

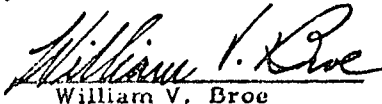
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out of his collaborators. He is easy to work with, exercises the soundest of judgments, maintains excellent relations in the community and will without question turn in a really fine performance as Chief, WH Division.

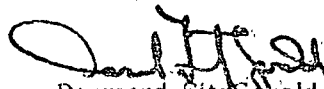


Thomas H. Karamessines
Assistant Deputy Director for Plans

I have noted this report.


William V. Broe

Comments of reviewing official:



Desmond Fitzgerald
Deputy Director for Plans

924 5 9 7 7 1 00

Cott "D"

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SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER 056735	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle) Broe, William V.			2. DATE OF BIRTH 8/24/13	3. SEX M	4. GRADE GS-17
5. OFFICIAL POSITION TITLE Chief of Station			7. OFF/DIV/BR OF ASSIGNMENT DDP/FB/JKO	8. CURRENT STATION Tokyo	
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See instructions - Section C) SPECIAL (Specify):			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P. 31 May 65			12. REPORTING PERIOD (From - to) 1 Apr 64 - 31 Mar 65		
SECTION B PERFORMANCE EVALUATION					
W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C. A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence. P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner. S - Strong Performance is characterized by exceptional proficiency. O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					RATING LETTER
SPECIFIC DUTY NO. 1 See attached Memorandum.					
SPECIFIC DUTY NO. 2					RATING LETTER
SPECIFIC DUTY NO. 3					RATING LETTER
SPECIFIC DUTY NO. 4					RATING LETTER
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER O

27-11 1-55

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: BROE, William V. (1 April 1964 - 31 March 1965)

1. Mr. Broe's performance as Chief of Station, Tokyo during the reporting period is best described as outstanding.

2. For over two years, Mr. Broe has struggled with the problems in Japan of reducing the size of the Agency's mission and of developing appropriate areas of clandestine concentration. During the past year, he has effectively gotten the whole mechanism to work, with a marked increase in foreign intelligence and an unprecedented emergence of the Station, through contacts he and his associates have developed, as a channel for political action. Through his skillful assistance to and cultivation of the Ambassador, Mr. Broe has placed CIA in a position in Japan where the Station Chief and the Agency are accepted by the top levels of the Japanese Government as a useful channel and as a dependable organization for collaboration. This high level connection is of tremendous value in advancing political intelligence objectives as well as an essential tool for indirect and unofficial manipulation of situations of key interest to both the Japanese and the U.S. governments.

3. In the management of the Station, Mr. Broe continues to be his old effective self. He is able to get a good deal of mileage out of the personnel assigned to him and to increase their effectiveness through his own personal leadership. In all this, he has displayed an excellent sense of cost consciousness in the management of the Station.

4. In sum, Mr. Broe has brought Tokyo Station under his tenure to a new role appropriate to the changing times. CIA along with the U.S. Government is now in a better position to deal with an independent Japan which is now looking at Asia through its own eyes.

Robert J. Myers
Robert J. Myers

Deputy Chief, Far East Division

This fitness report will be shown to Mr. Broe when he returns to Headquarters.

Date

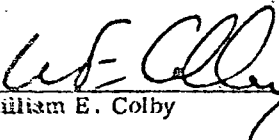
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BROE, William V.

Comments of Reviewing Official:

Fully concur with the above. Mr. Broe is obviously one of the top-level officers of our service. He is effective in management, analysis and personal operations.

Signature of Reviewing Official:


William E. Colby

28

Date

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				056735	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle) Broe, William V.			2. DATE OF BIRTH Aug 1913	3. SEX M	4. GRADE GS-17
5. OFFICIAL POSITION TITLE Chief of Station			7. OFF/DIV/BR OF ASSIGNMENT DDP/FE/JKO		6. SD D
8. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) <input type="checkbox"/> SPECIAL (Specify):			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT EMPLOYEE <input type="checkbox"/> SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P. 31 May 1964			12. REPORTING PERIOD (From - to) 12 Feb 63 - 31 Mar 64		
SECTION B PERFORMANCE EVALUATION					
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					RATING LETTER
SPECIFIC DUTY NO. 1 See attached memorandum.					
SPECIFIC DUTY NO. 2					RATING LETTER
SPECIFIC DUTY NO. 3					RATING LETTER
SPECIFIC DUTY NO. 4					RATING LETTER
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER S
13 MAY 1964					

14-00000

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9 MAY 1964

MEMORANDUM IN LIEU OF FITNESS REPORT

SUBJECT: BROE, William V. (12 February 1963 - 31 March 1964)

1. Mr. Broe's performance as Chief of Station, Tokyo for the period 12 February 1963 to 31 March 1964 can be characterized as strong.

2. Mr. Broe has effectively directed the operations of a station with many targets. He has concentrated the potential represented by the personnel under his authority on the most important targets and firmly discarded marginal activities. In his supervision of the work of the sub-units of his station, such as the China section, Soviet section and Korean section, he has been effective in encouraging them to vigorous activity but has also asserted the necessary control and guidance from his level. Mr. Broe has maintained excellent relationships with other American services and his coordination process is a model. He has at the same time maintained personal contacts with leading Japanese, both official and unofficial, and has used these both for intelligence and for action purposes. He has wisely targetted the covert action potential of the station toward critical targets and deliberately eliminated marginal efforts. Mr. Broe has on his own initiative made certain recommendations for the reduction of the personnel and expenditures of his station to help meet crises in other areas. In all of this activity, Mr. Broe has reaffirmed his qualities of leadership and supervisory capacity and has demonstrated a full consciousness of the importance of cost.

W.F. Colby
William F. Colby
Chief, Far East Division

This fitness report will be shown to Mr. Broe when he returns to Headquarters.

William V. Broe *May 3 1964*
Date

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BROE, William V.

Comments of Reviewing Official:

Concur.

