDER MY SUPERVISION

12

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

DATE

24 May 65

OFFICIAL TITLE OF SUPERVISOR

Operations Officer

TYPED OR PRINTED NAME AND SIGNATURE

*Frederick Lurkin, Jr. /s/*

3.

## BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

From fairly close observation of his work I agree generally with ratings and comments of supervisor. The rating of "outstanding" on his work **with liaison** was justified in his last report because of the exceptional job he had done in developing this relationship. While he has continued to maintain it at a high level, there is some question in my mind whether a rating of "outstanding" is still justified. He is definitely a strong and active officer, handling a heavy load of **liaison and independent** operations. A well-rounded judgement of this officer should, however, include the statement that he sometimes rushes ahead a bit too precipitously and enthusiastically, and is inclined to gloss over operational details which can be important. He is effective

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
24 May 65	Chief of Station	J. Foster Collins /s/

SECRET

S E C R E T

SECTION C (Continued)

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

SECTION D.3. (Continued)

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

SECRET

(Form Filled In)

FITNESS REPORT			EMPLOYEE SERIAL NUMBER <i>b1 b2</i> 307894
<b>SECTION A</b>			
<b>1. NAME</b> <i>Smith, J. O. 10-1964</i> (First) (Middle) (Last)			<b>2. DATE OF BIRTH</b> <i>16 June 1921</i> M
<b>3. OFFICIAL POSITION TITLE</b> <b>Operations Officer</b>			<b>4. GRADE</b> <i>GS-14</i> D <b>5. OFFICER/OWNER OF ASSIGNMENT</b> <i>DDP WHD 2</i> <b>6. CURRENT STATION</b> <i>Buenos Aires</i>
<b>7. CHECK IN I TYPE OF APPOINTMENT</b> <input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <small>CAREER/PROVISIONAL (See Instructions - Section C)</small> <small>SPECIAL (Specify)</small>			<b>8. CHECK IN I TYPE OF REPORT</b> <input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE <small>SPECIAL (Specify)</small>
<b>11. DATE REPORT DUE IN G.P.</b> <b>31 May 1964</b>			<b>12. REPORTING PERIOD (From To)</b> <b>1 April 1963-31 March 1964</b>
<b>SECTION B</b> <b>PERFORMANCE EVALUATION</b>			
<p><b>W - Weak</b> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>			
<b>SPECIFIC DUTIES</b>			
<p>List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).</p>			
<b>SPECIFIC DUTY NO. 1</b> Maintains contact with the Chief and other key officer of the Psychological Action Department of the <b>principal Argentine intelligence service</b> and is case officer for an important and large CA project run in conjunction with the <b>local service</b> .			RATING LETTER <i>O</i>
<b>SPECIFIC DUTY NO. 2</b> Case officer for four unilateral CA projects in the following fields: <b>propaganda (films), economic action and reporting, student/youth, and political action.</b> Three of these have significant FL overtones.			RATING LETTER <i>S</i>
<b>SPECIFIC DUTY NO. 3</b> Supervisor for one American Staff Agent in the CA field who is case officer of one formal project and is engaged in important developmental work.			RATING LETTER <i>S</i>
<b>SPECIFIC DUTY NO. 4</b> Assists the Station CA officer in over-all and tactical planning.			RATING LETTER <i>P</i>
<b>SPECIFIC DUTY NO. 5</b> Serves as coordinator of the Station's activities in the <b>student/youth field</b> .			RATING LETTER <i>P</i>
<b>SPECIFIC DUTY NO. 6</b>			RATING LETTER
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b> <small>To 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 institutions or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in this rating box corresponding to the statement which most accurately reflects his level of performance.</small>			RATING LETTER <i>S</i>
<small>442 FORM 45 OBSOLETE PREVIOUS EDITIONS.</small>			
<small>SECRET</small>			

GPO 1964 100-13374-10001

SECRET

(This Field Is)

## SECTION C

## NARRATIVE COMMENTS

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

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

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

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

--continued--

## SECTION D

## CERTIFICATION AND COMMENTS

BY EMPLOYEE

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

DATE  
22 May 1964SIGNATURE OF EMPLOYEE  
*[Signature]*

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN  
UNDER MY SUPERVISION  
20

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

DATE  
22 May 1964OFFICIAL TITLE OF SUPERVISION  
Operations OfficerTYPED OR PRINTED NAME AND SIGNATURE  
/S/ Frederick Larkin

## COMMENTS OF REVIEWING OFFICIAL

BY REVIEWING OFFICIAL

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

DATE  
22 May 1964OFFICIAL TITLE OF REVIEWING OFFICIAL  
Chief of Station

TYPED OR PRINTED NAME AND SIGNATURE

/S/ J. Foster Collins

SECRET

SECRET

GN

FITNESS REPORT				EMPLOYEE SERIAL NUMBER 607894	
<b>SECTION A</b>					
1. NAME <i>Frank L. O'Farrell Jr.</i>			GENERAL		
2. DATE OF BIRTH <i>16 June 1921</i>	3. SEX <i>Male</i>	4. GRADE <i>GS-14</i>	5. SD <i>D</i>		
5. OFFICIAL POSITION TITLE <i>Ops Officer</i>	6. OFF/DIV/BR OF ASSIGNMENT <i>DDP NH 2</i>	7. CURRENT STATION <i>Buenos Aires</i>			
8. CHECK IN/TYPE OF APPOINTMENT			10. CHECK IN/TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> TEMPORARY	<input type="checkbox"/> INITIAL	MEASUREMENT SUPERVISOR	
CAREER-PROVISIONAL (See Instructions - Section C)			<input checked="" type="checkbox"/> ANNUAL	MEASUREMENT EMPLOYEE	
SPECIAL (Specify)			SPECIAL (Specify)		
11. DATE REPORT DUE IN O.P. <i>31 May 1963</i>			13. REPORTING PERIOD (From - To) <i>5 June 1962 - 31 March 1963</i>		
<b>SECTION B</b> PERFORMANCE EVALUATION					
<b>W - Weak</b>	Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.				
<b>A - Adequate</b>	Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.				
<b>P - Proficient</b>	Performance is more than satisfactory. Desired results are being produced in a proficient manner.				
<b>S - Strong</b>	Performance is characterized by exceptional proficiency.				
<b>O - Outstanding</b>	Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.				
<b>SPECIFIC DUTIES</b>					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (Indicate number of employees supervised).					
SPECIFIC DUTY NO. 1					
<i>Maintains contact with the Chief and other key officers of the Psychological Action Department of the principal Argentine intelligence service.</i>					RATING LETTER <i>S</i>
SPECIFIC DUTY NO. 2					
<i>Case officer for an important and large CA project run in conjunction with the local service.</i>					RATING LETTER <i>O</i>
SPECIFIC DUTY NO. 3					
<i>Case officer for two unilateral CA projects, one in the propaganda field and the other political action with important PI overtones.</i>					RATING LETTER <i>S</i>
SPECIFIC DUTY NO. 4					
<i>Case officer for two American staff agents in the CA field. This involves four formal projects and important developmental work.</i>					RATING LETTER <i>P</i>
SPECIFIC DUTY NO. 5					
<i>Assists the Station CA officer in over-all and tactical planning.</i>					RATING LETTER <i>P</i>
SPECIFIC DUTY NO. 6					
<i>13 Jan 1963</i>					RATING LETTER <i>S</i>
<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.					
<i>11 JUN 1963</i>					RATING LETTER <i>S</i>

**SECRET****NARRATIVE COMMENTS**

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective staff relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training if required in foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. *Major* performance of managerial or supervisory *Job 70* must be described, if applicable.

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

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

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

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

(continued on separate sheet)

<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 May 1963	<i>/S/ [Signature]</i>		
2. <b>BY SUPERVISOR</b>			
MONTHS EMPLOYEE HAS BEEN UNDERRIVED SUPERVISION			
IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION			
Eight			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
24 May 1963	Operations Officer	<i>/S/ Frederick Larkin Jr.</i>	
3. <b>BY REVIEWING OFFICIAL</b>			
COMMENTS OF REVIEWING OFFICIAL			

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

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

**SECRET**

-2-

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

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

SECRET  
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
SECTION A GENERAL				789A	
1. NAME (Last) (First) (Middle)		2. DATE OF BIRTH		3. SEX	4. GRADE
SMITH Joseph B.		16 June 1921		M	GS-13
5. SERVICE DESIGNATION		6. OFFICIAL POSITION TITLE		7. OFFICE/SECTION OR BUREAU	
D Ops Officer				DDP/CA/PROP/Guid Br.	
8. CAREER STAFF STATUS			9. TYPE OF REPORT		
HOF ELIGIBLE	X MEMBER	DEFERRED	INITIAL	MEASUREMENT/SUPERVISION	
PENDING	DECLINED	DENIED	X ANNUAL	MEASUREMENT/EMPLOYEE	
10. DATE REPORT DUE IN O.P.		11. REPORTING PERIOD		SPECIAL (Indicate)	
31 January 1961		From 25 May 60 - 31 Dec. 60		To	
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
SPECIFIC DUTY NO. 1 Conceive, write and coordinate propaganda guidance on matters relating to area of geographic and substantive competence. (WH)		RATING NO.	SPECIFIC DUTY NO. 4 Supervise the establishment & maintenance of basic files including those deriving from NSC & OCB policy papers & those necessary for the conduct of campaigns.		RATING NO.
SPECIFIC DUTY NO. 2 Originate, develop and coordinate continuing strategic propaganda campaigns of world-wide significance. (Nationalism-Neutralism)		RATING NO.	SPECIFIC DUTY NO. 5 Participate in review of and contributes substantively to Agency planning-cycle documents.		RATING NO.
SPECIFIC DUTY NO. 3 Analyze such public and official papers & communications as may be required to maintain knowledge in areas of assigned responsibility to assure stimulation & focus of propaganda operations.		RATING NO.	SPECIFIC DUTY NO. 6		RATING NO.
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular illustrations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.					
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.					
RATING NO. 5/6					
SECTION D DESCRIPTION OF THE EMPLOYEE					
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee.					
1 - Least possible degree	2 - Limited degree	3 - Normal degree	4 - Above average degree	5 - Outstanding degree	
CHARACTERISTICS			NOT APPLICABLE	NOT PERTINENT	RATING
CHARACTERISTICS			SERVED		
OFTEN FINDS TIME					
RESOURCES					
ACCEPTS RESPONSIBILITIES					
CAN MAKE DECISIONS ON HIS OWN AND NEED ARISES					
DOES HIS JOB WITHOUT EXTERNAL SUPPORT					
FACILITATES SMOOTH OPERATION OF HIS OFFICE					
SHREWS EFFECTIVE					
SECURITY CONSCIOUS					
THREE CLERKS					
DISCIPLINE IN ORGANIZING, MAINTAINING AND DISPOSING OF RECORDS					
DEATH (aspirin)					
REF. SECTION 45 IN INSTRUCTIONS					

