

RZR: 31 JUL 64

SECRET  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)									
013842		HUNT E HOWARD									
3. NATURE OF PERSONNEL ACTION				4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT					
REASSIGNMENT				08 03 64		REGULAR					
6. FUNDS		V TO V		V TO CF		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY			
CF TO V		X		CF TO CF		5123 0253 0000		50 USC 403 J			
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION					
DDP/DOD US FIELD CA STAFF						WASH., D.C.					
11. POSITION TITLE						12. POSITION NUMBER		13. SERVICE DESIGNATION			
OPS OFFICER CH						0280		D			
14. CLASSIFICATION SCHEDULE (GS, LO, etc.)			15. OCCUPATIONAL SERIES			16. GRADE AND STEP			17. SALARY OR RATE		
GS			0136.01			15 6			18240		
18. REMARKS											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING		22. STATION CODE	23. INTEGREE CODE	24. HEALTH CODE	25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI
37	10	43200 DOD		75013		2	10 03 18				
28. NTE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION-CANCELLATION DATA		33. SECURITY REQ NO.	
MO. DA. YR.		1. CAC 2. FICA 3. NONE		CODE		TYPE		MO. DA. YR.		34. SER	
XX XX XX								EOD DATA			
35. VET. PREFERENCE		36. SERV COMP DATE		37. LONG COMP DATE		38. CAREER CATEGORY		39. FEGLI / HEALTH INSURANCE		40. SOCIAL SECURITY NO.	
CODE		MO. DA. YR.		MO. DA. YR.		CODE		CODE		CODE	
0. NONE 1. 5 YR. 2. 10 YR.						41. PREVIOUS GOVERNMENT SERVICE DATA		42. LEAVE CAT CODE		43. FEDERAL TAX DATA	
						CODE		CODE		CODE	
						FORM EXECUTED CODE		NO. TAX EXEMPTIONS		STATE TAX DATA	
						1. YES 2. NO		FORM EXECUTED		CODE	
								1. YES 2. NO		STATE CODE	
SIGNATURE OR OTHER AUTHENTICATION											
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <b>POSTED</b>          12 JUL 64       </div>											

FORM 11-62 1150

Use Previous Edition

SECRET

31 JUL 64

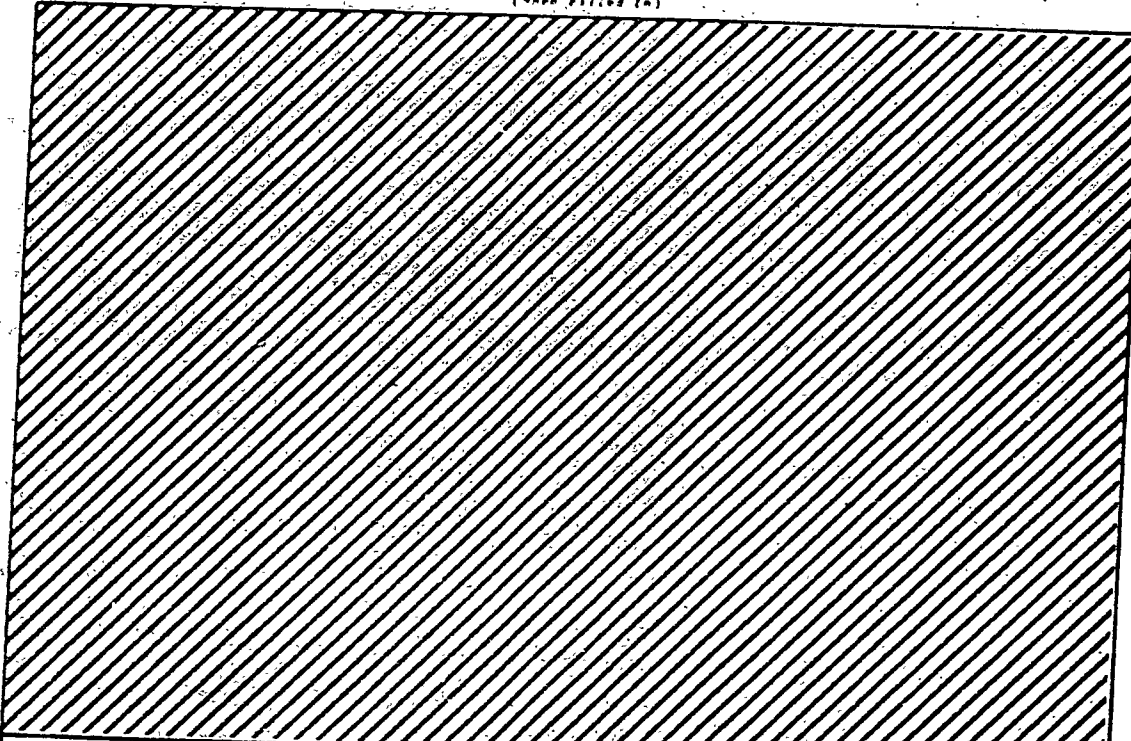
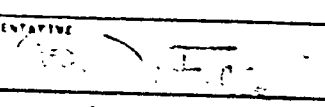
GROUP 1  
Excluded from automatic  
downgrading and  
declassification

(When Filled)

**SECRET**

<b>REQUEST FOR PERSONNEL ACTION</b>										DATE PREPARED 16 February 1965			
1. SERIAL NUMBER <b>013342</b>		2. NAME (Last-First-Middle) <b>MUNT, E. Howard</b>											
3. NATURE OF PERSONNEL ACTION <b>TRANSFER and to Vouchered Funds</b>						4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR <b>02 18 65</b>		5. CATEGORY OF EMPLOYMENT <b>REGULAR</b>					
6. FUNDS <div style="float: right; margin-top: -20px;">▶</div> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td>V TO V</td> <td>V TO CF</td> </tr> <tr> <td>X CF TO V</td> <td>CF TO CF</td> </tr> </table>		V TO V	V TO CF	X CF TO V	CF TO CF	7. COST CENTER NO. CHARGEABLE <b>5220-0001</b>		8. LEGAL AUTHORITY (Completed by Office of Personnel)					
V TO V	V TO CF												
X CF TO V	CF TO CF												
9. ORGANIZATIONAL DESIGNATIONS <del>OFFICE OF THE CHIEF OPERATIONS SERVICES</del> <b>OPERATION BUMP</b>						10. LOCATION OF OFFICIAL STATION <b>WASH., D.C.</b>							
11. POSITION TITLE <b>CPS</b> <b>PERSONNEL OFFICER</b>						12. POSITION NUMBER <b>(14) 0390</b>		13. CAREER SERVICE DESIGNATION <b>D</b>					
14. CLASSIFICATION SCHEDULE (GS, LP, etc.) <b>GS</b>			15. OCCUPATIONAL SERIES <b>0136.01</b>		16. GRADE AND STEP <b>15 7</b>		17. SALARY OR RATE <b>19880</b>						
18. REMARKS <b>From DOD/RUS FADIC/OH start.</b> This employee is the only qualified person available for assignment to this position which must be filled immediately. He will be in PRA status for a period not to exceed 24 months. PRA in accordance with Regulation HI: 20-21 paragraphs c (3).  <b>Verbal concurrence from DOD's per Bill Michael 2/19/65</b> CC: Payroll Security <div style="text-align: right;"><b>2/23/65</b> <b>125</b></div>													
18A. SIGNATURE OF REQUESTING OFFICIAL					DATE SIGNED		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <b>[Signature]</b>			DATE SIGNED <b>2/16/65</b>			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL													
19. ACTION CODE <b>16</b>		20. EMPLOYEE CODE <b>16</b>		21. ENTRY CODE <b>7</b>		22. STATUS CODE <b>OR</b>		23. NOTE BOOK CODE <b>1</b>		24. DATE OF BIRTH MO DA YR <b>10   09   18</b>			
25. DATE EXP-RES MO DA YR <b>02   29   67</b>		26. SPECIAL REFERENCE <b>83</b>		27. RETIREMENT DATA 1 = CSC 2 = FICA 3 = NONE CODE		28. SELECTION DATA CODE		29. CORRECTION/CANCELLATION DATA		30. SECURITY REQ NO. <b>EOD DATA →</b>			
31. VET. PREFERENCE CODE 0 = none 1 = 5 yr 2 = 10 yr		32. SERV. COMP. DATE MO DA YR		33. LONG COMP. DATE MO DA YR		34. CAREER CATEGORY CAP/REV PROV/TEMP		35. FEGLI / HEALTH INSURANCE CODE 0 = no serv 1 = yes		36. SOCIAL SECURITY NO.			
37. PREVIOUS GOVERNMENT SERVICE DATA CODE 0 = no previous service 1 = no break in service 2 = break in service less than 3 yrs 3 = break in service more than 3 yrs				38. MILITARY SER. CODE		39. FEDERAL TAX DATA FORM EXEMPTIONS 1 = YES 2 = NO		40. STATE TAX DATA FORM EXEMPTIONS 1 = YES 2 = NO		41. STATE COM. NUMBER			
42. POSITION CONTROL CERTIFICATION <b>from DODS</b> <b>2-19-65 HAT (2)</b>						43. O.P. APPROVAL <b>[Signature]</b>			44. DATE APPROVED <b>175 F</b>				

SECRET  
(When Filled In)

		
NAME OF EMPLOYEE (Last-First-Middle)	NAME AND RELATIONSHIP OF DEPENDENT	CLAIM NUMBER
Hunt, E. Howard	Self	65-607
<p>There is on file in the Benefits and Counseling Branch, Benefits and Services Division, Office of Personnel, an Official Disability Claim File on the above named employee (or his dependent*) for an illness, injury, or death incurred on <u>12 October 1964</u>.</p> <p>This notice should be filed in the employee's Official Personnel Folder as a permanent cross-reference to the Official Disability Claim File.</p>		
DATE OF NOTICE 10 OCT 1965	SIGNATURE OF BSD REPRESENTATIVE 	
NOTICE OF OFFICIAL DISABILITY CLAIM FILE		

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED 5 April 1965	
1. SERIAL NUMBER 013542		2. NAME (Last-First-Middle) HURT, E. HOWARD									
3. NATURE OF PERSONNEL ACTION REASSIGNMENT-CONVERSION				4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 02 12 65		5. CATEGORY OF EMPLOYMENT REGULAR					
6. FUNDS V TO V CF TO V		V TO V X		V TO CF X		7. COST CENTER NO. CHARGEABLE 5120-0001		8. LEGAL AUTHORITY (Completed by Office of Personnel)			
9. ORGANIZATIONAL DESIGNATIONS OFFICE OF THE DDP OPERATIONS <del>Group</del> Group						10. LOCATION OF OFFICIAL STATION WASH., D.C.					
11. POSITION TITLE OPS OFFICER				12. POSITION NUMBER 0350		13. CAREER SERVICE DESIGNATION D					
14. CLASSIFICATION SCHEDULE (GS, FS, etc.) GS			15. OCCUPATIONAL SERIES 0136.01		16. GRADE AND STEP 15 7		17. SALARY OR RATE \$19000				
18. REMARKS Correct action dated 2/20/65 to delete transfer to vouchered funds. Correct Cost Center chargeable to 5120-0001 funds. Section 6 to read CF to CF. Admin Error. CC: Payroll Security											
18A. SIGNATURE OF REQUESTING OFFICIAL				DATE SIGNED		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER				DATE SIGNED	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODING NUMERIC ALPHABETIC		22. STATION CODE		23. INTEGRITY CODE		24. HOOVER CODE	
										25. DATE OF BIRTH MO DA YR 1 10 09/18	
26. DATE OF GRADE MO DA YR		27. DATE OF LEL MO DA YR		28. NTE EXPIRES MO DA YR 02 27 67		29. SPECIAL REFERENCE 83		30. RETIREMENT DATA 1-USE 2-FIELD 3-NONE		31. SEPARATION DATA CODE	
32. CORRECTION CANCELLATION DATA TYPE MO DA YR		33. SECURITY REQ NO		34. SER		35. VET. PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT		36. SERV COMP DATE MO DA YR		37. LONG COMP DATE MO DA YR	
38. CAREER CATEGORY		39. FEGLI HEALTH INSURANCE CODE 0-NONE 1-YES		40. SOCIAL SECURITY NO		41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0-NONE 1-NO PREVIOUS SERVICE 2-NO BREAK IN SERVICE 3-BREAK IN SERVICE (LESS THAN 3 YEARS) 4-BREAK IN SERVICE (MORE THAN 3 YEARS)		42. LEAVE CAT CODE		43. FEDERAL TAX DATA CODE 0-NONE 1-YES 2-NO	
44. STATE TAX DATA CODE 0-NONE 1-YES 2-NO		45. POSITION CONTROL CERTIFICATION 4/5/65 H		46. OP-APPROVAL Charles E. Smith		DATE APPROVED					

SECRET

1	Serial No.	2	Name	3	Cost Center Number	4	LWOP Hours	
	013942		MUNT E HOWARD		43 200 CF			
5	OLD SALARY RATE			6	NEW SALARY RATE		7	TYPE ACTION
	Grade	Step	Salary		Grade	Step	Salary	Effective Date
	GS 15	6	\$19,310		GS 15	7	\$19,880	12/08/64
8. Remarks and Authentication								
/ / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS _____ ADDED BY _____								
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.								
SIGNATURE		DATE						
PAY CHANGE NOTIFICATION								

Form 500  
B-1

Obsolete Previous  
Editions

(451)

## GENERAL SCHEDULE RATES

### Federal Employees Salary Act of 1964

[illegible]

OJB: 5 APR 65

SECRET  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER		2. NAME (LAST-FIRST MIDDLE)									
013842		HUNT E HOWARD									
3. NATURE OF PERSONNEL ACTION				4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT					
REASSIGNMENT (CORRECTION)				02   28   65		REGULAR					
6. FUNDS		V TO V		V TO CF		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY			
CF TO V		A		CF TO CF		5120 0001 0000		50 USC 403 J			
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION					
DDP OFFICE OF THE DDP OPERATIONS GROUP						WASH., D. C.					
11. POSITION TITLE						12. POSITION NUMBER		13. SERVICE DESIGNATION			
OPS OFFICER						0390		D			
14. CLASSIFICATION SCHEDULE (GS, LO, etc.)			15. OCCUPATIONAL SERIES			16. GRADE AND STEP		17. SALARY OR RATE			
GS			0136.01			15 7		19880			
18. REMARKS											
THIS ACTION CORRECTS FORM 1150 EFFECTIVE DATE 02/28/65 AS FOLLOWS: ITEM #3, NATURE OF PERSONNEL ACTION, TO DELETE TRANSFER TO VOUCHERED FUNDS. ITEM #6, FUNDS, WHICH READ CF TO V, TO READ CF TO CF. ITEM #7, COST CENTER NO. CHARGEABLE, WHICH READ 5220 0001 0000, TO READ 5120 0001 0000.											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODING		22. STATION CODE		23. INTEGREE CODE		24. MAJOR CODE	
58		10		30100 DDP		75013				1	
25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LET		28. DATE OF BIRTH		29. DATE OF GRADE		30. DATE OF LET	
MO   DA   YR		MO   DA   YR		MO   DA   YR		MO   DA   YR		MO   DA   YR		MO   DA   YR	
10   09   18						10   09   18					
31. NTE EXPIRES		32. SPECIAL REFERENCE		33. RETIREMENT DATA		34. SEPARATION DATA CODE		35. CORRECTION/CANCELLATION DATA		36. SECURITY REQ NO	
MO   DA   YR		1- CSC 2- FICA 3- NONE		CODE		TYPE		MO   DA   YR		1- YES 2- NO	
03						16		02 26 65		EOD DATA	
37. VET. PREFERENCE		38. SERV COMP DATE		39. LONG COMP DATE		40. CAREER CATEGORY		41. FEELI / HEALTH INSURANCE		42. SOCIAL SECURITY NO	
CODE		MO   DA   YR		MO   DA   YR		CODE		CODE		CODE	
0 - NONE 1 - 5 YR 2 - 10 YR								0 - DRIVER 1 - YES			
43. PREVIOUS GOVERNMENT SERVICE DATA				44. LEAVE CAT CODE				45. FEDERAL TAX DATA			
CODE				CODE				CODE			
0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE LESS THAN 3 YRS 3 - BREAK IN SERVICE MORE THAN 3 YRS				1 - YES 2 - NO				1 - YES 2 - NO			
46. STATE TAX DATA				47. FEDERAL TAX DATA				48. STATE TAX DATA			
CODE				CODE				CODE			
1 - YES 2 - NO				1 - YES 2 - NO				1 - YES 2 - NO			
SIGNATURE OR OTHER AUTHENTICATION											
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <b>POSTED</b>  4-7-65 <i>TH</i> </div>											

FORM 1150  
11-64Use Previous  
Edition

SECRET

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

(When Filled In)

SECRET

(When Filled In)

## REQUEST FOR PERSONNEL ACTION

DATE PREPARED

17 JUNE 1965

1 SERIAL NUMBER <b>013842</b>		2 NAME (Last-First-Middle) <b>HUNT, E. HOWARD</b>	
3 NATURE OF PERSONNEL ACTION <b>RESIGNATION</b>		4 EFFECTIVE DATE REQUESTED MONTH <b>7</b> DAY <b>3</b> YEAR <b>65</b>	
5 CATEGORY OF EMPLOYMENT <b>REGULAR</b>		6 LEGAL AUTHORITY (Completed by Office of Personnel)	
7 COST CENTER NO. CHARGEABLE <b>6120-0001</b>		8 FUND V TO V C TO V <b>XX</b> D TO D	
9 ORGANIZATIONAL DESIGNATIONS <b>DDP OFFICE OF THE DDP OPERATIONS GROUP</b>		10 LOCATION OF OFFICIAL STATION <b>WASHINGTON, D. C.</b>	
11 POSITION TITLE <b>OPS OFFICER</b>		12 POSITION NUMBER <b>0390</b>	
13 CAREER SERVICE DESIGNATION <b>D</b>		14 CLASSIFICATION SCHEDULE (GS, FS, VA, etc.) <b>GS</b>	
15 OCCUPATIONAL SERIES <b>0136.01</b>		16 GRADE AND STEP <b>15 7</b>	
17 SALARY OR RATE <b>\$ 19,880.</b>		18 REMARKS <b>SUBJECT IS RE-EMPLOYABLE.</b>	
19A SIGNATURE OF REQUESTING OFFICIAL <i>Rush</i>		19B SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>Rush</i>	
DATE SIGNED		DATE SIGNED <b>6/24/65</b>	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL			
19 ACTION CODE <b>45</b>	20 EMPLOY CODE <b>10</b>	21 OFFICE CODING NUMERIC ALPHABETIC	22 STATION CODE
23 INTEGRITY CODE	24 MONTHS CODE <b>1</b>	25 DATE OF BIRTH MO. <b>10</b> DA. <b>09</b> YR. <b>11</b>	26 DATE OF GRADE MO. DA. YR.
27 DATE OF LEI MO. DA. YR.	28 W/ EXPIRES MO. DA. YR.	29 SPECIAL REFERENCE 1-ESC 2-FICA 3-NONE	30 RETIREMENT DATA CODE
31 SEPARATION DATA CODE <b>1-3F, 00, 1, 1</b>	32 CORRECTION CANCELLATION DATA TYPE MO. DA. YR.	33 SECURITY REQ. NO.	34 SEX
35 VET PREFERENCE CODE 0-NONE 1-5 PT 2-10 PT	36 SERV COMP DATE MO. DA. YR.	37 LONG COMP DATE MO. DA. YR.	38 CAREER CATEGORY CODE CAR-RESA PROG. TEMP
39 FEDERAL HEALTH INSURANCE CODE 0-WAIVER 1-YES	40 SOCIAL SECURITY NO.	41 PREVIOUS GOVERNMENT SERVICE DATA CODE 0-NONE 1-NO PREVIOUS SERVICE 2-BRIEF IN SERVICE (LESS THAN 3 YEARS) 3-BRIEF IN SERVICE (MORE THAN 3 YEARS)	42 LEAVE CAT CODE
43 FEDERAL TAX DATA FORM EXECUTED CODE 1-YES 2-NO	44 STATE TAX DATA FORM EXECUTED CODE 1-YES 2-NO	45 POSITION CONTROL CERTIFICATION <b>6/24/65</b> <i>WT</i>	46 O.P. APPROVAL <i>E. A. Long</i> <b>7/13/65</b>
DATE APPROVED			

152 USE PREVIOUS EDITION

SECRET

GROUP 1  
EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

PJH: 16 JUL 65

SECRET  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION			
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)	
013842		HUNT E HOWARD	
3. NATURE OF PERSONNEL ACTION		4. EFFECTIVE DATE	
RESIGNATION		07 03 65	
5. CATEGORY OF EMPLOYMENT		REGULAR	
6. FUNDS		7. COST CENTER NO. CHARGEABLE	
<input type="checkbox"/> TO V <input type="checkbox"/> TO V <input checked="" type="checkbox"/> TO V <input type="checkbox"/> TO V		6120 0001 0000	
8. ORGANIZATIONAL DESIGNATIONS		9. LOCATION OF OFFICIAL STATION	
DDP/OFFICE OF THE DDP OPERATIONS GROUP		WASH., D.C.	
10. POSITION TITLE		11. POSITION NUMBER	
OPS OFFICER		0390	
12. SERVICE DESIGNATION		D	
13. CLASSIFICATION SCHEDULE (GS, LB, etc.)		14. OCCUPATIONAL SERIES	
GS		0136.01	
15. GRADE AND STEP		16. SALARY OR RATE	
15 7		19880	
17. REMARKS			

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

18. ACTION CODE	19. EMPLOY CODE	20. OFFICE CODING	21. STATION CODE	22. INTEGREE CODE	23. REGIONS CODE	24. DATE OF BIRTH	25. DATE OF GRADE	26. DATE OF LEI
45	10	NUMERIC ALPHABETIC				10 09 18		
27. NTP EXPIRES	28. SPECIAL REFERENCE	29. RETIREMENT DATA	30. SEPARATION DATA CODE	31. CORRECTION/CANCELLATION DATA	32. SECURITY REQ NO	33. SER		
NO DA YR		1 - YES 2 - NO	18F0071	NO DA YR				
34. VET PREFERENCE	35. SERV COMP. DATE	36. LONG COMP. DATE	37. CAREER CATEGORY	38. FEHLT - HEALTH INSURANCE	39. SOCIAL SECURITY NO			
NO 1 - NONE 2 - 10 PT	NO DA YR	NO DA YR	CODE	CODE 0 - NO YES 1 - YES				
40. PREVIOUS GOVERNMENT SERVICE DATA			41. LEAVE CAT			42. FEDERAL TAX DATA		
1 - NO PREVIOUS SERVICE 2 - NO BREAK IN SERVICE 3 - BREAK IN SERVICE (MORE THAN 3 YRS)			CODE			CODE NO TAX EXEMPTIONS		
			CODE 1 - YES 2 - NO			CODE NO TAX EXEMPTIONS		
						CODE NO TAX EXEMPTIONS		

SIGNATURE OR OTHER AUTHENTICATION

POSTED

JUL 19 1965

1150

Use Previous  
Edition

SECRET

Label 1  
Issued 1-65  
Change 1-65 and  
Revised 1-65

(When Filled In)



SECRET

NOTIFICATION OF ESTABLISHMENT OF MILITARY COVER BACKSTOP		DATE 20 July 1965
TO: (Check)	<input checked="" type="checkbox"/> CHIEF, PERSONNEL OPERATIONS DIVISION	ESTABLISHED FOR HUNT, E. Howard
	<input checked="" type="checkbox"/> CHIEF, OPERATING COMPONENT (For action) DDP	
ATTN:	Admin Staff	FILE NO. 1008
REF:	Resignee Backstop Debriefing	ID CARD NO.
MILITARY COVER BACKSTOP ESTABLISHED		EMPLOYEE NO.
US Army Element, Composite Operations Group		
<b>KEEP ON TOP OF FILE WHILE COVER IN EFFECT</b>		
<input checked="" type="checkbox"/>	Block Records: (OPMEMO 10-800-11)	Resignation effective 3 Jul 65
	a. Temporarily for _____ days, effective _____	
	b. Continuing, effective EOD Oct 49	
<input type="checkbox"/>	Submit Form 642 to change limitation category. (HMB 20-7)	
<input type="checkbox"/>	Ascertain that Army W-2 being issued. (HMB 20-661-1)	
<input type="checkbox"/>	Submit Form 1322 for any change affecting this cover. (R 240-250)	
<input type="checkbox"/>	Submit Form 1323 for transferring cover responsibility. (R 240-250)	
<input type="checkbox"/>	Remarks:	
<input checked="" type="checkbox"/>	Cover History	Dec50-Mar53 Mexico/State Dec56-Jul60 Uruguay/State Jun54-Oct56 Japan/DAC Jul60-Jul65 Hdqs/DAC
Forwarding Address: 5029 Milwood La. Washington, D.C. Employment Address: O/s with NOC background RDD/al CHIEF, MILITARY COVER, ECG		
DISTRIBUTION: Copy 1-POD, Copy 2-Operating Component, Copy 3-OS D/OS, Copy 4-CL/TELSVC, Copy 5-PSD/OS, Copy 6-File.		