Signature of Reviewing Official:

T. H. Karamessines
Thomas H. Karamessines

11 May 64
Date

SECRET

MEMORANDUM FOR: Director of Personnel

SUBJECT: Fitness Report - Mr. William V. Broe

25-17

1. This memorandum in lieu of Fitness Report is submitted on Mr. William V. Broe, Chief of Station, Tokyo to cover the period 1 June 1961 to 11 February 1963.

2. Mr. Broe has directed one of the most complicated and important stations in the Far East area with his accustomed skill, intelligence and delicacy. He has conducted a major reorganization of the Agency's activities in Japan and substantially reduced its total commitment there. At the same time he has kept a firm eye on the need for coverage of important targets and has been particularly severe with non-essential or marginal activities. In the Station itself he has directed a complicated structure, with perhaps the largest number of outside cover cases (with all the difficulties they bring) in the area. He has maintained the Station's relationship and contacts with the Ambassador and the Embassy in an excellent manner, and it is now considered a full partner in Japanese affairs by the Ambassador. He has maintained extensive and important liaison contacts with Japanese agencies and at the same time kept a high degree of effort on the unilateral targets in the area. He has been particularly effective in managing our relationships with the U.S. military intelligence Headquarters covering the Far East which are concentrated in Japan. In all of these he has been firm and intelligent in his approach.

19 MAR 1963

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3. In sum, Mr. Broe continues the highly efficient performance of his duties, which could be characterized between strong and outstanding.

This Fitness Report will be shown to Mr. Broe upon his return to Headquarters.

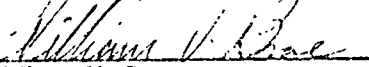

Desmond Fitzgerald
Chief, Special Affairs Staff

Reviewing Official:


Thomas M. Karamessinos

11 March 63
Date

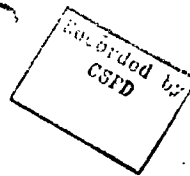
The above report has been seen by:


William V. Broe

21 6-1 63
Date

14-00000

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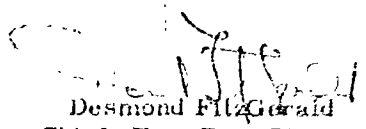


22 June 1961

MEMORANDUM FOR: Director of Personnel

SUBJECT: Fitness Report - Mr. William V. Broe

1. This memorandum, in lieu of Fitness Report Form 45, is submitted on Mr. William V. Broe, former Deputy Chief, Far East Division, to cover the period 25 July 1960 through 1 June 1961.
2. An evaluation was prepared by the writer concerning Mr. Broe's performance as Deputy Chief, Far East Division for the period March 1959 to 25 July 1960. Mr. Broe's performance as Deputy Chief, Far East Division during the course of the past year has fully measured up to the statements which I made in the last fitness report and I have no reason to alter my description of his performance in any way.


Desmond FitzGerald
Chief, Far East Division

SECRET

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26 JUL 1960

MEMORANDUM FOR: Director of Personnel

SUBJECT: Memorandum in Lieu of Fitness Report
of Mr. William V. Broe, GS-16,
covering period from March 1959
through 25 July 1960.

Subject is Deputy Chief of the Far East Division and has served in that capacity during the entire 23 months of my tenure as Chief of the Division as well as for some months under my predecessor. He also served as my deputy in 1954-1955 at the China Base at Yokosuka, Japan. I have, therefore, had ample opportunity to appraise subject's performance under a great variety of circumstances, both in the field and at Headquarters.

Subject is an outstanding manager in the Clandestine Services field. His operational judgment is wholly reliable, he grasps and retains complex details and produces sound and intelligent solutions to operational problems. He is very strong in administration and is particularly adept at personnel management. He has a deep and encyclopedic knowledge of the people in the Far East Division; his approach is personal and sympathetic but his hand is firm when firmness is required. He has been particularly successful in solving personnel assignment problems by matching capabilities to requirements.

In his present job as Deputy Chief of an area division, I do not believe that subject has an equal. This would entitle him, in my opinion, to a rating of "7" in Section B of the Fitness Report form.

SECRET

26 Jul 60 8242

As I have indicated in previous fitness reports, subject, after long service as a division and field station deputy, deserves, and is fully qualified, to become chief of a major field station. I am in the near future commencing to process such a proposal. My opinion is that his performance in such an assignment should not fall short of "6" on a scale of seven.


Desmond Fitzgerald
Chief, Far East Division




22 June 1961

MEMORANDUM FOR: Director of Personnel

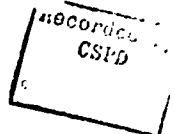
SUBJECT: Fitness Report - Mr. William V. Broe

1. This memorandum, in lieu of Fitness Report Form 45, is submitted on Mr. William V. Broe, former Deputy Chief, Far East Division, to cover the period 25 July 1960 through 1 June 1961.

2. An evaluation was prepared by the writer concerning Mr. Broe's performance as Deputy Chief, Far East Division for the period March 1959 to 25 July 1960. Mr. Broe's performance as Deputy Chief, Far East Division during the course of the past year has fully measured up to the statements which I made in the last fitness report and I have no reason to alter my description of his performance in any way.


Desmond Fitzgerald
Chief, Far East Division

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26 JUL 1960

MEMORANDUM FOR: Director of Personnel

SUBJECT: Memorandum in lieu of Fitness Report
of Mr. William V. Broe, GS-16,
covering period from March 1959
through 25 July 1960.

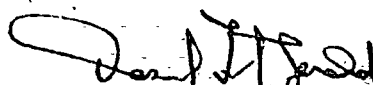
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In his present job as Deputy Chief of an area division, I do not believe that subject has an equal. This would entitle him, in my opinion, to a rating of "7" in Section B of the Fitness Report form.

W. V. Broe
26 Jul 60

As I have indicated in previous fitness reports, subject, after long service as a division and field station deputy, deserves, and is fully qualified, to become chief of a major field station. I am in the near future commencing to process such a proposal. My opinion is that his performance in such an assignment should not fall short of "6" on a scale of seven.