**SECRET**

(This Field Copy)

**SECTION E****NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE**

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

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

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

This report has been designed to conform with PW Disposition standards which recognize the principle of rating the individual against the group. Thus no individual rating reflects an entirely satisfactory performance.

**SECTION F****CERTIFICATION AND COMMENTS**

1.

**BY EMPLOYEE**

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

DATE

SIGNATURE OF EMPLOYEE

/s/ Joseph B. Smith

2.

**BY SUPERVISOR**MONTHS EMPLOYEE HAS BEEN  
UNDER MY SUPERVISION

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

EMPLOYEE UNDER MY SUPERVISION LESS THAN 30 DAYS

REPORT MADE WITHIN LAST 30 DAYS

OTHER SPECIFIC

DATE

OFFICIAL TITLE OF SUPERVISOR

TYPED OR PRINTED NAME AND SIGNATURE

30 March 1960

/s/ Donald M. Richardson

3.

**BY REVIEWING OFFICIAL**

- I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.  
 I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.  
 I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.

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

COMMENTS OF REVIEWING OFFICIAL

DATE

OFFICIAL TITLE OF REVIEWING OFFICIAL

TYPED OR PRINTED NAME AND SIGNATURE

30 March 1960

/s/ John H. Richardson

**SECRET**

SECRET  
(When Filled In)

<b>FITNESS REPORT</b>						EMPLOYEE SERIAL NUMBER			
<b>SECTION A</b>			<b>GENERAL</b>						
F. NAME		Class	First	Middle	F. DATE OF BIRTH	G. SEX	H. GRADE		
SMITH			Joseph	B.	16 June 1921	M	08-13		
I. SERVICE DESIGNATION		J. OFFICIAL POSITION TITLE				K. OFFICER OR ASSIGNMENT			
DP		OPS Officer, PP				Manila			
L. CAREER STAFF STATUS			M. TYPE OF REPORT						
NOT ELIGIBLE	<input checked="" type="checkbox"/>	MEMBER	DEFERRED	INITIAL	<input checked="" type="checkbox"/>	REASSIGNMENT/SUPERVISION			
PENDING	<input type="checkbox"/>	DECLINED	DENIED	X ANNUAL	<input type="checkbox"/>	REASSIGNMENT/EMPLOYEE			
N. DATE REPORT DUE IN G.P.		O. REPORTING PERIOD				P. SPECIAL INSTRUCTIONS			
From Sept 1958		To 31 Oct 1959				Promotion			
<b>SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES</b>									
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).									
1 - Unsatisfactory	2 - Barely adequate	3 - Acceptable	4 - Competent	5 - Excellent	6 - Superior	7 - Outstanding			
SPECIFIC DUTY NO. 1 As case officer has directed and managed two well established PP projects.		RATING NO. 5	SPECIFIC DUTY NO. 4 Assist in the production of Station PP themes as required.				RATING NO. 5		
SPECIFIC DUTY NO. 2 Served as a principal case officer for a special election project.		RATING NO. 6	SPECIFIC DUTY NO. 5 Acts as Deputy Chief, PP				RATING NO. 5		
SPECIFIC DUTY NO. 3 Collects and produces intelligence according to Station requirements.		RATING NO. 5	SPECIFIC DUTY NO. 6				RATING NO. 4		
<b>SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION</b>									
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the element 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. 4/5									
<b>SECTION D DESCRIPTION OF THE EMPLOYEE</b>									
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee.									
1 - Least possible degree	2 - Limited degree	3 - Normal degree	4 - Above average degree	5 - Outstanding degree					
CHARACTERISTICS				RATING					
GETS THINGS DONE				NOT APPLICABLE	1	2	3	4	5
RESPONSIBLE				NOT OBSERVED					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 ORGANIZING, MAINTAINING AND DISPOSING OF RECORDS									X
OTHER (Specify)									
SEE SECTION "E" ON REVERSE SIDE									

SECRET

(This form filled in)

## SECTION E

## NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

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

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

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

## SECTION F

## CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I certify that I have seen Sections A, B, C, D and E of this Report.		
DATE	SIGNATURE OF EMPLOYEE	
5 November 1959	/s/ Joseph H. Smith	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
21 months		
IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON		
EMPLOYEE UNDER MY SUPERVISION LESS THAN 21 MONTHS		
REPORT MADE WITHIN LAST 90 DAYS		
OTHER (Specify):		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
5 November 1959	C/PP	William T. Tarrant
3. BY REVIEWING OFFICIAL		
<input type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION. <input type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION. <input type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION. <input type="checkbox"/> I CANNOT JUDGE THIS EVALUATION. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.		
COMMENTS OF REVIEWING OFFICIAL		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
9 November 1959	Chief of Station	John H. McDonald

SECRET

S E C R E T

9 November 1959

COMMENT OF REVIEWING OFFICIAL:

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

*S.P. Shadley*  
STEPHEN P. SHADLEY

S E C R E T

## SECRET

(Then Filled In)

TYPE OR PRINT

## 2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES

## DIRECTIONS:

- a. State in the spaces below up to six of the more important SPECIFIC duties performed during this rating period. Place the most important first. Do not include minor or unimportant duties.
- b. Rate performance on each specific duty considering ONLY effectiveness in ~~dis~~ performance of this specific duty.
- c. For supervisors, ability to supervise will always be rated as a specific duty and rate supervisor those who supervise a ~~supervisor~~ other.
- d. Compare in your mind, when possible, the individual being rated with others performing the same duty at a similar level of responsibility.
- e. Two individuals with the same job title may be performing different duties. If so, rate them on different duties.
- f. Be specific. Examples of the kind of duties that might be rated are:

DEAL BRIEFING	HAS AND USES AREA KNOWLEDGE	CONDUCTS INTERVIEWS
GIVING LECTURES	DEVELOPS NEW PROGRAMS	PREPARES BRIEFS
CONDUCTING SEMINARS	ANALYZES INDUSTRIAL REPORTS	TRANSLATES GLOSSARY
WRITING TECHNICAL REPORTS	MANAGES FILES	DEBRIEFING SERVICES
CONDUCTING EXTERNAL LIAISON	OPERATES RADIO	KEEPS BOOKS
TYPING	COORDINATES WITH OTHER OFFICES	DRIVES TRUCK
TAKING DICTATION	MAINTAINS EQUIPMENT	MAINTAINS AIR CONDITIONING
SUPERVISING	PREPARES CORRESPONDENCE	EVALUATES SIGNIFICANCE OF DATA

- b. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.

SPECIFIC DUTY NO. 1 As case officer directs and manages two well-established IP ops	RATING NUMBER 5	SPECIFIC DUTY NO. 2 Acts as Deputy Chief IP	
		SPECIFIC DUTY NO. 3 Collects and produces intelligence according to Station requirements	
		SPECIFIC DUTY NO. 4 Assists in the production of Station IP themes as required	
SPECIFIC DUTY NO. 5	RATING NUMBER 5	SPECIFIC DUTY NO. 6	RATING NUMBER 5
SPECIFIC DUTY NO. 7	RATING NUMBER 5	SPECIFIC DUTY NO. 8	RATING NUMBER 5

## 3. NARRATIVE DESCRIPTION OF METHODS OF JOB PERFORMANCE

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

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

## SECTION D.

## SUITABILITY FOR CURRENT JOB IN ORGANIZATION

DIRECTIONS: Take into account here everything you know about the individual...productivity, conduct in the job, pertinent personal characteristics or habits, special talents or talents...and how he fits in with your team. Compare him with others doing similar work of about the same level.

- 1 - DEFINITELY UNFITTING - HE SHOULD BE REMOVED
- 2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW
- 3 - A SURELY ACCEPTABLE EMPLOYEE...BETTER AVERAGE BUT WITH NO FEATURES SUFICIENTLY OUTSTANDING TO MAKE HIS SUPERIOR
- 4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION
- 5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS
- 6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION
- 7 - FRUSTRATED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION

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

Well qualified for most operational assignments both PROCTOATE and DIACTIONAL.

