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SECTION C NARRATIVE COMMENTS

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

Subject's performance during the rating period has been marked by general excellence. As indicated in Section B her supervision and direction of the Section's work relating to intel support, administration, preparation of special reports, training personnel, etc. is uniformly outstanding. The fact that these functions are handled in addition to her duties as the desk officer for the FI and Ops Support projects, which she performs with unusual competence, serves to illustrate her value to this Section. She has an exceptional ability independently to determine proper courses of action and to initiate action to carry them out. She has a profound understanding of the area operational program and contributions to it are imaginative and constructive.

In the opinion of the rater Subject's performance compares favorably with any (8-13 desk officer within his experience and she performs occasionally at the 68-14 level. Moreover, she carries out her duties cheerfully, loyally and in close and amicable cooperation with her fellow employees at all levels.

In those aspects of her duties which involve cost e.g. the review of operational projects, she has given close attention to the budgetary matters and has frequently suggested ways in which economies an the operations might be effected.

SECTION D	CERTIFICATION AND COM	AENTS
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The category checked below is an interpretation of the scores made by the erson named above on a battery of foreign land age eptitude tests. The relationthips between test performance and subsequent training performance of trainers in gency language training courses are indicated by the graphs next to the aptitude integories. The graphs to the left are for women and the graphs to the right are for men. From these graphs you can read for each aptitude category the crobability that a person in that category will perform in an Agency foreign language braining course at an average or bett retain-everage level. For example, 22 per sent of the women who obtain an aptitude rating of "8" can be expected to be verage or better in course performance, while 5 per cont of the men with ratings of "8" can be expected to be average or better in course performance. A man needs in aptitude rating of "O" to have about the same expectation of success in language training as a woman with a rating of "B". At the other end of the scale, 10 per cent of either men or women who obtain aptitude ratings of "2" can be expected to do average or better-thun-average work in training. The differences in relationship are due to differences between men and women in both training performance and test scores. On the average nomen are somewhat higher on both.

Percent of W. Men Whose Language Training Performance Is Expected to Be Averago or Bitter than verage	Aptitude Category	Percent of <u>Men</u> Whose Language Training Performance Is Expected to Be Average or Botter than Average							
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Since wany-things other than aptitudes enter into the determination of training course performance, in any class of students there will usually be seen whose performance wall be better than would be expected from their test scores, just as there will likely be some whose performance is power than expected. STATATION LOCAL TRUMP FOR THE PROPERTY OF LOCAL TRUMP BOOK THE RELIGIOUS THE APPENDENCE AND APPENDENCE AND APPENDENCE TO LANGUAGE, and other factors should be considered in selecting people for language training and in interpreting language training results. For example, the number of languages previously studies or learned and the amount of academic and non-academic language-learning experience are factors not account by the tests but are indicative of probable success in learning a forbill language. Thether such experience was in the same language in the one to be studied or in a catherent case is, of course, an additional pelevant factor.

foreign languages have been stidied or learned by this individual. Months of Academic Training Non-Meaduric Experience (1 year or more) Hich School College ULLER Roading or Tritting Speaking 5 13 This report may be rhown to the indi-MI TOWARD A. RYYMGUIST vidual concerned. ANTER STREET STREET

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#### TRAINING REPORT

RECORDS OFFICERS COURSE

30 April - 4 May 1962

Student

14-00000

: Charlotte Z. Bustos-Videl-Office

Year of Birth: 1929

Service Designation: D

Grado .

: GS-12

Number of Students : 34

**EOD Date** 

: Aug 1951

COURSE OBJECTIVES - CONTENT AND MRTHODS

This course, designed for present and prospective Records Officers, has four principal objectives.

- 1. To give an appreciation for the Agency's CS mission.
- 2. To describe the role that records play in the discharge by the Agency of the responsibilities inherent in the mission.
- 3. To emphasize the importance of records and proper records management in the successful performance of the stated mission.
- 4. To increase awareness of the inter-relationships between the C3 mission and regards; to sharpen judgement in the handling and disposition of records; and to improve performance of Records Officers.

The student is instructed through the media of lectures, directed reeding, practical exercises and discussions.

#### ACHIEVEMENT RECORD

This is a certificate of attendance only; no attempt was made to evaluate student achievement in the course.

FOR THE DIRECTOR OF TRAINING:

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#### SECTION C

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#### NARRATIVE COMMENTS

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

This officer is the person chiefly responsible for the Mexico Desk's deserved reputation for excellence and efficiency. The complicated and never-ending tasks of project processing, clearances, tracing, and coordination are handled by her with blinding speed and unerring perfection. Procedural problems are there to be solved, and the solutions come with amazing rapidity. Operational problems are worked out thoroughly and conscientiously. No corners are cut and no principles are compromised.

Never at a loss for an answer, this officer never shrinks from any assignment and instinctively wants to take over any vexing problem which is holding up progress. She is complete mistress of file and record resources and answers all queries within minutes. The most complex budgetary and planning projects are handled by her with deceptive ease.

These qualities of rare efficiency and speed are coupled with an even rarer degree of amiability and cooperativeness. The work which proceeds under her at such a break-neck pace nonetheless goes on in an air of placidity and good humor. The large office staff is run without a trace of tension, jealousy, or friction. All of this is traceable to this officer's fine example and catalytic effect on her colleagues.

Finely-educated, handling the Spanish language with fluency, and keeping up with current events in her area, this officer is a unique asset to

SECTION DOLEGIES STORY	CERTIFICATION AND CO	DWMENTS
1.	BY EMPLOYEE	
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26 February 1963	Challe Co , 200	to Vicilia.
2.	BY SUPERVISOR	
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26 February 1963	e/wh/3/MEXICO	John. M. Whitten
3.	BY REVIEWING OFFICE	IAL /
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# SECRET (When Filled In)

SECTION E	MARRATIVE DESCRIPTION OF	MANNER OF JOB PERFORMANC
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14-00000

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

F10 12 11 43 AH 262

This outstanding employed his maintained the high standard of performance set forth in the report of this supervisor blyckethere. There possible, she has exceeded her earlier performance record. During the past year this office acquired considerable new personnel, which Subject trained in a highly capable manner to guarantee the smooth-functioning of the office. The undersigned hopes this employee will continue to serve this organization indefinitely notwithstanding her marriage during the past year.

SECTION F	CERTIFICATION AND COA	MENTS
1.	BY EMPLOYEE	
l c	ertify that I have seen Sections A, B, C,	D and E of this Report.
DATE	SIGNATURE OF EMPLOYED	2 - 11
23 Jenuary 1962	Charlotte 2. D	unen-Videla
2.	by supervisor	
MONTHS EMPLOYEE HAS USEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO	EMPLOYEE, GIVE EXPLANATION
24	-	
	IF REPORT IS NOT BEING MADE ST THIS !!	ME, GIVE BEASON.
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OTHER (Specify):		may after construction usually at part force money operations, acceptable programming in Experience of the Control of the Cont
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPEO OR PRINTED BANE PIN STUNGT UNE
23 Junuary 1962	Chief of Desk	John G. Horn John J. Wagen
3,/	BY REVIEWING OFFICIA	
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31 January 1961 30 Sep 59 - 31 Dec 60												
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES												
List up to six of the most important specific duties performed during the rating pariod. Insert rating number which be	st do ser	ibes the										
manner in which amployee performs EACH specific duty. Consider DNLY effectiveness in performance of that duty, with supervisory responsibilities MUST be rated on their ability to supervise ( <i>Indicate number of employ</i> ees supervise).	All emp	loyees										
1 · Unsatisfactory 2 · Borely adequate 3 · Acceptable 4 · Competent 5 · Excellent 6 · Superior 7	7 - Outst	onding										
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records at the desk and represent Desk												
as Records Officer in discussions with 6												
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION												
Take into account everything about the employee which influences his effectiveness in his current position - performinations, productivity, conduct on job, cooperativeness, perticent personal traits or hobits, perticular limitations or taler our knowledge of employee's averall performance during the rating paried, place the rating number in the box correspondences which most occurately reflects his level of parliamences.	nts. Bai	ad on										
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ECTION D DESCRIPTION OF THE EMPLOYEE												
In the rating boxes below, check (X) the degree to which woch characteristic applies to the employee												
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HARRATIVE DESCRIPTION OF MANHER OF JOB PERFORMANCE

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This is a truly outstanding employee with capabilities far beyond those required for her present position. She has an unusually keen mind, makes decisions that are correct without hesitation and carries out all actions promptly and efficiently. She is the supervisor of the office staff, who respect and admire her ability. In addition to her skill, she is possessed of a most pleasing disposition which ingratiates her with the other members of the staff. The years of experience sime has had at the various jobs to be done at a country desk make her invaluable as a trainer and supervisor for new personnel. Her knowledge of Spanish has also been especially helpful at the Mexican Desk. This supervisor would be most pleased to have her serve with him on any future assignment.

SECTION P		CENTILICATION AND E	V//5//.C/114
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SECTION E HAPPATIVE DESCRIPTION OF MADDIE R OF JOB PERFORMANCE FUSING ment of his Stress strongths and weaknesses demonstrated in surrent passions. Succeede suppositions made to employee for individual and his treatment of his work. Give recommendations for his training. Describe, if approximate, its potential for development and for assuming greater responsibilities. Amplify as perfectly, if appropriate, rulings given in Mental Physics and Replacement of the passion MAIL ROOM Please see previous fitness report. This employee was rated four months ago. There is no change in the rating; she has continued to give un outstanding performance. CERTIFICATION AND COMMENTS BY EMPLOYEE I carrily that I have seen Sections &. B. C. D and E of this Report. A lette Peter lena STORATURE GE PIFLOTER OV SUPERVEDE 17 1210 HE FURT HAS HOT BE EN SHOWE TO 25 months IF BEPORT IS NOT BEING MACK AT THIS TIME, GIVE BEASON. REPORT MADE ALTHUM LAST TO DAY CIPE BANGO LESS THAN 10 CATE OTHER (Specify) SHUTAWORE CHA BUAN CHINHA PO CHATT SETTEMENT TITLE OF SUPERISOR Le The E. Stady C/ME/III/Maxion BY REVIEWS CIFFICIAL , BOULD HAVE GIVEN YM I EMPLOTTE & MIGHER EVALUATION I BOULD HAVE OLUSO OF STORY OF BY A LORDH EVALUAT THE TERMINOT JUDICE THESE SUBLUSTIONS, LAW 1107 SUPPLICITION FOR AN WITH THE SMPLOTES'S PERFORMANCE. COMMENSA OF REVIEWING OFF. . FE

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2 - Performance meets most requirements but is deficient in one or more important respects.  3 - Performance clarity mosts basic requirements.  4 - Performance clarity mosts basic requirements.  5 - Parformance in every important respect is supplier.  6 - Performance in every respect is outstanding.  ECTION D DESCRIPTION OF THE EMPLOYEE  In the rating base balow, check (X) the degree is which each claracteristic applies to the amployee  Least possible degree 2 - Limited degree 1 - Normal degree 4 - Above average degree 5 - Outstanding degree  CHARACTERISTICS APPLIA OB.  EYS YMINGS DONE  EYS YMINGS DONE  EYS YMINGS DONE  EYS YMINGS DONE  EYS THINGS DONE  IN THING DONE  TO THING DON	lutine, productivity, co rour knowledge of empl	ithing observation july	t the employ b, cooperativally	ee which in veness, port	llurners l inent per the rating	nis of Lonal	factiveness traits or ho	in his cu bits, posts	rrent cular	Linite	11 - per	e tale	nts. I	da se	d on
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SECTION E NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCS.

Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee the IMPHINEPRING of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the best basis for determining future personnel actions. JUL 21

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This employee is intelligent, loyal and dedicated to duty. She has an outstanding ability in getting her job assignments accomplished effectively and with a minimum of time and support. She readily accepts responsibility, is a highly efficient worker who thinks clearly and logically. Her knowledge of Headquarters and Field procedures plus her ability to organize her work greatly facilitates the smooth functioning of the Moxican Desk. She has demonstrated a superior comprehension of the numerous and varied projects of the Lexico City Station hich has contributed to the overall Headquarters support of the Station's operations. Because of her sound unjerstanding of operations and her outstanding capacity for work, Miss Zehrung has an excellent potential for assuming greater responsibilities. Additional training is dependent upon her future assignments.

SECTION F	CERTIFICATION AND CO	DAMENTS
1.	BY EMPLOYEE	
10	ertify that I have soon Sections A, B, (	C, D and E of this Report.
DATE	SIGNATURE OF EMPLOYER	,
1/2 38 x1 55%	Withelle & reh	11:14
2.	BY SUPERVISOR	Ŭ.
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN	TO EMPLOYEE, GIVE EXPLANATION
22 months		
	IF REPORT IS NOT BEING MADE AT THIS	TIME, DIVE REASON.
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OTHER (Specify):	The second secon	
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OF PRINTED NAME AND SIGNATURE
13. June 1959	C/WH/III/Mexico.	John J. Brady
3.	BY REVIEWING OFFIC	IAL V
X I WOULD HAVE GIVEN THIS	EMPLOYEE ABOUT THE SAME EVALUATION.	
I WOULD HAVE GIVEN THIS	EMPLOYEE A HIGHER EVALUATION.	
I WOULD HAVE GIVEN THIS	MPLOYEE A LOWER EVALUATION.	
I CANNOT JUDGE THESE EV	ALUATIONS. I AM NOT SUPPICIENTLY PANI	LIAR WITH THE EMPLOYEE'S PERFORMANCE.
OMMENTS OF REVIEWING OFFICE	46	
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ATE	OFFICIAL TITLE OF PEYIERING OFFICIA	L TYPED OR PRINTED NAME AND SIGNATURE
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	FITNESS I	REPORT (P	art I) PERFORM	ANCE	
			UCTIONS		
1			tons for completing this		
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nate where he stands	with you. Completi	on of the tepo	rt can help you prepar	refor a di	scussion with him of his
under conditions speci	ses. It is also org ified in Regulation	ranization polic; 20-370. It is	y that you show l'art Loi recommended that you rea	i this repor	t to the employee except e form before completing
any nuestion. If this	is the initial re	port on the em	stoyee, it must be compl	exed and fo	e form before completing rwarded to the Office of
SECTION A.	in 30 days siter the			A 04104.	
1. NAME (Last)	(Ricor)	- GEN	I DATE OF BIRTH	3. BEX	4. SERVICE DESIGNATION
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b. Rate performance on each specific dity times	always be	rated as a specifically	y (do not rate as supervisor	
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d. Compare in your mind, when possible, the		a la la litta and due i	and the them on di	iferent
d. Compare in your mind, which is a mind of the same individuals with the same job title n	may be pe	Totalite Suimioti		
f. Be specific. Framples of the kind of duties	that mig	ht he rated arc	RCAMBUCTS INTERPOGATIONS	
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TAKING DICTATION		EGULATIONS CURRESPONDENCE	PULLUATER SICHIFICANCE	OF DATA
SUPERVISING g. For some jobs, duties may be broken down eve	en further	if supervisor consider	s it advisable, e.g., comb	nen key
and phone operation, in the case of, a radio	operator.			
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and project files.	7	reports and statis	stice for the prepa-	6
The second secon				RATING
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	6	field	A CONTRACT OF THE CONTRACT OF	
SPECIFIC DUTY NO. 3	RATING	SPECIFIC DUTT NO. 0		RATING
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field procedures constitutes a great of louse ends and keeping an office smooth	thly ru	mning. She is wil	iling to undertake an	ъy
louse ends and keeping an office smoo assignment that facilitates petting to	ne job	done and is entire	aly capable of seeing	3
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that the job is properly done not o	e the s	werage.		
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FOR THE	SUPERVISOR	This rep	port is a priv	ilége	d communica	tion to your super	viser.	and to ar	opropriate career memage.  NOT to be shown to the
rated em	eployee. I	t is recom	mended that y	OU ter	ad the enti	re report before c	omplet:	ing any 1	juestion. This report is
to be co	moleted on	le after t	the employee t	ou bea	en under vo	ur ampervision FIR	AT LEA	AST OD DAY	(S. If less than 40 days, syee, however, at MST be
complete	d and forwa	arded to t	the Of no late	r the	1 30 days of	ter the due date i	ndicate	d in item	R of Section "8" below.
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SECTION			FUTURE PLANS		
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2. NOTE	OTHER FACTORS, INCLUDING PERSO	ONAL CIRCL	JMSTANCES, TO BE TAKEN INTO A	CCOUNT IN	INDIVIDUAL'S FUTURE ASSIGNMEN
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#### NOTE TO PCS RETURNEES

Personnel processing in from a PCS foreign field assignment through Central Processing Branch are required to review the Employee Conduct 'Handbook and the information for PCS returnees. This information is contained in a notebook provided by the CPB receptionist.

#### MEMORANDUM OF UNDERSTANDING

I hereby acknowledge that I have read and understand the contents of Handbook 20-4, Employee Conduct, dated 9 July 1970 and the information for returnees dated 1 February 1972.

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IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYME AND HIS PREFERENCE FOR HERT ASSIGNMENT.
Those of you who know her realize that I would hardly give up SCALETTI, even after five years on the job, without a fight, did not other reasons intervene. Her husband is working in New York now and so her remaining here any longer than needed for her to qualify for her retirement time, as she explains, is a needless hardship. (It would holp us if you would confirm that time: is that the date needed for her to remain in order to qualify?) Please do your best to arrange
TO BE COMPLETED BY APPROPRIATE HEADPHAPTERS OFFICE -CON EXIST
IN COMBIDERATION OF THE EAPLBIENCE AND PERFORMANCE OF THE EMPLOYFE, HIS PREFERENCE FOR HEXT ASSIGNMENT, AND THE STAFFING REQUIREMENTS OF YOUR COMPONENT, INDICATE VOUR COMPONENT'S RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING.
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### 12. CONTINUED

an assignment in New York for her. She is such a valuable person that anyone who has worked with her would be glad to have her on the premises: so there is no need to try to "sell" her: it's just the question of whether the timing would be right, I should think.

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PERSON TO BE MOTIFIED DI CASE OF EMERGENCY  AMME (Mr., Mrs., Miss) (Lost-Pirst-Middle)  Cesar Bustos-Videla  POME ADDRESS (Nr., Street, City, State, Zip Cade)  Bee Above  Universidad de las Americae, Puebla, MOTIFICA  THE INDIVIOUAL NAMED ABOVE BITTING OF YOUR AGENCY APPLICATION? (II "No" give name and address of organism van be believes you work for.)  YES  YES  THIS INDIVIDUAL AUTHORIZED TO WAKE-DECISIONS ON YOUR SENALF IN THE EVENT YOU ARE INCAPABLE! (II "No" YES X pame and address of parson, It can, who can make such declares of case of emergency.)  THIS INDIVIDUAL KNOW THAT HE HAS BEEN DESIGNATED AS YOUR EMERGENCY ADDRESSEE! (II annabor is "No" YES X pame and address of parson, It can, who can make such declares of case of emergency.)  THIS INDIVIDUAL KNOW THAT HE HAS BEEN DESIGNATED AS YOUR EMERGENCY ADDRESSEE! (III annabor is "No" YES X pame and of declares of parson, It can, who can make such declares of case of emergency. IF SUCH NOTIFICATION IS NOT DESIRABLE BE-AUSE OF HEALTH IN THE REVERSE SIDE OF THIS FORM.  CONTINUED BY PEVERSE SIDE	SEME OF YOUR PATHER (Or male guardian)	ADDRESS				TELEPHO	NE NO.	70
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PERSON TO BE PROTIFIED BY CASE OF EMERGENCY  NAME (Mr., Mrs., Miss) (Lampfirst-Middle)  Cesar Bustos-Videla  Nome address (No., Street, City, State, 2 in Code)  Bre Grove  Bre Grove  Numbers address (No., Street, City, State, 2 in Code)  Bre Grove  Numbers address (No., Street, City, State, 2 in Code) and diversified Business telephone a extension  Universided de las Americae, Pubbla, 177700  Site individual named above bitting of your agency application? (If "No" give name and address of organism yes are believed you work for.)  Yes X  NO  This individual authorized to wave decisions off your evalue in the event you are incapable? (If "No" grand and decisions of yes X  mp name and address of person, If any, who can make such decisions in case of emergency. If such notification is not desirable because they in them 6.)  NO  OFF THIS INDIVIDUAL KNOW THAT HE has been desirable as your emergency. If such notification is not desirable because of the persons named in item 3 above may glas 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.  Convitable of the verses side	PHAT MEMBER(S) OF YOUR FAMILY IF ANY, HAS E	EEN TOLD OF 10.	R AFFILIATION WITH	THE O	RGANIZAT	ION IF CO	STACT IS	8g.
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Experience in the handling of employer cates the settlement of estate and find or attorney in the event of your disability.	ancial matters. The informatio	on requested in this sect	personal data often delays and compli- tion may prove very useful to your families warrant.
INDICATE NAME AND ADDRESS OF ANY COUNTS ARE CARRIED.	BANKING INSTITUTIONS WITH	WHICH YOU HAVE ACCO	UNTS AND THE NAMES IN WHICH THE AC
All financial infor	mation is on file wit	th our lavyer	ı
Mr. John Dahlgren Dahlgren Darragh & (			
1000 Conn. Ave., N.V	Washington D.C.	T VES X NO	
IP YES, DO YOU HAVE A JOINT ACCOUR	177		
HAVE TOU COMPLETED A LAST WILL A	NO TESTAMENTY X YES	NO. (If "Yes" wh	ere le document located')
On file with lawyer	listed above	-	
HAVE YOU PREPLANNED AN ARRANGE YES NO. (If "Yes" give no NA	(D GUARDIANSHIP OF YOUR CH smo(s) and address)	ILDREN IN CASE OF COR	MON DISASTER TO BOTH PARENTS!
HAVE YOU EXECUTED A POWER OF ATT	السا لسا	D. (II "Yee", who possess	the power of attorney?)
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COMPORATION (When Filled In)

I hereby acknowledge that I have read and understand the contents of Handbook 20-4, Employee Conduct, dated 7 October 1963, and the information brochure for PCS returnees, dated May 1964.