Desmond Fitzgerald
Chief, Far East Division

SECRET
(When Filled In)

10 APR RECD *10/16/59*

FITNESS REPORT				EMPLOYEE SERIAL NUMBER 156735	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle) Eroe William V			2. DATE OF BIRTH 24 August 1913		3. SEX M
4. GRADE GS-16					
5. SERVICE DESIGNATION DI		6. OFFICIAL POSITION TITLE Area Ops Off (D Div Ch)		7. OFF/DIV/BR OF ASSIGNMENT DDP/NS/Off. of Chief	
8. CAREER STAFF STATUS			9. TYPE OF REPORT		
<input type="checkbox"/> NOT ELIGIBLE <input checked="" type="checkbox"/> MEMBER <input type="checkbox"/> DEFERRED <input type="checkbox"/> PENDING <input type="checkbox"/> DECLINED <input type="checkbox"/> DENIED			<input type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT/SUPERVISOR <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT/EMPLOYEE		
10. DATE REPORT DUE IN O.P. 30/04/59		11. REPORTING PERIOD From June 1958 To 31/03/59		12. SPECIAL (Specify)	
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
1 - Unsatisfactory 2 - Barely adequate 3 - Acceptable 4 - Competent 5 - Excellent 6 - Superior 7 - Outstanding					
SPECIFIC DUTY NO. 1 Deputy Chief, FE Division		RATING NO. 6		SPECIFIC DUTY NO. 4 Chief of FE Div. Project Review	
SPECIFIC DUTY NO. 2 Chief, FE Personnel Board		RATING NO. 7		SPECIFIC DUTY NO. 5	
SPECIFIC DUTY NO. 3 Liaison with Department of State		RATING NO. 6		SPECIFIC DUTY NO. 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 - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.					
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.					RATING NO. 5/6
SECTION D DESCRIPTION OF THE EMPLOYEE					
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee					
1 - Least possible degree		2 - Limited degree		3 - Normal degree	
4 - Above average degree		5 - Outstanding degree			
CHARACTERISTICS		NOT APPLICABLE	NOT OBSERVED	RATING	
				1	2
GETS THINGS DONE					
RESOURCEFUL					
ACCEPTS RESPONSIBILITIES					
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES					
DOES HIS JOB WITHOUT STRONG SUPPORT					
FACILITATES SMOOTH OPERATION OF HIS OFFICE					
WRITES EFFECTIVELY					
SECURITY CONSCIOUS					
THINKS CLEARLY					
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS					
OTHER (Specify):					
SEE SECTION "E" ON REVERSE SIDE					

SECRET

OFFICE OF PERSONNEL

SECTION E		NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE	
<p>Stress strengths and weaknesses demonstrated in current position. Indicate suggestions to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the basis for determining future personnel actions.</p> <p>Subject is so well qualified to meet the requirements of deputy chief of a large area division that there may well be a tendency to lose sight of his ability to run an organization of his own. This capability was amply demonstrated when he was chief of the China Branch of FE Division.</p> <p>Subject is unusually strong as a supervisor. His flair for warm but impartial relationships with subordinates has enabled him to develop a first-hand understanding of the capabilities, shortcomings and problems of a very large proportion of all FE personnel. His direction of personnel does not lack firmness but is expressed in such a way that feelings are considered and best results are achieved.</p> <p>Subject's operational judgment is entirely reliable. He has an encyclopedic knowledge and understanding of the Division's operations and a full grasp of political implications throughout the area.</p> <p>I have noted no weaknesses in Subject which would inhibit his successful assumption of increasing responsibilities.</p> <p style="text-align: center;">This report has been prepared in accordance with FE Division standards which require the evaluation of ratings the individual against the group. It is an average rating reflects an entirely satisfactory performance.</p>			
SECTION F		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I certify that I have read Sections A, B, C, D and E of this Report.			
DATE	SIGNATURE OF EMPLOYEE		
May 11, 1959	William V. Brown		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
7	Subject on extended trip abroad.		
IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.			
EMPLOYEE UNDER MY SUPERVISION LESS THAN 1 YEAR	REPORT MADE WITHIN LAST 12 MONTHS		
Other (Specify)			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
9 April 1959	Chief, Far East Division	Desmond Fitzgerald	
3. BY REVIEWING OFFICIAL			
<input checked="" type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION. <input type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION. <input type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION. <input type="checkbox"/> I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.			
COMMENTS OF REVIEWING OFFICIAL			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
10 APR 1959	C F I	R. J. George	

SECRET

SECRET

(When Filled In)

FITNESS REPORT (Part I) PERFORMANCE

INSTRUCTIONS

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

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 20-379. It is recommended that you read the entire form before completing any question. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item 8, of Section "A" below.

SECTION A.

GENERAL

1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. SERVICE DESIGNATION
Broe, William V.	24 Aug 1913	M	DI
5. OFFICE/DIVISION BRANCH OF ASSIGNMENT		6. OFFICIAL POSITION TITLE	
DDP/FE/Office of the Chief		Area Ops Off - D Div Ch	
7. GRADE	8. DATE REPORT DUE IN OP	9. PERIOD COVERED BY THIS REPORT (Inclusive dates)	
GS-15	11 July 1958	June 57 - June 58	
10. TYPE OF REPORT (Check one)	INITIAL	ASSIGNMENT-SUPERVISOR	SPECIAL (Specify)
<input checked="" type="checkbox"/> ANNUAL		REASSIGNMENT-EMPLOYEE	

SECTION B.

CERTIFICATION

1. FOR THE RATER: THIS REPORT ☒ HAS ☐ WAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT.

A. CHECK (X) APPROPRIATE STATEMENTS:

<input checked="" type="checkbox"/> THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.	IF INDIVIDUAL IS RATED "1" IN CY OR D, A WARNING LETTER HAS BEEN SENT TO HIM & A COPY ATTACHED TO THIS REPORT.
<input type="checkbox"/> THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS.	I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW I EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify):
<input type="checkbox"/> I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES BY THAT I KNOW WHERE HE STANDS.	