SECRET

SECRET

OFFICE OF INTELLIGENCE

## I. RATING ON PERFORMANCE OF SPECIFIC DUTIES

## DIRECTIONS:

- a. State in the spaces below up to six of the more important SPECIFIC duties performed during this rating period. Place the most important first. Do not include minor or unimportant duties.
- b. Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.
- c. For supervisor, ability to supervise will always be rated as a specific duty (do not rate as supervisor those who supervise a secondary only).
- d. Consider in your mind, when possible, the individual being rated with others ~~PERFORMING THE SAME DUTY AT A SIMILAR LEVEL OF RESPONSIBILITY~~.
- e. Two individuals with the same job title may be performing different duties. If so, rate them on different duties.
- f. Be specific. Examples of the kind of duties that might be rated are:
- |                            |                                |                                |
|----------------------------|--------------------------------|--------------------------------|
| ORAL BRIEFING              | HAS AND USES AREA KNOWLEDGE    | DRIVES INTERROGATIONS          |
| GIVING LECTURES            | DEVELOPS NEW PROGRAMS          | PREPARES SUMMARIES             |
| CONDUCTING SEMINARS        | ANALYZES INDUSTRIAL REPORTS    | TRANSLATES GERMAN              |
| RAFTING TECHNICAL REPORTS  | MANAGES FILES                  | INTERVIEWING SOURCES           |
| CONDUCTING EXTERNAL LIASON | OPERATES RADIO                 | DRIVES BOATS                   |
| TYPEING                    | COORDINATES WITH OTHER OFFICES | DRIVES TRUCK                   |
| TAKING DECEPTION           | WRITES REPORTS                 | MAINTAINS AIR CONDITIONING     |
| SUPERVISORY                | RESPONSES CORRESPONDENCE       | EVALUATES SIGNIFICANCE OF DATA |
- g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.

SPECIFIC DUTY NO. 1	RATING NUMBER	SPECIFIC DUTY NO. 2	RATING NUMBER
As case officer directs and manages two well-established PP ops	5	Act as Deputy Chief PP	5
SPECIFIC DUTY NO. 3	RATING NUMBER	SPECIFIC DUTY NO. 4	RATING NUMBER
Collect and produce intelligence according to Station requirements	5		
SPECIFIC DUTY NO. 5	RATING NUMBER	SPECIFIC DUTY NO. 6	RATING NUMBER
Assist in the production of Station PP themes as required	5		

## II. HARRISITIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

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

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

## SECTION D.

## SUITABILITY FOR CURRENT JOB IN ORGANIZATION

DIRECTIONS: Take into account here everything you know about the individual...productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents,...and how he fits in with your team. Compare him with others doing similar work of about the same level.

- 1 - DEFINITELY UNFITABLE - HE SHOULD BE TERMINATED  
 2 - OF DOUBTFUL SUITABILITY - WOULD NOT HAVE RECEIVED HIM IF I HAD KNOWN WHAT I KNOW NOW  
 3 - A FAIRLY ACCEPTABLE EMPLOYEE - BELOW AVERAGE BUT OTHER STRENGTHS SUFFICIENTLY OUTSTANDING TO WARRANT HIS RETENTION  
 4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION  
 RATING      5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS  
 NUMBER      6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION  
 7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION

Is this individual better suited for work in some other position in the organization?  Yes  No  N/A

Explain fully:  
Well qualified for most operational assignments both PROCTATE and DRUGCULT.

SECRET

## SECRET

(When Filled In)

A. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE Rated Employee HAS BEEN UNDER YOUR SUPERVISION

8 months

10/26/63

B. COMMENTS CONCERNING POTENTIAL

Subject has many qualities which as he acquires experience and maturity, will make him increasingly valuable as a supervisor, operator, ~~and~~ [initials] level case officer.

Zo AH 17

## MANAGEMENT

## SECTION H.

## FUTURE PLANS

C. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL

Management training might be useful.

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

Has well-balanced attitude toward his work and his associates. His short stature and quiet personality make him acceptable to many orientals who might be repelled by the average american.

## SECTION I.

## DESCRIPTION OF INDIVIDUAL

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

\* = HAVE NOT OBSERVED THIS; MARK ONE GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL.

CATEGORY NUMBER      1 = APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE  
 2 = APPLIES TO INDIVIDUAL TO A LIMITED DEGREE  
 3 = APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE  
 4 = APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE  
 5 = APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE

CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
4	1. ABLE TO SEE THINGS FROM MY POINT OF VIEW	4	11. WAS HIGHLY DISAPPOINTED IN ACCOMPLISHMENT	4	21. IS REPECTFUL OF SUPERIOR'S RIGHTS WITH ASSOCIATES
5	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEEDED	4	12. SHOWS ATTENTION	4	22. ENJOYS WORKING FOR APPROVAL OF OWN FEELINGS
5	3. HAS INITIATIVE	5	13. ACCEPTS RESPONSIBILITY FOR FAILURES	4	23. IS INDEPENDENT OF OTHERS
3	4. IS ANALYTICAL IN HIS THINKING	4	14. KNOWS HIS STRENGTHS	4	24. IS AWARE OF OWN FAULTS
5	5. STRIVES CONTINUALLY FOR HIS INDEPENDENCE AND FREEDOM	4	15. APPRECIATES HONORABLE QUALITIES IN OTHERS	4	25. IS AWARE OF OWN INADEQUACIES
3	6. LIKES THEM TO SHARE LEADERSHIP	5	16. SEES HIS OWN DEFECTS AS NEED SUPPORT	4	26. IS SECURITY CONCERNED
4	7. CAN GET ALONG WITH PEOPLES	4	17. SHOWS UP WITH THINGS HE IS PROUD OF	4	27. IS HOSPITALITY
4	8. HAS WISDOM FOR PRACTICE	4	18. IS DILIGENT	4	28. HAS CONFIDENCE IN OWN STRUCTURE
4	9. SETS HIGH STANDARDS	4	19. THINKS CLEARLY	4	29. ENJOYSES SPENDING SPARE TIME ON HIS Hobbies
5	10. CAN WORK WITH INDEPENDENTS	4	20. ENJOYSES WORKING WITH OTHERS IN TEAM ENVIRONMENT	4	30. DEDICATED TO MAINTAINING AND ENHANCING TEAM ENVIRONMENT

SECRET

17. *Mr. Smith*

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

18. *Mr. T. J. Carroll*

The student demonstrated continuing ability or proficiency in meeting this specific goal or objective; he indicated an understanding of the material presented, or if skills were involved, he demonstrated that he was one of the most effective individuals in this area.

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

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

**PASSABLE.** Although the student may have met some of the standards set for student achievement of this specific goal or objective, he demonstrated neither grasp in knowledge or sufficient use of skill to be considered "excellent."

**PASSABLE.** The student was unable to attain the conceptual information demanded, or demonstrated that he did not grasp the underlying substance of the material presented, or if skills were involved, failed to demonstrate ability in this area.

For the signature of teacher:

*Thom. D. R. Carroll*  
Tom D. R. Carroll  
Teacher  
1968-1969

**S E C R E T**REPORT OF **SW AND T & S TRAINING**

1. Pseudo: Joseph B. Smith  
Applicant  
2. Offices: \_\_\_\_\_ Divisions: \_\_\_\_\_  
3. Project Assignment: Malaya Station  
4. Dates Trained: 10 Oct 1955  
Location: Singapore  
5. Training Received:  
Basic SW: Briefing in use of **low level systems for dead-drop use only.**  
F & S: No restoration.  
Other: \_\_\_\_\_  
6. Evaluation: Smith  
~~He~~ was able to spend only about three hours in the briefing session. During this time, he was able to use all three systems assigned for station use and, since he will be able to get help from **Colonel J. THREETH (q.v.)** if necessary, he should have no difficulty with them. Further training would be required **If mail channels or higher level systems were to be used.**  
7. Instructor: Glynnis A. CHAMBERS

Chief, KUMOT Laboratory

**S E C R E T**

CONFIDENTIAL

15 February 1956

## FITNESS REPORT (Part II) PERFORMANCE

<p><b>SECTION A.</b></p> <p>NAME: SMITH, Joseph      B. STATUS:</p> <p>16 June 1921      M      DP</p> <p>For Singapore 08-13</p> <p>Year prior to his departure on 24 May 1956.</p>							
<p><b>SECTION B.</b></p> <p>CERTIFICATION</p> <p>I, the undersigned (X) have been asked to make an estimate of the physical condition of the above-named individual. I have observed him during the period indicated below and find him to be in good physical condition.</p> <p>(X) I have observed him during the period indicated below and find him to be in good physical condition.</p> <p>(X) I have observed him during the period indicated below and find him to be in good physical condition.</p> <p>24 July 1956      Robert A. Burwick</p> <p>Chief of Station</p>							
<table border="1"> <tr> <td>ST.</td> <td>DATE</td> </tr> <tr> <td>Posted Per Com</td> <td>W.H. 13 FEB</td> </tr> <tr> <td>Reviewed by</td> <td>J.W.F.</td> </tr> </table>		ST.	DATE	Posted Per Com	W.H. 13 FEB	Reviewed by	J.W.F.
ST.	DATE						
Posted Per Com	W.H. 13 FEB						
Reviewed by	J.W.F.						
<p>Aug. 1956.      W.H. Linn      Chief, FE/5</p> <p>SECTION C.</p> <p>JOINT PERFORMANCE EVALUATION</p> <p>DISPOSITION: Continue to do the maximum and effectiveness will be used to advantage during the time of our liaison &amp; W.H.L. will immediately forward report to Commandant. To keep him informed periodically will be done via telephone or teletype.</p> <p>5</p> <p>Comments:</p>							

Page 1 (Part II) of 2 (Part I) (See Fig. 1 there)

W.H. Linn

CONFIDENTIAL

**CONFIDENTIAL**

15 February 1956

- 2. What are the strengths of your job?**

**Skills:**

  - a. State the specific skills or talents you have developed with this job, either personally during their working period, those that are most important, those that you have developed during your working period.
  - b. State your strengths in each specific job, combining with other strengths in developing unique personality style.
  - c. Your strengths, talents or interests will often be used as a motivator when you need to accomplish these
  - d. Examples to give would also possible, the individual being asked with others performing the same duty at a similar level of responsibility.
  - e. The individual will have been job switching for practicing different styles. If you can then no different choices.