BUCTOS Mdela, Charlotte

COMPIDENTIAL (When Filled In)

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					NAME OF SUPERVI	SOR ( ****)	DATE (from Item 3-2)
Charlotte			26 J	an. 70	James B.	Noland	26 Jan. 19.0
DATE MECETALD A	T HEADQUAR	TERBI.	DISPATO	H MUMBER;	PATE PECTIVED B	Y CARLER SERVICE,	
2 Feb.	970		HMM	r-10102	10	APH 1970	•
,			TO B	E COMPLETED	BY EMPLOYEE		
I. DATE OF BIRTH	8. SERVICE DESIGN	3. YOUR CURREN	T POBITI	OM, TITLE	4. STATION OR E	3840	S. CRYPT FOR CURRENT COVER
12 Jan 29	;,	Exec Ass:	istant	c, GS-13	MEXICO CI	TY Station	Tourist
Os. DATE OF PCS	ARRIVAL	4s. REQUESTED (	DATE OF		ED DATE OF FIRST	60. DESIRED DATE AFTER LEAVE	TO REPORT TO DUTY
28 July 19	67	16 Aug 19	970	Will no	t go Hdqs	26 Oct 1970	)
				unless	requested		
7. NUMBER AND A	CS OF DEP	ENGENTS WHO WIL	L TRAVEL	WITH YOU			
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Subject complete	wishes her 5	to remain	n over	seas fo requir	r a minimu ement.	m of two mor	re years to
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- LIST YOUR MAJOR CUTIES DURING CURRENT TOUR (see special note on transmittal form).
   (else attach personal cover questionnaire in accordance with CSI-F 240-8)
  - During most of Subject's tour in Mexico she has been the Cuban IA. In this job she also handled some Cuban operational matters including two outside contract employees.
  - During this period she also handled some sensitive projects for the  $\ensuremath{\text{CCS}_{\bullet}}$
  - During the last six months bubject has been Exec Asst to the COS/DOOS concentrating on file and administrative reorganization of the Station.
  - Subject has had supervisory responsibility over one to three clerical/TDY staff for short periods. .

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FRAINING												
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11. PREFERENCE FOR NEXT ANDICHMENT
THE DESCRIBE BRIEFLY THE TYPE IF BOOK TOU BOULD PREFER FOR NEXT ASSIGNMENT IF DIFFERENT FROM THAT INDICATED IN ITEM NO. 9 ABOVE. IF YOU MAVE MUTE THAN ONE PREFERENCE, INDICATE YOUR CHOICE.
I enjoy both Administrative and Cps/IA work.
, and the second se
118. INDICATE IF YOU DESIRE TO EXTEND YOUR CURRENT TOUR BY CHECKING IN APPROPRIATE BOX. ALSO INDICATE PREFERENCE KOR NEXT REGULAR ASSIGNMENT BY INSERTING I, 2, 8 3 (for let, 2nd, end 1rd choice) IN REMAINING BOXES. COMPLETE ALL ALTERNATE CHOICES AND OPTIONS IN ALL CASES EVEN THOUGH YOU ARE REQUESTING AN EXTENSION OF YOUR TOUR.
3 CENTEND TOUR: 12 MONTHS AT CURRENT STATION TO AUG 1971
DE ASSIGNED TO HOGTES FOR A TOUR OF DUTY: INDICATE YOUR CHOICE OF DIVISION, STAFF OR OFFICE.
1 . BE ASSIGNED TO ANOTHER FIELD STATION, INDICATE CHOICE OF GEOGRAPHIC AREA OR SPECIALIZATION
2 🔲 RETURN TO MY CURRENT STATION FOR 2nd tour.
TA DE AMALETES DU CIPI D ASSESSA
TO BE COMPLETED BY FIELD STATION
18. IN CONSIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE EMPLOYFE AND HIS PREFFRENCE FOR NEXT ASSIGNMENT, INDICATE YOUR RECOMMENDATION FOR HIS NEXT ASSIGNMENT AND TRAINING!
Would not stand in Subject's way, were she to be fortunate enough to
get a Paris assignment. However with her long Mexico background (both
Hdgs and field) and her multiple talents she has been invaluable in the
reorganization of this highly complicated Station under changed
circumstances, will continue to be so during the next several years
and to lose her would be like losing one's right arm. Therefore we
strongly endorse either a second tour or an extension.
TO BE COMPLETED BY APPROPRIATE HEADQUARTERS OFFICE
3. IN CONTIDERATION OF THE EXPERIENCE AND PERFORMANCE OF THE ENFLOYEE. HIS PREFERENCE FOR NEXT ASSIGNMENT.  AND THE STAFFING REQUIREMENTS OF YOUR COMPONENT, INDICATE YOUR COMPONENT'S RECOMMENDATION FOR HIS NEXT  ASSIGNMENT AND TRAINING.
Wil Division recommends that subject return to Mexico City for a second tour.
3° · · · · · · · · · · · · · · · · · · ·
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DATE 11 Mar 70 TITLE CHECKER SIGNATURE Henry La Borthold
FOR USE BY CAREER SERVICE
APPROVED ASSIGNMENT
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#### 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-

### 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.

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7	FILL IN THE IDENTIFYING INFORMATION BELOW (please print or type):														
4	NAME (last)	, (first)	(middle)	DATE OF BIRTH (month, day, year)	SOCIAL	SECURIT	Y NUMBER	7							
	Bustos-Videla	Charlotte	louise	January 12, 1929	069	24	3138	1							
	EMPLOYING DEPARTMENT O	IR AGENCY (	17700	LOCATION (City, State, ZIP Code)	·										

			·
3	MARK AN "X" IN  Mark here if you WANT BOTH optional and regular insurance	ONE OF	THE BOXES BELOW (do NOT mark more than one):  ELECTION OF OPTIONAL (IN ADDITION TO REGULAR) INSURANCE  1-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 I year after the effective date of this declination and unless at the time I appy 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 in- surance until at least I-yoar 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 in- surability. I understand also that I cannot now or later have the \$10,000 additional optional insurance unless I have the regular insurance.

SIGN AND DATE, IF YOU MARKED BOX "A" OR "C". COMPLETE THE "STATISTICAL STUB." THEN RETURN	FOR EMPLOYING OFFICE USE ONLY					
THE ENTIRE FORM TO YOUR EMPLOYING OFFICE.	(official receiving date stamp)					
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	2. 62401	3: OFFICE/OIVISION/BRANCH OF ASSIGNMENT
34 INCLUSIVE DATES (From- and To-)		
34 INCLUSIVE DATES (From and To-) 10 Apr 55 - June 1957	11	DDP/WH/II (Hog)
10 Apr 55 - June 1957	3. 21110	DDP/WH/II (Hos)
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	INDICATE ANY DEVICES WHICH YOU HAVE I JOCIES ANY PROFESSIONAL, ACADEMIC OR MEMBER. LIST ACADEMIC HONORS YOU HAS SECTION XI ORGANIZATION MORK EXPERIT. INCLUSIVE DATES (From- and Fo-)  27 Aug S1 - 27 Apr 52  4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION  4. DESCRIPTION OF DUTIES  1. INCLUSIVE DATES (From- and To-)  27 Apr 52 - 27 Sept 53  4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION  4. DESCRIPTION OF DUTIES  All duties of Reports OF SUPERVISION  5. LINCLUSIVE DATES (From- and To-)  27 Sept 53 - 10 Apr 55  5. NO. OF EMPLOYEES UNDER YOUR DIPECT SUPERVISION ONE to two  5. LISCRIPTION OF DUTIES  Duties of Chief reports	JECTION RI OPGANIZATION WORK EXPERIENCE - SINCE STATES OF THE CONTROL OF DUTIES  1. INCLUSIVE DATES (From and For)  27 Aug S1 - 27 Apr S2  4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION  4. DESCRIPTION OF DUTIES  All duties of Reports Officer  1. INCLUSIVE DATES (From and For)  27 Apr S2 - 27 Sept 53  4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION  1. INCLUSIVE DATES (From and For)  2. GRADE SQUEETION OF DUTIES  1. INCLUSIVE DATES (From and For)  2. GRADE SQUEETION OF DUTIES  All duties of Reports Officer  1. INCLUSIVE DATES (From and For)  2. GRADE SQUEETION OF DUTIES  All duties of Reports Officer  1. INCLUSIVE DATES (From and For)  2. GRADE SQUEETION OF DUTIES  All duties of Reports Officer  5. INCLUSIVE DATES (From and For)  2. GRADE SQUEETION OF DUTIES  All duties of Reports Officer  5. LESCRIPTION OF DUTIES  Duties of Chief reports officer

SECRET
(Then filled In)

SECTION ALL

CHILDREN (Including stepchildren and Other Dependents

1. Number of Children (Including stepchildren and Other Dependents)

UNDER 21 YEARS OF AGE, AND ARE NOT SELFSupporting.

3. PROVIDE THE FOLLOWING INFORMATION FOR ALL CHILDREN AND DEPENDENTS

SEX B SECTION XII 36 x CITIZENSHIP RELATIONSHIP YEAR OF SIRTH ADDR [ 9 5 HAIL ROOM ADDITIONAL COMMENT AND/OR CONTINUATION OF PRECEDING HEMS

SECRET

	(·		CRET		$(\tilde{j})$		,		
FRESONNES SERIAL NO. ( 1-8)	LANGU	AGE PROFICIEN		) AWA	RDS C	ATA	R LDNO.		
3. MAME 17-241 Tulimma op Chantat	٠,٠		4. COMPON	ENT	B. GRA	1	6. DATE OF PIRTH		
7. LANUUAGE 8 COCK (25.27)				G DATE OF TEST			10. ANNIVERSARY DATE (20-33)		
15. TEST PURPOSE 12.  AWARD READING 13:	WRITING (3	TEST SCOR		(37) UN	DERSTAND	ing (38)	13 FLIGIRILITY AWARCAPLE	(30) NOT AWADABL	
14. I CERTIFY THIS EMPLO	YEE FOR AV	VARD	15.		الد	PE OF A	WARD		
DIGNATURE .		DATE	A - M		!· H	c	R·W·B	0.4	
16. AMOUNT OF AWARD		\$ 100,00	09-UGATION REF. NO. SIGNATUR						
18. FEDERAL TAX DEDUC	TION	\$	·						
9. STATE/DC TAX DEDUC	TION	\$		E ALLOTHEN			DATE		
I. NET AMOUNT OF AW	22, EMPLOYEE PAYROLL NO.								
3. FORWARD CHECK TO			25. CHECK		HONMENT		BYAG		
DHM 1273 UPE PREVIOUS EDITION	······································	SEC	RET	<del></del>	<del></del>	(10-	481 MRD COP	Y	

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3077.64	_	LANGU.	age proficien	ICY AN	AWA C	ARDS I	ATAC	.595			
3. NAME 17-24)				4. 60450		3. GH		G. DATE UF BIRTH			
	Churlott	1)		1	17			Ven. 12, 1720			
7. LANGUAGE	D. CATE OF TEST				TO, ANNIVERSARY						
Swanie			7.13	Oct	200 00	*		Arm. 2. 2301			
11 TEST PURPOSE		-	TFST GCOR	EG				13. ELIGIBILITY			
AWAHD		WRITING 13	5) PHONUNCIATION (34	36) SPEANING (37) UNDERSTANDING (38)		AWARDABLE	NOT				
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14. I CERTIFY T	HIS EMPLOY	rel for av	VARD	15,		17	PE OF A	WARD	***************************************		
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14 ANGUNT O	NC 414400			17. I CERTIFY THAT FUNDS ARE AVAILABLE							
16. AMOUNT C	AWARD		\$ 100,00		DELIGATION REF. NO. BIGNATUR						
18. FEDERAL T	AX DEDUCT	TION	\$								
19. STATE/DC TAX DEDUCTION \$			\$	20. CHARGE ALLOTMENT NO. DAYE							
21. NET AMOU	II. NET AMOUNT OF AWARD " \$			22. EMPLO	ISE PAYROL	L HO.		*****	<del></del>		
23. FORWARD CHECK T		24. 0101	11 T OF AS	SIGNMENT		٠					
	25 CHECK NO. DATE										