*Continuing  
per  
Mack  
11/1/65*

*James J. Franklin*

(10) *As a result of the above, the following is recommended:*

# REQUEST FOR PERSONNEL ACTION

**SAN PEDRO**

18 SEPTEMBER 1966

1. SERIAL NUMBER 013842		2. NAME (Last-First-Middle) HUNT, E. HOWARD		3. NATURE OF PERSONNEL ACTION EXCEPTED APPOINTMENT <i>Career</i>		4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 09 18 66		5. CATEGORY OF EMPLOYMENT REGULAR	
6. FUNDS XX		7. COST CENTER NO. CHARGE 2230-1184		8. LEGAL AUTHORITY (Completed by Office of Personnel)		9. ORGANIZATIONAL DESIGNATIONS DDP/WE OPERATIONS STAFF INTERNAL SECTION		10. LOCATION OF OFFICIAL STATION WASHINGTON, D.C.	
11. POSITION TITLE OPS OFFICER		12. POSITION NUMBER 0020		13. CAREER SERVICE DESIGNATION D		14. CLASSIFICATION SCHEDULE (G.S., F.B., etc.) GS		15. OCCUPATIONAL SERIES 0136.01	
16. GRADE AND STEP 15-7		17. SALARY OR RATE \$ 21192		18. REMARKS Subject terminated staff status July 1965. Picked-up as a Contract Employee, and the termination of Contract Status will be effective 17 September 1966. <i>Terminated off Contract Employee according to Sign</i> <i>cc Security</i> <i>cc Payroll</i> <i>* From Contract Employee Reinstated with Code C-07/54</i>		19. SIGNATURE OF REQUESTING OFFICIAL Richard E. Westerman		20. DATE SIGNED 19 SEP 66	
21. OFFICE CODING NUMERIC ALPHABETIC SCBY5 WT		22. STATION CODE 75013		23. INTEGRAL CODE		24. MONTHS CODE 1		25. DATE OF BIRTH 10/04/15	
26. DATE OF GRADE 09/16/53		27. DATE OF LSI 12/01/57		28. SPECIAL REFERENCE 1-SEC 2-PIKA 3-BORN		29. RETIREMENT DATA CCODE 1		30. SEPARATION DATA CODE TYPE C-1	
31. CORRECTION (CANCELLATION DATA) EOD DATA		32. SECURITY REL NO 48130		33. SEX M		34. VET PREFERENCE 1		35. SERV COMP DATE 05/24/46	
36. LONG COMP DATE 11/28/49		37. CAREER CATEGORY C-1		38. FEEL: HEALTH INSURANCE 1-YES 2-NO		39. SOCIAL SECURITY NO 136-65-4470		40. PREVIOUS GOVERNMENT SERVICE DATA 1-NO PREVIOUS SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)	
41. LEAVE CAT CODE 8		42. FEDERAL TAX DATA FORM EXECUTED 1-YES 2-NO		43. STATE TAX DATA FORM EXECUTED 1-YES 2-NO		44. SOCIAL SECURITY NO 1		45. POSITION CONTROL CERTIFICATION 46. OP APPROVAL Richard E. Westerman	
47. DATE APPROVED		48. DATE APPROVED		49. DATE APPROVED		50. DATE APPROVED		51. DATE APPROVED	

REF: 23 SEPT 66

SECRET  
(When Filled In)

OAF NOTIFICATION OF PERSONNEL ACTION														
1. SERIAL NUMBER		2. NAME (LAST FIRST MIDDLE)												
013842		HUNT E HOWARD												
3. NATURE OF PERSONNEL ACTION					4. EFFECTIVE DATE					5. CATEGORY OF EMPLOYMENT				
EXCEPTED APPT CAREER					09 13 66					REGULAR				
6. FUNDS		7. COST CENTER NO. CHARGEABLE		8. CSC OR OTHER LEGAL AUTHORITY										
X		7236 1184 0000		50 USC 403 J										
9. ORGANIZATIONAL DESIGNATIONS					10. LOCATION OF OFFICIAL STATION									
DDP/WE OPERATIONS STAFF INTERNAL SECTION					WASH., D.C.									
11. POSITION TITLE					12. POSITION NUMBER					13. SERVICE DESIGNATION				
OPS OFFICER					0020					D				
14. CLASSIFICATION SCHEDULE (GS, GS, etc.)			15. OCCUPATIONAL SERIES			16. GRADE AND STEP			17. SALARY OR RATE					
GS			0136.01			15 7			21192					
18. REMARKS														
FORMER CONTRACT EMPLOYEE. REINSTATE SICK LEAVE.														

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODING		22. STATION CODE		23. INTEGREE CODE		24. MAJOR CODE		25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI	
11		10		50045 WE		75013				1		10 09 18		08 16 53		12 06 64	
28. NTE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. CORRECTION, CANCELLATION DATA		33. SECURITY REQ NO		34. SER					
				1				EOD DATA		48130		M1					
35. VET PREFERENCE		36. SERV COMP DATE		37. LONG COMP DATE		38. CAREER CATEGORY		39. FEGLI / HEALTH INSURANCE		40. SOCIAL SECURITY NO							
1		05 24 44		11 08 49		C		1		126054970							
41. PREVIOUS GOVERNMENT SERVICE DATA				42. LEAVE CAT CODE		43. FEDERAL TAX DATA				44. STATE TAX DATA							
1				6		1 M5				1 C				19			

SIGNATURE OR OTHER AUTHENTICATION

POSTED

09-27611

10 1150

Use Previous  
Edition

SECRET

SECRET

(When Filled In)

1. SERIAL NO		2. NAME		3. ORGANIZATION		4. FUNDS		5. LWOP HOURS	
013842		HUNT E HOWARD		44 050		CF			
6. OLD SALARY RATE					7. NEW SALARY RATE				
Grade	Step	Salary	Lea Off Date	Grade	Step	Salary	EFFECTIVE DATE	8. TYPE ACTION	
GS 15	7	\$21,192	12/06/64	GS 15	8	\$21,799	12/03/67		
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.									
SIGNATURE <i>Refr. Lunde</i>					DATE <i>29 Nov. 1967</i>				
<input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD									
CLERK'S INITIALS					MODIFIED BY				
FORM 560 E Use previous editions					PAY CHANGE NOTIFICATION				

SECRET

3 October 1966

MEMORANDUM FOR : Chief, TRB

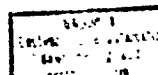
SUBJECT : Verification of Contract Service for  
Howard E. Hunt

1. The following is a record of subject's contract service with the Agency:

<u>Date</u>	<u>Action</u>	<u>Compensation</u>
4 July 1965	Contract Employee	\$19,880 per annum
10 October 1965	Salary Increase	\$20,595 per annum
3 July 1966	Salary Increase	\$21,192 per annum
17 September 1966	Contract Terminated	\$21,192 per annum

2. All of above service is creditable for both leave and Civil Service Retirement purposes.

*Dow H. Luetscher*  
Dow H. Luetscher  
Chief, Contract Personnel Division



**SECRET**

NOTIFICATION OF ESTABLISHMENT OF OFFICIAL COVER BACKSTOP		6 January 1967
TO:	<input checked="" type="checkbox"/> CHIEF, PERSONNEL OPERATIONS DIVISION	ESTABLISHED FOR  HUME, E. Howard
(Check)	<input type="checkbox"/> CHIEF, CONTRACT PERSONNEL DIVISION	
	<input checked="" type="checkbox"/> CHIEF, OPERATING COMPONENT (For action) O/DDP	
ATTN:	DDP/Personnel	FILE NO. 1033
REF:	Resignation Debriefing	ID CARD NO.
OFFICIAL COVER BACKSTOP ESTABLISHED  Department of State		EMPLOYEE NO.

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

☒ **Block Records**  
(OPMEMO 20-800-11)

a. Temporarily for \_\_\_\_\_ days, effective \_\_\_\_\_

b. Continuing, effective EOD

☒ **Submit Form 642 to change limitation category.**  
(RHB 20-7)

☐ **Ascertain that Army W-2 being issued.**  
(HB 20-661-1)

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

☒ **Submit Form 323 for transferring cover responsibility.**  
(R 240-250)

☐ **Concurred in issuance**

AGE ☐  
NACS ☐

Hospitalization card.

## COVER HISTORY

Oct 49	- Dec 50	MEXICO/OVERT
Dec 50	- Mar 53	MEXICO/STATE
Mar 53	- Jun 54	MEX/OVERT
Jun 54	- Oct 56	JAPAN/DAC
Dec 56	- Jul 60	URUGUAY/SEATE
Jul 60	- Jul 65	MEX/DAC
Jul 65	- Sep 66	contractual employment O/DDP as consultant

/CD/sac CHIEF, OFFICIAL COVER CCS

DISTRIBUTION: Copy 1-POD, Copy 2-Operating Component, Copy 3-D/OS, Copy 4-OL/TELSVC, Copy 5-OP/BSO/IB,  
Copy 6-OCS/OPS, Copy 7-File

SECRET

REQUEST FOR PERSONNEL ACTION										DATE PREPARED	
1. SERIAL NUMBER		2. NAME (Last-First-Middle)						11. JANUARY 1967			
3. NATURE OF PERSONNEL ACTION		4. EFFECTIVE DATE REQUESTED				5. CATEGORY OF EMPLOYMENT					
REASSIGNMENT & TRANSFER TO CONFIDENTIAL FUNDS		MONTH DAY YEAR 01 20 67				REGULAR					
6. FUNDS		7. COST CENTER NO. CHARGEABLE		8. LEGAL AUTHORITY (Completed by Office of Personnel)		9. ORGANIZATIONAL DESIGNATIONS		10. LOCATION OF OFFICIAL STATION			
V TO V CP TO V		XX CP TO CP		7136-1184		DDP/DIR SPECIAL ACTIVITIES STAFF		FASH, D.C.			
11. POSITION TITLE		12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION		14. CLASSIFICATION SCHEDULE (GS, F, R, etc.)		15. OCCUPATIONAL SERIES			
OPS. OF		0000		D		GS		0136.01			
16. GRADE AND STEP		17. SALARY OR RATE		18. REMARKS		19. ACTION CODE		20. EMPLOY CODE			
15-7		\$ 21.192		cc payroll		21. OFFICE CODING		22. STATION CODE			
15-7		\$ 21.192		cc payroll		23. INTEGRITY CODE		24. NOTES			
15-7		\$ 21.192		cc payroll		25. DATE OF BIRTH		26. DATE OF GAIN			
15-7		\$ 21.192		cc payroll		27. DATE OF LEI		28. INT. EMPLOY			
15-7		\$ 21.192		cc payroll		29. SPECIAL REFERENCE		30. RETIREMENT DATA			
15-7		\$ 21.192		cc payroll		31. SEPARATION DATA CODE		32. CORRECTION CANCELLATION DATA			
15-7		\$ 21.192		cc payroll		33. VET PREFERENCE		34. SERV. COMP. DATE			
15-7		\$ 21.192		cc payroll		35. LONG. COMP. DATE		36. CAREER CATEGORY			
15-7		\$ 21.192		cc payroll		37. FEGLI. HEALTH INSURANCE		38. SOCIAL SECURITY NO.			
15-7		\$ 21.192		cc payroll		39. FEDERAL TAX DATA		40. STATE TAX DATA			
15-7		\$ 21.192		cc payroll		41. PREVIOUS GOVERNMENT SERVICE DATA		42. LEAVE CAT. CODE			
15-7		\$ 21.192		cc payroll		43. FORM EXECUTED		44. FORM EXECUTED			
15-7		\$ 21.192		cc payroll		45. POSITION CONTROL CERTIFICATION		46. DATE APPROVED			
15-7		\$ 21.192		cc payroll		47. DATE APPROVED		48. DATE APPROVED			

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1  
EXCLUDED FROM AUTOMATIC DOWNGRADING  
AND DECLASSIFICATION

16.

**SECRET**  
(When Filled In)

BJT: 26 JAN 67

NOTIFICATION OF PERSONNEL ACTION											
<b>OCF</b>											
1. SERIAL NUMBER		2. NAME (LAST, FIRST, MIDDLE)									
013842		HUNT E HOWARD									
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
REASSIGNMENT AND TRANSFER TO CONFIDENTIAL FUNDS						01   29   67		REGULAR			
6. FUNDS		V TO V		V TO CF		7. Financial Analysis No Chargeable		8. USC OR OTHER LEGAL AUTHORITY			
CF TO V		X		CF TO CF		7136 1184 0000		50 USC 403 J			
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION					
DDP/EUR SPECIAL ACTIVITIES STAFF						WASH., D.C.					
11. POSITION TITLE						12. POSITION NUMBER		13. SERVICE DESIGNATION			
OPS OFFICER						0006		D			
14. CLASSIFICATION SCHEDULE (GS, LR, etc.)			15. OCCUPATIONAL SERIES			16. GRADE AND STEP			17. SALARY OR RATE		
GS			0136.01			15 7			21192		
18. REMARKS											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODES		22. STATION CODE		23. INTEGRITY CODE		24. HEIGHT CODE	
20		10		44050 EUR		75013		1		10 09 18	
25. DATE EXPIRES		26. SPECIAL REFERENCE		27. RETIREMENT DATA		28. SEPARATION DATA CODE		29. CORRECTION/CANCELLATION DATA		30. SECURITY REQ NO.	
NO DA YR		REFERENCE		CODE		DATA CODE		TYPE NO DA YR		EOD DATA	
31. VET PREFERENCE		32. SERV COMP DATE		33. LONG COMP DATE		34. CAREER CATEGORY		35. FEGLI / HEALTH INSURANCE		36. SOCIAL SECURITY NO	
CODE 0 NONE 1 5 PT 2 10 PT		NO 24 YR NC 24 YR		LAW 24 YR ORAL 24 YR		CODE CODE		CODE 0 WAIVED 1 YES		HEALTH INS CODE	
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE				42. LEAVE CAT CODE		43. FEDERAL TAX DATA				44. STATE TAX DATA	
CODE 0 NO PREVIOUS SERVICE 1 NO BREAK IN SERVICE 2 BREAK IN SERVICE LESS THAN 3 YRS 3 BREAK IN SERVICE MORE THAN 3 YRS				CODE		FORM EXECUTED CODE NO TAX EXEMPTIONS				FORM EXECUTED CODE NO TAX EXEMPT STATE CODE	
SIGNATURE OR OTHER AUTHENTICATION											
FROM: WE						<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <b>POSTED</b>  </div>					

FORM 1150  
5-66

Use Previous  
Edition

**SECRET**

**BJT**

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

(When Filled In)

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED	
				25 April 1967	
1 SERIAL NUMBER		2 NAME (Last-First-Middle)			
013842		HUNT, E. HOWARD			
3 NATURE OF PERSONNEL ACTION DESIGNATION AS A PARTICIPANT IN THE CIA RETIREMENT AND DISABILITY SYSTEM			4 EFFECTIVE DATE REQUESTED		5 CATEGORY OF EMPLOYMENT
			MONTH DAY YEAR 05 07 67		REGULAR
6 FUNDS	V TO V	V TO CF	7 FINANCIAL ANALYSIS NO CHARGEABLE	8 LEGAL AUTHORITY (Completed by Office of Personnel)	
	CF TO V	X CF TO CF	7136-1184	PL 88-643 Sect. 203	
9 ORGANIZATIONAL DESIGNATIONS			10 LOCATION OF OFFICIAL STATION		
DDP/WE EVR			WASHINGTON, D. C.		
11 POSITION TITLE		12 POSITION NUMBER		13 CAREER SERVICE DESIGNATION	
				D	
14 CLASSIFICATION SCHEDULE (GS, FS, etc.)		15 OCCUPATIONAL SERIES		17 SALARY OR RATE	
				\$	
16 REMARKS					
EMPLOYEE WILL RECEIVE NOTIFICATION FROM THE DIRECTOR OF PERSONNEL OF THIS DESIGNATION.					
18A SIGNATURE OF REQUESTING OFFICIAL		DATE SIGNED		18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19 ACTION CODE	20 EMPLOY CODE	21 OFFICE CODING	22 STATION CODE	23 INTEGREE CODE	24 REQUEST CODE
		NUMERIC ALPHABETIC			
25 DATE OF BIRTH	26 DATE OF GRADE	27 DATE OF LRI			
MO. DA. YR.	MO. DA. YR.	MO. DA. YR.			
28 HTE EXPIRES	29 SPECIAL REFERENCE	30 RETIREMENT DATA	31 SEPARATION DATA CODE	32 CORRECTION CANCELLATION DATA	33 SECURITY REQ NO
MO. DA. YR.		1-CSC 2-FICA 3-NOM			
35 VET PREFERENCE	36 SERV COMP DATE	37 LONG COMP DATE	38 CAREER CATEGORY	39 FEGLI-HEALTH INSURANCE	40 SOCIAL SECURITY NO
CODE	MO. DA. YR.	MO. DA. YR.	CODE	CODE	
41 PREVIOUS CIVILIAN GOVERNMENT SERVICE	42 LEAVE CAT. CODE	43 FEDERAL TAX DATA	44 STATE TAX DATA		
CODE		FORM EXECUTED	FORM EXECUTED		
45 POSITION CONTROL CERTIFICATION	46 OF APPROVAL	DATE APPROVED			
	See memo signed by D/Pers dated 27 APR 1967				

SECRET

GROUP 1  
EXCLUDED FROM AUTOMATIC DOWNGRADING  
AND DECLASSIFICATION



**SECRET**  
(When Filled In)

**BJT: 17 MAY 67**

**NOTIFICATION OF PERSONNEL ACTION**

1. SERIAL NUMBER <b>013842</b>		2. NAME (LAST-FIRST MIDDLE) <b>HUNT E HOWARD</b>	
3. NATURE OF PERSONNEL ACTION <b>DESIGNATION AS PARTICIPANT IN CIA RETIREMENT AND DISABILITY SYSTEM</b>		4. EFFECTIVE DATE MO DA YR <b>05 07 67</b>	5. CATEGORY OF EMPLOYMENT <b>REGULAR</b>
6. FUNDS V TO V CF TO V <b>X</b>	V TO CF CF TO CF <b>X</b>	7. Financial Analysis No Chargeable <b>7136 1184 0000</b>	8. CSC OR OTHER LEGAL AUTHORITY <b>PL 88-643 SECT. 203</b>
9. ORGANIZATIONAL DESIGNATIONS  <b>DDP/EUR</b>		10. LOCATION OF OFFICIAL STATION  <b>WASH., D.C.</b>	
11. POSITION TITLE		12. POSITION NUMBER	13. SERVICE DESIGNATION  <b>D</b>
14. CLASSIFICATION SCHEDULE (GS, LO, etc.)	15. OCCUPATIONAL SERIES  <b>15</b>	16. GRADE AND STEP	17. SALARY OR RATE
18. REMARKS <b>EMPLOYEE WILL RECEIVE NOTIFICATION FROM THE DIRECTOR OF PERSONNEL OF THIS DESIGNATION.</b>			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL			
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING NUMERIC ALPHABETIC	22. STATION CODE
23. INTEGREE CODE	24. MOBILE CODE	25. DATE OF BIRTH MO DA YR	26. DATE OF GRADE MO DA YR
27. DATE OF LEI MO DA YR	28. NTE EXPIRES MO DA YR	29. SPECIAL REFERENCE 1. CSC 2. CIA 3. FICA 4. NONE <b>2</b>	30. RETIREMENT DATA CODE <b>2</b>
31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA TYPE MO DA YR	33. SECURITY REQ. NO.	34. SEX
35. VET PREFERENCE CODE 0 NONE 1 5 PT 2 10 PT	36. SERV COMP DATE MO DA YR	37. LONG COMP DATE MO DA YR	38. CAREER CATEGORY CODE 1 REG 2 NO
39. FEGLI / HEALTH INSURANCE CODE 0 WAIVER 1 YES	40. SOCIAL SECURITY NO	41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0 NO PREVIOUS SERVICE 1 NO BREAK IN SERVICE 2 BREAK IN SERVICE (LESS THAN 3 YRS) 3 BREAK IN SERVICE (MORE THAN 3 YRS)	
42. LEAVE CAT CODE	43. FEDERAL TAX DATA FORMER/EXTD CODE NO TAX EXEMPTIONS	44. STATE TAX DATA FORM EXEMPTED CODE NO TAX STATE CODE	

SIGNATURE OR OTHER AUTHENTICATION

**POSTED**  
**5-18-67**

FORM 1150

Use Previous Edition

**SECRET**

**BJR**

GROUP 1  
(EXCLUDED FROM AUTOMATIC  
DOWNGRADING AND  
DECLASSIFICATION)

(When Filled In)

14-00000

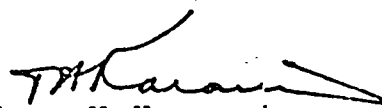
SECRET

1 June 1967

MEMORANDUM FOR THE RECORD

SUBJECT: Mr. Howard Hunt

Mr. Hunt, on instructions of the Deputy Director for Plans, and with approvals from the DCI and the DDCI, was converted to contract employment and assigned to Spain for a special undertaking in behalf of the DD/P. He left for Spain in July 1965 and returned to the U. S. in June 1966 having completed his assignment successfully. If an evaluative comment is needed to cover his work during this period of time he should be rated as "strong".