<b>Sample of the first 10 choices that might be selected:</b>	
<b>ONE READING</b>	441-581-485-499-500-501-502-503-504-505
<b>ONE LINE SENTENCE</b>	505-506-507-508-509-510-511-512-513-514
<b>READING PRACTICE MATERIAL</b>	441-500-501-502-503-504-505-506-507-508
<b>WRITING MATERIAL</b>	509-510-511-512-513-514-515-516-517-518
<b>READING</b>	500-501-502-503-504-505-506-507-508-509
<b>READING PRACTICE</b>	500-501-502-503-504-505-506-507-508-509
<b>WRITING</b>	500-501-502-503-504-505-506-507-508-509
<b>WRITING MATERIAL</b>	500-501-502-503-504-505-506-507-508-509
<b>WRITING PRACTICE</b>	500-501-502-503-504-505-506-507-508-509

- For these jobs, drivers may be asked down from further or higher than considered acceptable, e.g., - required by



#### **Planning, developing unilateral local operations**

Writes intelligence reports and estimates.

Case officer for unilateral operations

## Handling of Station KUCAGE Correspondence

Liaison with SMOOTHER, especially SMOOTH on KUCAGE

Liaison with and work for QKFLCMAGE  
and SASCME

**Smith:** Strong strengths and weaknesses, particularly those which affect development are associated with

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

卷之四

My Photo-Finisher settings are listed with the other steps above. However, my camera's own Photo-Finisher settings are:

**100-1226** Take note several times concerning the time when the individual, approximately, can first see the general difference in behavior, signs of defense or defense-like, and how he feels at this time. Then take note when during another visit at this the same level.

the other things. In fact, the whole point of the exercise was to make people aware of the importance of the environment and to encourage them to take action to protect it.

<sup>12</sup> See, for example, the discussion of the relationship between the two in John C. Scott, *Our Public Interest* (Berkeley, CA: University of California Press, 1990).

ACM SIGART

95. NY 21 11 21 23

OFFICE OF THE ATTORNEY GENERAL

Figure 3 (continued)

CONFIDENTIAL

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(This Field Report)

## FIELD FITNESS REPORT

- The Fitness Report is an important factor in organization personnel management. It seeks to provide:
1. The organization selection board with information of value when considering the application of an individual for membership in the career staff; and
  2. A periodic record of job performance as an aid to the effective utilization of personnel.

## INSTRUCTIONS

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

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

presented by his day-to-day activities. If this individual has been under your supervision for less than 90 days, you will collaborate, if practicable, with his previous supervisor to make sure the report is accurate and complete. Primary responsibility rests with the current supervisor. It is assumed that, throughout the period this individual has been under your supervision, you have discharged your supervisory responsibilities by frequent discussions of his work, so that in general way he knows where he stands.

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

## SECTION I

LEAVE BLANK - FOR HEADQUARTERS USE ONLY <i>Joseph B. Smith</i>		1. DATE OF BIRTH 16 June 1921	2. SEX M	3. SERVICE DESIGNATION MISSION SP-1P
4. GRADE OS-12	5. STATION DESIGNATION (Current) SINGAPORE			
6. DUTY DATE OF THIS REPORT	7. PERIOD COVERED BY THIS REPORT (Inclusive dates) 31 March 1954 - 1 May 1955			

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

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

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

DO NOT COMPLETE - FOR HEADQUARTERS USE ONLY

## AUTHENTICATION OF REPORT AND SIGNATURES

1. NAME OF WRITER (Type) <i>Robert J. Jantzen</i>	2. NAME OF RECORDING OFFICIAL IN FIELD (Type) <i>Robert J. Jantzen</i>
3. FIELD REPORT COPY WILL NOT LEAK TO THE INDIVIDUAL WRITER.	
4. THIS REPORT AUTHORIZED AT HQS. Aug. 1955	5. NAME AND SIGNATURE OF AUTHORIZING OFFICER OR PERSONNEL OFFICER AT HEADQUARTERS V. O. Goodall <i>J. O. Goodall</i>

DO NOT COMPLETE - FOR HEADQUARTERS USE ONLY

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## FIELD REASSIGNMENT QUESTIONNAIRE

DO NOT COMPLETE FOR HEADQUARTERS USE ONLY

N. OF EMPLOYEE (Use page only if 34)		NAME OF SUPERVISOR (Name)		Date (From 1968 3-2)
<b>Joseph B. Smith</b>		<b>21 Oct. 1970</b>	<b>John R. Norton</b>	<b>21 Oct. 1970</b>
DATE RECEIVED AT HEADQUARTERS		DISPATCH NUMBER	DATE RECEIVED BY CAREER SERVICE	
<b>29 Oct. 1970</b>		<b>HNMTR - 10581</b>		
TO BE COMPLETED BY EMPLOYEE				
E. DATE OF BIRTH	D. SERVICE DESIGN	B. YOUR CURRENT POSITION, TITLE AND GRADE	C. STATION OR BASE	E. CRYPT FOR CURRENT COVER
<b>16 June 1921</b>	<b>D</b>	<b>C/CA, Mexico City 14</b>	<b>Mexico City</b>	<b>LNGOLD</b>
E. DATE OF PCS ARRIVAL IN FIELD	F. REQUESTED DATE OF DEPARTURE	G. EXPECTED DATE OF FIRST C.T. CHECK-IN AT HQ	H. DESIRED DATE TO REPORT TO DUTY AFTER LEAVE	
<b>21 June 1969</b>				
I. NUMBER AND NAMES OF DEPENDENTS WHO WILL TRAVEL WITH YOU				
<b>Three: wife 47, daughter 19, son 11</b>				
J. PERSONAL CIRCUMSTANCES THAT SHOULD BE CONSIDERED IN DETERMINING NEXT ASSIGNMENT				
<p>Supervise one case officer, one career agent and one secretary in planning and conducting Station CA activities and intelligence collection activities <b>on Mexican government</b></p> <p>Support and conduct operations against other priority Station targets</p>				
K. TRAINING DESIRED INDICATE WHAT TRAINING YOU BELIEVE YOU SHOULD HAVE DURING THE NEAR SEVERAL YEARS				
<b>None</b>				

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JFK

## Supplement to Staff Employee Personnel

Action for Integration of Joseph B. SmithEffective 21 May 1969

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

1. As an employee of this organization, at the present grade and salary of GS-15 \$19,771.00, you will accept cover employment with another instrumentality of the Government (hereinafter referred to as "your cover facility") effective as of 21 May 1969. You will, insofar as consistent with your basic responsibility to this organization, abide by all the rules, regulations, practices and policies of your cover facility, in order to appear as a conventional member of that establishment. Your appointment to your cover facility is being effected as a PER-4/7 at a salary of \$17,209.00 per annum. You are prohibited, except as specifically authorized herein, from retaining emoluments paid by your cover facility.

2. It is understood and agreed that the minimum period of your overseas tour of duty is governed by and coincident with the prescribed tour of duty of your cover organization. Currently, your prescribed tour consists of a period of two (2) years from the date of your arrival at your overseas post of duty. Your assignment may be terminated earlier for the convenience of this organization and the length of your tour of duty, as currently specified, may be unilaterally changed by this organization in order to conform with subsequent changes in the prescribed tour of your cover facility. If you request termination of your overseas assignment solely for your own convenience, unless it is for circumstances that are considered by this organization to be beyond your control or if you are terminated for cause under the regulations of this organization before you have completed the minimum period of service prescribed above from the date of arrival at your overseas post of duty, you will not be entitled to return travel or transportation for yourself or your dependents to the United States at Government expense. If you request termination of your overseas assignment solely for your own convenience, unless it is for circumstances that are considered by this organization to be beyond your control or if you are terminated for cause under the regulations of this organization before you have completed one (1) year of service from the date of your arrival at your overseas post of duty you will be required to reimburse the Government for all of its expenses for your travel and transportation, and that of your dependents, from the continental United States to such overseas post of duty.

3. Travel to your post of duty overseas and your return travel to the United States, as well as travel performed overseas which is consistent with your cover designation, will normally be at the direction of your cover facility. Such travel will be accomplished in conformance with applicable

## SECRET

regulations of your cover facility except when you are directed for operational reasons to perform travel in accordance with the regulations of this organization.

b. Salary and allowances paid by your cover facility shall be retained by you to the extent that they do not exceed the salary and allowance payment due you on the basis of your grade level with this organization. If such cover payments are less than the amount due you, the difference will be paid to you by this organization. If such cover payments exceed the amount due you, the excess amounts will be remitted to this organization at intervals to be designated by the Office of Finance. Computations hereunder will be based on the aggregate gross amounts due and received. That portion of retirement contributions withheld by your cover facility which exceeds the retirement contributions applicable to your organization salary will be deducted from the gross amount of the overpayment. Upon integration, the payroll office of this organization will establish the date on which you would normally receive a regular step increase from your cover facility. Failure to report a grade promotion received from a cover facility does not cause errors in processing regular step increases. Regular step increases, incorrectly processed in such manner, should be reported immediately to this organization. To eliminate this problem, any grade promotion received from a cover facility will be reported immediately by you to this organization's payroll office through channels showing both the old and the new rate and the effective date. All salary difference payments and adjustments will be reflected on earnings statements.