8. THIS DATE 23 May 1958 C. SUPERVISOR'S SIGNATURE Alfred C. Ulmer, Jr. D. SUPERVISOR'S OFFICIAL TITLE Chief, Far East Division

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

BY	DATE
CP	11 JUL 1958
Posted For Control	
P. [Signature]	

☐ CONTINUED ON ATTACHED SHEET

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

A. THIS DATE 10 JUN 1958 B. TYPE OF REVIEWING OFFICIAL Richard Helms C. OFFICIAL TITLE OF REVIEWING OFFICIAL Chief of Operations, DD/P

SECTION C. JOB PERFORMANCE EVALUATION

1. RATING ON GENERAL PERFORMANCE OF DUTIES

DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

- 5/6
- DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
 - HAZARD ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.
 - PERFORMS MOST OF HIS DUTIES ACCEPTABLY, OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
 - PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.
 - A FINE PERFORMANCE, CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
 - PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.

COMMENTS:

I would rate subject as 5.

SECRET

Performance

(4)

SECRET

(When Filled In)

2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES			
DIRECTIONS: a. State in the spaces below up to six of the more important SPECIFIC DUTIES performed by this rating period. Place the most important first. Do not include minor or unimportant duties. b. Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty. c. For supervisors, ability to supervise will always be rated as a specific duty (do not rate as supervisors those who supervise a secretary only). d. Compare in your mind, when possible, the individual being rated JUN 26 her 2 02 PM 58 the same duty at a similar level of responsibility. e. Two individuals with the same job title may be performing different duties. If so, rate them on different duties. f. Be specific. Examples of the kind of duties that might be rated are: <div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;"> ORAL BRIEFING GIVING LECTURES CONDUCTING SEMINARS WRITING TECHNICAL REPORTS CONDUCTING EXTERNAL LIAISON TYPING TAKING DICTATION SUPERVISING </div> <div style="width: 50%;"> HAS AND USES AREA KNOWLEDGE DEVELOPS NEW PROGRAMS ANALYZES INDUSTRIAL REPORTS MANAGES FILES OPERATES RADIO COORDINATES WITH OTHER OFFICES WRITES REGULATIONS PREPARES CORRESPONDENCE </div> <div style="width: 50%;"> MAIL DELIVERIES INTERROGATIONS PREPARES SUMMARIES TRANSLATES GERMAN DEBRIEFING SOURCES KEEPS BOOKS DRIVES TRUCK MAINTAINS AIR CONDITIONING EVALUATES SIGNIFICANCE OF DATA </div> </div> g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.			
DESCRIPTIVE RATING NUMBER 1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY 2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY 3 - PERFORMS THIS DUTY ACCEPTABLY 4 - PERFORMS THIS DUTY IN A COMPETENT MANNER 5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB 6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS 7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY			
SPECIFIC DUTY NO. 1	RATING NUMBER	SPECIFIC DUTY NO. 4	RATING NUMBER
Deputy Chief, FE	6	Liaison with State Department c	6
SPECIFIC DUTY NO. 2	RATING NUMBER	SPECIFIC DUTY NO. 3	RATING NUMBER
Chief FE Personnel Board	6		
SPECIFIC DUTY NO. 3	RATING NUMBER	SPECIFIC DUTY NO. 6	RATING NUMBER
Review of FE projects	5/6		
3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job. Subject stepped into the Deputy Chief, FE job six months ago and hit full stride within three months. He is an outstanding executive and has fine leadership qualities. No weaknesses.			
SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION DIRECTIONS: Take into account here everything you know about the individual...productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents...and how he fits in with your team. Compare him with others doing similar work of about the same level. 1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED 2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW 3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION 4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION 5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS 6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION 7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION			
IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. IF YES, EXPLAIN FULLY:			

SECRET

SECRET

(When Filled In)

FITNESS REPORT (Part II) POTENTIAL

INSTRUCTIONS

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

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the CE no later than 30 days after the due date indicated in item 8 of Section "E" below.

SECTION E.

GENERAL

1. NAME (Last) Broe	(First) William	(Middle) V.	2. DATE OF BIRTH 24 Aug 1913	3. SEX M	4. SERVICE DESIGNATION DI
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT DDP/FE/Office of the Chief			6. OFFICIAL POSITION TITLE Area Ops Off - D Div Ch		
7. GRADE GS-15	8. DATE REPORT DUE IN OF 11 July 1958	9. PERIOD COVERED BY THIS REPORT (Inclusive dates) June 57 - June 58			
10. TYPE OF REPORT (Check one)	<input checked="" type="checkbox"/> INITIAL	<input type="checkbox"/> REASSIGNMENT-SUPERVISOR	<input type="checkbox"/> SPECIAL (Specify)		
	<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT-EMPLOYEE			

SECTION F.

CERTIFICATION

1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGMENT OF THE INDIVIDUAL BEING RATED.		
A. THIS DATE 23 May 1958	B. TYPE, DATE, AND SIGNATURE OF SUPERVISOR Alfred C. Ulmer, Jr.	C. SUPERVISOR'S OFFICIAL TITLE Chief, Far East Division
2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND OFFER ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.		
A. THIS DATE 18 JUN 1958	B. TYPE, DATE, AND SIGNATURE OF REVIEWING OFFICIAL Richard Helms	C. OFFICIAL TITLE OF REVIEWING OFFICIAL Chief of Operations, DD/P

SECTION G.

ESTIMATE OF POTENTIAL

1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES

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

6	1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
6	3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES
	4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES
6	5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING
	6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL
6	7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES

2. SUPERVISORY POTENTIAL

DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? ☐ Yes ☐ No If your answer is "Yes," indicate below your opinion in terms of the level of supervisory ability this person will reach AFTER NECESSARY TRAINING. Indicate your opinion by checking the appropriate rating below which equals closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.