DESCRIPTION OF THE PROPERTY OF

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<u></u>		( When ,	rilled In)							
107667			LANGUAGE	DATA R	ECORD					
	<del></del>	PART I-	GENERAL		,					
1. NAME (Last-First-Midd	10)	(7-24)			2. DATE OF BIRTS		15-30)			
				***************************************	### TH	044	1777			
ZEHRUNG, Charl	lotte Louise				January	12	1929			
3. LANGUAGE	21- 331	4. TODAY'S DA	16 (34	7849	<b>-</b> ,					
Spanish	L MANE NO BROSTICISMON									
		PART II-LANG	IVAGE ELEMEI	175						
SECTION A.	· · · · · · · · · · · · · · · · · · ·	Rendi	ng (40)							
1 CAN MEAD TEXTS OF 1. DNLY RAHELY,	ANY DIFFICULTY,	OF A GENERAL NAT	TURE OR IN	FIFLES F A	M PAMILIAN MITH, U	SING THE	DICTIONARY			
2) I CAN READ TEXTS OF DISTINGUISH OCCASION	MOST GRADES OF	DIFFICULTY, OF A	GENERAL NA	TIME OF 14	FIFTS I AM FANTE	IAH WETH,	USING THE			
3. I CAN READ TEXTS OF PREQUENTLY.	AVERAGE DIFFICU	Liv (nemapepera,	reference n	ntersala,	ale.) is using the l	RAMOITOIS	Υ			
4. I CAN READ SIMPLE TO	EXTS, BUCH AS ST	NEET SIGNS, NOWSP	APCR HKADLI	MES, ETC.,	, UBING THE DICTION	AHY FREQ	UCHTLY,			
5. I HAVE NO READING A	DILITY IN THE LA	GUAGE,			٠,					
SECTION B.		Writin	ıg (41)			•				
1 CAN WRITE PERSONAL  ARTITE FACTUAL MARRA MATIVE STYLE, USING  1 CAN WRITE PENSONAL  2. PARELY, I CAN BRITE EGGOGS, BUT IN A STY	THE DISTIDUARY  LETTERS AND SHEET FACTURE WHERE	DAY MITTERS OF METHONNY PRAFEY.  HICAR STUPLE MATE  LIF AND EXPOSITOR	PIAL FITH C	CUPITTE CO	e, to year eye coas iccess, using the D magic clapity, bit	ICTIONAR	**************************************			
1 CAN WRITE PERSONAL BUT WITH OCCASIONAL GCCASIONALLY.										
4. BUT WITH MARY CHANNA	TICAL EFFORS AND									
5- I CANNOT BRITE IN TH	LANGUAGE:				Conference of the second of th					
ECTION C.		Pronuscial	(10h (42)			~ <del></del>				
C. MY PROHUNCIATION 15 (	ATIVE.		·····	<del></del>						
2. WHILE MATIVES CAN DE	TECT AN ACCENT 1	A MA &BCMRELVIO	4 jacz nevi	43 DIFF16	THE FE UNDERSTANDING	ME.				
(1) MY PRONUNCIATION IS (	BATOUSLY FOREIC	N. BUT SHLY BAREL	CAUSES DI	FFICULTY F	DP HAFIYES TO UNDI	ESTANO.	]			
4. MY PROHIMCIATION IS O	CCASIONALLY DIS	FIGUL " FOR MATEVE	s to babies	1140.						
S. I HAVE NO SHILL IN PA	CHUNCIATION.									
•		CONTINUE ON RE	EVERSE SID	E						

1084 NO 444C

SECRET

4 - 43;

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	CONTINUATION OF FA	GT II-LANGUAGE ELEHENTS					
SECTION D.	Small	king (43)					
1. I SPEAR PLUENTLY AND ACCUR IN ALL PIELDS BITM BMICH I		AND SOCIAL SITUATIONS! I CONVERSE FREELY AND IDIOMATICALLY					
I SPEAK FLUENTLY AND ACCUR. WITH WHICH I AM FAMILIAN AN	ATELY IN NEARLY ALL POA NO 8 EMPLOY SOME POPULA	CTICAL AND SOCIAL SITUATIONS: I CAN CONVERSE IN MOST FIELDS R SAYINGS. LITERARY QUOTATIONS, AND COMMON PROVERSS.					
3 I GET ALONG QUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUZINESS IN PARTICULAR FIELDS							
4. I MANAGE TO GET ALONG IN TH	SE MOST COMMON SITUATION	NS OF DAILY LIFE AND TRAVEL.					
S. I HAVE NO ABILITY TO USE TH	E LANGUAGE IN ANY OF TH	E ABOVE RESPECTS.					
SECTION E.	Underst	anding (-\$4)					
	I UNDERSTAND NON-TECHNICAL CONVERSATION ON ALL SUBJECTS. BOTH FACE-TO-PACE AND ON THE TELEPHONE: I UNDERSTAND NEARLY EVERYTHING I HEAR ON THE RADIO AND AT THE MOVIES. PLAYS. AND LECTURES.						
	I UNDERSTAND MON-TECHNICAL CONVERSATION ON HEARLY ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE: I 2. Understand most of what I hear on the radio and at the movies, plays, and lectures, including most jokes and Puns.						
3 PUNCERBYAND NEARLY ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRAVEL, BOTH FACE TO-FACE AND ON THE YELE- PHONE: I UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.							
4. I UNDERSTAND THE SIMPLEST C	4. I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE: I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.						
5. I AM NOT ABLE TO UNDERSTAND	THE SPOKEN LANGUAGE.	·					
BEFORE CONTINUING - C	IECK PART II TO ENSURE T	THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.					
PAR	T III-EXPERIENCE AS TRA	ANSLATOR OR INTERPRETER (45)					
1. I HAVE HAD EXPERIENCE AS A I	FRANCLATOR.						
2. I HAVE HAD EXPERIENCE AS AN	INTERPRETER.						
3. BOTH OF THE ABOVE STATEMENTS	APPLY.	• 💉					
4 NONE OF THE ABOVE STATEMENTS	APPLY.						
	PART IV-CERTIFICATION						
I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS CERTIFICATION CONSTITUTES MY APPLICATION FOR A MINITENANCE ABARD PROVIDED I AM ELIGIBLE UNDER THE TERMS OF REGULATION NO. 25-113. PAR. ICEA: I UNDERSTRAND THAT I MUST PASS AN OBJECTIVE RANGUAGE PROPICIENCY TEST RETURN I BECOME ELIGIBLE ON AN ARABD. AND THAT IRRESPICTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE ABARDS BILL BE CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.							
2 April 1957	Carlotus	Li Zearen					
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IEADLEM: 19 Sept. 1952

## SECRET Security Information

Name: Last, First Middle

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TO:

All C. I. A. Personnel

[Main 1913.13

FROM:

Personnel Director

SUBJECT:

PERSONNEL QUALIFICATION QUESTIONNAIRE

- 1. The Agency is currently revising the system for machine coding employee qualifications, thereby permitting more complete and accurate data on all personnel. The new system will aid in implementing Agency policies on promotion from within by facilitating the selection of personnel with desired education and experience for vacancies which may occur. It is also expected that the new system will provide readily accessible statistics for planning and management purposes.
- 2. The attached questionnaire is designed to cover adequately those factors in which the Agency is interested. Although the information is, in a large measure, already reflected in previous forms submitted by you, it is felt that your time within the organization may enable you to emphasize those qualifications pertinent to its needs. The questionnaire also serves to bring your education and qualifications record up to date.
- 3. Your cooperation is requested in completing the questionnaire as thoroughly and accurately as possible and returning it to your Administrative Officer within the time allotted.