5. Your status as an employee of this organization will continue in full force and effect during your period of duty with your cover facility and you will continue to be entitled to all rights, benefits and emoluments of such status. Certain variations in procedure will be required, however, to preserve the security of your cover position.

a. Upon integrating into your cover facility you will continue to be covered by the particular retirement system in which you are a participant as an employee of this organization. Salary received from your cover facility and any salary differences payable by this organization will be subject to appropriate retirement contributions.

b. Appropriate Federal income tax withholdings shall be made from taxable income received from both your cover facility and this organization. Additionally, while serving in the United States, withholdings shall also be made for District of Columbia or State income tax, when applicable. You may claim reimbursement for excess income taxes paid on overt tax returns by reason of taxable income from your cover facility exceeding the taxable income due you as an employee of this organization.

SECRET

c. All annual and sick leave which is accrued to your credit at the time of integration will be transferred to your cover facility. While integrated you will be permitted annual leave, sick leave, home leave, and leave without pay in accordance with the regulations of your cover facility in lieu of the leave benefits of this organization. Upon termination of your integration, your unused annual leave, sick leave, and home leave will be transferred to your credit with this organization and your leave record will be reconstructed as of the beginning of the leave year in which you return to this organization, as explained in the Handbook on Leave for Special Situations. Serving in an integrated capacity does not permit the carryover from one leave year to another of an annual leave balance which exceeds the ceilings authorized by regulations of this organization and the Federal leave law. If security conditions require that your cover facility make a lump-sum payment for accrued annual leave, upon your "resignation" you will be required to pay the gross amount thereof to this organization, including any income taxes withheld by your cover facility in order to receive credit for such annual leave.

6. You will be required to keep forever secret this agreement and all information which you may obtain by reason hereof, unless you are released in writing by this organization from this obligation. Violation of such secrecy may subject you to criminal prosecution under the espionage laws, as amended, and other applicable laws and regulations. The termination of your employment with this organization will not release you from the obligations of any security oath you may be required to take.

UNITED STATES GOVERNMENT

BY *H. L. Hartley*  
Personnel Office

ACCEPTED:

*Aug B Smith*

3

1605c [REDACTED]

SECRET

10-12

SECRET

11 MAY  
1968

MEMORANDUM FOR: Director of Personnel  
SUBJECT: *Arnold, Joseph*  
Change of Home Leave Address  
REFERENCE: HABT-373<sup>b</sup>, 29 April 1966

It is requested that the home leave address of [REDACTED]  
[REDACTED] be changed from Harrisburg, Pennsylvania to Cambridge,  
Massachusetts. [REDACTED] last remaining relative in Harris-  
burg died in November 1965, and he has no other connections  
there. On the other hand his wife has relatives in Cambridge,  
Massachusetts, and his daughter is attending Wellenley College  
in Wellenley, Massachusetts and he plans to visit this area on  
home leave.

*Edward F. O'Farrell*  
Robert D. Cushman  
C/Off/Personnel

Concur:

*R. D. Cushman*  
Director of Personnel

11 May 68  
(Date)

Attachment:  
Reference



DISPATCH		REF ID: A6789
		KORET
TO:	Chief, WH Division	X
SUBJ:		SEARCHED
FROM:	Chief of Station, Buenos Aires	INDEXED
SUBJECT:	Change of Home Leave Address of [REDACTED]	FILED
ACTION REQUIRED-REFERENCE	(P) SA)	
ACTION REQUIRED:	As noted below Smith, Oscar	
<p>It is requested that the home leave address of John W. [REDACTED] be changed from Harrisburg, Pennsylvania to Cambridge, Massachusetts. [REDACTED] last remaining relative in Harrisburg died in November 1965, and he has no other connections there. On the other hand his wife has relatives in Cambridge, Massachusetts, and his daughter is attending Wellesley College in Wellesley, Massachusetts and he plans to visit this area on home leave.</p> <p><i>John B. Quinn Oscar Smith, Oscar</i></p>		
Distribution:	GROUP I Excluded from automatic downgrading and declassification	
O S P - Ch of, WHS	John W. CAMPBELL	
John W. CAMPBELL	NAPT-3724	
SEARCHED	INDEXED	
SERIALIZED	FILED	
APR 1 1966		
FBI - BOSTON		

SECRET

TM-837055

FIELD REASSIGNMENT QUESTIONNAIRE			
<b>DO NOT COMPLETE FOR HQD-QMHQD'S USE ONLY</b> AUTHENTICATION OF SIGNATURES AND VERIFICATION OF ITEMS 1 THROUGH 7, BELOW NAME OF ENLISTED PERSON  <span style="margin-left: 100px;">DATE FROM ITEM 2-12</span> NAME OF SUPERVISION (If none) <span style="margin-left: 100px;">27 Dec. 65</span> Michael Tunes <span style="margin-left: 100px;">DATE FROM ITEM 2-13</span> NAME AND SIGNATURE OF OFFICIAL AT HEADQUARTERS AUTHORIZED TO AUTHENTICATE SIGNATURES AND VERIFY DATA IN ITEMS NO. 8 THROUGH 11, BELOW  <span style="margin-left: 100px;">28 Dec. 1965</span> <span style="margin-left: 100px;">DATE</span>			
<b>DO NOT COMPLETE</b>			
TO BE COMPLETED BY EMPLOYEE			
1. DATE OF BIRTH	2. GRADE	3. CURRENT POSITION/TITLE AND GRADE	4. DATE OF PCS ARRIVAL IN FIELD ON THIS TOUR
16/6/21	14	Operations Officer	2/18/64
5. SERVICE DESIGNATION (If known)	6. CURRENT STATION OR FIELD BASE	7. EXPECTED DATE OF DEPARTURE FROM FIELD	
D	Wiesbaden, Germany	PC EXPECTED DATE OF ARRIVAL AT HEADQUARTERS PCS	
8. WRITE A DESCRIPTION OF YOUR MAJOR DUTIES DURING THE CURRENT TOUR OF DUTY (See special note on Transmittal Form)			
a. Case officer for a large-scale <b>Liaison</b> activity in the OA field. b. Station functional officer for media activity. c. Station functional officer for university and university student field. d. Supervises staff agent concerned with university targets. e. Case officer for two unilateral media operations. f. Case officer for a political action research project.			
9. PREFERENCE FOR NEXT ASSIGNMENT			
a. WRITE A BRIEF DESCRIPTION OF THE TYPE OF WORK YOU WOULD PREFER FOR YOUR NEXT ASSIGNMENT IF IT DIFFERS FROM THAT INDICATED IN ITEM NO. 8, ABOVE. IF YOU HAVE MORE THAN ONE PREFERENCE, INDICATE YOUR CHOICES. b. I list the choices in question 9 because of the limited opportunity for achievement in operations and would like to have additional opportunities to utilize my skills in the Army in other fields. I have extensive background in foreign intelligence, which would be of use to CIA; I have maintained close legal, political and business contacts which experience would be useful to DDCI; my educational background and operational areas of expertise would help justify me for DDCI.			
c. INDICATE SKILL TRAINING YOU BELIEVE YOU SHOULD HAVE IN ORDER TO INCREASE YOUR VALUE TO THE ORGANIZATION (check all areas of courses, if available).			

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## FIELD REASSIGNMENT QUESTIONNAIRE

<i>Sinclair, P-2-C</i>		<input type="checkbox"/> DO NOT COMPLETE	FOR HEADQUARTERS USE ONLY
AUTHENTICATION OF SIGNED NAME AND VERIFICATION OF ITEMS 1 THROUGH 7, BELOW			
NAME OF EMPLOYEE (25439 PS radio)		DATE (From Item 3-2)	NAME OF SUPERVISOR (NAME)
		23 Sep 63	<i>Fredrik Larkin</i>
NAME AND SIGNATURE OF OFFICIAL AT HEADQUARTERS AUTHORIZED TO AUTHENTICATE SIGNATURES AND VERIFY DATA IN ITEMS NO. 1 THROUGH 7, BELOW		SIGNATURE	
		<i>William S. Renahan</i>	
US ARMY COMPTUE			
TO BE COMPLETED BY EMPLOYEE			
E. DATE OF BIRTH	F. GRADE	G. CURRENT POSITION TITLE AND GRADE	H. DATE OF PCS ARRIVAL IN FIELD OR TOUR <i>5 June 1962</i>
16 June 1921	GS-14	Operations Officer, GS-12	
I. SERVICE DESIGNATION (IF APPLICABLE)	J. CURRENT STATION OR FIELD BASE	J. EXPECTED DATE OF DEPARTURE FROM FIELD <i>5 June 1964</i>	
D	Buenos Aires	K. EXPECTED DATE OF ARRIVAL AT HEADQUARTERS' PCS <i>None</i>	
L. OTHER DUTY STATIONS OR FIELD BASES DURING CURRENT TOUR <i>None</i>			
M. WRITE A DESCRIPTION OF YOUR MAJOR DUTIES DURING THE CURRENT TOUR OF DUTY (See Special Note on Transmittal Form)			
<p>a. Case officer for large-scale KUWOLF liaison project with local services.</p> <p>b. Supervisor of two staff agents conducting KUWOLF activities.</p> <p>c. Case officer for two unilateral KUWOLF projects.</p> <p>d. Station functional officer for projects in student field.</p>			
N. PREFERENCE FOR NEXT ASSIGNMENT			
<p>O. 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. N, ABOVE. (IF YOU HAVE MORE THAN ONE PREFERENCE, INDICATE YOUR CHOICES.)</p> <p>If not reassigned to present post, I would prefer to work in the political action field as a unilateral case officer with staff agent status. I believe my past experience and performance qualifies me for this type of assignment and I know that I find this type of work stimulating and challenging. Most preferred would be an assignment combining KUTUBE and KUWOLF responsibilities.</p>			
P. INDICATE WHAT TRAINING YOU BELIEVE YOU SHOULD HAVE IN ORDER TO INCREASE YOUR VALUE TO THE ORGANIZATION (NAME OF COURSE, IF AVAILABLE)			
None, if reassigned to present post.			