DESCRIPTIVE RATING NUMBER	0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION	1 - BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION	2 - BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION	3 - BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION
ACTUAL	POTENTIAL	DESCRIBE SITUATION		
3		A GROUP DOING THE BASIC JOB (Such as clerical, stenographic, technicians or professional specialties of various kinds) where contact with immediate subordinates is frequent (First line supervisor)		
3		A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors)		
	3	A GROUP, WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level)		
	3	WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT		
3		WHEN IMMEDIATE SUBORDINATES' ACTIVITIES ARE CHANGING AND NEED CAREFUL COORDINATION		
3		WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX		
		OTHER (Specify)		

SECRET

(When Filled In)

1. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION <div style="text-align: center; font-weight: bold;">12 months</div>		OFFICE OF PERSONNEL JUN 26 2 02 PM '58 MAIL ROOM			
4. COMMENTS CONCERNING POTENTIAL <div style="text-align: center; font-weight: bold; padding: 10px;">Subject is top calibre for station or division chief.</div>					
SECTION M. FUTURE PLANS TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL <div style="height: 100px;"></div>					
2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS <div style="height: 100px;"></div>					
SECTION I. DESCRIPTION OF INDIVIDUAL DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report. X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL 1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE 2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE 3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE 4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE 5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE					
CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
5	1. ABLE TO SEE EMPLOYER'S POINT OF VIEW	5	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	5	21. IS EFFECTIVE IN DISCUSSIONS WITH AN OPPOSED
5	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	4	12. SHOWS ORIGINALITY	5	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
5	3. HAS INITIATIVE	5	13. ACCEPTS RESPONSIBILITIES	5	23. IS THOUGHTFUL OF OTHERS
5	4. IS ANALYTIC IN HIS THINKING	5	14. ADMITS HIS ERRORS	5	24. WORKS WELL UNDER PRESSURE
4	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	5	15. RESPONDS WELL TO SUPERVISION	5	25. DISPLAYS JUDGEMENT
5	6. KNOWS WHEN TO SEEK ASSISTANCE	5	16. DOES HIS JOB WITHOUT STRONG SUPPORT	5	26. IS SECURITY CONSCIOUS
5	7. CAN GET ALONG WITH PEOPLE	5	17. COMES UP WITH SOLUTIONS TO PROBLEMS	4/5	27. IS VERSATILE
5	8. HAS MEMORY FOR FACTS	5	18. IS OBSERVANT	5	28. HIS CRITICISM IS CONSTRUCTIVE
5	9. GETS THINGS DONE	5	19. THINKS CLEARLY	5	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
4/5	10. CAN COPE WITH EMERGENCIES	5	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	5	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET

SECRET

(When Filled In)

FITNESS REPORT (Part I) PERFORMANCE

INSTRUCTIONS

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

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 20-370. It is recommended that you read the entire form before completing any sections. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item 8, of Section "A" below.

SECTION A.

GENERAL

1. NAME (Last) EROE,	(First) WILLIAM	(Middle) V.	2. DATE OF BIRTH 24 August 1913	3. SEX M	4. SERVICE DESIGNATION DI
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT DDP/FE/Branch 2			6. OFFICIAL POSITION TITLE Area Ops Off		
7. GRADE GS-15	8. DATE REPORT DUE IN OP 12 July 1957	9. PERIOD COVERED BY THIS REPORT (Inclusive dates) June 1956 to 21 June 1957			
10. TYPE OF REPORT (Check one) <input checked="" type="checkbox"/> ANNUAL		REASSIGNMENT-SUPERVISOR		SPECIAL (Specify)	

SECTION B.

CERTIFICATION

1. FOR THE RATER: THIS REPORT ☒ HAS ☐ HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT.

A. (Check ☒) APPROPRIATE STATEMENTS:

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

11. DATE **21 June 1957**

12. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR **Vernet L. Gresham**

13. SUPERVISOR'S OFFICIAL TITLE **DCFE**

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

BY	DATE
Posted Pos. Control DP	7-15-57
Reviewed by DP	7-15-57

CONTINUED ON ATTACHED SHEET

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

14. DATE **27 June 1957**

15. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL **Alfred C. Wimer, Jr.**

16. OFFICIAL TITLE OF REVIEWING OFFICIAL **Chief, Far East Division**

SECTION C.

JOB PERFORMANCE EVALUATION

1. RATING OF GENERAL PERFORMANCE OF DUTIES

DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

5	1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
	2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.
	3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
	4. PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.
	5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.

6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.

COMMENTS:

SECRET

(When Filled In)

OFFICE OF PERSONNEL

2 RATINGS ON PERFORMANCE OF SPECIFIC DUTIES

DIRECTIONS:

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

DESCRIPTIVE RATING NUMBER	1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY 2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY 3 - PERFORMS THIS DUTY ACCEPTABLY 4 - PERFORMS THIS DUTY IN A COMPETENT MANNER 5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB	6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS 7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY
SPECIFIC DUTY NO. 1 Supervision of large operational branch	RATING NUMBER 6	SPECIFIC DUTY NO. 4 Coordinates with other offices RATING NUMBER 6
SPECIFIC DUTY NO. 2 Has and uses area knowledge	RATING NUMBER 5	SPECIFIC DUTY NO. 5 Evaluates significance of data RATING NUMBER 6
SPECIFIC DUTY NO. 3 Develops new programs	RATING NUMBER 5	SPECIFIC DUTY NO. 6 RATING NUMBER

3 NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

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

Subject is an extremely well-rounded, highly capable officer. He has considerable executive and organizational ability. He is mature, reasonable, cooperative, and very highly motivated. He tackles all assignments with energy and tenacity. No significant weaknesses have been observed. I would rank him very near the top of personnel known to me at the same grade level.

SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION

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

- 1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED
- 2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW
- 3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION
- 4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION
- 5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS
- 6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION
- 7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION

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

Subject would be equally as effective in other positions, such as chief of a field installation.