George E. Melcon
Personnel Director

SECRET
Security Information

FORM NO. 37-152

ta-122

# SECRET Security Information

14-00000

### PERSONNEL QUALIFICATION QUESTIONNAIRE

1. Serial No. (no entry)   Charlotte   Luise   FI												
4. Date of Birth 5. Sex:male (1)		E: (la	st)	(tir	rst)	-	(m	iddle)	3	. Office	•	
12 Jan. 1929  female (2)   Nr. Dependents   August 1951		G,	. Ch	rlott	e In	ılse	•			FI		
7. Citizenship:  X U.S. Other Other (4) Other(specify) Year U.S. citizenship acquired, if not by birth  SEC. I. EDUCATION 1. Extent: (circle one) 1. Less than high school 2. High school graduate 3. Trade, Business or G. Bachelor degree 7. Post-graduate study graduate 2. College or University Study: Name and location of College or University Major Minor From To Day Night Title Date Hrs  Syraemso University Span,  3. Trade, Commercial, and Specialized Training: San Caulos University Span,  Attendance Dates From To Tot. mo's Study or Specialization  High Jacoba Susiness Golloge 4. Military or Intelligence Training (full time duty as a student in specialized schools such as intelligence, communications, ordnance disposal, command & staff, etc.)  Attendance Dates From To Tot. mo's Study or Specialization  Secret  Attendance Dates From To Tot. mo's Study or Specialization  Secret	4. Date of Birth   5. Se								6. CI	A Entry	Date:	
SEC. I. EDUCATION  1. Extent: (circle one)  1. Less than high school 2. High school graduate 3. Trade, Business or Commercial school graduate (minimum 8 sem. hrs.)  2. College or University Study: Name and location of College or University Major Minor From To Day Night Title Date Hrs  Syracuse University Span.  3. Trade, Commercial, and Specialized Training: Attendance Dates From To Tot. mo's Study or Specialization  Miani Jacoba Susiness College Training (full time duty as a student in specialized schools such as intelligence, communications, ordnance disposal, command & staff, etc.) School  SECRET  (4) Other(specify) Year U. S. citizenship acquired, if not by birth  4. Two years college, or less 8. Masters degree 9. Doctors degree 9. Doctors degree 9. Doctors degree 10. Dates att'd Yra Compl Degree Recd Sem Hrs 10. Dates att'd Yra Compl Degree Recd Sem Hrs 10. Dates att'd Day Night Title Date Hrs 11. Syracuse University Span.  12. College or University Span.  13. Trade, Commercial, and Specialized Training:  Attendance Dates From To Tot. mo's Study or Specialization  14. Military or Intelligence 15. Attendance Dates 16. Date Training (full time duty as a student in specialized schools such as intelligence, communications, ordnance disposal, command & staff, etc.)  School  Attendance Dates From To Tot. mo's Study or Specialization  15. Study or Specialization  16. Attendance Dates From To Tot. mo's Study or Specialization	12 Jan. 1029	٠_ــــــــــــــــــــــــــــــــــــ	female	: (2)	Nr. De	pen	de	nts	A	upunt 19	51	
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SEC. 1. EDUCATION  1. Extent: (circle one)  1. Less than high school  2. High school graduate  3. Trade, Business or Commercial school graduate  3. Trade, Business or Commercial school graduate  5. Over two years, no degree  9. Doctors degree  7. Post-graduate study (minimum 8 sem. hrs.)  2. College or University Study:    Name and location of College or University   Major   Minor   From   To   Day   Night   Title   Date   Hrs	U.S.											
1. Exstent: (circle one) 1. Less than high school 2. High school graduate 3. Trade, Business or Commercial school graduate 3. Trade, Business or Commercial school graduate  7. Post-graduate study (minimum 8 sem. hrs.)  2. College or University Study:  Name and location of College or University Major Minor From To Day Night Title Date Hrs  Syracuse University Scon. Span. 9/26 1/ss 4 B. A. 1/so 115  San Carlos University Span. 7/48 3/48 B. A. 1/so 115  San Carlos University Span. 7/48 3/48 B. A. 1/so 115  3. Trade, Commercial, and Specialized Training:  Attendance Dates From To Tot.mo's Study or Specialization  Minim Jacoba Susiness 5/50 12/so 7 trolay and shorthand College  4. Military or Intelligence Training (full time duty as a student in specialized schools such as intelligence, communications, ordnance disposal, command & staff, etc.) School From To Tot.mo's Study or Specialization  Second From To Tot.mo's Study or Specialization	Other Y	ear U.	S. citiz	enship	p acqui	red	, i	not b	y birth_			
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2. High school graduate 3. Trade, Business or Gommercial school graduate  7. Post-graduate study (minimum 8 sem. hrs.)  2. College or University Study:  Name and location of College or University  Reon. Span. 9/46 1/56 4 B. A. 1/50 115  San Carlos University  Span. 7/48 3/48												
3. Trade, Business or Commercial school graduate  7. Post-graduate study (minimum 8 sem. hrs.)  2. College or University Study:  Name and location of College or University Major Minor From To Day Night Title Date Hrs  Syracuse University Span.  3. Trade, Commercial, and Specialized Training:  San Carlos University Span.  Attendance Dates From To Tot. mo's Study or Specialization  Miani Jacoba Sasiness Gollege  4. Military or Intelligence Training (full time duty as a student in specialized schools such as intelligence, communications, ordnance disposal, command & staff, etc.)  School  SECRET  5. Bachelor degree 7. Post-graduate study (minimum 8 sem. hrs.)  Dates att'd Yrs Compl Degree Recd Sem Hrs  Sem Jacoba Sight Title Date Hrs  Syracuse University Span.  7/48 7/48  5. A. 1/50 115  5. Study or Specialization  Attendance Dates Study or Specialization  Secondary Study or Specialization  Secondary Span Study or Specialization												
Commercial school graduate (minimum 8 sem. hrs.)  2. College or University Study:  Name and location of College or University Major Minor From To Day Night Title Date Hrs Syracusa University Econ. Span. 9/46 1/50 A B. A. 1/50 115  San Carlos University Span. 7/48 9/49 B. A. 1/50 115  3. Trade, Commercial, and Specialized Training:  Attendance Dates From To Tot.mo's Study or Specialization  Miami Jacoba Susiness 6/50 12/50 7 tyolog and shorthand staff, etc.)  School Training (full time duty as a student in specialized schools such as intelligence, communications ordnance disposal, command & staff, etc.)  School To Tot.mo's Study or Specialization  SECRET							0	legree	9. Do	ctors de	egree	
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School    Attendance Dates   From To Tot.mo's   Study or Specialization     Miami Jacoba Business   5/50   12/50   7   tyolog and shorthand     Golloge   Go		L										
School    Attendance Dates   From To Tot.mo's   Study or Specialization     Miami Jacoba Business   5/50   12/50   7   tyolog and shorthand     Golloge   Go				1								
School    Attendance Dates   From To Tot.mo's   Study or Specialization     Miami Jacoba Business   5/50   12/50   7   tyolog and shorthand     Golloge   Go		L										
School    From   To   Tot.mo's   Study or Specialization	J. Frade, Commercial,	and	<u> </u>				-		-		-	
Minni Jacobs Business 5/50 12/50 7 twoing and shorthand College  4. Military or Intelligence Training (full time duty as a student in specialized schools such as intelligence, communications, ordnance disposal, command & staff, etc.)  School From To Tot.mo's Study or Specialization  SECRET	School	F				's		Study o	or Speci	alizatio	n	
4. Military or Intelligence Training (full time duty as a student in specialized schools such as intelligence, communications, ordnance disposal, command & staff, etc.)  School  Attendance Dates From To Tot.mo's Study or Specialization  SECRET						一十						
4. Military or Intelligence Training (full time duty as a student in specialized schools such as intelligence, communications, ordnance disposal, command & staff, etc.)    School   Attendance Dates   Study or Specialization		5	/50 1?	/50	7	$\perp$	t,	oing an	d short!	hand		
schools such as intelligence, communications, ordnance disposal, command & staff, etc.)  School  Attendance Dates  From To Tot.mo's Study or Specialization  SECRET	College											
schools such as intelligence, communications, ordnance disposal, command & staff, etc.)  School  Attendance Dates  From To Tot.mo's Study or Specialization  SECRET		L_						·	·····			
Staff, etc.) School From To Tot.mo's Study or Specialization  SECRET	4. Military or Intelligen	ce Tra	aining (	full tir	ne duty	23	a	studen	t in spe	cialized		
School From To Tot.mo's Study or Specialization  SECRET		lligend				orc	lna	nce di	sposal,	comma	rd &	
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#### SECRET Security Information .



#### SEC. II. WORK EXPERIENCE.

CIA Experience: State the specific nature of duties performed with CIA and CIG, starting with your present position. Take position titles from your official personnel papers, if you have personal copies. Please do not request your Official Personnel Folder. Include geographic area and subject matter dealt with, if applicable. Position Title is your classification title such as Geographer, Intelligence Officer, etc. Duty Title indicates your organization position such as - Section Chief, Branch Chief, Administrative Assistant, etc., and is to be filled in only if different to the Position Title. Approximate dates (month and year) are sufficient. Use a continuation sheet, if necessary, to

adequately describe your duties.

From 4/52 To Tot. mos.	Description of Duties: I have the responsibility
	of disseminating and muting all reports receive
Grade 7 Salary 3/205.00	from o a distina, take appropriate action on
	raports received from other spendion by forwardi
Office PI/WH/8-3211	this information to the field or suppling reque
Position	data. I inform the field of additional info at
Title: Intalligance Officer	Headquarters on fellyfduals a d organizatit ns as
Duty	requested or as desired recessary. I also maintain
Title: Reports Officer	Duty Station, it overseas: two CE notabooks.
From 12/1 To//2 Tot.mos. 5	Description of Duties:
material description of the second	Same as above with a Sal- tation. I had less
Grade 5 Salary 33410.00	individual responsibility.
54 / B1/5 13	
Office FI/dH/Brazil	
Position	
Title: Intalliganca Gerlage	
Duty	
Title: Regerts Officer -	Duty Station, if overseas;
From 11/01 To Tot.mos. 1	Description of Duties:
- Anti	As a casual I typed dispatches, recorruda,
Grade 5 Salary 33419.00	and disseminations for amach II. I took
	a limited amount of shortherd.
Office FI/M/II	
Position	
Title: Secretary (Chase, raphy)	
Outy	
Title:	Duty Station, if overseas:
romo/n To Tot.mos. 1	Description of Duties:
	I assambled disseminated records.
rade 5. Salary 33417.00	
flice pg	
osition .	
Title: Secretary (Sheromaphy)	
uty	
Title:	Duty Station, if overseas:

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Security Information

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# Security Information WORK EXPERIENCE (CONT'D.)

14-00000

Other than CIA: (Describe work experience for the last 15 years in sufficient detail to permit specific coding of your qualifications. Include military work experience. List last position first.)

1.//1. To 3/1. Tot.mo/s/ 15-----

From 1/71 To 3/71 Tot. mo's /	Exact Title of your position
Classification Grade (if in Federal	Statistical rifteman
Service) 3 Salary 32650,00	Description of Duties:
Number and Class of Employees	I did statistical drafting, cartography,
Supervised: none	Earling of Hamilton to the Cambings,
Employer De artment of Interior	trainer and all a privent arms of the
Kind of Business or organization	
(i.e., paper products mfr, public	
utility)	Duty Station if overseas:
From 4/50 To 3/51 Tot. mo's 11	Exact Title of your position
Classification Grade(if in Federal	
Service) Salary 1.10 /hr.	Description of Duties: An an absistant to the
Number and Class of Employees	executives I was responsible for purchasing stoc
Supervised: 2 - 6 glorks	for the pitt shopps and instructive clarks and
Employer pro sing femile a, Onther,	greenhouse employees. I had fill responsibility
Kind of Business or organization	of the looks a deash. I race reports on the
(i.e., paper products mfr, public	business and acted as sales cherk for the shoppe
utility) - Humany and Of the Phoppe	Duty Station if overseas: and the landscaping bus
From 2/50 Tor/50 Tot.mo's 4	Exact Title of your position
Classification Grade (if in Federal	Assistant Bookkeeper
Service) Salary 3200 / mo.	Description of Duties:
Number and Class of Employees	I made monthly financial reports, had the
Supervised:	responsibility of the books, did typing and
Employer Matianal Pagnut Courell	other peneral office work.
Kind of Business or organization	
(i.e., paper products mfr, public	
utility) trade association	Duty Station if overseas:
From 6/19 To 8/19 Tot.mo's 3	Exact Title of your position
From 6/17 To 8/17 Tot.mo's 3 Classification Grade (if in Federal	
Service) Salary	Description of Duties: 1 worked one month
Number and Class of Employees	In the office of the Chemical shoretory and
Supervised:	tue months in the factory.
Employer Frieddalra Co., Gr. 1'o	ora.
Kind of Business or organization	the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the s
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	Duty Station if overseas:
	Exact Title of your position
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	Description of Duties:
Number and Class of Employees	
Supervised:	
Employer	
Kind of Business or organization	
i.e., paper products mfr, public	
	Duty Station if overseas:
	CCCD EC



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SEC. II. WORK EXPERIENCE (COI	NT'D)
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you may have been employed.  01 U.S. Secret Service  02 Civil Police  03 Military Police  04 U.S. Border Patrol  05 U.S. Narcotics Squad  06 FBI  07 Criminal Investigation Div.  21 Office of Naval Intelligence  22 Office of War Information  23 Army G-2  20 Office of Strategic Services  SEC. III. FOREIGN LANGUAGES  List below the foreign languages in whinclude uncommon modern languages.	24 Air Force A-2 25 Foreign Economic Admin. 26 Counter Intelligence Corps 27 Immigration & Naturalization 28 Strategic Services Unit 29 Foreign Service, State Dept. 30 Central Intelligence Group 31 Armed Forces Security Agency 32 Coordinator of Information 33 Office of Facts & Figures 34 Board of Economic Warfare 35 Federal Communications Comm. 36 Girls of Security Agency 37 Goodinator of Information 38 Office of Facts & Figures 39 Goodinator of Information 30 Office of Facts & Figures 31 Goodinator of Economic Warfare 32 Federal Communications Comm.
	COMPETENCE HOW ACQUIRED
LANGUAGE	Equivalent to Native Fluency * Fluent but obviously Foreign * Adequate for Trave: Limited Knowledge  Native of Country Prolonged Residence Contact (Parents, etc.) Academic
Snan (ah	<del>╎┈┪┈┊</del> ┪╌╸╁╌╌┟╾╌╏╼ <sub>╇</sub> ╗╏╌╌╏╌ <sup>╲</sup> ╅╌╌╏╳
Franch Portugiosia	X X X X X X X X X X X X X X X X X X X
**Specialized Language Competence: De involving vocabularies and terminolog cations, and military fields. List the l	scribe ability to do specialized language work y in the scientific, engineering, telecommuni anguage with the type of speciality.  CRET

## SECRET Security Information

#### SEC, IV. AREA KNOWLEDGE.

14-00000

1. List below any foreign countries or regions of which you have knowledge gained as a result of residence, travel or study. Study can mean either academic study, or study of a foreign country resulting from an intelligence, military, commercial or professional work assignment.