Supplement to Staff Agent Personnel Action

For [REDACTED] Effective 27 MAY 1962

Mr.

[REDACTED]  
Smith, Joseph

Dear Mr. [REDACTED]

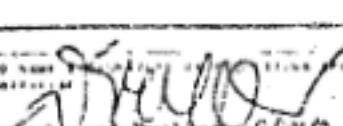
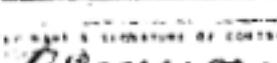
In view of your contemplated cover assignment, you have been designated a Staff Agent. The purpose of this Supplement is to call your attention to existing policies which are particularly material to you while you are so designated and to set forth certain rights and obligations incident to your status as an appointed employee.

1. Payroll Administration. As intimated in your Staff Agent Personnel Action, your present salary and grade are \$ 11,675.00 and GS-13, respectively, and you are entitled to receive the salary, allowances and other benefits applicable thereto; however, certain procedural variations will be followed to preserve the security of your cover position.

- (a) The gross emoluments that you receive from your cover activities will be retained by you as an offset against the gross emoluments due you from this organization. If, except as provided in paragraph 4 below, your cover emoluments ever exceed those due you as a Staff Agent, the excess is to be remitted to this organization on a monthly basis, unless a different period is specified.
- (b) Your Federal income taxes will be withheld and reported in conformance with HR 20-33 or any subsequent regulations or procedures promulgated by this organization. For your information, this organization shall withhold from the gross payments due you Federal income taxes in an amount which, when added to the income taxes withheld by your cover facility, will equal the tax withholdings normally made from your gross taxable compensation with this organization. If there is no differential or if it is insufficient, you will be required to make tax remittances in conformance with HR 20-661-1. Also, that issuance together with R 30-720 covers the procedures to be followed in order to receive reimbursement for foreign income taxes imposed upon you.
- (c) This organization will deduct from the gross payments due you an amount equivalent to six and one-half per cent (6 1/2%) of your gross salary for contributions to the Civil Service Retirement Fund. This amount will be deducted from the differential due you by this organization. If there is no differential or if it is insufficient, you will be required to make direct remittances to this organization in satisfaction of the required contribution.
- (d) If permanent quarters are not furnished, your quarters allowance will be granted at the maximum rate established for your post of assignment, family status and grade. No accounting for this allowance will be required.

Your position entitles you to a contribution to the Social Security Fund, such contribution will be at your expense. Likewise, voluntary contributions for cover facility programs, such as insurance and retirement, may be considered items of expense to this organization, and in

CONTRACT INFORMATION AND CHECK LIST				Lee J. Capal 6556								
SECTION I				GENERAL								
1. NAME <i>Arthur E. Hoffmann Jr.</i>		2. PROJECT HA Buenos Aires J.R.		3. ASSESSMENT NO.		4. SLOT NO. BAY-648						
2. PREVIOUS CIA POSITION OR ROLLING Raphael E. NYGAARD Arthur E. TOCHILL		2A. PERMANENT STATION HA Buenos Aires J.R.		2B. FUNDS <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO								
3. INDIVIDUAL WAS EVER 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 date and reason.)				3A. 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								
4. SECURITY CLEARANCE (Type and date) Staff Employee		4A. SECURITY CLEARANCE <input checked="" type="checkbox"/> RETAINED <input type="checkbox"/> INSTITUTE <input type="checkbox"/> NOT REQU.		4B. CONTRACT IS TO BE WRITTEN IN STERILE FORM I.E., "U.S. GOVERNMENT" <input type="checkbox"/> NO								
5. 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				5A. PREVIOUS CONTRACTS (Contract agent, contract employee, etc.) Staff Agent								
SECTION II				PERSONAL DATA								
6. CITIZENSHIP U.S.		7. IF NOT U.S. CITIZEN, INDIVIDUAL IS A PERMANENT RESIDENT ALIEN <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		8. AGE 40		14. DATE OF BIRTH (Month, day, year) 16 June 1921						
9. LEGAL RESIDENCE (City and state or country) Harrisburg, Pennsylvania, U.S.				10. CURRENT RESIDENCE (City and state or country) Arlington, Virginia								
11. MARITAL STATUS (Check all appropriate) <input type="checkbox"/> SINGLE <input checked="" type="checkbox"/> MARRIED <input type="checkbox"/> DIVORCED				12. 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								
13. NUMBER OF DEFENDANTS (Not including individual) RELATIONSHIP AND AGE: Jeanne Hoffman - Wife - 38 Ruthen - Daughter - 16 Julie B. - Daughter - 9 Andrew C. - Son - 17				14. 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								
15. RESERVE <input type="checkbox"/> NO		16. VETERAN <input checked="" type="checkbox"/> YES		17. IF RETIRED, INDICATE CATEGORY (Longevity, combat disability, service disability non-combat)								
18. BRANCH OF SERVICE Army		19. RANK OR GRADE Corporal		20. DRAFT ELIGIBLE <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		21. DRAFT DEFERMENT OBTAINED BY CIA <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO						
22. BASIC SALARY 11,650		23. POST DIFFERENTIAL EA		24. COVER (Breakdown, if any)		25. FEDERAL TAX WITHOLDING <table border="1"><tr><td>COVER</td><td>CIA</td></tr><tr><td><input 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 type="checkbox"/> YES	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> NO
COVER	CIA											
<input type="checkbox"/> YES	<input checked="" type="checkbox"/> YES											
<input type="checkbox"/> NO	<input type="checkbox"/> NO											
SECTION IV				COMPENSATION								
26. QUARTERS 3,500		27. POST Post		28. OTHER Equalization \$915 and 10% Staff Agent Premium pay <i>J.R.</i>								
29. COVER (Breakdown, if any)												
SECTION V				TRAVEL								
30. ALLOWANCES (NORMALLY GRANTED ONLY TO RESIDENTS OF THE UNITED STATES)				31. WITH DEFENDENTS <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO								
32. ALLOWANCES <input type="checkbox"/> YES <input checked="" type="checkbox"/> DOMESTIC operational				33. PERSONAL VEHICLE TO BE SHIPPED <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO								
34. HOW TO BE SHIPPED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		35. TIME TO BE STORED <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		36. PERSONAL VEHICLE TO BE SHIPPED <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO								
37. IF WITH DEFENDENTS STATE RELATIONSHIP, CITIZENSHIP, AGE AND DATE OF BIRTH												
See 15 above.												
38. PAYMENT AND ACCOUNTABILITY WILL BE IN CONFORMANCE WITH <input checked="" type="checkbox"/> CIA REGULATIONS				39. COVER POLICIES AND PROCEDURES <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO								
SECTION VI				OPERATIONAL EXPENSES								
40. PURCHASE OF INFORMATION		41. ENTERTAINMENT		42. OTHER								
43. PAYMENT AND ACCOUNTABILITY WILL BE IN CONFORMANCE WITH <input type="checkbox"/> CIA REGULATIONS				44. COVER POLICIES AND PROCEDURES <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO								

CONTRACT INFORMATION AND CHECK LIST (CONTINUED)				TELEPHONE EXTENSION	DATE
NOTE: SEE INSTRUCTIONS ON FIRST SHEET.					
SECTION VIII OTHER BENEFITS					
46. BENEFITS (See # 30-819, # 30-820, # 30-870, # 30-2000, and MB 20-530-1, MB 30-2000-1 and/or successor regulations for benefits applicable to various categories of contract personnel.)					
All benefits and allowances of a staff employee.					
SECTION IX COVER ACTIVITY					
47. STATUS (Check)	Responsible	48. TYPE (Check)	REPRESENTATIVE	CULTURAL	COMMERCIAL
	EXTRADITION		EXPLORATION	ENTERTAINMENT	OTHER
49. IF COVER PAYMENTS ARE CONTemplated, THEY WILL BE EFFECTED ON PREDICTABLE BASIS					
<input type="checkbox"/> PER <input checked="" type="checkbox"/> MONTH <input type="checkbox"/> QUARTER <input type="checkbox"/> ANNUAL					
SECTION X OFFSET OF INCOME					
50. OFFSET OF INCOME AND OTHER EMBOLMENTS DERIVED FROM COVER ACTIVITIES (If less than total, justify in separate memo attached hereto.) <input type="checkbox"/> TOTAL <input type="checkbox"/> PARTIAL <input checked="" type="checkbox"/> NONE					
SECTION XI TERM					
51. DURATION	52. EFFECTIVE DATE	53. TERMINABLE			
ONE YEAR	6 MONTHS <b>2 YEARS</b>	June 1962 <input type="checkbox"/> PER <input type="checkbox"/> AS			
54. TERMINATION NOTICE (Number of days) <b>NA</b>					
55. FORWARDING OF RETURN TRAVES FOR RESIGNATION MADE TO CONTRACT TERMINATION <b>NA</b> <input type="checkbox"/> PER <input type="checkbox"/> AS					
SECTION XII FUNCTION					
56. PRIMARY FUNCTION (CE, PI, PP, other) <b>PP</b>					
SECTION XIII DUTIES					
57. GENERAL DESCRIPTION OF DUTIES TO BE PERFORMED <b>Liaison with host government service.</b>					
SECTION XIV QUALIFICATIONS					
58. EXPERIENCE					
See personnel file.					
59. EDUCATION					
(Check Mistrust Level Attained)					
60. LANGUAGE COMPETENCY					
(Check Appropriate Degree Competency)					
62. AREA ENCLAGE					
Graduate study, History & Politics (2 courses). CIA Staff WI Linison (15 mos). Chief, Venezuela Desk (6 mos.)					
SECTION XV EMPLOYEE PRIOR TO CIA					
63. GIVE INCLUSIVE DATES, POSITION TITLE OR TITLE MOST RECENT AND REASON FOR LEAVING					
See personnel file.					
SECTION XVI ADDITIONAL INFORMATION					
64. APPENDIX OR DRAFTING REQUIREMENTS, SPECIFICATIONS OR INFORMATION OTHER THAN THOSE OF PREVIOUS					
65. SIGNATURE & SIGNATURE OF CONTRACT APPROVING  Edward Brooker C/40/55					
66. SIGNATURE & SIGNATURE OF CONTRACT APPROVING  Paul E. Arneson C/40/55					