  
Thomas H. Karamessines  
Assistant Deputy Director for Plans

Orig & 1 - Director of Personnel  
via C/EUR  
1 - ADD/P

SECRET

# CONFIDENTIAL

(When Filled In)

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

NAME OF EMPLOYEE (Last) (First) (Middle) SOCIAL SECURITY NUMBER  
HUNT E. Howard

## 1. RESIDENCE DATA

PLACE OF RESIDENCE WHEN INITIALLY EMPLOYED BY AGENCY LAST PLACE OF RESIDENCE IN CONTINENTAL U.S. (If appointed abroad)  
Sarasota, Fla.

PLACE IN CONTINENTAL U.S. DESIGNATED AS PERMANENT RESIDENCE HOME LEAVE RESIDENCE  
Potomac, Md. 11120 River Rd. Potomac, Md. 20854

## 2. MARITAL STATUS (Check one)

☐ SINGLE ☒ MARRIED ☐ SEPARATED ☐ DIVORCED ☐ WIDOWED ☐ ANNULLED

IF MARRIED, PLACE OF MARRIAGE DATE OF MARRIAGE  
Millbrook, N.Y. Sept. 7 1949

IF DIVORCED, PLACE OF DIVORCE DECREE DATE OF DECREE

IF WIDOWED, PLACE SPOUSE DIED DATE SPOUSE DIED

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

## 3. MEMBERS OF FAMILY

NAME OF SPOUSE ADDRESS (No. Street, City, State, Zip Code) TELEPHONE NO.  
Dorothy L. Hunt 11120 River Rd. Potomac, Md. 20854 299 7366

NAMES OF CHILDREN ADDRESS SEX DATE OF BIRTH  
Lisa T. 11120 River Road, Potomac, Md. F 3/11/51  
Kevan T. D F 27/11/52  
Howard St. John I TFO M 3/22/54  
David A. M 8/1/65

NAME OF YOUR FATHER (Or male guardian) ADDRESS TELEPHONE NO.

NAME OF YOUR MOTHER (Or female guardian) ADDRESS TELEPHONE NO.

WHAT MEMBER(S) OF YOUR FAMILY IF ANY, HAS BEEN TOLD OF YOUR AFFILIATION WITH THE ORGANIZATION IF CONTACT IS REQUIRED IN AN EMERGENCY. Wife and 3 elder children

## 4. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY

NAME (Mr., Mrs., Miss) (Last-First-Middle) RELATIONSHIP  
E Hunt, Dorothy L. wife

HOME ADDRESS (No. Street, City, State, Zip Code) HOME TELEPHONE NUMBER  
11120 River Rd. Potomac, Md. 20854 299 7366

BUSINESS ADDRESS (No. Street, City, State, Zip Code) AND NAME OF EMPLOYER, IF APPLICABLE BUSINESS TELEPHONE & EXTENSION

IS THE INDIVIDUAL NAMED ABOVE WITTING OF YOUR AGENCY AFFILIATION? (If "No" give name and address of organization he believes you work for.) YES X

IS THIS INDIVIDUAL AUTHORIZED TO MAKE DECISIONS ON YOUR BEHALF IN THE EVENT YOU ARE INCAPABLE? (If "No" give name and address of person, if any, who can make such decisions in case of emergency.) YES X

DOES THIS INDIVIDUAL KNOW THAT HE HAS BEEN DESIGNATED AS YOUR EMERGENCY ADDRESSEE? (If answer is "No" explain why in item 6.) YES X

The persons named in item 3 above may also be notified in case of emergency. IF SUCH NOTIFICATION IS NOT DESIRABLE BECAUSE OF HEALTH OR OTHER REASONS, PLEASE SO STATE IN ITEM 6 ON THE REVERSE SIDE OF THIS FORM.

CONTINUED ON REVERSE SIDE

## CURRENT RESIDENCE AND DEPENDENCY REPORT

## CONFIDENTIAL

5. VOLUNTARY ENTRIES		
Experience in the handling of employee emergencies has shown that the absence of certain personal data often delays and complicates the settlement of estate and financial matters. The information requested in this section may prove very useful to your family or attorney in the event of your disability or death and will be disclosed only when circumstances warrant.		
INDICATE NAME AND ADDRESS OF ANY BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS AND THE NAMES IN WHICH THE ACCOUNTS ARE CARRIED.		
<p align="center"><b>Riggs National Bank F&amp;M Branch, Washington, DC</b></p> <p align="center"><b>Howard and/or Dorothy L. Hunt</b></p>		
ARE YOU A MEMBER OF THE NORTHWEST FEDERAL CREDIT UNION? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
IF YES, DO YOU HAVE A JOINT ACCOUNT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
HAVE YOU COMPLETED A LAST WILL AND TESTAMENT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO. (If "Yes" where is document located?)		
<p align="center"><b>in wife's possession</b></p>		
HAVE YOU PREPLANNED AN ARRANGED GUARDIANSHIP OF YOUR CHILDREN IN CASE OF COMMON DISASTER TO BOTH PARENTS? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO. (If "Yes" give name(s) and address)		
<p align="center"><b>Wm. F. Buckley, Jr. Stamford, Conn.</b></p>		
HAVE YOU EXECUTED A POWER OF ATTORNEY? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. (If "Yes", who possess the power of attorney?)		
6. ADDITIONAL DATA AND/OR CONTINUATION OF PRECEDING ITEMS		
<p>Daughter Lisa T. Hunt is presently hospitalized. Notification should <u>not</u> be made to her.</p>		
SIGNED AT	DATE	SIGNATURE
Langley, Va.	23 June 1967	<i>E. Howard Hunt</i>

CONFIDENTIAL

SECRET

(When Filled In)

REQUEST FOR PERSONNEL ACTION										DATE PREPARED	
1. SERIAL NUMBER		2. NAME (Last-First-Middle)								30 JULY 1968	
013842		HUNT, E. HOWARD									
3. NATURE OF PERSONNEL ACTION				4. EFFECTIVE DATE REQUESTED			5. CATEGORY OF EMPLOYMENT				
REASSIGNMENT				MONTH DAY YEAR 08 07 68			REGULAR				
6. FUNDS		V TO V		V TO CF		7. FINANCIAL ANALYSIS NO CHARGEABLE		8. LEGAL AUTHORITY (Completed by Office of Personnel)			
CF TO V		XX		CF TO CF		9136 1184					
9. ORGANIZATIONAL DESIGNATIONS				10. LOCATION OF OFFICIAL STATION							
EDP/EUR OPERATIONS STAFF				WASH., D.C.							
11. POSITION TITLE				12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION					
CPS OFFICER (15)				0012		D					
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)			15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE				
GS			0136.01		15 8		23,735 24.393				
18. REMARKS											
VICE: W. DIETRICH FROM EUR/SAS/#0006											
19A. SIGNATURE OF REQUESTING OFFICIAL				DATE SIGNED		19B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER				DATE SIGNED	
WILLFORD C. TAYLOR, C/E/PERS				8/1/68		Paul M. Y. [Signature]				5 Aug 68	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODING		22. STATION CODE		23. INTEGREE CODE		24. MOOTHS CODE	
37		10		44100 EUR		78213		1		10 09 68	
25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI		31. SEPARATION DATA CODE		32. CORRECTION/CANCELLATION DATA		33. SECURITY REQ NO.	
MO. DA. YR.		MO. DA. YR.		MO. DA. YR.		TYPE		MO. DA. YR.		34. SEX	
10 09 68										EOD DATA	
35. VET PREFERENCE		36. SERV. COMP. DATE		37. LONG. COMP. DATE		38. CAREER CATEGORY		39. FEGLI HEALTH INSURANCE		40. SOCIAL SECURITY NO.	
CODE		MO. DA. YR.		MO. DA. YR.		CODE		CODE		CODE	
8-BONE 1-5 FT 3-10 FT						CAR RESP PROV. TEMP		8-WAIVER 1-YES		HEALTH INS CODE	
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE				42. LEAVE CAT CODE		43. FEDERAL TAX DATA		44. STATE TAX DATA			
CODE				CODE		CODE		CODE			
8-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)						FORM EXECUTED 1-YES 2-NO		FORM EXECUTED 1-YES 2-NO			
45. POSITION CONTROL CERTIFICATION						46. O.P. APPROVAL			DATE APPROV		
8-7-68						[Signature]					

FORM 1152 USE PREVIOUS EDITION

SECRET

GROUP 1  
EXCLUDED FROM AUTOMATIC DOWNGRADING  
AND DECLASSIFICATION

PLW: 13 AUG 68

SECRET  
(When Filled In)

## NOTIFICATION OF PERSONNEL ACTION

NOTIFICATION OF PERSONNEL ACTION									
1. SERIAL NUMBER		2. NAME (LAST FIRST MIDDLE)							
013842		HUNT E HOWARD							
3. NATURE OF PERSONNEL ACTION				4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
REASSIGNMENT				03   07   68		REGULAR			
6. FUNDS		V TO V		V TO CF		7. Financial Analysis No. Chargeable		8. CSC OR OTHER LEGAL AUTHORITY	
CF TO V		X		CF TO CF		9136 1194 0000		50 USC 403 J	
9. ORGANIZATIONAL DESIGNATIONS				10. LOCATION OF OFFICIAL STATION					
DDP/EUR OPERATIONS STAFF				WASH., D.C.					
11. POSITION TITLE				12. POSITION NUMBER		13. SERVICE DESIGNATION			
OPS OFFICER				0012		D			
14. CLASSIFICATION SCHEDULE (GS 18 WK)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
GS		0138.01		15 6		24393			
18. REMARKS									
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL									
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODING		22. STATION CODE		23. INTERGEE CODE	
37		10		44100 EUR		75013		10   09   12	
24. NTE EXPIRES		25. SPECIAL REFERENCE		26. RETIREMENT DATA		27. SEPARATION DATA CODE		28. Correction/Concurrence Data	
MO DA YR		1 CSC 2 C/A 3 FCA 4 HONOR		CODE		TYPE		MO DA YR	
29. VET PREFERENCE		30. SERV COMP DATE		31. LONG. COMP DATE		32. CAREER CATEGORY		33. PEGU - HEALTH INSURANCE	
CODE		MO DA YR		MO DA YR		CODE		CODE	
1. 0 2. 1 3. 2		MO DA YR		MO DA YR		CODE		CODE	
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE				42. LEAVE CAT CODE		43. FEDERAL TAX DATA		44. STATE TAX DATA	
CODE				CODE		CODE		CODE	
1. NO PREVIOUS SERVICE 2. NO BREAK IN SERVICE 3. BREAK IN SERVICE (LESS THAN 3 YRS) 4. BREAK IN SERVICE (MORE THAN 3 YRS)				1. YES 2. NO		1. YES 2. NO		1. YES 2. NO	
SIGNATURE OR OTHER AUTHENTICATION									

FORM 1150  
5-64 10-67Use Previous  
Edition

SECRET

PLW

Excluded from automatic  
downgrading and  
declassification

(When Filled In)

7 March 1969

MEMORANDUM FOR: E. Howard Hunt, DDP/EUR/CA

SUBJECT : Service Computation Date

In your memo of 24 February 1969 to the Director of Personnel you requested a classification of your Service Computation Date, since various records had indicated three different dates. The date should be 7 September 1944.

This date reflects the following service:

Economic Cooperation Administration-

17 May 1948 - 08 June 1948 22 days

Foreign Service-

09 June 1948 - 19 February 1949 - 08 mo., 11 days

U.S. Naval Reserve-

19 August 1940 - 13 October 1942 - 02 yr., 1 mo., 25 days

U.S. Army-

06 October 1943 - 08 January 1946 - 02 yr., 3 mo., 3 days

Agency (Staff and Contract)-

08 November 1949 to Present

Total non-Agency time amounts to 5 years, 2 months and 1 day. When this time is subtracted from your Agency EOD date the result is 7 September 1944.

The confusion has resulted from conflicting dates arrived at in previous attempts at classification.

**SECRET**

This office is charged with arriving at SCD's for leave purposes. Prior to your retirement the Retirement Operations Branch will obtain records from the Civil Service Commission verifying that service which is creditable for retirement purposes.

In this regard let me point out that the data which we have just verified contains a period of service that is potentially creditable for retirement. Your military records show an enlistment in the Army as 6 October 1943. However the form later states active duty from 22 November 1943 to 8 January 1946. If you have any questions regarding the computation please call me on X7165. Questions regarding creditable service for retirement purposes can be referred to Murray Benthall on X3237.

John T. McCann  
Chief, Transactions & Records Branch

Distribution:  
Orig. & Addressee  
1-TRB Chrono



14-00000

**SECRET**

30 April 1969.

**MEMORANDUM IN LIEU OF FITNESS REPORT**

**SUBJECT** : Howard E. Hunt, GS-15, Employee  
Number 013842, DOB: October 1918;  
EUR/CA; Career; Service Designa-  
tion: D.

**PERIOD UNDER REVIEW** : 22 June 1968 - 31 March 1969

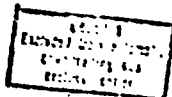
**MONTHS UNDER MY SUPERVISION:** 7

**OVER-ALL RATING** : Strong

1. Mr. Hunt took on his present duties as EUR/CA in July 1968. His performance in this position has been consistently Strong.

2. From the period of his previous assignment to EUR's Special Activities Staff, Mr. Hunt has made a substantial contribution to the refinement and recasting of CA operational concepts which has been underway in the Division since the termination over the past two years of many long established projects. He has a fine political sense and a sound grasp of European realities and evolutions. While concerned with the role and methods of political action, his mind is essentially operational, imaginative, and perhaps at its happiest in the recognition of opportunities and the stimulation of specific action in the field. In both these areas he has shown a power of original thought, persuasiveness in presenting his views, and persistence and vigor in helping get action underway.

3. There are three primary areas in which Mr. Hunt has played an important role in the Division's business. The first is in providing consistent staff assistance to Branches and Stations in the conduct of on-going CA action, and the modification and relocation of certain activities of concern to the Senior Staff and other divisions. He has brought to this work a balanced view of Division and Senior Staff equities, an excellent awareness of realities in the field and of the practical limits imposed by the field priorities, manpower, and the requirements of security.



**SECRET**

14-00000

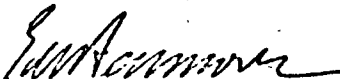
SECRET

4. Secondly, Mr. Hunt has carried with him from SAS a continuing participation in the work of that staff in its two aspects: the countering of Soviet political action and a reawakened and redefined concern with Communist Party operations. He has contributed to the definition of these interests and worked closely with the Branches in identifying opportunities. Neither of these areas are of a nature that has made for prompt common understanding between Headquarters and the field. Mr. Hunt's TDY's have been of major assistance in furthering this understanding.

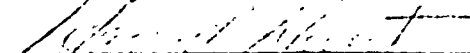
5. Thirdly, Mr. Hunt has assumed a particularly important role in responding to requirements for memoranda, studies and suggestions which the Division has been asked to produce since the beginning of a new national Administration in January. Intimately coupled with this is direct support to the Chief of the Division in the latter's participation in the Interdepartmental Group, and the analyses and studies which have derived from that participation.

6. In all these duties, Mr. Hunt's performance has reflected sagacity, balance, and imagination. He has had, to his credit, the advantage of excellent give and take with the Division's branches and a sound knowledge of branch people and capacities. He has drawn with equal effectiveness upon a broad range of personal associations in other divisions and senior staffs, and upon a deep experience of the mechanics, nuances and occasional delicacies of getting business done at Headquarters.

7. In summary, Mr. Hunt's has been the performance of a very competent, tough-minded senior professional in a period which has somewhat changed the nature of the CA officer's duties within the Division.

  
Edward Fenimore  
Chief of Operations  
European Division

I certify that I have seen the above fitness report.



Date: 5/15/69

- 2 -

SECRET

SECRET

NOTIFICATION OF ESTABLISHMENT OR CANCELLATION OF OFFICIAL COVER BACKSTOP		DATE: 14 January 1970	
TO: (Check)	<input checked="" type="checkbox"/> CHIEF, RECORDS AND CONTROL	FILE NUMBER 1088	
	<input type="checkbox"/> CHIEF, CONTRACT PERSONNEL DIVISION	EMPLOYEE NUMBER 013842	
	<input checked="" type="checkbox"/> CHIEF, OPERATING COMPONENT (For action)	ID CARD NUMBER EUR	
ATTN: CHIEF SUPPORT STAFF		OFFICIAL COVER	BACKSTOP ESTABLISHED
REF: FORM: 1413		<input checked="" type="checkbox"/>	DISCONTINUED
SUBJECT: HUNT, E. HOWARD		UNIT: DEPARTMENT OF STATE	
<b>KEEP ON TOP OF FILE WHILE COVER IN EFFECT</b>			
ESTABLISHMENT OF OFFICIAL COVER BLOCK RECORDS (OPM 20-800-11)		CANCELLATION OF OFFICIAL COVER UNBLOCK RECORDS (OPM 20-800-11)	
A. TEMPORARILY FOR _____ DAYS EFFECTIVE DATE COB _____		DATE: XXXXXXXX	
B. CONTINUING AS OF COB		FROM EOD	
SUBMIT FORM 642 TO CHANGE LIMITATION CATEGORY. (HNB 20-7)		SUBMIT FORM 642 TO CHANGE LIMITATION CATEGORY. (HNB 20-7)	
ASCERTAIN THAT _____ W-2 BEING ISSUED. (HNB 20-11)		RETURN ALL OFFICIAL DOCUMENTATION TO CCS.	
SUBMIT FORM 1322 FOR ANY CHANGE AFFECTING THIS COVER. (HR-240-2*)		DO NOT WRITE IN THIS BLOCK - FOR CCS INTERNAL USE ONLY	
SUBMIT FORM 1323 FOR TRANSFERRING COVER RESPONSIBILITY. (HR-240-2*)			
SUBMIT FORM 2688			
FOR HOSPITALIZATION CARD			
REMARKS AND/OR COVER HISTORY			
<b>COVER HISTORY:</b> NOV 49 - DEC 50 HQS/OVERT DEC 50 - MAR 53 MEXICO/STATE INT MAR 53 - JAN 54 HQS/OVERT JAN 54 - OCT 56 JAPAN/DAC OCT 56 - JAN 57 HQS/OVERT JAN 57 - JUN 60 URUGUAY/STATE INT JUL 60 - JUL 65 HQS/OVERT JUL 65 - SEP 66 HQS/OVERT SEP 66 - PRESENT HQS/STATE NOM			
DISTRIBUTION: COPY 1 - RLD COPY 2 - OPERATING COMPONENT COPY 3 - D/OB COPY 4 - OL/TELSVC COPY 5 - CCS - CHRONO COPY 6 - CCS - FILE		JC/s1	
1551 USE PREVIOUS EDITION		SECRET	

CHIEF, OFFICIAL COVER, CENTRAL COVER STAFF

(13-20-43)

SECRET

REQUEST FOR PERSONNEL ACTION										DATE PREPARED	
1 SERIAL NUMBER 013842										19 Jan 70	
2 NAME (Last-First-Middle) HUNT, E. HOWARD											
3 NATURE OF PERSONNEL ACTION TRANSFER TO VOUCHERED FUNDS						4 EFFECTIVE DATE REQUESTED MONTH DAY YEAR 01 11 70		5 CATEGORY OF EMPLOYMENT REGULAR			
6 FUNDS XX						7 FINANCIAL ANALYSIS NO. CHARGEABLE 0236 1184		8 LEGAL AUTHORITY (Completed by Office of Personnel)			
9 ORGANIZATIONAL DESIGNATIONS DDP/RUR OPERATIONS STAFF						10 LOCATION OF OFFICIAL STATION WASH., D.C.					
11 POSITION TITLE CPS OFFICER						12 POSITION NUMBER 0012		13 CAREER SERVICE DESIGNATION D			
14 CLASSIFICATION SCHEDULE (GSA, F.R. 40.1)				15 OCCUPATIONAL SERIES		16 GRADE AND STEP		17 SALARY OR RATE			
GS				0136.01		15 8		\$ 26,629			
18 REMARKS Effective date of 11 Jan 70 must remain in order for Subject to be eligible for Blue Cross Hospitalization.  CE: PAYROLL											
18A SIGNATURE OF REQUESTING OFFICIAL MILFORD C. TAYLOR, C/E/Pers						DATE SIGNED 1/19/70		18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER C. B. B. B.		DATE SIGNED 1-19-70	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19 ACTION CODE		20 EMPLOY CODE		21 OFFICE CODING NUMERIC ALPHABETIC		22 STATION CODE		23 INTEGRITY CODE		24 RIGHTS CODE	
10		10		41/51		V-113		1		10/09/18	
28 HTE EXPIRES MO. DA. YR.		29 SPECIAL REFERENCE		30 RETIREMENT DATA 1-CX 2-COB 3-FIC 4-NONE		31 SEPARATION DATA CODE		32 CORRECTION, CANCELLATION DATA TYPE MO. DA. YR.		33 SECURITY RTO NO.	
										EOD DATA	
35 VET PREFERENCE CODE 8-NONE 1-5 PT 2-10 PT		36 SERV COMP DATE MO. DA. YR.		37 LONG COMP DATE MO. DA. YR.		38 CAREER CATEGORY LEE RSY PROF TEMP		39 LEGAL/HEALTH INSURANCE CODE CODE 8-WIFE/ER 1-YES		40 SOCIAL SECURITY NO.	
41 PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 8-NONE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)				42 LEAVE CAT CODE		43 FEDERAL TAX DATA FORM EXECUTED CODE NO TAX EXEMPTIONS				44 STATE TAX DATA FORM EXECUTED CODE NO TAX EXEMP. STATE CODE	
45 POSITION CONTROL CERTIFICATION 1-20-70 m w						46 OP APPROVAL W. Hart				DATE APPROVED 1/20/70	