Country or Region	Dates of Residence, Study	Manner in Which Knowledge Was Aquired (check (X) one)					
	Etc.	Residence	Travel	Study			
South America	1 sem econ and mon.			7			
Gunterala	7/48 to 8/48	Y					
Mexico	7/46		хх				

2. Specialized Knowledge of Area List specalized knowledge of foreign country such as knowledge of terrain, coasts and harbors, utilities, railroads, industries, political parties, etc., gained as a result of study or work assignment. Include name of employer or organization.

OI OI ga	mzanom,	· · · · · · · · · · · · · · · · · · ·
Country	Type of Knowledge	How and When Gained

SEC. V. TYPING AND STENOGRAPHIC SKILLS (PRESENT UTILIZATION)

	Per Cent of		WPM (Approximate	Prefer Assignment			
5kill	Time Used	Not Uscd	Proficiency)	Using	g Skill	Oftene	2 <b>r</b> .
	1. drafts	2.	GO	1.	Yes	2.7	No.
Shorthand	1. none	2.	70	1.	Yes	2. %	lio
Shorthand S	System: 1. Z	Manual 2.	Machine 3. Speed	writing.			

SEC. VI. LICENSES, HOBBIES, SPECIAL QUALIFICATIONS

1. Licenses: List any licenses or certification such as teachers, pilot, marine, etc.	.2. Hobbies: List any hobbies such as sailing, skiing, writing, or other special qualifications.  painting, skling
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SEC	VII	PROFESSIONAL	AND	ACADEMIC	HONORS

List any professional or academic associations or honorary societies in which
you hold membership.





# SECRET Security Information



SEC. VIII. PUBLICATIONS				
List below the type of writing (non-fiction: profes				
general interest subjects, current events, etc; fic				ories, etc.)
of any published materials of which you were auth	or or	co-autho	or.	
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				<del>-,</del>
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SEC. IX. INVENTIONS				
Describe any devices you have invented as to type	of wo	rk for w	hich inte	ended
and whether patented.				
Device	T		Patentec	l
	(1)	Yes	(2)	No
	(1)	Yes	(2)	No
	(1)	Yes	-(2)	No-
			· · · · · · · · · · · · · · · · · · ·	
SEC. X. GIA TESTS				
Describe below the type of tests which you have tal	ten in	CIA:		
Type of Test			Date	Taken
typing, shorthand, peneral intelligence exam			8/195	31
exam for reports officer			5/12	
SEC. XI. PHYSICAL HANDICAPS				
List any physical handicaps you may have.				
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4				
•	-	•		
EC. XII. OVERSEAS ASSIGNMENT				
Are you willing to accept periodic tour of duty over				
(1) 2 year Tour (2) 4 year Tour (3) Not 2	nteres	ted		
				·
EC. XIII. WORK ASSIGNMENT		•		
In view of your total experience and education, for	what a	ssignme	nt in CI	A do
you think you are best qualified?		G		
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I feel I am best qualified for a reports or o	* -2 W.C.	cositio		
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### SECRET Security Information

SEC. XIV, MILI	ITARY STATUS	<b>3</b>	-	۲.,	
1. Present Dr			<del></del>		
		r the Selective Serv	ice Act of 194	8? Yes	No.
		ent draft classifica			
1 ' -		nal Guard Status			
Do you now	v have Reserve	or National Guard	StatusYes	No.	
If yes, con	aplete the follo	wing.			
. 1. Natio					
	lational Guard				
		is (member of orga	inized unit)		
4Inacti	iv <del>e</del> Reserve Sta	tus		•	
Service		Grade	Loca	tion	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
Reserve U	nit with which c	currently affiliated	,		<del></del>
Service Mo	bilization Assi	gnment, if any			
Location of	Service Recor	ds, if known		,	
SEC. XV. CIA					
		or subjects you hav		in the CIA.  Dates (to)	111
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Before signing this appheation check back over it to ICPRTIPY that the statements made by me in this	make thre	that you have answered ALL questions correctly, in pre-true, complete, and correct to the best of my knowledge

As of 5 July, 1951, Subject's Washington address is

3817 Davis place N.W. Phone - Ordury 1618

### PERSONAL HISTORY STATEMENT

- Instructions: 1. Answer all questions completely. If question is not applicable write "NA." Write "unknown" only if you do not know the answer and cannot obtain the answer from personal records. Use the blank pages at the end of this form for extra details on any question or questions for which you do not have sufficient room.
  - 2. Type, print, or write carefully; illegible or incomplete forms will not receive consideration.

HAVE YOU KEAD AND DO YOU UNDERSTAND THE INSTRUCTIONS? .. BEC. 1. PERSONAL BACKGROUND Telephone: A FULL NAME SEX Charlotte Louise Zehrung (Kint) Office .. RE 1820. PRESENT ADDRESS 1401-16th St., I. W. Washington, D. G. USA (Stale) (Country) PERMANEST ADDRESS \_\_San\_Rae\_Gardena\_\_Dayton\_9\_\_Ohio\_RR\_11\_\_USA\_\_\_\_ B. MICKNAME \_ BLOTP1 \_\_\_\_ WHAT OTHER NAMES HAVE YOU USED? \_\_\_\_\_ OR O UNDER WHAT CIRCUMSTANCES HAVE YOU EVER USED THESE NAMES? \_\_\_\_ started to use it at school. HOW LOSG! 5 YES IF A LEGAL CHANCE, GIVE PARTICULARS C. DATE OF BIRTH \_\_\_\_\_ Dayton \_\_\_ Ohio \_\_\_\_ USA \_\_\_\_\_ (County) D. PRESENT CONCENEMIP BISA BY BIRTH: you BY MARRIAGE? no Geometry HAVE YOU HAD A PREVIOUS NATIONALITY? 100 100 (Country) HELD BETWEEN WHAT DATEST TO ANY OTHER NATIONALITY! HAVE YOU TAKEN STEPS TO CHANGE PRESENT CITIZENSHIP! BQ . . GIVE PARTICULARS:

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EC. 6.	. MOTHER (Give ti	ie same infoi	rmation for step	nother on a sepa	trate sheet)	•	*
	FULL NAME	Hazel C	harlotte Ja	ckson Ze	hrung	(fines)	*******
	LIVING OR DECE				(		
	PRESENT, OR LA						
	DATE OF BIRTH	.0/17/189	6 PLACE OF BIF	RTH Montag	uo, Mici	i <b>i</b> gan	USA
		ι <b>Λ</b>		. hinth			
	CITIZENSHIP US	W	HEN ACQUIRED:	/	WHERET	(City) (220	(c) (Country)

(3)

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	OCCUPATION	housewife	LAST EMPI	OYER Dot	roit Foor	d of Education
	EMPLOYER'S OF	OWN BUSINESS AT	DDRESS	od Number)	(City) (Sta	te) (Country)
	MILITARY SERV	ICE FROM	то	BRANCH	OF SERVICE	******************
	COUNTRY	**************************************	DETAILS OF O	THER GOVT	. SERVICE, U	8. OR FOREIGN
c.	7. BROTHERS AND	SISTEKS (Includi	ng half-, step-,	and adopted	l brothers an	d sisters):
	1. FULL NAME	Nancy (First)	Zehr	ung	( l.e.	AGE 21
	PRESENT ADDR	Ess (Al and Number) Dorothy	.l,Middleto	Wn Hospi	tal, Kiddl	etown, Ohio, (Citizenship) = US
	as a complete the same	(Firet)	(Middl	le)	ىما)	AGE
		ESS San Rue (	ardens, Da	yton 9, (	Ohio USA	(Citisenship)
	8. FULL NAME	Mary (First)	Elizabeth	Zel	hrung	AGE _16
	PRESENT ADDR	ESS San Rag	Gardens,	Dayton 9	Ohio U	SA USA (Citisenable)
	4. FULL NAME	(First)	-			AGE
	PRESENT ADDRE	(St. and Number)	(Clty)	(State)		
	5. FULL NAME		(Midale			AGE
		(St. nod Number)				
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8	B. FATHER-IN-LAW					
	FULL NAME	(First)	, (Middle	.)	( Link	······································
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	PRESENT, OR LAS	T, ADDRESS	t and Number)	(Ci(y)	(State)	(Courts)
		PLACE				
	IF BORN OUTSIDE	U. S. INDICATE DA	TE AND PLACE	OF ENTRY	p	
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	CITIZENSHIP	WHEN ACC	quired?	WH	ERE? <sub>(City)</sub>	(Mate) Country)

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	FULL NAME (First)	(Mkkle)	(iad)
	LIVING OR DECEASED	DATE OF DECKASE	CAUSE
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	DATE OF BIRTH	LACE OF BIRTH	
•	IF BORN OUTSIDE U. S. INDICAT	E DATE AND PLACE OF ENT	'RY
	CITIZENSHIP WHE	N ACQUIRED?	WHERE? (City) (State) (Country)
	OCCUPATION		
SEC.	10. RELATIVES BY BLOOD, MARK OR WHO ARE NOT CITIZENS O		HO EITHER LIVE ABROAD
	1. NAME Col. Paul Zehrung	RELATIONSIII	cousin AGE 38
	CITIZENSHIP USA 2. NAME distant relatives	ADDRESS HI USA PE,	APO 633 Post Master
	Grandnaventa on Ed	otheris side cama fi	rom Sweden
	CITIZENSHIP	(St. and Number)	(City) (State) (Country)
-	3. NAME		
bankan	CUTZENSHIP	ADDRESS (St. sed Number)	(City) (State) (Country)
Sec.	11. RELATIVES BY BLOOD OR MA THE U.S. OR OF A FOREIGN GO	RRIAGE IN THE MILITA	
	1. NAME Col. Paul Zehrun		
	CITIZENSHIP USA	ADDRESS ET USA DE, A	PO 655 Post Master,
	TYPE AND LOCATION OF SERVICE	(IF KNOWN) Director	of Naintenance HI USA FI
	2. NAME Major Jack Macklin	RELATIONSHIP	cousin AGE 31
	CITIZENSHIP USA	ADDRESS (St. and Number)	Instan, D. C. USA (City) (State) (Country)
	TYPE AND LOCATION OF SERVICE	(if Known) Randingon, .	anshington,D
	3. NAME Mrs. Elsie Dicke	nt Relationship	Aunt Age 55
	CITIZENSHIP USA		
•	TYPE AND LOCATION OF SERVICE	(IF KNOWN) Social Wo	rk - Dept. of Interior
		(5) -located in	n Kontana — 14 Ameri

### SEC. 12. POSITION DATA

	B. WHAT IS THE LOWEST ANNUAL ENTRANCE SALARY YOU WILL ACCEPT? \$ 3,100
	C. IF YOU ARE WILLING TO TRAVEL, SPECIFY: OCCASIONALLY
	FREQUENTLY, CONSTANTLY :
	D. CHECK IF YOU WILL ACCEPT APPOINTMENT, IF OFFERED: IN WASHINGTON, D. C
	ANYWHERE IN THE UNITED STATESOUTSIDE THE UNITED STATES
	E. IF YOU WILL ACCEPT APPOINTMENT IN CERTAIN LOCATIONS ONLY, SPECIFY LOCATIONS:
22.00	
c.	13. EDUCATION
	ELEMENTARY SCHOOL West Carrollton Carrollton, O. USA
	DATES ATTENDED 1933 - 1944 GRADUATE? Yes
	HIGH SCHOOL Oakwood High School DDRESS Dayton 9, Ohio USA (Country)
	DATES ATTENDED 1944 - 1946 GRADUATE? Yes
	COLLEGE Syracuse University Address Syracuse, New York USA
	MAJOR AND SPECIALTY Economics & Spanish completed 4
	DATES ATTENUED 1946 - 1950 DEGREE BA
	COLLEGE Universidad de San Carlons Guatemala City, Guatemala C
	MAJOR AND SPECIALTY Spanish YEARS COMPLETED 5 credits
	DATES ATTENDED summer 1948 DEGREE none given
	CHIEF UNDERGRADUATE COLLEGE SUMJECTS economics - statistics