SECRET

SECRET

(When Filled In)

FITNESS REPORT (Part II) POTENTIAL

INSTRUCTIONS

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

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the OI no later than 30 days after the due date indicated in item 8 of Section "E" below.

SECTION E.

GENERAL

1. NAME (Last) (First) (Middle) BROE, WILLIAM V.	2. DATE OF BIRTH 24 August 1913	3. SEX M	4. SERVICE DESIGNATION DI
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT DDP/FE/Branch 2	6. OFFICIAL POSITION TITLE Area Ops Off		
7. GRADE GS-15	8. DATE REPORT DUE IN OP 12 July 1957	9. PERIOD COVERED BY THIS REPORT (Inclusive dates) June 1956 to 21 June 1957	
10. TYPE OF REPORT (Check one) <input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT-SUPERVISOR <input type="checkbox"/> REASSIGNMENT-EMPLOYEE	SPECIAL (Specify)		

SECTION F.

CERTIFICATION

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

A. THIS DATE 21 June 1957	B. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR Vernet L. Gresham	C. SUPERVISOR'S OFFICIAL TITLE Deputy Chief, Far East Div.
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2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.

A. THIS DATE 27 June 1957	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL Alfred C. Ulmer, Jr.	C. OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, Far East Division
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SECTION G.

ESTIMATE OF POTENTIAL

1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES

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

5 RATING NUMBER	1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES
	4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES
	5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING
	6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL
	7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES

2. SUPERVISORY POTENTIAL

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

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

SECRET

(When Filled In)

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

4. COMMENTS CONCERNING POTENTIAL

Subject has the potential to assume greater responsibility. *04/18* fully capable of heading an important field station and is also qualified for greater responsibility at Headquarters.

MAIL ROOM

SECTION II.

FUTURE PLANS

1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL

A course in management would be useful at some point in his career. Other specialized training would depend on the nature of his future assignments.

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

Subject is married and has four children aged 11, 9, 7, and 18 months. He also has a dependent mother (age 76).

SECTION I.

DESCRIPTION OF INDIVIDUAL

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

X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL
1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE
2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE
3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE
4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE
5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE

CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
5	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	4	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	4	21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES
5	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	4	12. SHOWS ORIGINALITY	4	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
4	3. HAS INITIATIVE	5	13. ACCEPTS RESPONSIBILITIES	5	23. IS THOUGHTFUL OF OTHERS
5	4. IS ANALYTIC IN HIS THINKING	4	14. ADMITS HIS ERRORS	5	24. WORKS WELL UNDER PRESSURE
4	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	5	15. RESPONDS WELL TO SUPERVISION	5	25. DISPLAYS JUDGEMENT
5	6. KNOWS WHEN TO SEEK ASSISTANCE	5	16. DOES HIS JOB WITHOUT STRONG SUPPORT	5	26. IS SECURITY CONSCIOUS
5	7. CAN GET ALONG WITH PEOPLE	4	17. COMES UP WITH SOLUTIONS TO PROBLEMS	5	27. IS VERSATILE
5	8. HAS MEMORY FOR FACTS	4	18. IS OBSERVANT	4	28. HIS CRITICISM IS CONSTRUCTIVE
4	9. GETS THINGS DONE	5	19. THINKS CLEARLY	5	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
5	10. CAN COPE WITH EMERGENCIES	4	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	5	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET

SECRET

(When Filled In)

FITNESS REPORT (Part I) PERFORMANCE

INSTRUCTIONS

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

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 20-370. It is recommended that you read the entire form before completing any portion. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item 8, of Section A below.

SECTION A.

GENERAL

1. NAME (Last) BROE	(First) William	(Middle) V.	2. DATE OF BIRTH 24 August 1913	3. SEX M	4. SERVICE DESIGNATION SD:DI
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT DDP/FE/Branch 2			6. OFFICIAL POSITION TITLE Area Operations Officer (Br. Cl.)		
7. GRADE 15	8. DATE REPORT DUE IN OP 11 July 1956		9. PERIOD COVERED BY THIS REPORT (Inclusive dates) 18 Jan 1956 - 21 June 1956		
10. TYPE OF REPORT (Check one) <input checked="" type="checkbox"/> ANNUAL		<input type="checkbox"/> INITIAL	<input type="checkbox"/> REASSIGNMENT-SUPERVISOR	<input type="checkbox"/> SPECIAL (Specify)	
		<input type="checkbox"/> PROMOTION-EMPLOYEE			

SECTION B.

CERTIFICATION

1. FOR THE RATER: THIS REPORT ☒ HAS ☐ HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT.

A. CHECK (X) APPROPRIATE STATEMENTS:

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

11. THIS DATE 26 June 1956	C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR Vernet L. Gresham	D. SUPERVISOR'S OFFICIAL TITLE Deputy Chief, FE
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2. FOR THE REVIEWING OFFICIAL: RECORD ANY SUBSTANTIAL DIFFERENCE OF OPINION WITH THE SUPERVISOR, OR ANY OTHER INFORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.

BY	DATE
Posted For Control WLA	18 JUL 1956
Reviewed by WLA	

☐ CONTINUED ON ATTACHED SHEET

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

A. THIS DATE 27 June 1956	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL Alfred C. Ulmer, Jr.	C. OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, FE
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SECTION C. JOB PERFORMANCE EVALUATION

1. RATING ON GENERAL PERFORMANCE OF DUTIES

DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

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

COMMENTS:

SECRET

Performance

(4)

SECRET

(When Filled In)