SECRET

**SECRET**  
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION											
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)									
01642		HUNT E HOWARD									
3. NATURE OF PERSONNEL ACTION						4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT			
TRANSFER TO VOUCHERED FUNDS						MO. DA. YR. 01 11 70		REGULAR			
6. FUNDS		V TO V		V TO CF		7. Financial Analysis No. Chargeable		8. CSC OR OTHER LEGAL AUTHORITY			
X		CF TO V		CF TO CF		0200 11/01/70		50 USC 430 J			
9. ORGANIZATIONAL DESIGNATIONS						10. LOCATION OF OFFICIAL STATION					
DDP/EUR OPERATIONS STAFF						WASH, D.C.					
11. POSITION TITLE						12. POSITION NUMBER		13. SERVICE DESIGNATION			
OPS OFFICER						0012		D			
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)				15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE			
GS				0100.01		15		2632			
18. REMARKS											
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL											
19. ACTION CODE		20. EMPLOY CODE		21. OFFICE CODING		22. STATION CODE		23. INTEREST CODE		24. HOURS CODE	
16		10		NUMERIC ALPHABETIC 000000 EUR		75013		1		1	
25. DATE OF BIRTH		26. DATE OF GRADE		27. DATE OF LEI		28. NTE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA	
MO. DA. YR. 10 01 1		MO. DA. YR. 		MO. DA. YR. 		MO. DA. YR. 		MO. DA. YR. 		MO. DA. YR. 	
31. SEPARATION DATA CODE		32. CORRECTION / CANCELLATION DATA		33. SECURITY REG NO		34. SEX		EOD DATA			
TYPE 		MO. DA. YR. 									
35. VET PREFERENCE		36. SERV COMP DATE		37. LONG COMP. DATE		38. CAREER CATEGORY		39. FEGLI - HEALTH INSURANCE		40. SOCIAL SECURITY NO	
CODE 0 NONE 1 5 PT 2 10 PT		MO. DA. YR. 		MO. DA. YR. 		CAR. BRS4 PROV. TRIP		CODE 0 WAIVER 1 YES		HEALTH INS. CODE 	
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA		44. STATE TAX DATA			
CODE 0 NO PREVIOUS SERVICE 1 NO BREAK IN SERVICE 2 BREAK IN SERVICE LESS THAN 3 YRS. 3 BREAK IN SERVICE MORE THAN 3 YRS.				FORM EXECUTED 1 YES 2 NO		CODE NO TAX EXEMPTIONS		FORM EXECUTED 1 YES 2 NO		CODE NO TAX STATE COM TAXMP	
SIGNATURE OR OTHER AUTHENTICATION											
<div style="float: right; border: 1px solid black; padding: 5px; text-align: center;"> <b>POSTED</b>  <b>1-22-70</b>  <b>713</b> </div>											

FORM 5-66

11-50  
MAY 1967

Use Previous Edition

**SECRET****JBBC**

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

(When Filled In)

14-00000

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTION 212 OF PL 90-206 AND EXECUTIVE ORDER 11474 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 13 JULY 1969

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
MUNT E HOWARD	013842	44	100	CF GS 15 8	\$25,629

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 90-206 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 8 OCTOBER 1967

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
MUNT E HOWARD	013842	44	050	CF GS 15 7	\$21,192	\$22,082

---

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTIONS 212 AND 215 OF PL 90-206 AND EXECUTIVE ORDER 11413 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 14 JULY 1968

SECRET

(When filled in)

JED: 20 APR 70

## NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER 013842		2. NAME (LAST FIRST MIDDLE) HUNT E HOWARD	
3. NATURE OF PERSONNEL ACTION RETIREMENT VOLUNTARY UNDER CIA RETIREMENT AND DISABILITY SYSTEM		4. EFFECTIVE DATE NO 000 18 04/30/70	5. CATEGORY OF EMPLOYMENT REGULAR
6. FUNDS X	V TO V CF TO V	V TO CF CF TO CF	7. Financial Analysis No Chargeable 0226 1184 0000
9. ORGANIZATIONAL DESIGNATIONS DOP/EUR OPERATIONS STAFF		8. CSC OR OTHER LEGAL AUTHORITY P.L. 88-643 SECT. 233	
11. POSITION TITLE OPS OFFICER		10. LOCATION OF OFFICIAL STATION WASH., D.C.	
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS		12. POSITION NUMBER 0012	13. SERVICE DESIGNATION D
15. OCCUPATIONAL SERIES 0138.01		16. GRADE AND STEP 15 8	17. SALARY OR RATE 22226
18. REMARKS			

1. LAST NAME HUNT		FIRST NAME E		INITIALS HOWARD		2. APPOINTMENT DATA Entered on duty 5/15/48 Subject to Sec 203(d), 1951 Leave Act Yes <input type="checkbox"/> No <input type="checkbox"/> Ceased to be subject to Sec 203(d) on _____ Annual Leave Bal _____		3. TOTAL SERVICE FOR LEAVE (as of date of separation) Years Months Days 25 7 23 <input checked="" type="checkbox"/> More than 15 years	
4. DATE AND NATURE OF SEPARATION RETIREMENT VOLUNTARY CIARDS 4/30/70									
SUMMARY OF ANNUAL AND SICK LEAVE (HOURS)						SUMMARY OF HOME LEAVE (DAYS)			
5. Balance from prior leave year ended 1/10 1970 300 745						14. Date arrival abroad for HL purposes _____			
6. Current leave year accrual through 4/18 1970 56 28						15. Current balance as of _____ 19 _____			
7. Total 356 773						16. 12 month accrual rate _____			
8. Reduction in credits, if any (current year) 0 0						17. Dates leave used, prior 24 months _____			
9. Total leave taken 44 36						18. Monthly accrual date _____			
10. Balance 312 737						19. Calendar days credit for next accrual date _____			
11. Total hours paid in lump sum 300 HRS + 1 HOL 28,226						20. Date last service period completed _____			
12. Salary rates 0630, 5/1/70 to 6/24/70 1230 (Hours)						21. Dates during current calendar yr _____ to _____			
13. Lump sum leave dates From 0630, 5/1/70 to 6/24/70 1230 (Hours)						22. Dates during preceding calendar yr _____ to _____			
24. Certified copy of _____ (Signature) _____ for Chief Payroll 143-2585 (Title) _____ (Telephone) _____						23. During leave year in which separated _____ 24. During step increase waiting period which began on 12/3/67 25. During 12 month HL accrual period (dates) _____			
						MILITARY LEAVE 21. Dates during current calendar yr _____ to _____ 22. Dates during preceding calendar yr _____ to _____ ABSENCE WITHOUT PAY 21. WOP or AWOL or Furlough (Suspension) (Hours) 0 0			

Standard Form 1150  
November 1965  
1150-106

## RECORD OF LEAVE DATA TRANSFERRED

UUU

U.S. CIVIL SERVICE COMMISSION  
FPM SUPPLEMENTS 290-11 AND 990-2

(When Filled In)

SECRET

81 APR 1970 70-2034

MEMORANDUM FOR : Director of Central Intelligence

SUBJECT : Request for Voluntary Retirement  
E. Howard Hunt

1. This memorandum submits a recommendation for your approval; this recommendation is contained in paragraph 4.

2. Mr. E. Howard Hunt, GS-15, Operations Officer, European Division, Clandestine Service, has applied for voluntary retirement under the provisions of Headquarters Regulation 20-50j, to be effective 30 April 1970.

3. Mr. Hunt has been designated a participant in the CIA Retirement and Disability System and meets the technical requirements for voluntary retirement under the System. He is 51 years old with over 25 years of Federal service. This service includes over 20 years with the Agency of which more than 10 years were in qualifying service overseas. The Head of the Clandestine Service Career Service has recommended that his application for voluntary retirement be approved. I endorse this recommendation.

4. It is recommended that you approve the voluntary retirement of Mr. E. Howard Hunt under the provisions of Headquarters Regulation 20-50j.

/s/ Robert S. Wattles

Robert S. Wattles  
Director of Personnel

The recommendation contained in paragraph 4 is approved:

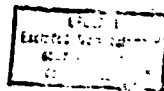
/s/ Richard Helms

Director of Central Intelligence

81 APR 1970

Date

SECRET





SECRET

(When Filled In)

## REQUEST FOR PERSONNEL ACTION

DATE PREPARED

21 APRIL 1970

1 SERIAL NUMBER

013842

2 NAME (Last-First-Middle)

HUNT, E. HOWARD

RETIREMENT (VOLUNTARY) UNDER THE CIA  
RETIREMENT AND DISABILITY SYSTEM

4 EFFECTIVE DATE REQUESTED

MONTH COB YEAR  
04 30 70

5 CATEGORY OF EMPLOYMENT

REGULAR

6 FUNDS



X

V TO V

V TO CF

CF TO V

CF TO CF

7 FINANCIAL ANALYSIS NO  
CHARGEABLE

0236-1184

8 LEGAL AUTHORITY (Completed by Office of

Personnel)  
88-643  
Act. 233

9 ORGANIZATIONAL DESIGNATIONS

DDP/EUR  
OPERATIONS STAFF

10 LOCATION OF OFFICIAL STATION

WASHINGTON, D.C.

11 POSITION TITLE

OPS OFFICER

(15)

12 POSITION NUMBER

0012

13 CAREER SERVICE DESIGNATION

D

14 CLASSIFICATION SCHEDULE (GS, F, N, etc.)

GS

15 OCCUPATIONAL SERIES

0136.01

16 GRADE AND STEP

15 8

17 SALARY OR RATE

\$ 28,630 23.226

18 REMARKS

cc: SECURITY  
cc: PAYROLL

Recommendation for agency review proposed in body

S. J. Kinsley  
CSRS 4/27/70

1152 Release w/o review, R.O.B., 4/29/70.

18A SIGNATURE OF REQUESTING OFFICIAL

DATE SIGNED

18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER

DATE SIGNED

WILLFORD C. TAYLOR, C/E/Per

4/27/70

C. J. Kinsley

4-27

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19 ACTION CODE 45	20 EMPLOY CODE 10	21 OFFICE CODING NUMERIC ALPHABETIC	22 STATION CODE	23 INTEGRAL CODE	24 HUC/PS CODE 1	25 DATE OF BIRTH MO DA YR 10 09 18	26 DATE OF GRADE MO DA YR	27 DATE OF LEI MO DA YR
28 NTE EXPIRES MO DA YR	29 SPECIAL REFERENCE 1-PLC 2-ORCA 3-FICA 4-NONE	30 RETIREMENT DATA CODE	31 SEPARATION DATA CODE TYPE	32 CORRECTION CANCELLATION DATA MO DA YR	EOD DATA →		33 SECURITY REQ NO	34 SER
35 VET PREFERENCE CODE B-NONE 1-5 PT 2-10 PT	36 SERV COMP DATE MO DA YR	37 LONG COMP DATE MO DA YR	38 CAREER CATEGORY CODE CAR RESP PROV TEMP	39 FEGLI HEALTH INSURANCE CODE B-WAIVER 1-YES	40 SOCIAL SECURITY NO			
41 PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE B-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)	42 LEAVE CAT CODE	43 FEDERAL TAX DATA FORM EXECUTED CODE 1-YES 2-NO	44 STATE TAX DATA FORM EXECUTED CODE 1-YES 2-NO	45 POSITION CONTROL CERTIFICATION 4-29-70		46 OP. APPROVAL DATE APPROVED 4/24/70		

SECRET

SECRET

NOTIFICATION OF ESTABLISHMENT OR CANCELLATION OF OFFICIAL COVER BACKSTOP		DATE April 23, 1970	
TO: (Check)	<input checked="" type="checkbox"/> CHIEF, RECORDS AND CONTROL	FILE NUMBER 1088	
	<input type="checkbox"/> CHIEF, CONTRACT PERSONNEL DIVISION	EMPLOYEE NUMBER	
	<input checked="" type="checkbox"/> CHIEF, OPERATING COMPONENT (For action) <b>EUR</b>	ID CARD NUMBER	
ATTN: Chief Support Staff		OFFICIAL COVER	BACKSTOP ESTABLISHED
REF: Retirement Debriefing			<input checked="" type="checkbox"/> DISCONTINUED
SUBJECT HUNT, E. Howard		UNIT Department of State	
<b>KEEP ON TOP OF FILE WHILE COVER IN EFFECT</b>			
ESTABLISHMENT OF OFFICIAL COVER BLOCK RECORDS (OPM 20-800-11)		CANCELLATION OF OFFICIAL COVER UNBLOCK RECORDS (OPM 20-800-11)	
A. TEMPORARILY FOR _____ DAYS EFFECTIVE DATE COB _____		DATE <del>XXXXXX</del>	
B. CONTINUING AS OF COB		From EOD	
SUBMIT FORM 642 TO CHANGE LIMITATION CATEGORY. (HNB 20-7)		NA SUBMIT FORM 642 TO CHANGE LIMITATION CATEGORY. (HNB 20-7)	
ASCERTAIN THAT _____ W-2 BEING ISSUED (HNB 20-11)		NA RETURN ALL OFFICIAL DOCUMENTATION TO CCS.	
SUBMIT FORM 1322 FOR ANY CHANGE AFFECTING THIS COVER. (HR-240-2*)		DO NOT WRITE IN THIS BLOCK - FOR CCS INTERNAL USE ONLY	
SUBMIT FORM 1323 FOR TRANSFERRING COVER RESPONSIBILITY (HR-240-2*)			
SUBMIT FORM 2688 <input checked="" type="checkbox"/> FOR HOSPITALIZATION CARD			
REMARKS AND/OR COVER HISTORY			
<p><b>Cover History:</b></p> <p>NOV 49 - DEC 50 HQS/OVERT</p> <p>DEC 50 - MAR 53 MEXICO/STATE INT</p> <p>MAR 53 - JAN 54 HQS/OVERT</p> <p>JAN 54 - OCT 56 JAPAN/DAC NOM</p> <p>OCT 56 - JAN 57 HQS/OVERT</p> <p>JAN 57 - JUN 60 URUGUAY/STATE INT</p> <p>JUL 60 - JUL 65 HQS/OVERT</p> <p>JUL 65 - SEP 66 HQS/OVERT</p> <p>SEP 66 - Present HQS/STATE NOM</p>			
DISTRIBUTION: COPY 1 - HQS COPY 2 - OPERATING COMPONENT COPY 3 - D/O COPY 4 - OL/TELSYC COPY 5 - CCS - CHRONO COPY 6 - CCS - FILE		CD/s1	
		<p style="text-align: center;"><i>James H. Franklin</i></p> <p style="text-align: center;">OFFICIAL COVER, CENTRAL COVER STAFF</p>	

1551 USE PREVIOUS EDITION

SECRET

(12-20-83)

JSC: 29 APR 70

NOTIFICATION OF PERSONNEL ACTION							
1. SERIAL NUMBER		2. NAME (LAST-FIRST-MIDDLE)					
013842		MUNT E HOWARD					
3. NATURE OF PERSONNEL ACTION				4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT	
RETIREMENT VOLUNTARY UNDER CIA RETIREMENT AND DISABILITY SYSTEM				04 30 70		REGULAR	
6. FUNDS		7. V TO V		7. V TO CF		7. Financial Analysis No Chargeable & CSC OF OTHER LEGAL AUTHORITY	
<input checked="" type="checkbox"/>		CF TO V		CF TO CF		0236 1184 0000 P.L. 88-643 SECT. 233	
9. ORGANIZATIONAL DESIGNATIONS				10. LOCATION OF OFFICIAL STATION			
11. POSITION TITLE				12. POSITION NUMBER		13. SERVICE DESIGNATION	
OPS OFFICER				0012		D	
14. CLASSIFICATION SCHEDULE (GS, LB, etc.)		15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE	
GS		0136.01		15 B		28226	
18. REMARKS							
SIGNATURE OR OTHER AUTHENTICATION							

14-00000

**SECRET**

1 MAY 1970

**MEMORANDUM FOR : Mr. E. Howard Hunt**

**THROUGH : Head of CS Career Service**

**SUBJECT : Notification of Approval of Request for  
Voluntary Retirement**

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

2. Your retirement will become effective 30 April 1970. Your annuity will commence as of 1 May 1970 and is payable on 1 June 1970. You may be assured that every effort will be made to expedite delivery of your first check following completion of the administrative processing required to effect your retirement.

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

/s/ H. B. Fisher

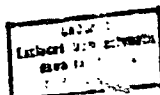
Robert S. Wattles  
Director of Personnel

**Distribution:**

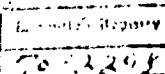
- 0 - Addressee
- 1 - D/Pers
- 1 - OPF
- 1 - ROB Reader
- 1 - ROB Soft File

OP/RAD/ROB/DEMorrise:jat/3257 (30 April 1970)

**SECRET**



70-1825



Mr. E. Howard Hunt  
11120 River Road  
Potomac, Maryland 20854

6 MAY 1970

Dear Howard:

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

You have every reason to feel great pride and satisfaction in your accomplishments. Your record of service is both example and goal for the young people who are now just beginning their careers in intelligence.

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

Sincerely,

*Rich*  
Richard Helms

Richard Helms  
Director

*Good Luck and Best Wishes!*  
Distribution:

0 - Addressee

1 - DDCI

1 - ER

1 - C/EAB/OS

1 - D/Pers

1 - OPF

1 - ROB Soft File

1 - ROB Reader

Originator: /s/ H. B. Fisher 4 MAY 1970

Director of Personnel

SIGNED

C/EAB/OS

20 APR 1970

OP/RAD/ROB/DEMerris:jat/3257 (20 April 1970)

14-00000

Mr. F. Howard Hunt  
11120 River Road  
Potomac, Maryland 20854

Dear Mr. Hunt:

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

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

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

Thank you very much for your cooperation.

Sincerely yours,

Carroll A. Duchay  
Personnel Officer

Enclosures:  
Questionnaire  
Return Envelope

Distribution:  
Original - Addressee  
1 - OPR  
1 - RAD Subject's File

OP/RAD/EFAL/MShebe:alp (9 October 1970)

HOWARD HUNT  
C/CA/EUR  
4829

NO SECURITY

CENTRAL INTELLIGENCE AGENCY

Career Profile

From 1949 to the present I have been a career official of the Central Intelligence Agency. My foreign assignments have been in Europe, Latin America and the Far East where my duties involved the collection, evaluation, and reporting of high priority intelligence in the national interest. This intelligence information related to the economic, political, social and military aspects of nations and regions where I was located. During two crisis periods I was a senior member of special task forces organized to confront the crises, and took part in White House conferences. At other times I have served as a regional trouble-shooter.

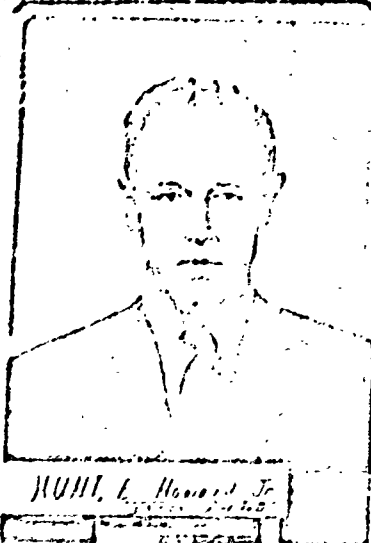
Abroad I have dealt and negotiated with senior officials including Presidents of foreign nations and members of their Cabinets.

In Washington I have represented CIA at high levels of our government including the Psychological Strategy Board, Operations Coordinating Board and Interdepartmental Groups chaired by the Assistant Secretary of State. I have had extensive responsibilities for the development and review of large-scale budgets, and for their successful presentation.

I have also had broad experience in dealing with key non-governmental figures in the United States and abroad, including major corporate and industrial personalities at the highest level.