SEC.	14.	ACTIVE U.	S. OR	<b>FOREIGN</b>	MILITARY	SERVICE	none
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1	17. GENERAL QUALIFICATIONS
	A. FOREIGN LANGUAGES (STATE DEGREE OR PROFICIENCY AS "SLIGHT," "FAIR," "FILUENT")
	LANGUAGE Spanish SPEAK fluont READ fluent WRITE flue
	LANGUAGE Fronch speak slight read fair write foir
	LANGUAGE SPEAK READ WRITE
	B.LIST ALL SPORTS AND HOBBIES WHICH INTEREST YOU: INDICATE DEGREE OF PROCIENCY IN EACH:
	Art-drawing, painting, crafts, studied at school - good
	Swimming, good; Reading; Knitting, good; Basketball, fa
	tennie, fair
	C. HAVE YOU ANY QUALIFICATIONS, AS A RESULT OF TRAINING OR EXPERIENCE, WHI
	I have opent a summer in Gustemals, living with a Gustomal
	family, learning the life and ways of a Spanish family and
	I have quite a complete knowledge of the florist business
	helping my father over a period of about 8 years.
	D. LIST ANY SPECIAL SKILLS YOU POSSESS AND MACHINES AND EQUIPMENT YOU CAN USUCH AS OPERATION OF SHORT-WAVE RADIO, MULTILITH, COMPTOMETER, KEY PUNCTURRET LATHE, SCIENTIFIC OR PROFESSIONAL DEVICES:
	calculator

E. ARE YOU NOW OR HAVE YOU EVER BEEN A LICENSED OR CERTIFIED MEMBER OF ANY TRADE OR PROFESSION, BUCH AS PILOT, ELECTRICIAN, RADIO OPERATOR, TEACHER LAWYER, CPA, ETC.	
IF YES, INDICATE KIND OF LICENSE AND STATE	,
FIRST LIC, OR CERTIFICATE (YR)LATEST LIC. OR CERTIFICATE (YR)	
F. GIVE ANY SPECIAL QUALIFICATIONS NOT COVERED ELSEWHERE IN YOUR APPLICATION SUCH AS:  (1) YOUR MORE IMPORTANT PUBLICATIONS (DO NOT EUBMIT COPIES UNLESS REQUESTED)  (2) YOUR PATENTS OR INVENTIONS  (3) PUBLIC SPEAKING AND PUBLIC RELATIONS EXPERIENCE.  (4) HONORS AND FELLOWSHIPS RECEIVED	
3-I did a lot of extempt and declamation work in public sp	peaking
contests in high school. I am a member of the National	l Forensic
League.	·
4-I received a partial acholarabin from Chapel at Syracuse	)
University	
CONSIDERED IN ASSIGNING YOU TO WORK? IF ANSWER IS "YES," EXPLAIN:	·
	•
L DO YOU RECEIVE AN ASSULT? FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER AST RETIREMENT ACT OR ASY PENSION OR OTHER COMPENSATION FOR MILITARY OR NAVAL SERVICE? IP ANSWER IS "YES," GIVE COMPLETE DETAILS:	
<u> </u>	
10 02850-1	

SEC.	18. GIVE FIVE CHARACTER REFE MATELY—(Give residence and but	ERENCES—IN THE U. S.—WHO KNOW YOU ESTI- siness addresses where possible.)
		Street and Number City State
	1. Mr. John Lewis	BUS ADD Oskwood High School, Dayton, Ohi
	2 Mr. Herbert Holderman	BUS ADD Frigidaire, Plant 2, Dayton 9, Ohio RES ADD 11 Winding Way, Dayton 9, Ohi
	Mr. Albert F. Kuhl, M.D	BUS ADD Harries Bldg. Dayton Ohio
	4 Mr. George Pohlmayer	BUS ADD NA RES ADD 96 Winding Way, Dayton, Ohio
	5. Kiss Katherine Smith	BUS ADR NA RES ADR 59 Wiltshire Dayton 9, Ohio
		•
-	L Miss Theadosia Loran	Street and Number City State BUS ADD LIA RES ADD R. R. 2 Cazanovia N. Y.
	2 Mrs. Ed Bastin	BUS ADR San Rae Gardens Dayton 9, Ohio RES ADR Pease Ave., West Carrollton, Chi
	3Kiss Betty Hollis	BUS. ADD. Arlington Anex, Arlington, Va. RES. ADD. 1401-16th St., N. W. Washington I
-		BUS, ADD. V.IV. of Syracuse, Syracuse, E.Y
	5. Lir.Walter Bohm	nus and Winter's National bank, Dayton, res and 259 Greenmont blvd. Dayton 9, 0
Sec.	20. GIVE THREE NEIGHBORS AT YO (Give residence and business addresses	•
		Storet and Number City State BUS ADD San Rao Gardens, Dayton 9, Ohio RES ADD Same K. A.
School	)2. Else Shella Devey	BUS ADD. HA
icighbor:	3 (3. Kisa Marilyn Lorris H	RES ADD. NA 811 Abbott St. Highland Park :
SEC. 2	21. FINANCIAL BACKGROUND	and the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second of the second o
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	FROM 5-50	то4-51	San Rae Garden:	Dayton 9, Oh	10 USA
	FROM 2-50	то5_50	2601-16th St. a.		D.C. USA
	FROM 9-48	то 2-50	901 Walnut Ave.	. Syracuse. N.	Y. USA
	FROM 9-46	70 9-48	two cottages of	y) (State) Syracuse Univ	, Syracuse
	FROM 7-48	то8	9 C.P. # 30 C	ustemula City,	(Country)
	FROM time bef	one this San	Rae Gardens, Da	yton 9, Ohio	(Country)
	FROM	то	(EL and Number) (Cit	(Htate)	(Country)
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	DATES OF MEMBER			. 37 37 77	
	3. Economics C. (Name and Chapter) DATES OF MEMBER	(St. 16) Num	iso Univ., Syrac - 9 - 50		SA (Country)
	8 Westminster	Presbyterian	CFTFest - Dayto		13 4500-1
	To Erownles - 0	rrade School	- West Currollt	on, Oblo USA	
			•		

,	Economic Advisors; Courd of Geographic Names
	NPA & DPA; Atomic Energy Commission; Council of
	E. LIST BELOW THE NAMES OF GOVERNMENT DEPARTMENTS, AGENCIES OR OFFICES TO WHICH YOU HAVE APPLIED FOR EMPLOYMENT SINCE 1940:
	₩ <b>Q</b>
	D. HAVE YOU EVER BEEN COURT-MARTIALED WHILE A MEMBER OF THE ARMED FORCES? IF ANSWER IS "YES," GIVE DETAILS BELOW:
	*
	STATE, COUNTRY, NATURE OF OFFENSE AND DISPOSITION OF CASE;
	CHAVE YOU EVER BEEN ARRESTED, INDICTED OR CONVICTED FOR ANY VIOLATION OF LAW OTHER THAN A MINOR TRAFFIC VIOLATION? IF SO, STATE NAME OF COURT, CITY,
	an occasional drink at dinners and parties
	ERNMENT IN THE UNITED STATES!  NO IF "YES," EXPLAIN:
	ALPO YOU ADVOCATE OR HAVE YOU EVER ADVOCATED; OR ARE YOU NOW OR HAVE YOU EVER BEEN A MEMBER OF, OR HAVE YOU SUPPORTED, ANY POLITICAL PARTY OR ORGANIZATION WHICH ADVOCATES THE OVERTHROW OF OUR CONSTITUTIONAL FORM OF GOV-
EC.	DATES OF MEMBERSHIP: 1945-6 25. MISCELLANEOUS
	DATES OF MEMBERSHIP: 1945-6 active  Sigma Theta Phi - Dayton 9, Ohio USA high school scrority (Name and Chapter) (St. and Number) (Gy) (Mate) (Country)
	& National Forensic League - Oakwood High School, Dayton 9, 0. (Name and Chapter) (St and Number) (Chy) (State) (Country)
	DATES OF MEMBERSHIP: 1948-9
	2nd & lat Cabinot - Chapel - Syracuse Univ., Syracuse, N.Y. U
	(Name and Chapter) (St. and Number) (City) (Blate) (Country)  DATES OF MEMBERSHIP: 1946-7-8-9
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	1943-4  /C. Alumni Association of Syracuse Univ, Syracuso, N. Y. USA
	Hammadon - Westminster Presbyter Courch - Dayton 9,

usa

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SEC. 2	6. PERSON	TO BE NOT	IFIED IN CA	ASE OF E	EMERGE.	NCY:		
	NAMP	Samuel D.	Zehrung	*** *** * * * * * * * * * * * * * * * *		RELAT	rionship	father
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Sec. 11 - Mr. Jig Johrung, Sr. Unclo.

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USA 1210 Wilson Dr., Dayton, Ohio USA

Mechanical Engineer - Wright Air Field,

Dayton, Ohio

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# CONFIDENTIAL SECURITY APPROVAL

Date: 16 Oct. 1951

14-00000

Chief, Covert Fersonnel Division

Your Reference: L2419

Min Chief, Security Division

Case Number: 56840

SUBJECT: ZEHRUNG, Charlotte Louise

This is to advise you of security action in the subject case as indicated below:

[ ] Security approval is granted the subject person for access to classified information.

Provisional clearance for full duty with CIA is granted under the provisions of Paragraph D of Regulation 10-9 which provides for a temporary appointment pending completion of full security investigation.

The Director of Central Intelligence has granted a provisional clearance for full duty with CIA under the provisions of Paragraph H of Regulation 1C-9.

2. Unless the subject person enters on duty within 60 days from the above date, this approval becomes invalid.

Subject is to be polygraphed as part of the 200 procedures.