2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES			
DIRECTIONS: a. State in the spaces below up to six of the more important SPECIFIC duties performed during this rating period. Place the most important first. Do not include minor or unimportant duties. b. Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty. c. For supervisors, ability to supervise will always be rated as a specific duty (do not rate as supervisors those who supervise a secretary only). d. Compare in your mind, when possible, the individual being rated with others performing the same duty at a similar level of responsibility. e. Two individuals with the same job title may be performing different duties. If so, rate them on different duties. f. Be specific. Examples of the kind of duties that might be rated are: <div style="display: flex; justify-content: space-between;"> <div> ORAL BRIEFING GIVING LECTURES CONDUCTING SEMINARS WRITING TECHNICAL REPORTS CONDUCTING EXTERNAL LIAISON TYPING TAKING DICTATION SUPERVISING </div> <div> HAS AND USES AREA KNOWLEDGE DEVELOPS NEW PROGRAMS ANALYZES INDUSTRIAL REPORTS MANAGES FILES OPERATES RADIO COORDINATES WITH OTHER OFFICES WRITES REGULATIONS PREPARES CORRESPONDENCE </div> <div> CONDUCTS INTERROGATIONS PREPARES SUMMARIES TRANSLATES GERMAN DEBRIEFING SOURCES KEEPS BOOKS DRIVES TRUCK MAINTAINS AIR CONDITIONING EVALUATES SIGNIFICANCE OF DATA </div> </div> g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.			
DESCRIPTIVE RATING NUMBER 1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY. 2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY. 3 - PERFORMS THIS DUTY ACCEPTABLY. 4 - PERFORMS THIS DUTY IN A COMPETENT MANNER. 5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB. 6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS. 7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY.			
SPECIFIC DUTY NO. 1	RATING NUMBER	SPECIFIC DUTY NO. 4	RATING NUMBER
Supervising	6	Prepares correspondence	5
SPECIFIC DUTY NO. 2	RATING NUMBER	SPECIFIC DUTY NO. 5	RATING NUMBER
Has and uses Area knowledge	6	Develops new programs	5
SPECIFIC DUTY NO. 3	RATING NUMBER	SPECIFIC DUTY NO. 6	RATING NUMBER
Coordinates with other offices	6	Conducting external liaison	6
3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job. Subject is a forceful, energetic officer who is doing an excellent job in a very difficult assignment -- direction of a large and complex operational branch targeted at a denied area. Subject is flexible, cooperative, and a superior "team man." The production and overall efficiency of his branch have improved markedly during his year of supervision and direction.			
SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION DIRECTIONS: Take into account here everything you know about the individual... productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents... and how he fits in with your team. Compare him with others doing similar work of about the same level. 1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED 2 - OF DOUBTFUL SUITABILITY... WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW 3 - A BARELY ACCEPTABLE EMPLOYEE... BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION 4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION 5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS 6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION 7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION			
IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. IF YES, EXPLAIN FULLY: Subject is an excellent executive and has a thorough knowledge of operations.			

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(When Filled In)

FITNESS REPORT (Part II) POTENTIAL

INSTRUCTIONS

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

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the OI no later than 30 days after the due date indicated in item 8 of Section "F" below.

SECTION E. GENERAL			
1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. SERVICE DESIGNATION
BRICE William Ye	24 August 1913	M	SD:DI
5. OFFICE DIVISION/BRANCH OF ASSIGNMENT		6. OFFICIAL POSITION TITLE	
DDF/SS/Branch 2		Area Operations Officer <i>Pr. Ch.</i>	
7. GRADE	8. DATE REPORT DUE IN OP	9. PERIOD COVERED BY THIS REPORT (Inclusive dates)	
15	11 July 1956	18 Jan 1956 - 21 June 1956	
10. TYPE OF REPORT (Check one)			
<input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT: SUPERVISOR <input type="checkbox"/> SPECIAL (Specify) <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT: EMPLOYEE			

SECTION F. CERTIFICATION		
1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGEMENT OF THE INDIVIDUAL BEING RATED		
A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR	C. SUPERVISOR'S OFFICIAL TITLE
26 June 1956	Vernon L. Greenham <i>Vernon L. Greenham</i>	Deputy Chief, FE
2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.		
A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL	C. OFFICIAL TITLE OF REVIEWING OFFICIAL
27 June 1956	Alfred C. Ulmer, Jr. <i>Alfred C. Ulmer, Jr.</i>	CPE

SECTION G. ESTIMATE OF POTENTIAL	
1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES	
INSTRUCTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered by the various <i>DAAG</i> is in his kind of work.	
<div style="border: 1px solid black; padding: 5px; text-align: center;">5</div> RATING NUMBER	1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED <i>18 JUL 1956</i>
	2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES
	4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES
	5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING
	6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL
	7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES

2. SUPERVISORY POTENTIAL	
INSTRUCTIONS: Answer this question: Has this person the ability to be a supervisor? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.	

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

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(When Filled In)

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION
12 months

4. COMMENTS CONCERNING POTENTIAL

Subject is a very fine career employee with super-grade potential.

SECTION II.

FUTURE PLANS

1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL

Subject has already had varied and valuable field and headquarters experience. It is planned that he will remain in his present assignment for at least another year. Refresher training prior to another field assignment would be helpful.

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

Subject has no unusual personal circumstances at this time which would influence his future assignments.

SECTION I.

DESCRIPTION OF INDIVIDUAL

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

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

CATEGORY NUMBER

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

CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
5	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	4	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	4	21. IS EFFECTIVE IN DISCUSSING AND RESOLVING DIFFERENCES
5	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	4	12. SHOWS ORIGINALITY	5	22. IMPLEMENTS DECISIONS AND SENSIBLE OF OWN FEELINGS
5	3. HAS INITIATIVE	5	13. ACCEPTS RESPONSIBILITY	5	23. IS RESPONSIBLE TO OTHERS
4	4. IS ANALYTIC IN HIS THINKING	5	14. ADMITS HIS ERRORS	5	24. RESPONDS WELL UNDER PRESSURE
4	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	5	15. RESPONDS WELL TO SUPERVISION	5	25. SHOWS JUDGEMENT
5	6. KNOWS WHEN TO SEEK ASSISTANCE	5	16. DOES HIS JOB WITHOUT STRONG SUPPORT	5	26. IS SECRETLY SUSPICIOUS
3	7. CAN GET ALONG WITH PEOPLE	4	17. COMES UP WITH SOLUTIONS TO PROBLEMS	5	27. IS PRACTICAL
5	8. HAS MEMORY FOR FACTS	4	18. IS OBEYANT	4	28. HIS CRITICISM IS CONSTRUCTIVE
5	9. GETS THINGS DONE	5	19. THINKS CLEARLY	5	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
5	10. CAN COPE WITH EMERGENCIES	4	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	5	30. SEES ALL AS BEING STRONG AND SUPPORTIVE SUPERVISOR