SECRET

(When Filled In)

CHILDREN AND OTHER DEPENDENTS						
SECTION A			B			
A. NUMBER OF CHILDREN (INCLUDING STEPCHILDREN AND ADOPTED CHILDREN) WHO ARE UNMARRIED, UNDER 21 YEARS OF AGE, AND ARE NOT SELF-SUPPORTING.			B. NUMBER OF OTHER DEPENDENTS (INCLUDING SPOUSES, PARENTS, STEPARENTS, CHILDREN, ETC.) WHO DEPEND ON YOU AT LEAST 50% OF THEIR SUPPORT, OR, CHILDREN OVER 21 YEARS OF AGE WHO ARE NOT SELF-SUPPORTING.			
			2			
B. PROVIDE THE FOLLOWING INFORMATION FOR ALL CHILDREN AND DEPENDENTS						
NAME	RELATIONSHIP	YEAR OF BIRTH	SEX		ADDRESS	
			M	F		CITIZENSHIP
<u>PUTHUSAI SAWTH</u>	Daughter	1946	X	U.S.	5044 1/2 2nd St.	
<u>Julie SAWTH</u>	Daughter	1952	X	U.S.	"	
ADDITIONAL COMMENT AND/OR CONTINUATION OF PRECEDING ITEMS						
DATE COMPLETED <u>27 June 1960</u> SIGNATURE OF EMPLOYEE						

SECRET

MEMORANDUM FOR: Chief, PE/PIA

SUBJECT : Appreciation for Briefing of **Japanese** Government Officials

1. PE/**JAO** would like to take this opportunity to express its appreciation for the briefing conducted by Mr. Joseph Smith on 14 September for the benefit of **Mrs. M. TAMAMOTO and M. SHIGAKI, of the Japanese Cabinet Research Chamber.**

2. Before beginning the return portion of their trip to **Japan**, the two officials requested that their expressions of gratitude be conveyed to Mr. Smith for his presentation on subjects of mutual interest.

3. Briefings such as these contribute materially to our relationships with these officials and their organizations and result in considerable benefit to the overall U.S. Intelligence effort in **Japan**. Your continued indulgence and cooperation are requested.

Philip F. Fandig  
Chief, PE/**JAO**

SECRET

SECRET

MEDICAL ACTION REQUEST AND REPORT

MEDICAL ACTION REQUEST AND REPORT			
I REQUEST FOR PHYSICAL EXAMINATION BY 1. NAME CLASS 2. TO POSITION 3. TYPE OF POSITION 4. DEPARTMENT	2. GRADE, GRADE, BRANCH 3. FREQUENCY, 100%	3. GRADE 4. PERIOD 5. PURPOSE 6. PRE-EMPLOYMENT 7. ANNUAL 8. SPECIAL (SPECIFY)	4. DATE 5. GRADE 6. GRADE
SMITH, Foreign Service Staff Officer Departmental	JOSEPH U.S. Foreign Service FB	<input checked="" type="checkbox"/> Pre-Employment <input type="checkbox"/> Annual <input type="checkbox"/> Retention <input type="checkbox"/> Special (Specify)	25 July 1956 GS-13
II REPORT OF MEDICAL EVALUATION			
<input type="checkbox"/> Qualified for Full Duty (Officers) <input type="checkbox"/> Qualified for Departmental Duty Only	<input type="checkbox"/> Qualified for Full Duty (Specialists) <input type="checkbox"/> Disqualified		
Remarks: Subject is qualified for Departmental Duties (8/3/56). May be re-evaluated on request.			
<div style="text-align: right; border: 1px solid black; padding: 5px;"> </div>			
SECRET		MEDICAL OFFICE	

SECRET

May N. Hartman

MEDICAL ACTION REQUEST AND REPORT			
<b>I. REQUEST FOR PHYSICAL EXAMINATION BY PERSONNEL DIVISION.</b> <input type="checkbox"/> OVERT <input checked="" type="checkbox"/> COVERT <input type="checkbox"/> AIR <input type="checkbox"/> CBR			
1. NAME	2. GRADE	3. DATE	4. COUNTRY
SMITH	B.	2 Dec. 53	Singapore, Malaya
2-10 POSITION Intell. Off. Co. Part of Personnel	3. ADDRESS SOP/FE, Majaya Station	4. GRADE CS-12	
<input type="checkbox"/> Departmental <input type="checkbox"/> U.S. Army <input checked="" type="checkbox"/> Military	5. REASONS FOR Transfer of funds: <input type="checkbox"/> Pay <input type="checkbox"/> Overhead <input type="checkbox"/> Return	<input type="checkbox"/> Pre-employment <input type="checkbox"/> Annual <input type="checkbox"/> Specialties	
<b>II. REPORT OF MEDICAL EVALUATION:</b> <input type="checkbox"/> Qualified for Full Duty General <input type="checkbox"/> Qualified for Departmental Duties <input type="checkbox"/> Unqualified			
<b>Remarks:</b> Transfer of funds from Voucherized to Unvoucherized. Return to Miss Meadows, Wing 1-J, Curie Hall			
S. had exam 3-30-53 and found qualified for Full duty General 12-9-53.			

CONFIDENTIAL

FITNESS REPORT			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>007894</b>	2. NAME (last, first, middle) <b>Smith, Joseph B.</b>	3. DATE OF BIRTH <b>16 Jun 21</b>	4. SEX <b>M</b>	5. GRADE <b>GS-14 D</b>	6. SD			
7. OFFICIAL POSITION TITLE <b>Ops Officer</b>	8. OFF/Div/Br of ASSIGNMENT <b>DDO/WH/1</b>	9. CURRENT STATION <b>Mexico City</b>						
10. TYPE OF APPOINTMENT			11. TYPE OF REPORT					
<input checked="" type="checkbox"/> CAREER	CAREER PROVISIONAL	RESERVE	ANNUAL	Bi-MONTH	30-MONTH	REASIGNMENT	<input checked="" type="checkbox"/> SPECIAL Retirement	
CONTRACT	SPECIAL	TEMPORARY	12. REPORTING PERIOD (From-to)			13. DATE REPORT DUE IN OF.		
			<b>1 Nov 72 - 30 June 73</b>			<b>ment</b>		
<b>SECTION B. PERFORMANCE EVALUATION</b>								
<p><b>U-Inadequate</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 described.</p> <p><b>P-Proficient</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>								
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
<b>Responsible for CA and Political activities.</b>								<b>S</b>
SPECIFIC DUTY NO. 2								RATING LETTER
<b>Collects intelligence on selected targets in the Mexican government and political arena.</b>								<b>S</b>
SPECIFIC DUTY NO. 3								RATING LETTER
<b>Develops new contacts and operations to improve the output of Station third country targeted propaganda.</b>								<b>S</b>
SPECIFIC DUTY NO. 4								RATING LETTER
<b>Develops new contacts for producing intelligence on significant targets in the Mexican political and intellectual community.</b>								<b>S</b>
SPECIFIC DUTY NO. 5								RATING LETTER
SPECIFIC DUTY NO. 6								RATING LETTER
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>								
Tell in one sentence everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperation, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's current performance during the rating period, place the letter in the rating box corresponding to the statement which most closely reflects his level of performance.								RATING LETTER
								<b>S</b>

## CONFIDENTIAL

## SECTION C

## NARRATIVE COMMENTS

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

Subject will retire effective 30 June 1973 thus this will be his final agency Fitness Report. Subject's performance at this Station, during the past four years, has always been consistently strong. Subject has primarily concentrated his attention on CA and Mexican government matters. He has done very well at developing contacts in government circles and we have taken advantage of this ability.

Subject is responsive to guidance and direction and has an excellent grasp and understanding of local politics and its ever changing profile. Subject is a mature seasoned officer who will be missed at this Station. His departure for retirement will be most felt in the area of his specialization.

## SECTION D.

## CERTIFICATION AND COMMENTS

1.

BY EMPLOYEE

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

DATE 29  
22 June 1973

SIGNATURE OF EMPLOYEE

/s/ Joseph B. Smith

2.

BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN  
UNDER MY SUPERVISION

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

48

DATE  
29  
22 June 1973

OFFICIAL TITLE OF SUPERVISOR

TYPED OR PRINTED NAME AND SIGNATURE

DCOS  
/s/ George A. Fill

3.

BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

In writing a comment on his Fitness Report in January 1973, I spoke of what a loss he will be to the Station. Because of overlap problems, he will have retired soon after the new COS arrives and before the new DCOS has come. It is typical of him that he has offered to perform introductions to some of his contacts even after retirement. He will be in Mexico and, while the Station must be careful to protect him in his new status, he probably will think of the Station first when he runs on to things of interest.