SECRET

(When Filled In)

FORM NO. 1200 (PART 2)	BIOGRAPHIC PROFILE (PART 2)	
NAME (Last-First-Middle) HUNT, Eberette) Howard	DATE OF BIRTH 9 Oct 1918	
 <p>HUNT, E. Howard Jr. Major General, USA</p>		
14. SUMMARY OF CAREER PREFERENCE OUTLINE AND/OR FIELD REASSIGNMENT QUESTIONNAIRE		
15. IDENTITY OF OTHER DOCUMENTS WHICH SHOULD BE REVIEWED IN DETAIL		
16. ADDITIONAL INFORMATION <u>Appreciation 1951</u> from Chief, PP, for assistance rendered in the preparation of "PP Operational Aids." <u>Appreciation 1953</u> from P. T. Culbertson, American Embassy, Mexico City, for ability, discretion and judgment displayed while assigned to Mexico City. <u>Commendation 1954</u> from W. D. Playdon (P) for superior performance in connection with project PBUCCCESS. <u>Appreciation 1960</u> from Chief, US Secret Service, Treasury Dept, to the DCI, for excellent cooperation provided prior to and during President Eisenhower's visit to Uruguay. <u>Commendation 1961</u> from Ch,WH for performance of duties with distinction in support of the mission outlined in Project JMATE.		
23 Mar 1973	rmf/cal	

FORM NO. 1200 (PART 2)

REPLACES FORM 1200 (PART 2) 1 FEB 57

SECRET

/2

BIOGRAPHIC PROFILE

CL BY 010025

2561



**SECRET**  
(When Filled In)

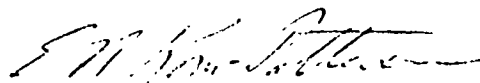
1. PERM. SERIAL NO. 013842		BIOGRAPHIC PROFILE (PART I) 7 Sep 1974			
2. NAME (Last-First-Middle) HUNT, E(verette) Howard		3. SEX M	4. DATE OF BIRTH 9 Oct 1918	5. ACQUISITION DATE 8 Nov 1979	
6. MARITAL STATUS Married	7. DEPENDENT(S) (Include name and age) D 5	8. YEARS OF BIRTH 1920 1951 1952 1954 1963		9. US NATURALIZATION DATE(S) NA NA	
10. CAREER STATUS D	11. MEMBERSHIP Jul 1954	12. OTHER STATUS	13. LAST MO. DPT. QUAL. FTR Feb 1967	14. EVAL. FOR TDY Standby TDY Standby	
15. CURRENT RESERVE STATUS D	16. X	17. GRADE	18. ACTIVE DUTY WITH CIA CAT. 1	19. RELEASED TO MIL. SER. CAT. 2	20. NO. DEPORTED CAT. 3
21. ASSESSMENT DATE None		22. PROFESSIONAL TEST DATE None		23. LANGUAGE PROFICIENCY TEST DATE None	
24. NON-CIA EMPLOYMENT 1940-42 Military Service, US Navy, Ensign 1942-43 "The March of Time," NYC - Script Writer 1943 "Time," Inc, NYC - War Correspondent (South Pacific, 9 mos) 1943-46 Military Service, USAAF, (1st Lt (1945-46, OSS in China) 1946-49 Free Lance Writer 1948-49 Economic Cooperation Administration, Paris, France - US Media Specialist					
25. NON-CIA EDUCATION 1934 ARSOF, Orlando, Fla - Air Combat Intelligence (4 mos) 1936-40 Brown Univ - AB, English, English Literature, Economics 1950 Berlitz School of Languages, DC - Spanish					
26. FOREIGN LANGUAGE ABILITIES (Language, Proficiency, Date Tested)		Spanish - R,P Inter; W,S,U High (Apr 1967) Transl & Interpr - May 1957 German - R,N,S,U,Slight;P,inter; T,none - May 1957 (declined testing) French - R,P Elem; W,S,U Slight; T None - Sep 1960 - disc prof Apr 1960			
27. AGENCY SPONSORED TRAINING 1950 Admin Proc 1953 Photography 1950 Secret Writing 1953 Ops Famil 1953 Flaps & Seals					
28. CIA EMPLOYMENT HISTORY SINCE 18 SEPT 1947 (Personnel Actions, Military Orders, and Principal Details)					
29. EFFECTIVE DATE	30. POSITION TITLE & OCCUPATIONAL CODE	31. GRADE	32. SD	33. ORGANIZATION & ORGN. TITLE (If any)	34. LOCATION
Nov 1949	I.O. (Editor) 0130.00	13		OPC/P&P Stf/Program Cap II	Hq
Dec 1950	I.O. 0132.00	13		OPC/Latin America/ops/OCS	Mexico City
Jun 1951	" 0132.00	14		OPC/Latin America/DOON	"
Aug 1953	Ops Off 0132.00	15	PP	DDP/SE/Ch, PP Staff	Hq
Jun 1954	Ops Off (PP) 0135.31	15	DP	DDP/FS/SR-NA/Ch, PP Staff	Tokyo
Feb 1957	Area Ops Off 0136.01	15	DP	DDP/WH-II/Uruguay Station/OCS	Montevideo
Nov 1960	Ops Off 0135.01	15	D	DDP/WH-4	Hq
Nov 1961	Jun-Nov 1961 Detailed to Office of the JCI	15	D	DDP/CA Stf/PlannatResrc/Ch EvalBr	"
Jan 1962	Ops Off 0135.01	15	D	DDP/CA Staff/OS	"
Jul 1962	" 0135.01	15	D	DDP/DOES/Facilities Br/Ch, W.FSec	"
Aug 1964	" 0136.01	15	D	DDP/DOE/U.S. Field Ch, CA Staff	"
Feb 1965	" 0135.01	15	D	DDP/Off of the DDP, Ops Group	"
	Jul 1965-Sep 1965 Contract Employee				
Sep 1965	Ops Off 0136.01	15	D	DDP/WE/Operations Stf	Hq
Jan 1967	" 0136.01	15	D	DDP/Eur/Spec Act Stf	"
Aug 1968	" 0135.01	15	D	DDP/EUR/Operations Staff	"
Apr 1970	Retirement--Voluntary under CIARDS				
35. DATE REVIEWED 28 Mar 1973		36. PROFILE REVIEWED BY E 2 INPDET nrd/cal CL HY 010026		37. STAFF 1-10 REVIEWED & VERIFIED BY EMPLOYEE D NO	

14-00000

**SECRET**

**REVIEWING OFFICER'S COMMENTS:**

Although I would not differ from the evaluative comment on this officer, I would be inclined to rate his over-all performance as highly PROFICIENT rather than Strong, in view of his broad experience and grade. This officer has had a series of personal and taxing problems, beyond his control, which have tended to dull his cutting edge just enough to be noticeable.



E.N. Korn-Patterson  
Deputy Chief,  
European Division

**SECRET**

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 91-271 AND  
EXECUTIVE ORDER 11524 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE  
CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 20 DECEMBER 1966

NAME	SERIAL	ORGN.	PL/US	GR-STEP	NE- SALARY
Mont E. Howard	012042	44	100	GS-15 6	20,020

SECRET  
(WHEN FILLED IN)

1. EMP. SERIAL NO. 513842		2. NAME HUNT HOWARD E		3. ASSIGNED ORGAN DDP/WH		4. FUNDS UV		5. ASSIGNMENT	
6. OLD SALARY RATE						7. NEW SALARY RATE			
GRADE	STEP	SALARY	LAST EFFECTIVE DATE			GRADE	STEP	SALARY	EFFECTIVE DATE
GS 15	A	\$12,670	02	09	59	GS 15	A	\$13,970	08 09 59
TO BE COMPLETED BY THE OFFICE OF THE COMPTROLLER									
8. CHECK ONE <input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> EXCESS LWOP						9. NUMBER OF HOURS LWOP			
IF EXCESS LWOP, CHECK FOLLOWING: <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> IN LWOP STATUS AT END OF WAITING PERIOD						10. INITIALS OF CLERK		11. AUDITED BY	
TO BE COMPLETED BY THE OFFICE OF PERSONNEL									
12. PROJECTED SALARY RATE AND EFFECTIVE DATE						13. REMARKS			
GRADE	STEP	SALARY	MO	DA	YR	511 CONFIDENTIAL MAY 30 1958 17 13 14 23 CWD			
14. AUTHENTICATION									
PERIODIC STEP INCREASE - AUTHENTICATION									

FORM NO. 560a  
1 MAR. 58

SECRET

PERSONNEL FOLDER 141

SECRET

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

NAME	SERIAL	GRADE-STEP	OLD SALARY	NEW SALARY
HUNT HOWARD E	513842	GS-15-4	\$12,420	\$13,670

GORDON M. STEWART  
/S/ DIRECTOR OF PERSONNEL

SECRET

SECRET  
(WHEN FILLED IN)

1. EMP. SERIAL NO. 513842		2. NAME HUNT HOWARD F		3. ASSIGNED ORGAN DDP/WH		4. FUNDS UV		5. ASSIGNMENT	
6. OLD SALARY RATE						7. NEW SALARY RATE			
GRADE	STEP	SALARY	LAST EFFECTIVE DATE			GRADE	STEP	SALARY	EFFECTIVE DATE
15	1	\$12,150	08	12	56	15	4	\$12,420	02 09 58
TO BE COMPLETED BY THE OFFICE OF COMPTROLLER									
8. CHECK ONE <input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> EXCESS LWOP						9. NUMBER OF HOURS LWOP			
IF EXCESS LEAVE LWOP, CHECK FOLLOWING: <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> IN LWOP STATUS AT END OF WAITING PERIOD						10. INITIALS OF CLERK		11. AUDITED BY	
TO BE COMPLETED BY THE OFFICE OF PERSONNEL									
12. PROJECTED SALARY RATE AND EFFECTIVE DATE						13. REMARKS			
GRADE	STEP	SALARY	MO	DA	YR	1925			
14. AUTHENTICATION									

SECRET

(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
<b>SECTION A GENERAL</b>					
1. NAME (Last) (First) (Middle)			2. DATE OF BIRTH	3. SEX	4. GRADE 5. SD
HUNT, E. HOWARD			9 Oct 1918	M	GS-15 2
6. OFFICIAL POSITION TITLE			7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION
Ops Officer (C-)			Duty/DODS/BCP		Wash., D.C.
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See instructions - Section C) SPECIAL (Specify):			<input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to)		
20 April 1953			March 1952 - 31 March 1953		
<b>SECTION B PERFORMANCE EVALUATION</b>					
<p>W - <u>Weak</u> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - <u>Adequate</u> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - <u>Proficient</u> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - <u>Strong</u> Performance is characterized by exceptional proficiency.</p> <p>O - <u>Outstanding</u> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
<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
Supervises all Division propaganda operations. (4 employees, 7 projects)					S
SPECIFIC DUTY NO. 2					RATING LETTER
Project Officer WURONBOW.					P
SPECIFIC DUTY NO. 3					RATING LETTER
Project Officer WUESTLER.					S
SPECIFIC DUTY NO. 4					RATING LETTER
Conducts liaison with USIA, Staffs and Area Divisions as required to coordinate DODS foreign and domestic propaganda operations.					A
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER
					P/S
17 APR 1953					

**SECRET**  
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				013842	
<b>SECTION A GENERAL</b>					
1. NAME (Last) (First) (Middle)		2. DATE OF BIRTH	3. SEX	4. GRADE	5. SO
HUNT, E. HOWARD		10/09/13	M	GS-15	D
6. OFFICIAL POSITION TITLE		7. OFF/DIV BR OF ASSIGNMENT		8. CURRENT STATION	
Ops Officer (Ch)		UDP/DODS/R&F		Wash., D.C.	
9. CHECK (X) TYPE OF APPOINTMENT		10. CHECK (X) TYPE OF REPORT			
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)		<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE			
SPECIAL (Specify):		SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P.		12. REPORTING PERIOD (From - to)			
31 May 1964		31 March 1963 - 31 March 1964			
<b>SECTION B PERFORMANCE EVALUATION</b>					
<p><b>W - Weak</b> Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p><b>A - Adequate</b> Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p><b>P - Proficient</b> Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p><b>S - Strong</b> Performance is characterized by exceptional proficiency.</p> <p><b>O - Outstanding</b> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
<b>SPECIFIC DUTIES</b>					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 Supervises all Division propaganda operations.					RATING LETTER S
SPECIFIC DUTY NO. 2 Project Officer WUHUSTLER, WUBONBON					RATING LETTER S
SPECIFIC DUTY NO. 3 Conducts liaison with USIA, Staffs and Area Divisions as required to coordinate DODS foreign & domestic propaganda					RATING LETTER S
SPECIFIC DUTY NO. 4 operations.					RATING LETTER
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER S
26 MAY 1964					

## SECRET

(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.</p>			
<p>Subject has performed in a manner quite consistent with his long and broad experience in many aspects of the craft of intelligence. His senior grade, his special expertise in the field of propaganda and publication and his very high intellect have contributed to the division's operations in the public media field a sharp focus, an economical concentration of money and effort and a consequently heightened impact. In the WUHUSTLER project, Subject vindicated his faith in a moribund clandestine asset by demonstrating, after about a year and a half under his personal direction, that it is one of the most effective activities of its kind. Before Subject assumed direct responsibility for this project, it had suffered from visionary and diffuse direction and from poor case officer-agent rapport. Subject's personal handling of this operation is marked by excellent rapport and the project prospers on an entirely reoriented basis which the agent himself enthusiastically welcomes.</p>			
<p>Subject's supervisory responsibility has extended over two secretaries, from one to two professional staffers under official cover and three professional career employees under unofficial cover. The fairness and precision of his management has patently won their respect and inspired their performance.</p>			
(Continued on additional sheet)			
SECTION D		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE		
20 May 64	<i>E. Edward Smith</i>		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
24 months			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPE IN PRINT NAME AND SIGNATURE	
19 May 1964	DCOS	<i>Stanley H. Gaines</i> Stanley H. Gaines	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p><i>Chen</i></p>			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPE IN PRINT NAME AND SIGNATURE	
19 May 1964	<i>Chief, I.C. Bureau</i>	<i>C.T. Davis</i> C.T. Davis	

SECRET

SECRET

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				013842	
<b>SECTION A GENERAL</b>					
1. NAME (Last) <b>Hunt,</b> (First) <b>E.</b> (Middle) <b>Howard</b>			2. DATE OF BIRTH <b>10/09/18</b>	3. SEX <b>M</b>	4. GRADE <b>GS-15</b>
			5. SD <b>D</b>		
6. OFFICIAL POSITION TITLE <b>Ops Officer (CH)</b>			7. OFF/DIV/BR OF ASSIGNMENT <b>DDP/DOD/CA</b>		8. CURRENT STATION <b>Washington, D. C.</b>
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY CAREER-PROVISIONAL (See instructions - Section C)			INITIAL    REASSIGNMENT SUPERVISOR ANNUAL <input checked="" type="checkbox"/> REASSIGNMENT EMPLOYEE		
SPECIAL (Specify):			SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P. <b>30 April 1965</b>			12. REPORTING PERIOD (From - to) <b>1 April 64 - 28 February 1965</b>		
<b>SECTION 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).					RATING LETTER
SPECIFIC DUTY NO. 1 <b>Supervises all DO Division propaganda operations.</b>					<b>S</b>
SPECIFIC DUTY NO. 2 <b>Project officer for WUHUSTLER, WUBONBON, WUPUNDIT.</b>					<b>S</b>
SPECIFIC DUTY NO. 3 <b>Conducts liaison with USIA, Staffs and Area Divisions to coordinate DO propaganda operations.</b>					<b>S</b>
SPECIFIC DUTY NO. 4 <b>Supervises one CS staff officer and secretary under official and two career agents and several witting proprietary hires under project cover.</b>					<b>S</b>
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER <b>S</b>
<b>13 APR 1965</b>					



## SECRET

(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.</p> <p>Mr. Hunt continued to direct the propaganda activities of the DO Division in a superior professional manner until 12 October 1964, when he was incapacitated by illness. On his return from sick leave on 7 December, he was detailed to the Office of the DD/P and officially transferred to that office on 28 February 1965. DO Division can only view this transfer with considerable regret.</p> <p>Mr. Hunt, by virtue of his personal background, has a unique flair and competence in the propaganda field. Over and above, but complementary to these special skills, his extensive experience in the CS, his sound judgment, high and creative intellect and other commendable personal qualities contributed significantly to the successful prosecution of DO's efforts in the media field. These same attributes, attest, in my judgment, to his suitability for employment as a Station Chief or in any other position requiring broad knowledge of and skill in the CS business. He is very cost conscious and an effective supervisor. He enjoys the respect of all personnel under his supervision, official and non-official, as well as that of all his co-workers in the Division and Station.</p>			
SECTION D		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE		
7 April '65	<i>E. Edward Hunt</i>		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
16			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPE OR PRINTED NAME AND SIGNATURE	
8 APR 1965	DO/Executive Officer	<i>Thos. P. Schreyer</i> Thos. P. Schreyer	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p>I concur generally with the prep. I would, however, be less inclined to recommend him for a COS job. He could do it but I do not consider that details of management or handling of people his forte -</p>			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPE OR PRINTED NAME AND SIGNATURE	
5 April 1965	Chief, DO Division	<i>C. Tracy Barnes</i> C. Tracy Barnes	

SECRET

SECRET

30 April 1969.

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT : Howard E. Hunt, GS-15, Employee  
Number 013842, DOB: October 1918;  
EUR/CA; Career; Service Designa-  
tion: D.

PERIOD UNDER REVIEW : 22 June 1968 - 31 March 1969

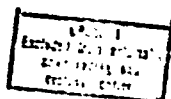
MONTHS UNDER MY SUPERVISION: 7

OVER-ALL RATING : Strong

1. Mr. Hunt took on his present duties as EUR/CA in July 1968. His performance in this position has been consistently Strong.

2. From the period of his previous assignment to EUR's Special Activities Staff, Mr. Hunt has made a substantial contribution to the refinement and recasting of CA operational concepts which has been underway in the Division since the termination over the past two years of many long established projects. He has a fine political sense and a sound grasp of European realities and evolutions. While concerned with the role and methods of political action, his mind is essentially operational, imaginative, and perhaps at its happiest in the recognition of opportunities and the stimulation of specific action in the field. In both these areas he has shown a power of original thought, persuasiveness in presenting his views, and persistence and vigor in helping get action underway.

3. There are three primary areas in which Mr. Hunt has played an important role in the Division's business. The first is in providing consistent staff assistance to Branches and Stations in the conduct of on-going CA action, and the modification and relocation of certain activities of concern to the Senior Staff and other divisions. He has brought to this work a balanced view of Division and Senior Staff equities, an excellent awareness of realities in the field and of the practical limits imposed by the field priorities, manpower, and the requirements of security.



SECRET

14-00000


SECRET

4. Secondly, Mr. Hunt has carried with him from SAS a continuing participation in the work of that staff in its two aspects: the countering of Soviet political action and a reawakened and redefined concern with Communist Party operations. He has contributed to the definition of these interests and worked closely with the Branches in identifying opportunities. Neither of these areas are of a nature that has made for prompt common understanding between Headquarters and the field. Mr. Hunt's TDY's have been of major assistance in furthering this understanding.

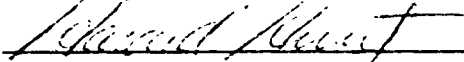
5. Thirdly, Mr. Hunt has assumed a particularly important role in responding to requirements for memoranda, studies and suggestions which the Division has been asked to produce since the beginning of a new national Administration in January. Intimately coupled with this is direct support to the Chief of the Division in the latter's participation in the Interdepartmental Group, and the analyses and studies which have derived from that participation.

6. In all these duties, Mr. Hunt's performance has reflected sagacity, balance, and imagination. He has had, to his credit, the advantage of excellent give and take with the Division's branches and a sound knowledge of branch people and capacities. He has drawn with equal effectiveness upon a broad range of personal associations in other divisions and senior staffs, and upon a deep experience of the mechanics, nuances and occasional delicacies of getting business done at Headquarters.

7. In summary, Mr. Hunt's has been the performance of a very competent, tough-minded senior professional in a period which has somewhat changed the nature of the CA officer's duties within the Division.

  
Edward Fenimore  
Chief of Operations  
European Division

I certify that I have seen the above fitness report.



Date: 4/5/69

- 2 -

SECRET

14-00000

**SECRET**

**REVIEWING OFFICER'S COMMENTS:**

Although I would not differ from the evaluative comment on this officer, I would be inclined to rate his over-all performance as highly PROFICIENT rather than Strong, in view of his broad experience and grade. This officer has had a series of personal and taxing problems, beyond his control, which have tended to dull his cutting edge just enough to be noticeable.



**E.N. Korn-Patterson**  
Deputy Chief,  
European Division

**SECRET**

CONFIDENTIAL  
(When Filled In)

SECURITY APPROVAL

DATE : 21 September 1966

YOUR  
REFERENCE:

CASE NO. : 23500

TO : Director of Personnel

ATTN : John Stocks

SUBJECT : HUNT, Everett Edward Jr.

1. This is to inform you that Subject has been approved for the appointment specified in your request under the provisions of Headquarters Regulations 10-3 and 20-5 including access to classified information through TOP SECRET as required in the performance of duties.
2. Unless arrangements are made for entrance on duty within 150 days, this approval becomes invalid.
3. As part of the entrance on duty processing:
  - ☐ A personal interview in the Office of Security must be arranged.
  - ☒ A personal interview is not necessary.
  - ☐ Please advise Chief, Clearance Branch, extension 5620 when Subject enters on duty.

4. This is a Conversion Action. This is issued in advance of Form #577.

FOR THE DIRECTOR OF SECURITY:

*Steven L. Kuhn*  
Steven L. Kuhn  
Chief, Personnel Security Division

14-00000

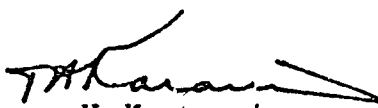
**SECRET**

1 June 1967

**MEMORANDUM FOR THE RECORD**

**SUBJECT: Mr. Howard Hunt**

Mr. Hunt, on instructions of the Deputy Director for Plans, and with approvals from the DCI and the DDCI, was converted to contract employment and assigned to Spain for a special undertaking in behalf of the DD/P. He left for Spain in July 1965 and returned to the U. S. in June 1966 having completed his assignment successfully. If an evaluative comment is needed to cover his work during this period of time he should be rated as "strong".

  
Thomas H. Karamessines  
Assistant Deputy Director for Plans

Orig & 1 - Director of Personnel  
via C/EUR  
1 - ADD/P

**SECRET**

**SECRET**

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

**IMPORTANT  
AGENCY INSTRUCTIONS  
ON BACK OF ORIGINAL**

TO COMPLETE THIS FORM—

**4 FOLLOW THESE GENERAL INSTRUCTIONS:**

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

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

NAME (last)	(first)	(middle)	DATE OF BIRTH (month, day, year)	SOCIAL SECURITY NUMBER		
HUNT	E.	Howard	10/9/18	126	05	1970
EMPLOYING DEPARTMENT OR AGENCY			LOCATION (City, State, ZIP Code)			

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

Mark here —  
if you  
**WANT BOTH**  
optional and  
regular  
insurance

☒ (A)

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

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

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

(B)

## DECLINATION OF OPTIONAL (BUT NOT REGULAR) INSURANCE

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

Mark here —  
if you  
**WANT NEITHER**  
regular nor  
optional  
insurance

(C)

### WAIVER OF LIFE INSURANCE COVERAGE

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

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

**SIGNATURE (do not print)**

E. Howard Hunt

DATE \_\_\_\_\_

Feb. 13, 1965

FOR EMPLOYING OFFICE USE ONLY

(official receiving date stamp)

OFFICE OF PERSONNEL  
GENERAL INVESTIGATING DIVISION

88. 19 01 61 83

See Table of Effective Dates on back of Original

ORIGINAL COPY—Retain in Official Personnel Folder

**SECRET**

STANDARD FORM No. 176-T  
JANUARY 1963  
(For use only until April 14, 1963)  
176-101

## APPOINTMENT AFFIDAVITS

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

*Central Intelligence Agency*  
(Department or agency) (Bureau or division) (Place of employment)

I, *Harold E. Howard*, do solemnly swear (or affirm) that—

### A. OATH OF OFFICE

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

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

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

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

I am not participating in any strike against the Government of the United States, or any agency thereof, and I will not so participate while an employee of the Government of the United States or any agency thereof. I do not and will not assert the right to strike against the Government of the United States or any agency thereof while an employee of the Government of the United States or any agency thereof. I do further swear (or affirm) that I am not knowingly a member of an organization of Government employees that asserts the right to strike against the Government of the United States or any agency thereof and I will not, while an employee of the Government of the United States or any agency thereof, knowingly become a member of such an organization.