CONFIDENCIAL

Fran 84. 38-101

.105-33

# CONFIDENTIAL

# INTEROFFICE MEMORANDUM

	Date: 4	August 1951
TO	70: Chief, Covert Personnel Division	
FR	FROM: Chief, Security Division	
808	Busiect: ZEHRUNG, Charlotte Louise 568ե0	•
baı	1. Reference is made to your request for security clearance of person who is being considered for employment in the following posit	
	2. This is to advise you of the following security action:	
	a. T Provisional security clearance is granted to permit a employment on a temporary basis in the following area or in the capacity: D Street Pool	
-	This clearance is granted upon the condition that authorse access to classified material; 2. Not have access to a 3. not be issued a budge or credential; 4. not represent h CIA employee; and 5. not be assigned to any unclassified duthan indicated above.	secure areas: simpelf as a
· ·	b. Name-checks have been completed on this person. Arra should now be made by your office for an interview in this Divis completion of this interview further consideration will be given quested Limited clearance for access to information classified a Secret. If subject has not entered on duty under a previously given and clearance the interview should be arranged after entered.	ion. Upon to the re- o higher then ranted fro-
	c. Subject in security approved for temporary appointmention requiring access to information classified no higher than D	
•	Officials of the amploying office should be advised of rity limitation and should be instructed to supply future considerable as to the limitation so as to insure continued compliants.	ervisors with
	Security action to effect full approval is continuing office will receive advice of full clearance upon completion action. Upon receipt of full security clearance, the present will be rescinded and supervisors should be advised according	of this Dinitation

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DEPARTMENT OF INTERIOR

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,	Indepiging appointment	CB Certificate Be. B-2590 dated 1/16/51. C.S. Reg. 2.115
Ellective Date: April 2, 1951	<del>Mison Toescou</del> k	Boscular
From	1 0	
Position	Statistical Proftman	1/12/29 Ohio
Grade and Salary	08-7, \$2650.00 per canta (08-1553-3-504)	VEREASTS MULLENCE
Bureau	Office of the constany	LAST STATUS CHANGE OR APPOINTMENT
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Headquarters	Hashington, D. C.	Herstee
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Tries fino appointment; Soutel Resurity dystase	you will be covered by the Madiecal	ระยะการาคายพยา
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CIVIL BERVICE COMMISSION

OCTOBER 1946

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NOTIFICATION OF PERSONNEL ACTION I. DATE OF BIRTH 1. NAME (MR.-MIDS-MRS-FIRST-MIDDLE INITIAL-LAST) 1/12/20 This is to notify you of the following action affecting your employment: S. EFFECTIVE DATE 7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY NATURE OF ACTION (URE STANDARD TERMINOLOGY) (To except Axcepted Apple 8/26/51 Comercian with Control Intelligence TO Agency S. POSITION TITLE Statistical Praftsman (CS-1853-3-603) 9. SERVICE, GRADE. SALARY 63-8, \$2650.00 por summ Office of the Secretary 10. ORGANIZATIONAL DESIGNATIONS Division of Goography Research Branch 11, HEADQUARTERS Hashington, D. C. DEPARTMENTAL 12. FIELD OR DEPT'L DEPARTMENTAL FIELD IS, REMARKS Any leave reactiving to your oredit will be transferred. reparated without recogleyment rights. न्या का विद्वासी से स्वान के विद्वास के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के स्वान के 14. POSITION CLASSIFICATION ACTION 15 VETERAN S PREFERENCE laracel. Ost Berking "" Paril, Interior, Office of the Mio (plained)

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(*)	Statistical Draftsman	•
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STANDARD FORM 61 (REVISED APRIL L. 190)
PROMUL GATED BY CIVIL SENSICE COMMISSION
CHAPTER AS FEDERAL PERSONNEL MARUAL

## APPOINTMENT AFFIDAVITS

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

Interior Office of Servery Washing ton D.C.
(Department or agency) Geographyrity or division) (Flace of employment)

1. Charlette L. Johnstoney, do solemnly swear (or affirm) that

#### A. OATH OF OFFICE

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

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

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

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

I am not engaged in any strike against the Government of the United States and that I will not so engage while an employee of the Government of the United States; that I am not a member of an organization of Government employees that asserts the right to strike against the Government of the United States, and that I will not, while a Government employee, become a member of such an organization.

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

I have not paid, or offered or promised to pay, any money or other thing of value to any person, firm or corporation for the use of influence to procure my appointment.

## E. AFFIDAVIT AS TO DECLARATION OF APPOINTEE

The answers contained in my Application for Federal Employment, Form No. 5.2...., dated February., 1950., filed with the above-named department or agency, which I have reviewed, are true and correct as of this date with the exceptions noted in the Declaration of Appointee on the reverse of this form. (If no exceptions, write "None" on the Declaration of Appointee.)

Subscribed and sworn before me this 2 day of April (State)

at Washington

(State)

## LECLARATION OF APPOINTEE

This form is to be completed before entrance on duty. Question 3 is to be answered in all cases, otherwise answer only those questions which require an answer different from that given to the corresponding questions on your application form. If no answers are different, write "NONE" in Item 10, below. Any false statement in this declaration will be grounds for cancellation of application or dismissal after appointment. Impersonation is a criminal offense and will be prosecuted accordingly.

1. PRICENT ADDRESS (afreet and number						
1401 16th St.	11.60 -		r/ è	15 h	inglor: D.C.	
2 (A) DATE OF BIRTH	(B) PLACE OF BIRTH (	city o	t town	n and .	State of country)	
1/12/29	Dayton	,	, 0	D.	. U.SA	
2 (A) IN CASE OF EMERGENCY PLEASE NOTIFY	(8) 9)	LATIO	чэнг	(0)	STREET AND NUMBER, CITY AND STATE (D) TELEPHONE	NO.
Samuel D. Zehi	rung Fo	st h	م ہے	<i>آز</i> ا	ON ICEC GOTYCHS- PRII WA 58	31
4. DOES THE UNITED STATES GOVERNMENT EN THE PASY 24 MONTHS! YES HOO If so, for each such relative fill in th					cossery, complete under Item 10.	WITHU
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### INSTRUCTIONS TO APPOINTING OFFICER

The appointing officer before whom the feregoing certificate is ruside shall determine to his norm attrafaction that the appointment we clid be in east formace with the Givil Service Act, applicable Civil Service Rules and Legislation and airs of Congress pertaining to appointment.

This form should be checked for holding of office permind, schability in connection with any record of recent discharge or areas, and participarty for the following.

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(1) Identity of enpointee - The appointee's significant and braiding are to be competed with the application in dor other periodic gapes. The physical separate may be checked against the insided certificate. The appointer that such the previous statement with his previous statement with his previous statement.

(2) Age of demate age limits have been established for the pessage, a should be striggered that applicant is not untaile too age many for approximant. Until such determination is incide, the approximate may be consummed.

(1) Cutaniship—The appainting officer is responsible for observing the extension pre-visions of (1) the Civil Service Rules and (1) upon position of it. Form of constituers an admission for both purposes and in acceptable prior of cutaniship action in the absolute of could chap evidence. In doubtful cases the approximent aboutdone to viocential and of the regression of the continuous base been secured from the certifying other of the Civil Service Commission.

(4) Mambers of Facult — Section 9 of the Civil Service Act provides that subserver there are already two or once members of a family serving taider production of permanent upp mixers in the competitive service, no other neutron of such family a eligible for probational or permanent appointment in the competitive services. The appointments of permanent appointment in the competitive services. The appointments of permanent appointment in the content of permanent applied to vertical participate we not subject to this requirement. The transfers infrantly province since not supply to transport or productions. Do obtain assessing to perform to the agrangingle office of the Civil Service Come, since for dreining.

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WASHINGTON, D. C.

Date of Astion

Re: Mass Charletto L. Kehrung San Kae Gerdens, R.R. 11
Dayton 9, Chio

#### INDEFINITS APPOINTMENT

Effective Dates

(AZZORCANORISTINO),

	From	To
Position		Statistical Draftsman
Grade and Salary		68-3, \$2650.00 per annum
Bureau		(US-1533-3-504) Office of the Secretary
Branch		Division of Goography Research Branch
Headquarters	•	Rashington, D. C.
Departmental or Field		Repartmental

O. I. - Wartha E. Roid

This appointment is ambject to a trial period of one year. Subject to investigation.

Under this appointment you will be covered by the National Social Security & are:

actives of sessorate

FEB 15 1951

h S . M

(SGD) JHOMAS H. TELLIER

Signed American Programmed

Appropriation Tide Un16965.001 Working Fund, Interior, Board on Goographic Hands, Sundry, 1951.

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Miss Solving has been selected for appointment from Civil Service Cortificate H-2580.

Her Civil Service papers, nedical certificate, and Form 65 for pro-appointment levelty chock are attached.

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TO: DIRECTOR. U. S. CIVIL SERVICE REGION 2. Forms not submitted because proposed personnel action dropped from consideration. 3. Forms not submitted because this is an appointment without break in service of a person who was employed by snother agency and it has been determined from the Official Personnel Folder or the losing agency that the appointee or incumbent check has been completed. 4. Reprints on Standard Form 87 attached. Decision regarding appointment will not be made until the results of the FBI lingerprint search have been received. REMARKS: Forms 57 and 67 attached; # 35 SIGNATURE OF APPOINTING OFFICER OFFICIAL TITLE Personnel Cffifer, (Sau.) r. T. SLITH April 9, 1951 Office of the escretary.

Dept. of Interior.

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(E) IS ORGANIC HEART DISEASE PRÈSENT? YES [3] NO	(C) IF ORGANIC HEART DE	SEASE IS PRESENT, IS	IT FULLY COMPENSATED?
(D) PULSE RATE. / O	.,	00	· · · · · · · · · · · · · · · · · · ·
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11. HERNIA: 🔲 YES 🔯 NO. IF "YES," NAME VARIETY: INGUINAL, YENTI		rc.	
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# HEALTH QUALIFICATION PLACEMENT RECORD

(This section is comparable to Standard Form 90 promulgated March 1945 by Burcau of the Budget Circular A-24)

LMR (FIRST NAME) (MIDEL DITELL) (COST) MRS CIMCITACTE I. DUSTINING M'57	Junibry 18, 1939			
San me Gardens, payton 9, Ohio	Statistical Draftsman			
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(A) BRIEF DUTLINE OF WHAT WORKER DOES  For the physician's use, set down in brief and simple terms what the employee does on this job, including sevirenmental details such as a ries to climb, distance to rest-room facilities, cafeteria, work-shift, etc. (Use Section 9 bakes).)	(D PHYSICAL DEMANDS OF THE POSITION In Section 10 below societie the number of those factors which are exsential to he duties of the position for which this applicant is being considered. The blank paces may be used for special factors not listed.			
8. TITLE OF POSITION AND OUTLINE OF WHAT SHURKER DOES IN THIS PUSITION (Addiss but of	dictionery of occupational titles as guide, as applicable)			

Statistical Draftsman - To assist in the performance of drafting, lettering and incidental statistical clorical work in the preparation and revision of index maps, showing the location of approved and disapproved names and the extent of features to which names apply; charts, graphs and other illustrative materials in connection with the functions of the Research Branch and for administrative purposes.

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Form III February 1946 UNITED STATES CIVIL SERVICE COMMISSION PROOF OF RESIDENCE Statistical Draftsman Charlotte 1 2. If during the past year you have not resided continuously in the State or Territory in which you classe legisl or voting State or Territory, Indicate in the following blanks the dates of absences, and locations and occupations during such to Date left (Month, Year)

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(a) Leval residence of parent or guardian
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Is he is voter in that State? 

O'Yes CINO 9. If you are a married woman, fill in the following black
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In other case the officer in it we amount by the opplicant, and the contribution must have be official seal, or, in the thereof, certification of reasonic on the contribution of the extension of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the enterior of the e in Notary at the sound of the summer of Montgowers and the summer of Montgowers and the summer of Montgowers and the summer of the applicant when the states the summer of the applicant with a state of the summer of the applicant with a state of the summer of the applicant with a state of the summer of the applicant with a state of the summer of the applicant with a state of the summer of the applicant with a state of the summer of the applicant with a state of the summer of the applicant with a state of the summer of the applicant with a state of the summer of the applicant with a state of the summer of the applicant with a state of the summer of the applicant with a state of the summer of the applicant with a state of the summer of the applicant with a state of the summer of the applicant with a state of the summer of the applicant with a state of the summer of the applicant with a state of the summer of the applicant with a state of the summer of the applicant with a state of the summer of the applicant with a state of the summer of the applicant with a state of the summer of the applicant with a state of the summer of the applicant with a state of the summer of the applicant with a state of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the summer of the sum Onio ## 14th day of February is 5 Ky commingion expires July-19-1952

The Official seal must not be omitted. If erapure or correction is made in the "Officer's Caratic who executes the caraticate, showing such correction.