DATE  
22 June 1973

OFFICIAL TITLE OF REVIEWING OFFICIAL

COS

TYPED OR PRINTED NAME AND SIGNATURE

/s/ John Horton

CONFIDENTIAL

SECRET

SECTION V GEOGRAPHIC AREA KNOWLEDGE AND FOREIGN TRAVEL				POTENTIAL APPROVAL BY OTHER LNS			
NAME OF COUNTRY OR COUNTRIES	TYPE OF SPECIALIZED KNOWLEDGE	DATE OF TRAVEL OR RESIDENCE	DATE & PLACE OF STUDY	ARMED FORCES	INDUSTRY	SCIENCE	GOVERNMENT
Argentina	politics, sociology	Jun. 62-Aug. 66	Aug 12-9-61-10-66 Mendoza	X	X		X
Peru		Jun 64	MALIBU	X			
SECTION VI TYPING AND STENOGRAPHIC SKILLS							
1. TYPING (TYPEWRITER-SHORTHAND (R/W))		2. INDICATE SHORTHAND SYSTEM USED - CHECK THE APPROPRIATE ITEM					
		<input type="checkbox"/> GROUP	<input type="checkbox"/> SPEEDWRITING	<input type="checkbox"/> STENOGRAPHY	<input type="checkbox"/> OTHER SPECIFIED		
SECTION VII SPECIAL QUALIFICATIONS							
PRIVATE INFORMATION ON Hobbies, SPORTS, LICENSES, PUBLISHED MATERIALS OR DEVICES WHICH YOU MAY HAVE INVENTED.							
SECTION VIII MILITARY SERVICE							
CURRENT DRAFT STATUS							
1. HAS YOUR SELECTIVE SERVICE CLASSIFICATION CHANGED?		2. NEW CLASSIFICATION					
<input type="checkbox"/> YES <input type="checkbox"/> NO							
3. LOCAL SELECTIVE SERVICE BOARD NUMBER AND ADDRESS		4. IF DEFERRED, GIVE REASON					
SECTION IX MILITARY RESERVE, NATIONAL GUARD STATUS							
CHECK RESERVE OR GUARD ORGANIZATION TO WHICH YOU BELONG		<input type="checkbox"/> ARMY	<input type="checkbox"/> MARINE CORPS	<input type="checkbox"/> COAST GUARD	<input type="checkbox"/> NATIONAL GUARD		
		<input type="checkbox"/> NAVY	<input type="checkbox"/> AIR FORCE	<input type="checkbox"/> AIR NATIONAL GUARD			
5. CURRENT RANK, GRADE OR RATE		6. DATE OF APPOINTMENT IN CURRENT RANK		7. EXPIRATION DATE OF CURRENT RANK/RATE			
8. CHECK CURRENT RESERVE CATEGORY		<input type="checkbox"/> ACTIVE RESERVE	<input type="checkbox"/> INACTIVE/RESERVE	<input type="checkbox"/> Selected Reservist	<input type="checkbox"/> RETIRED	<input type="checkbox"/> DISCHARGED	
9. MILITARY MOBILIZATION ASSIGNMENT		10. RESERVE UNIT TO WHICH ASSIGNED OR ATTACHED					
SECTION X MILITARY SCHOOLS COMPLETED (Excluded Active, Reserve Duty, or as Civilian)							
NAME AND ADDRESS OF SCHOOL		STUDY OR SPECIALIZATION		DATE COMPLETED		GRADE	
						EXAMINER	
						PROMOTED SPONSORSHIP	
SECTION XI PROFESSIONAL SOCIETIES AND OTHER ORGANIZATIONS							
NAME AND CHAPTER		ADDRESS (Number, Street, City, State, Country)				DATE OF MEMBERSHIP	
SECTION XII REMARKS							
1. No updating necessary for portions not filled in.							
DATE 9 April 1968	SIGNATURE OF EMPLOYEE <i>Frank J. O'Neill</i>						

SECRET

## SECRET

(When filled in)

SECTION IV		GEOGRAPHIC AREA TRAVELED AND FOREIGN TRAVEL			INFORMATION ACQUIRED BY -- CHECK IN		
NAME OF REGION OR COUNTRY	TYPE OF INFORMATION ACQUIRED	DATES OF TRAVEL OR RESIDENCE	DATE & PLACE OF VISIT	ARMED FORCES	TYPE	GRADE	WORK ASSIGNED
JAPAN	political, cultural		YALE 1948-49			X	
CHINA	political, cultural		YALE 1948-49			X	
THAILAND	political, cultural		1951-53 WASH DC			X	
Burma	political, cultural		1951-53 WASH DC			X	
Vietnam	political, cultural		1951-53 WASH DC			X	
INDONESIA	political, industrial, cultural	1953	1953-59 WASH DC	X		X	
MALAYSIA	political, cultural	1954-56	1956-58 WASH DC	X		X	
Philippines	political, cultural	1952-1960	1960-1961 WASH D.C.	X		X	
VENEZUELA	political, cultural					X	
ARGENTINA	political, cultural	1952-1966		X		X	
SECTION V							
TYING AND STENOGRAPHIC SKILLS							
1. TYING (WIRE)	2. SHORTHAND (WIRE)	3. INDICATE SHORTHAND SYSTEM USED - CHECK IN APPROPRIATE ITEM					
		<input type="checkbox"/> GREGG	<input type="checkbox"/> SWEDDING	<input type="checkbox"/> STENOGRAPH	<input type="checkbox"/> OTHER	<input type="checkbox"/> SPERRY	
4. INDICATE OTHER BUSINESS MACHINES WITH WHICH YOU HAVE HAD OPERATING EXPERIENCE OR TRAINING (COMPUTER, TELETYPE, TELEGRAPH, ETC.)							
SECTION VI							
SPECIAL QUALIFICATIONS							
1. LIST ALL HONORS AND SPORTS IN WHICH YOU ARE ACTIVE OR HAVE ACTIVELY PARTICIPATED. INDICATE YOUR POSITION IN EACH							
2. INDICATING EQUIPMENT EQUIPPED OR MACHINES WHICH YOU HAVE OPERATED IN PARM 4, SECTION V, 1-3 AND SPECIFY WHAT YOU KNOWS RELATING TO OTHER EQUIPMENT AND MACHINES SUCH AS OPERATOR OF RADIO TRANSMITTERS, POWER PLANT, TURBINE, GENERATOR, COFFEE PRESS, SUPPLY CART, ETC. AND OTHER SCIENTIFIC & PROFESSIONAL DEVICES							
3. ARE YOU HIGH OR HAVE YOU EVER BEEN A LICENSED OR CERTIFIED MEMBER OF ANY TRADE OR PROFESSION SUCH AS FARM, ELECTRICIAN, RADIO OPERATOR, TEACHER, LAWYER, CPA, MEDICAL TECHNOLOGIST, PSYCHOLOGIST, PHYSICIAN, ETC. <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO							
4. IF YOU HAVE ANYTHING ELSE OTHER THAN ABOVE, PLEASE NAME OR LICENSE OR CERTIFICATION AND THE STATE IT WAS ISSUED				5. PERMANENT CERTIFICATE NUMBER			
<del>PHS</del>				6. LATEST ACTIVATION DATE, YEAR			
7. NOT ANY SIGNIFICANT PUBLISHED MATERIALS OF WHICH YOU ARE THE AUTHOR, OR NOT UNKNOWN WHICH REFERS. INDICATE THE TITLE, PUBLICATION DATE, AND TYPE OF WRITING							
8. HIGH-CALL AND DEVICES WHICH YOU HAVE OPERATED AND STATE WHETHER OR NOT THEY ARE HANDLED							
9. PUBLIC SPEECHES AND PUBLIC RELATIONS EXPERIENCE							
SEE PHS							

SECRET

- 3 -

SECRET

SECRET

- 7 -

## Sec. 4. CHILDREN OR DEPENDENTS (Include partial dependents):

1. NAME	Ruthven Smith	RELATIONSHIP	daughter	AGE	5
CITIZENSHIP	U.S.	ADDRESS	502 323B, Route 2, Gardners, Pa., U.S.	(St. and Number)	(City) (State) (Country)
2. NAME	no other children	RELATIONSHIP		AGE	
CITIZENSHIP		ADDRESS		(St. and Number)	(City) (State) (Country)
3. NAME		RELATIONSHIP		AGE	
CITIZENSHIP		ADDRESS		(St. and Number)	(City) (State) (Country)

## Sec. 5. FATHER (Give the same information for step/father and/or guardian on a separate sheet)

FULL NAME Robert Craighead Smith  
 (First) (Middle) (Last)  
 LIVING OR DECEASED living DATE OF DECEASE CAUSE  
 PRESENT, OR LAST, ADDRESS 2225 N. 3rd St., Harrisburg, Pa., U.S.  
 (St. and Number) (City) (State) (Country)  
 DATE OF BIRTH 3/28/84 PLACE OF BIRTH Baltimore, Md., U.S.  
 (City) (State) (Country)

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

CITIZENSHIP U.S. WHEN ACQUIRED birth WHERE: Baltimore, Md.  
 (City) (State) (Country)  
 OCCUPATION auto clerk LAST EMPLOYER Shirk's Motor Express Cor  
 EMPLOYER'S OR OWN BUSINESS ADDRESS P.O. Box 239 Enola, Pa., U.S.  
 (St. and Number) (City) (State) (Country)

MILITARY SERVICE FROM 1946 TO 1946 BRANCH OF SERVICE

COUNTRY DETAILS OF OTHER GOVT. SERVICE, U. S. OR FOREIGN

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

FULL NAME Margaret Elizabeth Burkholder Smith  
 (First) (Middle) (Last)  
 LIVING OR DECEASED living DATE OF DECEASE CAUSE  
 PRESENT, OR LAST, ADDRESS 2225 N. 3rd St., Harrisburg, Pa., U.S.  
 (St. and Number) (City) (State) (Country)  
 DATE OF BIRTH 6/3/68 PLACE OF BIRTH Harrisburg, Pa., U.S.  
 CITIZENSHIP U.S. WHEN ACQUIRED birth WHERE: Harrisburg, Pa.  
 (City) (State) (Country)  
 IF BORN OUTSIDE U. S. INDICATE DATE AND PLACE OF ENTRY