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

I have not, nor has anyone acting in my behalf, given, transferred, promised or paid any consideration for or in expectation or hope of receiving assistance in securing such appointment.

### E. AFFIDAVIT AS TO DECLARATION OF APPOINTEE

The answers given in the Declaration of Appointee on the reverse of this form are true and correct.

*1946*  
(Date of entrance on duty)

*Harold E. Howard*  
(Signature of appointee)

Subscribed and sworn before me this *19* day of *September*, A. D. 19*46*.

at *Langley* *Virginia*  
(City) (State)

[SEAL]

*John R. Staker*  
(Signature of officer)  
*John R. Staker*  
(Title)

NOTE.—The oath of office must be administered by a person specified in 5 U. S. C. 13, or by a person designated to administer oaths under Section 206, Act of June 26, 1943, 5 U. S. C. 16a. If by a Notary Public, the date of expiration of his commission should be shown.



### DECLARATION OF APPOINTEE

This form is to be completed before entrance on duty. Answer all questions. Admitted unfavorable information about such matters as arrests or discharges will be considered together with the favorable information in your record in determining your present fitness for Federal employment. However, a false statement or dishonest answer to any question may be grounds for dismissal after appointment and is punishable by law.

1. PRESENT ADDRESS (street and number, city and State)			
11120 River Road Potomac, Md. 20854			
2. (A) DATE OF BIRTH		(B) PLACE OF BIRTH (city and State or city and foreign country)	
Oct. 9, 1918		Hamburg, N.Y.	
3. (A) IN CASE OF EMERGENCY, PLEASE NOTIFY		(B) RELATIONSHIP	(C) STREET AND NUMBER, CITY AND STATE
Dorothy L. Hunt		wife	11120 River Rd. Potomac Md.
			(D) TELEPHONE NO.
			299 7166

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

If so, for each such relative fill in the blank below. If additional space is necessary, complete under Item 12.

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

INDICATE ANSWER BY PLACING "X" IN PROPER COLUMN		YES	NO	INDICATE ANSWER BY PLACING "X" IN PROPER COLUMN		YES	NO
<p>6. (A) ARE YOU A CITIZEN OF THE UNITED STATES OF AMERICA, OR (B) AS A NATIVE OF AMERICAN SAMOA DO YOU OWE ALLEGIANCE TO THE UNITED STATES OF AMERICA?</p>		X		<p>10. (A) HAVE YOU EVER FILED A WAIVER OF LIFE INSURANCE COVERAGE UNDER THE FEDERAL EMPLOYEES' GROUP LIFE INSURANCE ACT?</p>			X
<p>6. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY?</p> <p><i>If your answer is "Yes," give details in Item 12</i></p>			X	<p>(B) IF YOU HAVE FILED SUCH A WAIVER, HAS IT BEEN CANCELED OR REVOKED?</p>			
<p>7. DO YOU RECEIVE OR HAVE YOU APPLIED FOR AN ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT OR ANY PENSION OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE?</p> <p><i>If your answer is "Yes," give details in Item 12</i></p>		X		<p>11. SINCE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT:</p>			
				<p>A. HAVE YOU BEEN DISCHARGED FROM EMPLOYMENT BECAUSE:</p>			
				<p>(1) YOUR CONDUCT WAS NOT SATISFACTORY?</p>			X
				<p>(2) YOUR WORK WAS NOT SATISFACTORY?</p>			X
				<p>B. HAVE YOU RESIGNED AFTER OFFICIAL NOTIFICATION THAT:</p>			
				<p>(1) YOUR CONDUCT WAS NOT SATISFACTORY?</p>			X
				<p>(2) YOUR WORK WAS NOT SATISFACTORY?</p>			X
<p>8. SINCE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT, HAVE YOU BEEN ARRESTED, CHARGED, OR HELD BY FEDERAL, STATE, OR OTHER LAW ENFORCEMENT AUTHORITIES, FOR ANY VIOLATION OF FEDERAL LAW, STATE LAW, COUNTY OR MUNICIPAL LAW, REGULATION OR ORDINANCE? DO NOT INCLUDE TRAFFIC VIOLATIONS FOR WHICH A FINE OF \$25 OR LESS WAS IMPOSED. ALL OTHER CHARGES MUST BE INCLUDED EVEN IF THEY WERE DISMISSED.</p> <p><i>If your answer is "Yes," give in Item 12 for each case: (1) approximate date, (2) charge, (3) place, (4) action taken</i></p>		X		<p>C. HAVE YOU BEEN DISCHARGED FROM THE ARMED SERVICES UNDER OTHER THAN HONORABLE CONDITIONS?</p> <p><i>If your answer to A, B, or C is "Yes," give details in Item 12 as clearly as you can remember, including the name and address of employer, approximate date, and reasons in each case.</i></p>			X
<p>9. SINCE YOU FILED APPLICATION RESULTING IN THIS APPOINTMENT, HAVE YOU BEEN UNDER CIVIL SERVICE COMMISSION FROM TAKING EXAMINATIONS OR ACCEPTING CIVIL SERVICE APPOINTMENTS?</p> <p><i>If your answer is "Yes," give dates of and reasons for such deferment in Item 12</i></p>		X					

[illegible]

**INSTRUCTIONS TO APPOINTING OFFICER.**—You must determine that this appointment would be in conformance with the Civil Service Act, applicable Civil Service Rules and Regulations, and acts of Congress pertaining to appointment.

This form should be checked for holding of office, pension, any record of recent discharge or arrest, age, citizenship, and members of family. Also, to establish the identity of the appointee, you should particularly check (1) his signature and handwriting against the application and; or other pertinent papers and (2) his physical appearance against the medical certificate.

# CONFIDENTIAL

(When Filled In)

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

NAME OF EMPLOYEE (Last) <b>EUST</b> (First) <b>E.</b> (Middle) <b>Howard</b>		SOCIAL SECURITY NUMBER <b>126 05 4970</b>	
<b>1. RESIDENCE DATA</b>			
PLACE OF RESIDENCE WHEN INITIALLY EMPLOYED BY AGENCY <b>Washington, D.C.</b>		LAST PLACE OF RESIDENCE IN CONTINENTAL U.S. (If appointed abroad)	
PLACE IN CONTINENTAL U.S. DESIGNATED AS PERMANENT RESIDENCE <b>Potomac, Maryland</b>		HOME LEAVE RESIDENCE	
<b>2. MARITAL STATUS (Check one)</b>			
<input type="checkbox"/> SINGLE <input checked="" type="checkbox"/> MARRIED <input type="checkbox"/> SEPARATED <input type="checkbox"/> DIVORCED <input type="checkbox"/> WIDOWED <input type="checkbox"/> ANNULLED			
IF MARRIED, PLACE OF MARRIAGE <b>Millbrook, N.Y.</b>		DATE OF MARRIAGE <b>6 Sept. '49</b>	
IF DIVORCED, PLACE OF DIVORCE DECREE		DATE OF DECREE	
IF WIDOWED, PLACE SPOUSE DIED		DATE SPOUSE DIED	
IF PREVIOUSLY MARRIED, INDICATE NAME(S) OF SPOUSE, REASON(S) FOR TERMINATION, AND DATE(S)			
<b>3. MEMBERS OF FAMILY</b>			
NAME OF SPOUSE <b>Dorothy Louise Eust</b>		ADDRESS (No., Street, City, Zone, State) <b>11120 River Rd. Potomac, Md</b>	
TELEPHONE NO. <b>299 7366</b>			
NAMES OF CHILDREN <b>Lisa Kevan Howard S. David</b>		ADDRESS	
SEX <input checked="" type="checkbox"/> F <input type="checkbox"/> M		DATE OF BIRTH <b>9 March '50 17 Nov. '52 22 March '54 1 Sept. '55</b>	
NAME OF YOUR FATHER (Or male guardian)		ADDRESS <b>deceased</b>	
TELEPHONE NO.			
NAME OF YOUR MOTHER (Or female guardian)		ADDRESS	
TELEPHONE NO.			
WHAT MEMBER(S) OF YOUR FAMILY IF ANY, HAS BEEN TOLD OF YOUR AFFILIATION WITH THE ORGANIZATION IF CONTACT IS REQUIRED IN AN EMERGENCY. <b>wife</b>			
<b>4. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY</b>			
NAME (Mr., Mrs., Miss) (Last-First-Middle) <b>Mrs. E. Howard Eust</b>		RELATIONSHIP <b>wife</b>	
HOME ADDRESS (No., Street, City, Zone, State) <b>11120 River Road Potomac 20854 Md.</b>		HOME TELEPHONE NUMBER <b>299 7366</b>	
BUSINESS ADDRESS (No., Street, City, Zone, State) AND NAME OF EMPLOYER, IF APPLICABLE		BUSINESS TELEPHONE & EXTENSION	
IS THE INDIVIDUAL NAMED ABOVE SITTING OF YOUR AGENCY AFFILIATION? (If "No" give name and address of organization he believes you work for.) <b>yes</b>		YES	<input checked="" type="checkbox"/>
		NO	
IS THIS INDIVIDUAL AUTHORIZED TO MAKE DECISIONS ON YOUR BEHALF IN THE EVENT YOU ARE INCAPABLE? (If "No" give name and address of person, if any, who can make such decisions in case of emergency.) <b>yes</b>		YES	<input checked="" type="checkbox"/>
		NO	
DOES THIS INDIVIDUAL KNOW THAT HE HAS BEEN DESIGNATED AS YOUR EMERGENCY ADDRESSEE? (If answer is "No" explain why in item 6.) <b>yes</b>		YES	<input checked="" type="checkbox"/>
		NO	
The persons named in item 3 above may also be notified in case of emergency. IF SUCH NOTIFICATION IS NOT DESIRABLE BECAUSE OF HEALTH OR OTHER REASONS, PLEASE SO STATE IN ITEM 6 ON THE REVERSE SIDE OF THIS FORM.			
CONTINUED ON REVERSE SIDE			
<b>CURRENT RESIDENCE AND DEPENDENCY REPORT</b>			

## CONFIDENTIAL

(When Filled In)

5. VOLUNTARY ENTRIES		
Experience in the handling of employee emergencies has shown that the absence of certain personal data often delays and complicates the settlement of estate and financial matters. The information requested in this section may prove very useful to your family or attorney in the event of your disability or death and will be disclosed only when circumstances warrant.		
INDICATE NAME AND ADDRESS OF ANY BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS AND THE NAMES IN WHICH THE ACCOUNTS ARE CARRIED.		
Riggs National Bank of Washington (R&M Branch) Washington 7, DC		Dorothy L. and/or Howard Hunt
ARE YOU A MEMBER OF THE NORTHWEST FEDERAL CREDIT UNION?		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
IF YES, DO YOU HAVE A JOINT ACCOUNT?		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
HAVE YOU COMPLETED A LAST WILL AND TESTAMENT?		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO. (If "Yes" where is document located?)
		SD box, Riggs Bank
HAVE YOU PREPLANNED AN ARRANGED GUARDIANSHIP OF YOUR CHILDREN IN CASE OF COMMON DISASTER TO BOTH PARENTS?		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO. (If "Yes" give name(s) and address)
		Mr. Wm. F. Buckley, Jr. Wallacks Point, Stamford, Conn.
HAVE YOU EXECUTED A POWER OF ATTORNEY?		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO. (If "Yes", who possess the power of attorney?)
		wife
6. ADDITIONAL DATA AND/OR CONTINUATION OF PRECEDING ITEMS		
SIGNED AT	DATE	SIGNATURE
	Jan 4, 1964	Dorothy L. and/or Howard Hunt

CONFIDENTIAL

SECRET

(When Filled In)

OFFICE OF PERSONNEL

## SECTION C

## NARRATIVE COMMENTS

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

Mr. Hunt is an officer with real ability, creative and managerial. During the period under review, he has done a great deal to tighten up the operation of his shop. The amorphous aspects of some projects he inherited have been eliminated or cut down to size. He has a pleasant and engaging personality and a broadly based background.

If there are any areas of weakness in his performance it is only because his potential is so considerable. For example, it is possible that the staff and planning aspects of his job could receive more attention although, admittedly, there is a large grey area between the responsibilities of the CA Staff and the responsibilities of DODS in this respect.

## SECTION D

## CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE 2 March 1963	SIGNATURE OF EMPLOYEE <i>E. Edward Hunt</i>	
BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 13 APR 1963	OFFICIAL TITLE OF SUPERVISOR DODS/EXO	TYPED OR PRINTED NAME AND SIGNATURE <i>R. H. Cunningham</i> R. H. Cunningham
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
DATE 14 April 1963	OFFICIAL TITLE OF REVIEWING OFFICIAL Chief of Staff	TYPED OR PRINTED NAME AND SIGNATURE <i>C. Ray Davis</i> C. Ray Davis

SECRET

SECRET

(When Filled In)

## QUALIFICATIONS UPDATE

READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING. TYPE OR PRINT. AVOID USING LIGHT COLORED INKS

Note that your qualifications are a matter of computer record, they must be periodically updated. This is done automatically for much information; however, some must be obtained directly from you. This form is for that purpose. Section I must be completed in all cases. You need provide other information only if there have been changes since you submitted your Form 444, "Qualifications Supplement to the Personal History Statement," or a previous update form. If you are in doubt whether information has been previously submitted, enter it in the appropriate section. The signed and dated form should be returned through administrative channels to the File Room, Office of Personnel, Room 5E-13 Headquarters, whether information is added or not. Additionally, a qualifications update may take place at any time there is information to be added or changed simply by completing and returning an update form on your initiative.

## SECTION I

## BIOGRAPHIC AND POSITION DATA

EMP. SER. NO. 0135942 NAME (Last-First-Middle) Hunt, E. Howard DATE OF BIRTH Oct 7, 1918

## SECTION II

## EDUCATION

## HIGH SCHOOL

LAST HIGH SCHOOL ATTENDED Hamburg High ADDRESS (City, State, Country) Hamburg, N.Y. USA YEARS ATTENDED (From-To) 1932 - 36 GRADUATE ☒ YES ☐ NO

## COLLEGE OR UNIVERSITY STUDY

NAME AND LOCATION OF COLLEGE OR UNIVERSITY	SUBJECT		YEARS ATTENDED FROM-TO	DEGREE RECEIVED	YEAR RECEIVED	NO. SEM/QR. HRS. (Specify)
	MAJOR	MINOR				
1. <u>Brown U. Providence, P.I.</u>	<u>English</u>		<u>1936-40</u>	<u>A.B.</u>	<u>'40</u>	
2.						

IF A GRADUATE DEGREE HAS BEEN NOTED ABOVE WHICH REQUIRED SUBMISSION OF A WRITTEN THESIS, INDICATE THE TITLE OF THE THESIS AND BRIEFLY DESCRIBE ITS CONTENT.

## TRADE, COMMERCIAL AND SPECIALIZED SCHOOLS

NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION	FROM	TO	NO. OF MONTHS

## OTHER NON-AGENCY EDUCATION OR TRAINING NOT INDICATED ABOVE

NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION	FROM	TO	NO. OF MONTHS
1.				
2.				

## SECTION III

## MARITAL STATUS

1. PRESENT STATUS (Single, Married, Widowed, Separated, Divorced, Annulled, Remarried) SPECIFY: Married

2. NAME OF SPOUSE (Last) Hunt (First) Barbara (Middle) Louise ( maiden) WEIR

3. DATE OF BIRTH April 1910 4. PLACE OF BIRTH (City, State, Country) Dayton, Ohio, USA

5. OCCUPATION Housewife 6. PRESENT EMPLOYER

7. CITIZENSHIP USA 8. FORMER CITIZENSHIP(S) COUNTRY(IES)

9. DATE U.S. CITIZENSHIP ACQUIRED

## SECTION IV

## DEPENDENT CHILDREN AND DEPENDENTS OTHER THAN SPOUSE

NAME	RELATIONSHIP	DATE AND PLACE OF BIRTH	CITIZENSHIP	PERMANENT ADDRESS
1. <input type="checkbox"/> ADD <input type="checkbox"/> DELETE				
2. <input type="checkbox"/> ADD <input type="checkbox"/> DELETE				

FORM 444n  
2-68

SECRET

60 14-511

SECRET

(When Filled In)

SECTION V GEOGRAPHIC AREA KNOWLEDGE AND FOREIGN TRAVEL							
NAME OF REGION OR COUNTRY	TYPE OF SPECIALIZED KNOWLEDGE	DATES OF TRAVEL OR RESIDENCE	DATE & PLACE OF STUDY	KNOWLEDGE ACQUIRED BY: (CHECK ONE)			
				RESIDENCE	TRAVEL	STUDY	OTHER
		OCT 23	3-10 AM '68				
SECTION VI TYPING AND STENOGRAPHIC SKILLS							
1. TYPING (SPM) 2. SHORTHAND (SPM) 3. INDICATE SHORTHAND SYSTEM USED - (CHECK ONE) APPROPRIATE ITEM							
<input type="checkbox"/> GREGG <input type="checkbox"/> SPEEDY TYPING <input type="checkbox"/> STENO TYPE <input type="checkbox"/> OTHER SPECIFY:							
SECTION VII SPECIAL QUALIFICATIONS							
PROVIDE INFORMATION ON Hobbies, SPORTS, LICENSES, PUBLISHED MATERIALS OR DEVICES WHICH YOU MAY HAVE INVENTED							
SECTION VIII MILITARY SERVICE							
CURRENT DRAFT STATUS							
1. HAS YOUR SELECTIVE SERVICE CLASSIFICATION CHANGED? 2. NEW CLASSIFICATION							
<input type="checkbox"/> YES <input type="checkbox"/> NO							
3. LOCAL SELECTIVE SERVICE BOARD NUMBER AND ADDRESS 4. IF DEFERRED, GIVE REASON							
MILITARY RESERVE, NATIONAL GUARD STATUS							
CHECK RESERVE OR GUARD ORGANIZATION TO WHICH YOU BELONG							
<input type="checkbox"/> ARMY <input type="checkbox"/> MARINE CORPS <input type="checkbox"/> COAST GUARD <input type="checkbox"/> NATIONAL GUARD <input type="checkbox"/> NAVY <input type="checkbox"/> AIR FORCE <input type="checkbox"/> AIR NATIONAL GUARD							
1. CURRENT RANK, GRADE OR RATE 2. DATE OF APPOINTMENT IN CURRENT RANK 3. EXPIRATION DATE OF CURRENT OBLIGATION							
4. CHECK CURRENT RESERVE CATEGORY <input type="checkbox"/> READY RESERVE <input type="checkbox"/> STANDBY (active) <input type="checkbox"/> STANDBY (inactive) <input type="checkbox"/> RETIRED <input type="checkbox"/> DISCHARGED							
5. MILITARY MOBILIZATION ASSIGNMENT 6. RESERVE UNIT TO WHICH ASSIGNED OR ATTACHED							
MILITARY SCHOOLS COMPLETED (Extended Active, Reserve Duty, or as Civilian)							
NAME AND ADDRESS OF SCHOOL STUDY OR SPECIALIZATION DATE COMPLETED							
<input type="checkbox"/> RESIDENT <input type="checkbox"/> AGENCY SPONSORED							
SECTION IX PROFESSIONAL SOCIETIES AND OTHER ORGANIZATIONS							
NAME AND CHAPTER ADDRESS (Number, Street, City, State, Country) DATE OF MEMBERSHIP							
FROM TO							
1.							
2.							
3.							
SECTION X REMARKS							
DATE Oct 7, 1968 SIGNATURE EMPLOYER E. Howard Hunt							

SECRET

**SÉCRÉT**

JOHN ELLIS (N)

## QUALIFICATIONS SYSTEM RECORD CHANGE

APPLICANT CODING DATA

1. ID			2. APPL. NO.			3. NAME					
◁ 2			• 0-DIGITS			• MUST CONTAIN 2-DIGITS					
4. DATE OF BIRTH						5. DATE CODED					
MO		DA		YR		MO		DA		YR	
•						•					

THE DATA ABOVE (ITEMS 2 THRU 5) WILL BE FILLED IN WHEN CODING AN APPLICANT FOR THE FIRST TIME. THIS FORM IS THEN ATTACHED TO FORM 1962, MASTER QUALIFICATIONS CODING RECORD.

LANGUAGE CODING DATA - FORM 5-64c

LANGUAGE CODING DATA - FORM 444c																	
1. ID		2. EMPLOYEE NO.		3. NAME		4. LANGUAGE DATA CODE											
◁ 3 •		•		3-LETTERS		BASE CODE		R	W	P	S	U	T	YR			
•		•		•		•											
5. DATE SUBMITTED				6. DATE OF BIRTH				WHEN FORM 444c DENOTES NO LANGUAGE COMPETENCE, ENTER THE FOLLOWING IN ITEM 4: "NO+LANGUAGE" (12-DIGITS)									
MO		DA		YR		MO								DA		YR	
•		•		•		•								•		•	

LANGUAGE PROFICIENCY TEST DATA

LANGUAGE PROFICIENCY TEST DATA														
1. ID	2. EMPLOYEE NO.	3. NAME	4. CODE	5. LANGUAGE DATA BEFORE TEST										
		3-LETTERS	C-A-D	BASE CODE	R	W	P	S	U	T	YR			
65	113842	HUN	C	BK50	1	0	1	0	1	3	57			
6. LANGUAGE DATA AFTER TEST				7. DATE OF TEST			8. DATA FOR ITEM 2 20-22-1961							
BASE CODE				R	W	P	S	U	T	YR	MO	DA	YR	
BK50				2	1	2	1	1	4	66	10	19	66	
EXTRACTED FROM FORM 1273, LANGUAGE PROFICIENCY AND AWARDS DATA.														

QUALIFICATIONS RECORD CHANGE

[illegible]

SECRET

(When Filled In)

## CERTIFICATION OF CLAIMED LANGUAGE PROFICIENCY

1. EMPLOYEE SERIAL NO. 013942 2. NAME (last-first-middle) HUNT, E. HOWARD 3. DATE OF BIRTH 2-7-1918

4. LIST BELOW THE FOREIGN LANGUAGE OR LANGUAGES IN WHICH YOU POSSESS ANY DEGREE OF COMPETENCE. INDICATE YOUR PROFICIENCY IN EACH OF THE FIVE SKILL FACTORS SHOWN (reading comprehension, writing ability, etc.) BY NOTING THE NUMBER MOST INDICATIVE OF YOUR LEVEL OF SKILL UNDER THE FACTOR BEING CONSIDERED.

IF YOUR PROFICIENCY RELATES TO A PARTICULAR DIALECT OF A MAJOR LANGUAGE, IDENTIFY THIS DIALECT BY NOTING IT IN PARENTHESES AFTER THE LANGUAGE ON THE SAME LINE.

IF YOU HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE, CHECK (X) BOX AT RIGHT AND LEAVE OTHER ITEMS BLANK. → ☐

	LEVEL OF SKILL						HOW ACQUIRED (Check (X) Box(es) which apply)				
	(Slight)	2	3	4	(Native)		Native of Country	Proficiency	Academic Study	Other	
Spanish	4	3	4	4	4		X		X		
French	2	1	2	1	1		X				

5. IF YOU HAVE HAD EXPERIENCE AS A TRANSLATOR, INTERPRETER OR INSTRUCTOR, EXPLAIN AND SPECIFY IN WHICH LANGUAGE(S) YOU HAVE HAD SUCH EXPERIENCE.

Spanish - translator + interpreter

COPIED

RECEIVED

DATE 18 1957

## CERTIFICATION

I CERTIFY that the information given above is true and accurate to the best of my knowledge and belief.

DATE 18 1957 SIGNATURE E. Howard Hunt



**SECRET**  
(When Filled In)

## QUALIFICATIONS SYSTEM RECORD CHANGE

AFFILIANT CODING DATA					
1. ID	2. APPL. NO.		3. NAME		
< 2	0-DIGITS		MUST CONTAIN 20-DIGITS		
4. DATE OF BIRTH			5. DATE CODED		
MO	DA	YR	MO	DA	YR

THE DATA ABOVE (ITEMS 2 THRU 5) WILL BE FILLED IN WHEN CODING AN APPLICANT FOR THE FIRST TIME. THIS FORM IS THEN ATTACHED TO FORM 1352, MASTER QUALIFICATIONS CODING RECORD.

LANGUAGE CODING DATA - FORM 444c													
1. ID		2. EMPLOYEE NO.		3. NAME		4. LANGUAGE DATA CODE							
◁ 3				3-LETTERS		BASE CODE	R	W	P	S	U	T	YR
5. DATE SUBMITTED				6. DATE OF BIRTH				WHEN FORM 444c DENOTES NO LANGUAGE COMPETENCE, ENTER THE FOLLOWING IN ITEM 4: "NO++LANGUAGE" (12-DIGITS)					
MO DA YR				MO DA YR									
•				•									

LANGUAGE PROFICIENCY TEST DATA														
1. ID	2. EMPLOYEE NO.	3. NAME	4. CODE	5. LANGUAGE DATA BEFORE TEST										
		3-LETTERS	C-A-D	BASE CODE	R	W	P	S	U	T	YR			
65	013042	HUN	C	BL18	H	H	H	H	H	3	62			
6. LANGUAGE DATA AFTER TEST				7. DATE OF TEST			DATA FOR ITEM 2 THRU 7 IS EXTRACTED FROM FORM 1273, LANGUAGE PROFICIENCY AND AWARDS DATA.							
BASE CODE	R	W	P	S	U	T	YR	MO	DA	YR				
BL18	I	H	I	H	H	3	67	04	18	67				

[illegible]

**SECRET**

(WHEN FILLED IN)

CERTIFICATION OF LANGUAGE PROFICIENCY																
1. EMPLOYEE NO.		2. NAME (LAST-FIRST-MIDDLE)				3. TYPE CHANGE		4. LANGUAGE DATA PRIOR TO TEST								
		HUNT, E. EDWARD				A=ADD C=CHANGE D=DELETE		CODE	LAN. CODE	R	W	P	S	U	I/T	YEAR
5. LANGUAGE DATA AFTER TEST					6. DATE TESTED		7. DATE OF BIRTH		8. GRADE		9. OFFICE OR DIVISION					
LAN. CODE	R	W	P	S	U	I/T	YEAR									
							04/18/67	10/09/18		15		EUR				
NOTICE TO PERSON TESTED																
10. ON THE DATE SHOWN IN ITEM 6 ABOVE, YOU WERE TESTED IN <u>SPANISH (NEW WORLD)</u> BL16 AND YOUR TEST SCORES ARE AS FOLLOWS: <u>(NAME OF LANGUAGE)</u>																
READING		WRITING		PRONUNCIATION		SPEAKING		UNDERSTANDING		TEST RATINGS						
I		+		I		H		H		0 = ZERO    1 = INTERMEDIATE 2 = SLIGHT    H = HIGH E = ELEMENTARY    N = NATIVE						
11. REMARKS										12. SIGNATURE						
CODED FOR COMMUNICATIONS										<i>Ken</i>						
										13. LD NUMBER						
										13670						

FORM 11-64 1273

OBSOLETE AND ILLEGIBLE EDITIONS

(10-45)

**SECRET**GROUP 1  
EXCLUDED FROM AUTOMATIC DOWNGRADING  
AND DECLASSIFICATION

1 - OP/QAB

SECRET

When Filled In

OFFICIAL USE ONLY (When Filled In)

QUALIFICATIONS SUPPLEMENT TO PERSONAL HISTORY STATEMENT				
READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING. TYPE OR PRINT. AVOID USING LIGHT COLORED INKS.				
<b>SECTION I</b>				
BIOGRAPHIC AND POSITION DATA				
1. EMP. SER. NO.	2. NAME (Last First Middle)	3. SEX	4. DATE OF BIRTH	5. SCHEDULE GRADE STEP
C13842	HUNT E HOWARD		10/09/18	GS -15-07
6. SSN	7. POSITION TITLE	8. OFFICE OF ASSIGNMENT	9. LOCATION (Country, City)	
D	CRS OFFICER	EUR	WASH., D.C.	
<b>SECTION II</b>				
AGENCY OVERSEAS SERVICE				
AREA		TYPE TOUR	FROM	TO
MEXICO		PCS 64	30/12/51	33/04/01
EUROPEAN AREA		TDY 64	34/01/51	34/03/81
JAPAN		PCS 64	34/05/51	36/10/01
URUGUAY		PCS 44	37/01/51	60/05/02
ASIA AREA		TDY 43	63/01/57	63/01/59 ✓
7/12/57		TDY	64/2/12	66/12/03
<p><i>New PHS made Sept 67</i></p>				
<div style="border: 1px solid black; padding: 5px; width: fit-content;"> <p><b>OVERSEAS DATA</b></p> <p><b>CGSEJ</b></p> <p><b>DATE:</b> 22 Jan 67      <b>INITIALS:</b> TME</p> </div>				
<b>SECTION III</b>				
EDUCATION				
DEGREE	MAJOR FIELD	COURSE	YEAR	
BACH	ENGLISH LITERATURE	BROWN UNIV. RI	40	

1-2000  
1-17-66  
1-17-67

SECRET

CLASS  
Excluded from automatic  
downgrading and  
declassification

67 JUL ENTD

14-00000

**. 7 .**

WASHINGTON, D.C. 20505

6 May 1971

Mr. Howard Hunt  
11120 River Road  
Potomac, Maryland 20854

Dear Howard:

I have taken so long in answering your letter of April 5th because of the careful consideration given to your request by all concerned, particularly as we have not had this problem before.

I am sorry to tell you that our answer is in the negative, although we have taken every approach we can think of to comply with your wishes. Very simply, the problem is as follows:

The statute states--

At the time of retirement, any married participant may elect to receive a reduced annuity and to provide for an annuity payable to his wife or her husband, commencing on the date following such participant's death . . . (emphasis added).

Our regulation on the subject repeats the language of the statute above and in addition states--

A participant may not change his election under this provision . . . .

We considered the possibility of a waiver of the regulation but ran into another problem here. The act specifically provides that the Director may prescribe rules and regulations, but continues with the language that, "such rules and regulations shall become effective after approval by the chairman and ranking minority members of the Armed Services Committees of the House and Senate." The regulations as presently enacted were specifically reviewed by those Committees and approved in their present form.

Looking back into the legislative history of the act, we believe it is clear that the Committees desired our act to conform as closely as possible to Civil Service retirement, which definitely would not permit a change of election after retirement. There does not appear to have been any administrative error or misunderstanding at the time you retired and made your election, therefore, we have been unable to find any basis for making the change you request.

I think you know me well enough to agree that I like to stay as flexible in the law as I possibly can, but this seems to be one case where we are bound by specific provisions with no leeway to meet the requests of individual employees.

Sincerely,



Lawrence R. Houston  
General Counsel

cc: Executive Director  
DDS  
Director of Personnel  
OGC chrono  
✓subject Retirement  
OGC:LRH:jeb

14-00000

HOWARD HUNT

11120 River Road,  
Potomac, Maryland 20854.,  
May 12, 1971.

The Honorable  
Lawrence R. Houston,  
General Counsel,  
The Central Intelligence Agency,  
Washington, D. C. 20505.

Dear Larry:

I thoroughly appreciate the thought and study you gave my problem, and while your findings are disappointing to me, I must regard them as definitive.

Reflecting on the statute, however, I find myself wondering whether such irrevocable limitation on personal choice is, first, in the public interest, and second in the interest of annuitants whose personal circumstances and civil status are subject to unanticipated change. This could be the subject of an interesting class action challenge in which, I imagine, more than a few annuitants would be eager to join.

All that aside, I'm most grateful for your efforts to help me once again.

Cordially,

*Howard*

SECRET

21 June 1972

MEMORANDUM FOR THE RECORD

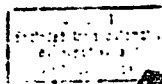
SUBJECT: Mr. E. Howard Hunt

1. On 21 June 1972 Mr. Robert Tegethoff, INR, Department of State, informed Mr. James Franklin, Chief, CCS/OCB, that the Department of State had received press inquiries in regard to Mr. E. Howard Hunt's service with the Department of State. INR had arranged for withholding any Department of State replies until CIA had been consulted. Mr. Hunt's cover record showed that he was in integrated Department of State status in Mexico from 1950 until 1953 and in Montevideo from 1957 until 1960. He also had nominal domestic Department of State cover from 1966 until he retired in 1970. Upon retirement, Mr. Hunt was "opened up" as a CIA employee back to EOD in November 1949.

2. In the absence of both Messrs. Osborn, Director of Security, and Geiss, Deputy Director, I discussed the State Department request with Mr. Leo Dunn, Acting Deputy Director of Security for Personnel Security. He concluded that everything considered, the Department should say that Mr. Hunt was assigned to the Department while in integrated status but, when pressed, not deny his basic CIA status. While trying to clear this line with the ADDP, Mr. Geiss called and at the end of our discussion, cautioned that any guidance to the Department of State in regard to Mr. Hunt should be cleared with the DCI.

3. I then talked to Mr. Sam Halpern, EA/DDP, to determine the whereabouts of Mr. Meyer. He recommended that I talk to both Messrs. Meyer and Colby who were in the OPFB think tank.

SECRET





SECRET

4. As I was leaving my office, Mr. Tegethoff called Mr. Franklin a second time to say that in the evening of 20 June 1972, Mr. John King, Department of State's Press Office, and Mr. John Unumb of CIA had discussed press inquiries in regard to Mr. Hunt which were made to the Department of State in the afternoon of 20 June 1972. These inquiries had particular reference to Mr. Hunt's biography in WHO'S WHO IN AMERICA showing him as Department of State employee since 1968 and listing his office at the Department of State. Messrs. Unumb and King agreed the press should be informed that he was not on the State Department's payroll during the period. Mr. Unumb confirmed this arrangement when I called him and said that he had added that Mr. Hunt retired in good standing from CIA in April 1970. I also cleared the proposed guidance with Mr. Ted Shackley, Chief, WH Division.

5. I then saw Messrs. Colby and Meyer, outlined the Department of State's request and our proposed reply that Mr. Hunt, during his integrated service in Mexico and Montevideo, was assigned to the Department of State. This information would not be volunteered by the Department of State, and Mr. Hunt's basic status as a CIA employee would not be denied if raised by members of the press. Messrs. Colby and Meyer agreed that this was the only feasible line to take. I then asked Mr. Colby whether additional clearance from the DCI was required. He replied that it was not, and that he would brief the DCI.

6. I informed Mr. Geiss of Messrs. Colby's and Meyer's decision and then called Mr. Tegethoff and provided him the agreed guidance.

/s/ ERICH W. ISENSTEAD

ERICH W. ISENSTEAD  
Chief, Central Cover Staff

Orig - C/OCS/CCS; File 1083 (Hunt)  
EA/DDP; ADOP  
DD/Security  
Mr. Unumb, Deputy Asst to the DCI  
Chrono

-2-

SECRET

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM					
UNCLASSIFIED		CONFIDENTIAL		SECRET	
<b>OFFICIAL ROUTING SLIP</b>					
TO	NAME AND ADDRESS	DATE	INITIALS		
1	Chief, TRB				
2					
3					
4					
5					
6					
ACTION		DIRECT REPLY		PREPARE REPLY	
APPROVAL		DISPATCH		RECOMMENDATION	
COMMENT		FILE		RETURN	
CONCURRENCE		INFORMATION		SIGNATURE	
<b>Remarks:</b>  Janet: Please file the attached document in the Official Personnel Folder on E. Howard Hunt. The Hunt OPF was returned to you for retention on 6 May 1976. Thanks.					
<b>FOLD HERE TO RETURN TO SENDER</b>					
FROM: NAME, ADDRESS AND PHONE NO.				DATE	
Bonnie, OD/Pers				21 May 76	
UNCLASSIFIED		CONFIDENTIAL		SECRET	

SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM					
UNCLASSIFIED		CONFIDENTIAL		SECRET	
<b>OFFICIAL ROUTING SLIP</b>					
TO	NAME AND ADDRESS	DATE	INITIALS		
1	DD/Security, 4E-60	6/22	[Signature]		
2	D/O	22 JUN 1972	[Signature]		
3					
4	ADD/PS	4/26/72	[Signature]		
5	File				
6					
ACTION		DIRECT REPLY		PREPARE REPLY	
APPROVAL		DISPATCH		RECOMMENDATION	
COMMENT		FILE		RETURN	
CONCURRENCE		INFORMATION		SIGNATURE	
<b>Remarks:</b>  <div style="text-align: center;">E. Howard Hunt</div> <div style="text-align: right; transform: rotate(-15deg); border: 1px solid black; padding: 2px;">BY HAND</div>					
FOLD HERE TO RETURN TO SENDER					
FROM: NAME, ADDRESS AND PHONE NO				DATE	
C/CS (9164)				21/57	
UNCLASSIFIED		CONFIDENTIAL		SECRET	

**SECRET**  
When Filled in

REQUEST FOR PERSONNEL ACTION										DATE PREPARED	
1. SERIAL NUMBER		2. NAME (Last, First, Middle)								DATE PREPARED	
101210		WILLIAM E. HARRIS								10/10/62	
3. NATURE OF PERSONNEL ACTION					4. EFFECTIVE DATE REQUESTED			5. CATEGORY OF EMPLOYMENT			
Reassignment					MONTH DAY YEAR 01 01 62			Regular			
6. FUNDS		V TO V		V TO CF		7. COST CENTER NO. CHARGEABLE		8. LEGAL AUTHORITY (Completed by Office of Personnel)			
CF TO V		CF TO CF				0101-100-1000					
9. ORGANIZATIONAL DESIGNATIONS					10. LOCATION OF OFFICIAL STATION						
OFFICE OF THE CHIEF					Washington, D.C.						
11. POSITION TITLE					12. POSITION NUMBER		13. CAREER SERVICE DESIGNATION				
Chief of Staff											
14. CLASSIFICATION SCHEDULE (GS, LP, etc.)			15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OR RATE				
GS-11			0101-100		GS-11		10000				
18. REMARKS											
1. This case is approved by the Chief of Staff and the Research Group.											
2. PTA in accordance with R 20-580.3(a)1.											
3. See - Security											
4. See - Payroll											
5. See - Payroll											
6. See - Payroll											
7. See - Payroll											
8. See - Payroll											
9. See - Payroll											
10. See - Payroll											
11. See - Payroll											
12. See - Payroll											
13. See - Payroll											
14. See - Payroll											
15. See - Payroll											
16. See - Payroll											
17. See - Payroll											
18. See - Payroll											
19. See - Payroll											
20. See - Payroll											
21. See - Payroll											
22. See - Payroll											
23. See - Payroll											
24. See - Payroll											
25. See - Payroll											
26. See - Payroll											
27. See - Payroll											
28. See - Payroll											
29. See - Payroll											
30. See - Payroll											
31. See - Payroll											
32. See - Payroll											
33. See - Payroll											
34. See - Payroll											
35. See - Payroll											
36. See - Payroll											
37. See - Payroll											
38. See - Payroll											
39. See - Payroll											
40. See - Payroll											
41. See - Payroll											
42. See - Payroll											
43. See - Payroll											
44. See - Payroll											
45. See - Payroll											
46. See - Payroll											
47. See - Payroll											
48. See - Payroll											
49. See - Payroll											
50. See - Payroll											
51. See - Payroll											
52. See - Payroll											
53. See - Payroll											
54. See - Payroll											
55. See - Payroll											
56. See - Payroll											
57. See - Payroll											
58. See - Payroll											
59. See - Payroll											
60. See - Payroll											
61. See - Payroll											
62. See - Payroll											
63. See - Payroll											
64. See - Payroll											
65. See - Payroll											
66. See - Payroll											
67. See - Payroll											
68. See - Payroll											
69. See - Payroll											
70. See - Payroll											
71. See - Payroll											
72. See - Payroll											
73. See - Payroll											
74. See - Payroll											
75. See - Payroll											
76. See - Payroll											
77. See - Payroll											
78. See - Payroll											
79. See - Payroll											
80. See - Payroll											
81. See - Payroll											
82. See - Payroll											
83. See - Payroll											
84. See - Payroll											
85. See - Payroll											
86. See - Payroll											
87. See - Payroll											
88. See - Payroll											
89. See - Payroll											
90. See - Payroll											
91. See - Payroll											
92. See - Payroll											
93. See - Payroll											
94. See - Payroll											
95. See - Payroll											
96. See - Payroll											
97. See - Payroll											
98. See - Payroll											
99. See - Payroll											
100. See - Payroll											

SECRET

NOTIFICATION OF PERSONNEL ACTION															
PAS: 23 JUNE 1960															
1. Serial No.		2. Name (Last-First-Middle)				3. Date Of Birth		4. Var. Prof.		5. Sex		6. CS - EOD			
513842		HUNT E HOWARD				Mo. Da. Yr. 10 09 18		None-0 Code 1		M 1		Mo. Da. Yr. 11 08 49			
7. SCD		8. CSC Remt.		9. CSC Or Other Legal Authority				10. Ance. Aff. Sta.		11. FEGLI		12. LCD		13. Ance. Serv. Credit	
Mo. Da. Yr. 05 24 44		Yes-1 Code No-2 1		50 USCA 403 J				Mo. Da. Yr. 11 08 49		Yes-1 Code No-2 2					

## PREVIOUS ASSIGNMENT

14. Organizational Designations				Code		15. Location Of Official Station				Station Code	
DDP WH BRANCH 2 MONTEVIDEO, URUGUAY STATION						MONTEVIDEO, URUGUAY					
16. Dept. - Field		17. Position Title		18. Position No.		19. Serv.		20. Occup. Series			
Dest - 1 USMID - 3 Frgh - 5		Code 5 ATT POL OF 1st SEC CON CHIEF OF STATION		0162		FSR GS		0136.01			
21. Grade & Step		22. Salary Or Rate		23. SO		24. Date Of Grade		25. PSI		26. Appropriation Number	
03 15 5		\$ 13640 13970				Mo. Da. Yr. Mo. Da. Yr.				0135 5870 3000	

## ACTION

27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Data	
CONVERSION FROM FSR STATUS		60		Mo. Da. Yr. 06 25 60		REGULAR		01			

## PRESENT ASSIGNMENT

31. Organizational Designations				Code		32. Location Of Official Station				Station Code	
DDP WH BRANCH 2 MONTEVIDEO, URUGUAY STATION				4651		MONTEVIDEO, URUGUAY				76031	
33. Dept. - Field		34. Position Title		35. Position No.		36. Serv.		37. Occup. Series			
Dest - 1 USMID - 3 Frgh - 5		Code 5 CHIEF OF STATION		0162		GS		0136.01			
38. Grade & Step		39. Salary Or Rate		40. SO		41. Date Of Grade		42. PSI		43. Appropriation Number	
15 5		\$ 13970		D		Mo. Da. Yr. 08 16 53		XX XX XX		0135 5870 3000	

44. Remarks

POSTED

06-24-60 WK

# **SECRET** **REQUEST FOR PERSONNEL ACTION**

1. Serial No.	2. Name (Last-First-Middle)	3. Date Of Birth	4. Year Prof	5. Sex	6. CS - ECD
	HUNT, E. HOWARD	Mo. Da. Yr.	Mo. Da. Yr.		
		10 09 18	10 09 18	1 M 1	
7. SCB	8. CSC Point	9. CSC Or Other Legal Authority	10. Acct. All. Gr.	11. FEGLI	12. TCD
Mo. Da. Yr.	Yes - 1 No - 2	Code	Mo. Da. Yr.	Yes - 1 No - 2	Code

## **PREVIOUS ASSIGNMENT**

14. Organizational Designations	Code	15. Location Of Official Station	Station Code
DDP WH BRANCH 2 MONTEVIDEO, URUGUAY STATION		MONTEVIDEO, URUGUAY	
16. Dept. Field	17. Position Title	18. Position No.	19. Serv. 20. Occup. Series
Dept. Code USLID - Frgn. 5	ATTACHE POL OFC 1ST SEC CONSUL CHIEF OF STATION	BAP-162	PSR OS 0136.01
21. Grade & Step	22. Salary Or Rate	23. SD	24. Date Of Grade 25. Pst Due
3 15 5	13,640 13,970	D	Mo. Da. Yr. Mo. Da. Yr.
			26. Appropriation Number
			0135 5870 3000

## **ACTION**

27. Nature Of Action	Code	28. Eff. Date	29. Type Of Employee	Code	30. Separation Data
CONVERSION FROM PSR STATUS	60	Mo. Da. Yr. OCT 25 1960	REGULAR		

## **PRESENT ASSIGNMENT**

31. Organizational Designations	Code	32. Location Of Official Station	Station Code
DDP WH BRANCH 2 MONTEVIDEO, URUGUAY STATION		MONTEVIDEO, URUGUAY	76091
33. Dept. Field	34. Position Title	35. Position No.	36. Serv. 37. Occup. Series
Dept. Code USLID - Frgn. 5	CHIEF OF STATION	BAP-162	OS 0136.01
38. Grade & Step	39. Salary Or Rate	40. SD	41. Date Of Grade 42. Pst Due
15 5	13,970	D	Mo. Da. Yr. Mo. Da. Yr.
			43. Appropriation Number
			0135 5870 3000
A. Requested By (Signature And Title)		C. Request Approved By (Signature And Title)	
F. E. BOWERS WH/PERSONNEL OFFICER			
B. For Additional Information Call (Name & Telephone Ext.)			
JOHN WASHINZO X8242			
<b>CLEARANCES</b>			
Clearance	Signature	Date	Clearance
A Career Board			D. Placement
B Pos. Control			
C Classification			F. Approved By
Remarks Subject resigned from the Department of State effective OCB 24 June 1960.			

NO 1152

**SECRET**

**Attachment to Fitness Report of Howard Hunt    31 March 63 - 31 March 64**

**Section C (Continued)**

Special mention should be made of Subject's objectivity and integrity in carrying out his responsibilities. These were best demonstrated when he promptly and swiftly terminated a large and effective radio broadcasting project, to establish which he and his subordinates had labored hard, immediately upon belated discovery that insuperable, practical obstacles precluded realization of the project's theoretical potential.

Subject's professional background has attuned his constant attention to FI operational opportunities arising in the course of his current CA activities, a practice consistent with his habit of seeking maximum benefit for every dollar spent in time, effort or cash.

**SECRET**

**CRABANAC, Terence S.**

CUSTODIAL UNIT/LOCATION: *01P*

ROOM: 5E13

DELETIONS, IF ANY:

*[Handwritten:]* 7-1989-11-26 p. 6  
2-6-1989

**SECRET**



Contract Source - Terence S. Crabtree (P) GS

<u>Date</u>	<u>Action</u>	<u>Comp</u>	<u>Grade</u>
4 July 65	<del>Former Staff Employee</del> Hired as a Contract Employee with Civil Service Retirement, LPA and PSLs.	\$ 19,850	GS-15/7
10 Oct 65	LPI	20,595	GS-15/7
3 July 66	LPI	21,192	GS-15/7
17 Sept 66	Contract Terminated	21,192	GS-15/7

Converted to Staff Employee Status

14-00000

~~SECRET~~

3 DEC 1970

MEMORANDUM FOR: Office of Finance

THROUGH : Chief, Contract Personnel Division

SUBJECT : Engagement of F. Howard Hunt as Independent  
Contractor Under Memorandum of Oral Contract

1. Effective 2 November 1970, subject was retained under oral contract to write citation concerning an employee of CIA for a fee of \$250.00. The completed citation was delivered to and accepted by CIA on 23 November 1970.

2. Subject is a former CIA Staff Employee who retired effective 30 April 1970.

3. Subject is to be paid his fee of \$250.00 under Fin Account Number 1176-0041. At Mr. Hunt's request, payment is to be made in the form of two sterile checks, one in the amount of \$200.00 payable to the Public Service Aid Society, and the second in the amount of \$50.00 payable to the Educational Aid Fund. Please forward both checks to Mr. Ben DeFelice, 5E-67 Headquarters.

4. No other commitments have been made to subject.

*[Signature]*  
\_\_\_\_\_  
Approving Officer  
Office of Personnel

APPROVED:

*[Signature]*  
\_\_\_\_\_  
/s/ Ben H. DeFelice

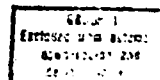
3 DEC 1970

Chief, Contract Personnel Division

\_\_\_\_\_  
Date

The

SECRET



1 June 1967

MEMORANDUM FOR THE RECORD

SUBJECT: ~~XXXXXXXXXX~~ Terence S. CRABANAC

~~XXXXXXXXXX~~ on instructions of the Deputy Director for Plans, and with approvals from the DCI and the DDCI, was converted to contract employment and assigned to Spain for a special undertaking in behalf of the DD/P. He left for Spain in July 1965 and returned to the U. S. in June 1966 having completed his assignment successfully. If an evaluative comment is needed to cover his work during this period of time he should be rated as "strong".

Thomas H. Karamessines  
Assistant Deputy Director for Plans

Orig & 1 - Director of Personnel  
via C/EUR  
1 - ADD/P

14-00000

SECRET

3 October 1966

MEMORANDUM FOR : Chief, TRB

SUBJECT : Verification of Contract Service for  
~~████████████████████~~ C. R. H. B. O. N. H. C.  
Thurman S.

1. The following is a record of subject's contract service with the Agency:

<u>Date</u>	<u>Action</u>	<u>Compensation</u>
4 July 1965	Contract Employee	\$19,880 per annum
10 October 1965	Salary Increase	\$20,595 per annum
3 July 1966	Salary Increase	\$21,192 per annum
17 September 1966	Contract Terminated	\$21,192 per annum

2. All of above service is creditable for both leave and Civil Service Retirement purposes.

Dow H. Luetscher.  
Chief, Contract Personnel Division

Distribution:  
Orig & 1 - Addressee  
2 - CPD

SECRET

SECRET

26 SEP 1965

MEMORANDUM FOR: Chief, Contract Personnel Division

ATTENTION : Paul R. Wilson

SUBJECT : Verification of Contract Service

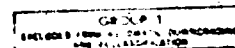
~~██████████~~ CRABANAC, Linn S.

In order to establish the salary, LCD and to compute the SCD for both leave and retirement purposes, it is necessary to verify the contract service and salary of ~~██████████~~, DOB 9 October 1918, who claims employment with this Agency in a contract status from 4 July 1965 to 17 September 1966.

*Lowell P. Moore*  
Lowell P. Moore

Deputy Chief, Transactions & Records Branch

SECRET



SECRET

This is to advise that effective 17 September 1966 I will resign from employment with the United States Government as provided in the contractual agreement effective 4 July 1965. It is understood that my status as a Staff Employee will be effective 18 September 1966, the day following my resignation as a Contract Employee.

---

Terence S. CRABANAC

APPROVED:

---

/s/ European Contract Approving Officer

---

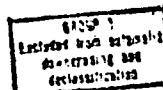
Date

APPROVED:

/s/ Dow H. Luetscher  
Special Contracting Officer

REVIEWED:

/s/ Dow H. Luetscher



14-00000

SECRET

14 July 1966

MEMORANDUM FOR THE RECORD

SUBJECT: Terence S. CRABANAC (P)

The ADDP requested the writer to personally bring CRABANAC's file to him for review this date. I was informed by Mr. Karamessines that Subject has now returned to headquarters for reassignment and will not be returning to Madrid, as his duties have been fulfilled there.

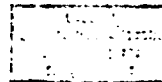
When the DDP decides CRABANAC's next assignment, ADDP will inform us of such and action desired. CRABANAC's travel accounting was given to C/E/B&F for preparation and processing of the voucher for Subject's return travel.

*Charles J. Francis*

Charles J. Francis  
AC/E/SS

CFrancis/clis: 14 Jul 66

SECRET



8 NOV 1965

**MEMORANDUM FOR: Deputy Director for Support**

**SUBJECT: Request for Exception to Provision of  
FR 45-10b — Terence S. CRABANAC (P)**

1. This memorandum contains a recommendation in paragraph 4 for the approval of the Deputy Director for Support.
2. Terence S. CRABANAC (P) is a Contract Employee assigned to the Madrid area in Spain in a sensitive assignment since his conversion from a Staff Employee on 4 July 1965. CRABANAC was a GS-15, step 7 (\$19,880.00 per annum) and he is being paid at the same rate in his present contract status. His contract provides that he will be entitled to a living quarters allowance in conformance with regulations of this organization applicable to its appointed personnel.
3. The basic living quarters allowance for Class II officers in Madrid is \$2,900 per annum. The house which CRABANAC has located, with a one year lease from 15 November 1965 to 14 November 1966, has an annual rent of \$6,800.00 excluding utilities. Therefore, for rent alone, he will be \$1,980.00 per year over the 100 percent maximum allowed under the provisions of FR 45-10b. On a 75/25 percent sharing basis of the 80 percent over the quarters allowance, he would be out of pocket \$2,395.00.
4. Due to the operational sensitivity of CRABANAC's assignment, his request for relief on his housing costs was handled by Mr. Thomas Karamessines, ADDP. On 15 September 1965, Mr. Karamessines, ADDP, approved his being reimbursed on a 75/25 percent basis for the excess allowable costs up to, but not to exceed, 80 percent above his quarters allowance. This authorization was included in a letter to CRABANAC from Mr. Karamessines. It is requested that the Deputy Director



SECRET

for Support authorize the 75/25 percent sharing of the excess allowable costs up to 60 percent above his quarters allowance.

/ S/

Edward Ryan  
Acting Chief  
Western Europe Division

Recommendation in paragraph 4  
is authorized:

Charles M. Davis

9 NOV 1965

Deputy Director for Support

Date

DDP/WE/SS: Davis B. Powell/aj/6189 (8 Nov 65)

Distribution:

Orig. - C/WE  
2 - SSA-DD/S  
1 - C/WE/SS  
1 - WE/LO  
1 - WE/PT  
1 - WE/BP  
1 - WE/S

SECRET

Chief, Western Europe Division

18 October 1965

ATT : Support Staff

Compensation and Tax Division  
Office of Finance

Duty Status Reports-Terence S. CRABANAC, Employee  
Number 179080

Reference : FEB 20-1000-1, paragraph 5.

1. To date there is no record of receipt of Forms 764, Duty Status Reports, for Terence S. CRABANAC since his ROD 4 July 1965. These reports are required in order to maintain his leave account in accordance with the terms of paragraph 6(e) of his contract and to preclude action to withhold pay in accordance with requirements of the referenced handbook.

2. It is requested that this office be advised as to the reason for the delay in the submission of these Duty Status Reports.

LUCILE P. TWOGOOD

Chief,

Contract Employees Accounts Section  
Agent Payroll Branch

TO: Compensation and Tax Division  
Office of Finance

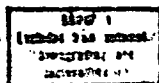
ATTENTION: Lucile P. Twogood

FROM: Chief of Support, WE Division

Per conversation with Mr. Thomas Karamessines, ADDP, there will be no Duty Status Reports (Form 764) submitted on Terence S. CRABANAC. This should be used as the authority to continue his pay without these reports.

Davis B. Powell  
Chief of Support  
WE Division

SECRET



SECRET

October 18, 1965

Dear Howard,

Your insurance representative has passed along some information concerning reimbursement to you by means of deposits to your bank account. So that you will understand the reason and the source of deposits which show up on your bank statement, here is the run-down for the present:

<u>Amount of Deposit</u>	<u>Approx Date of Deposit</u>	<u>Reason for Payment</u>
\$ 5.00	Sep 9	Settlement of claim for son Howard (settlement sheet enclosed)
\$216.06	Oct 7	Settlement of following claims: You.....\$ 47.68 Lisa..... 112.88 Kevan..... 24.50 Howard..... 31.00 \$ 216.06 (Four settlement sheets are enclosed.)
\$505.75	Oct 7	Settlement of following claims: Lisa.....\$ 112.49 Kevan..... 63.75 Kevan..... 189.74 Lisa..... 139.77 \$ 505.75 (Four settlement sheets are enclosed.)
\$ 60.00	To be made Nov 4	Refund of advance premium payments made on your life insurance policy which you cancelled.

I am also forwarding herewith some bills and receipts which your insurance representative has returned with appropriate notations on each. I believe you will want to retain these for possible future use.

Sincerely,

John

14-00000

SECRET

4 October 1965

MEMORANDUM FOR: Chief, Contract Personnel Division,  
Office of Personnel

SUBJECT : Terence S. CRABANAC (P), Contract Employee  
Request for Contract Amendment

1. It is requested that Subject's contract, which was effective 4 July 1965, be amended with respect to living quarters allowances so as to authorize reimbursement for 75% of the excess allowable costs up to, but not in excess of, 60% of the standardized quarters allowance.

2. The proposal for this 75%/25% sharing basis, in lieu of the standard 50%/50% basis, has been reviewed and approved by Mr. Thomas H. Karamessines.

*Davis B. Powell*  
Davis B. Powell  
Chief, WE Support Staff

SECRET

SECRET

15 September 1965

MEMORANDUM FOR: Mr. Thomas H. Karamessines

SUBJECT : Madrid Housing

1. The following is a listing of the GS-13 and above staff employees and their quarters costs as of April 1965:

<u>Grade &amp; No. of Dependents</u>	<u>Allowance</u>	<u>Cost</u>	<u>Cost to Individual</u>
(COS)GS-16 (3)	\$2,900	\$4,236	All cost paid
GS-15 (1)	2,900	3,132	\$116
GS-15 (0)	2,000	1,800	0
GS-14 (5)	2,900	2,796	0
GS-14 (5)	2,900	3,840	450
GS-13 (3)	2,000	2,280	140
GS-13 (3)	2,000	2,472	236
GS-13 (5)	2,000	2,544	272

2. Mr. Hunt's quarters allowance is \$2,900. Using the same formula as applied to the other staff employees at the Station, the following would be the figures:

$$\$2,900 + 60\% (\$1,740) = \$4,640$$

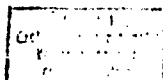
On a 50/50 percent sharing basis of the 60 percent, he would be out-of-pocket \$870 if his costs were \$4,640.

On a 75/25 percent sharing basis of the 60 percent, he would be out-of-pocket \$435, if his costs were \$4,640.

3. I would recommend he be authorized the 75/25 percent sharing basis of the allowable excess costs up to, but not to exceed, 60 percent above his quarters allowance.

*Davis B. Powell*  
Davis B. Powell  
Chief  
WE Support

4640  
- 435  
4205



SECRET

SECRET

3 September 1965

MEMORANDUM FOR: Chief, Contract Personnel Division

SUBJECT : General - Terrence S. CRABANAC - Supplement  
Specific - Paragraph Entitled "Offset"REFERENCE : A. OGC Opinion 65-2476a, dated 12 August 1965  
B. Our Memo, dated 8 July 1965, Same Subject

1. This office herein recommends an amendment to CRABANAC's Supplement dated 4 July 1965, to delete paragraph 7. entitled "Offset."

2. This office acknowledges the OGC opinion, Reference A, which determined CRABANAC may retain without Agency salary offset any future royalties earned as a result of his literary efforts based on the fact cover does not include role of a writer.

3. As Subject's cover "activities" have been officially clarified as being only a light one of a retired Foreign Service Officer for which the Agency will be making all entitlement payments and actually he will receive no funds from any cover, this paragraph, which is misleading, has no meaning in Subject's contract and it is hereby recommended that it be deleted from CRABANAC's Supplement.

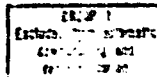
4. Further, in future cases when a cover is so light that Subject will not be receiving funds from cover it is recommended that no "Offset" paragraph be included in Supplements or Contracts.

*William R. Caulfield*  
WILLIAM R. CAULFIELD  
Chief, Covert Claims Branch

Attachment  
Ref. A and B

*no action taken on  
this memo.*

SECRET



14-00000

**SECRET**

OGC 65-2476a

12 AUG 1965

MEMORANDUM FOR: Chief, Contract Personnel Division

SUBJECT: Terence S. CRABANAC - Retention of  
Royalties by a Contract Employee

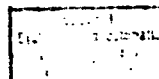
1. You have requested the opinion of this Office in regard to the retention of future royalties which might be earned by Terence S. CRABANAC as a result of his literary efforts. We believe that he is entitled to retain such royalties without an offset against his Agency salary.

2. We have been advised by Mr. Gene Stevens, WE/Support, that CRABANAC's cover does not include the role of a writer; CRABANAC's cover for status will only be a light one of a retired Foreign Service Officer. Therefore, paragraph 7 of his contract dated 4 July 1965 may remain as written. Royalties from the fictional works that he writes as a profitable hobby will not be emoluments received from or through his "cover activities."

*Norman D. Block*  
NORMAN D. BLOCK  
Office of General Counsel

cc: Chief, Covert Claims Branch  
Mr. Gene Stevens, WE/Support

**SECRET**



3 AUG 1965

**MEMORANDUM FOR :** Office of General Counsel  
**ATTENTION :** Norman Block  
**SUBJECT :** Terence S. Crabanac --  
Retention of Royalties by  
a Contract Employee

1. Reference is made to the telephone conversation of 26 July 1965 between yourself and Rogers C. Brooks of this Office wherein background information relating to the assignment of Terence S. Crabanac was discussed.

2. Subject will apparently develop a cover as a writer, a field wherein he has an already demonstrated talent based upon several publications. The objective of the cover is to provide a basis of attribution for some of his income. At the time of the preparation of Mr. Crabanac's contract, the specific detail of his cover was unknown.

3. Request your opinion in regard to the retention of possible royalties earned by Crabanac as a result of his literary efforts or whether such income should be properly offset.

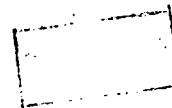
Joseph B. Ragan  
Chief, Contract Personnel Division

Attachments.

OP/CPD: RCBrooks/cw: 2 August 1965.

Distribution:

Orig & 1 -- Addressee  
2 -- CPD





SENDER WILL CHECK CLASSIFICATION TOP AND BOTTOM			
UNCLASSIFIED		CONFIDENTIAL	SECRET
CENTRAL INTELLIGENCE AGENCY OFFICIAL ROUTING SLIP			
TO	NAME AND ADDRESS	DATE	INITIALS
1	C/DE / Sup. unit	15 July	<i>[initials]</i>
2			
3	WCE/PT - Stinson		
4	Re Saigon, 11/16/68		
5	concerning P.O. Box		
6		15 July 1968	
ACTION		DIRECT REPLY	PREPARE REPLY 9275
APPROVAL		DISPATCH	RECOMMENDATION
COMMENT		FILE	RETURN
CONCURRENCE		INFORMATION	SIGNATURE
<b>Remarks:</b> Assume you wish to add this to your file. As previously stated, there is no reason for him to have a transportation allowance. If you are in touch with insurance, pls have him see me. I want him to get a postoffice box over			
FOLD HERE TO RETURN TO SENDER			
FROM: NAME, ADDRESS AND PHONE NO.			DATE
C/DE / 15			14 July
UNCLASSIFIED		CONFIDENTIAL	SECRET

from Security to which he  
can mail his financial  
accounts. This will reduce  
contact with station.

SECRET

8 July 1965

## FLYING BRIEFING REPORT

DATE : 7 July 1965 STATUS: Contract Employee  
 SUBJECT : Terence CRABANAC COVER : Non-Official - Writer  
 DESTINATION: Madrid Spain  
 DEPENDENTS : Wife and four children  
 14, 12, 11 and 21 mos.

Subject was advised that this briefing was being held to review with him the official financial business and personal aspects created as a result of his assignment. He was told that a report of the briefing would be prepared and that a copy would be forwarded to the KUSA-RX office responsible for his administration.

Subject is proceeding abroad as a retired OD CID officer who is now pursuing a career as a writer.

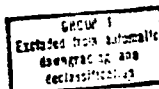
Subject had read his Contract. The persons present at the briefing were Subject and wife, Division Budget and Fiscal Officer, payroll representative, and the undersigned Certifying Officer.

The payroll representative briefed Subject regarding his compensation. Headquarters payroll allowances, tax withholding and deductions. proposed Foreign Duty Data Sheet was used and an official copy will be sent to the office administering Subject upon receipt of a notification Subject has arrived in place. The Tax Committee representative had briefed Subject as to the procedure by which he will fulfill his Federal tax reporting requirements - see below Section III entitled "Taxes." All questions raised by Subject during the briefing were answered to his apparent satisfaction. There were two points which were to be reviewed further by ME, they were:

- Decided by  
and need T.A.*
- Review of Supplement relative to quarters allowance being payroll and non-accountable.
  - Determination of authorization and amount of a Transportation Allowance.

Plans call for Subject to establish through Monetary Division an operational bank account. This fund will serve his operational needs while in Madrid as he is to have no (or limited) contact with the Station. Signposts of the briefing are discussed below:

SECRET



SECRET

I. Funding and AccountingA. Headquarters

- (1) Will payroll Subject's compensation (and allowances) authorized deductions. (Specify allowances as applicable)
- (2) Will advance PCS travel funds and audit accounting which is to be submitted by Subject when accounting complete.
- (3) Will advance funds and receive accountings for operational fund. His first accounting will be upon moving into permanent quarters, and initially quarterly thereafter, unless activity warrants more frequent accounting period.

B. Station

Will provide only emergency support as needed.

C. Cover

- (1) Subject has no legitimate cover from which through agreement with KUBARK he would receive payments.
- (2) Paragraph 7 entitled OFFER is in question with contracting office as to what is intended as Subject's only income from cover activities appear to be income from his writings. Subject is under impression income from writings not to be refundable.

no problem.  
Subject will have  
no cover income  
from writing.  
In event he  
should at  
some future  
time receive  
cover income  
from other  
source, it  
would be  
offset.

D. Terms of Contract and Additional Items

- (11) Allowances -  
Subject was informed that allowances were subject to fluctuation as a result of Standardized or KUBARK regulations changes.
- (11a.) Subject was advised to notify Headquarters of changes in his family status as such changes would effect allowances being payrollied where rates are determined by Subject's family status.
- (12) Receipts  
Subject was advised that a receipt is required where practicable or a certification in lieu of receipt should be submitted for all reimbursable expenses in the amount of \$15.00 or more.
- (20) Travel  
Subject was briefed in general regarding reimbursable incidental expenses and travel entitlements in regard to his proposed itinerary. Among the points covered were the following:

- A. Per Diem rates applicable to Subject's proposed itinerary
- B. Excess baggage provisions when economy/tourist flights are used

SECRET