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FITNESS REPORT

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

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

INSTRUCTIONS

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

TO THE SUPERVISOR: Read the entire form before attempting to complete any item. As the supervisor who assigns, directs and reviews the work of the individual, you have primary responsibility for evaluating his strengths, weaknesses, and on-the-job effectiveness as revealed by his day-to-day activities. If this individual has been under your supervision for less than 30 days, you will collaborate with his previous supervisors to make sure the report is accurate and complete. Primary responsibility rests with the current supervisor. It is assumed that, throughout the period this individual has been under your supervision, you have discharged your supervisory responsibilities by frequent discussions of his work, so that in a general way he knows where he stands.

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

SECTION I (To be filled in by Administrative Officer)

1. NAME (Last) EROE	(First) William	(Middle) Vincent	2. DATE OF BIRTH 24 Aug 1913	3. SEX M	4. CAREER DESIGNATION SD:DI
5. DATE OF ENTRANCE ON DUTY 21 June 1948	6. OFFICE ASSIGNED TO DDP	7. DIVISION FE	8. BRANCH Er. 2	9. GRADE GS-15	
9. NATURE OF ASSIGNMENT <input type="checkbox"/> DEPARTMENTAL <input type="checkbox"/> FIELD			10. IF FIELD, SPECIFY STATION:		
12. DATE THAT THIS REPORT IS DUE			13. PERIOD COVERED BY THIS REPORT (Inclusive dates) Special Report April 1955 - March Jan 1956		

SECTION II (To be filled in by Supervisor)

1. CURRENT POSITION Chief, FE/2 - Area Ops Officer (ER. CH.)	2. DATE ASSUMED RESPONSIBILITY FOR POSITION 18 April 1955
3. WHAT SPECIFIC ASSIGNMENTS OR TASKS ARE TYPICAL OF THOSE GIVEN TO HIM DURING THE PAST THREE TO SIX MONTHS (List in order of frequency):	

Typical duties of a branch chief of a large, complex branch with duties and responsibilities involving administration and operations.

BY <i>mea</i>	DATE <i>5 Apr 56</i>
Posted For Control _____	
Reviewed by FUD <i>R 4/4</i>	

READ THE ENTIRE FORM BEFORE ATTEMPTING TO COMPLETE ANY ITEM

SECTION III

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

This report ☐ has ☒ has not been shown to the individual rated.

THIS DATE 23 March 1956	NAME AND SIGNATURE OF RATER (Employee's immediate supervisor) <i>Ernest A. Ray Jr.</i>
I HAVE REVIEWED THIS REPORT (Comments, if any, are reflected by attached memorandum)	
THIS DATE 23 March 1956	NAME AND SIGNATURE OF SUPERVISING OFFICIAL (Official next higher in line of authority) <i>Vincent L. Sherman</i>

FORM NO. 45 REPLACES PREVIOUS EDITIONS OF
1 JAN 55 THIS FORM WHICH MAY BE USED.

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SECRET
(When Filled In)

SECTION IV

This section is provided as an aid in describing the individual. Your description should be objective, not favorable or unfavorable in itself but acquire its meaning in relation to a particular job or assignment. The descriptive words are to be interpreted literally.

On the left hand side of the page below are a series of statements that apply in some degree to most people. On the right hand side of the page are four major categories of descriptions. The "Does Not Apply" category is divided into three small blocks; this is to allow you to make finer distinctions. Look at the statement on the left - then check the category on the right which best tells how much the statement applies to the person you are rating. Placing an "X" in the "Not Observed" column means you have no opinion on whether a phrase applies to an individual. Placing an "X" in the "Does Not Apply" column means that you have the definite opinion that the description is not at all suited to the individual.

STATEMENTS	NOT OB- SERVED	CATEGORIES				
		DOES NOT APPLY	APPLIES TO A LIMITED DEGREE	APPLIES TO A REASONABLE DEGREE	APPLIES TO AN ABOVE AVERAGE DEGREE	APPLIES TO AN OUTSTANDING DEGREE
A. ABLE TO SEE ANOTHER'S POINT OF VIEW.			X			
B. PRACTICAL.					X	
1. A GOOD REPORTER OF EVENTS.						X
2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES.						X
3. CAUTIOUS IN ACTION.						X
4. HAS INITIATIVE.						X
5. UNEMOTIONAL.						X
6. ANALYTIC IN HIS THINKING.						X
7. CONSTANTLY STRIVING FOR NEW KNOWLEDGE AND IDEAS.						X
8. GETS ALONG WITH PEOPLE AT ALL SOCIAL LEVELS.						X
9. HAS SENSE OF HUMOR.						X
10. KNOWS WHEN TO SEEK ASSISTANCE.						X
11. CALM.						X
12. CAN GET ALONG WITH PEOPLE.						X
13. MEMORY FOR FACTS.						X
14. GETS THINGS DONE.						X
15. KEEPS ORIENTED TOWARD LONG TERM GOALS.						X
16. CAN COPE WITH EMERGENCIES.						X
17. HAS HIGH STANDARDS OF ACCOMPLISHMENT.						X
18. HAS STAMINAL CAN KEEP GOING A LONG TIME.						X
19. HAS WIDE RANGE OF INFORMATION.					X	
20. SHOWS ORIGINALITY.						X
21. ACCEPTS RESPONSIBILITIES.						X
22. ADMITS HIS ERRORS.						X
23. RESPONDS WELL TO SUPERVISION.						X
24. EVEN DISPOSITION.						X
25. ABLE TO DO HIS JOB WITHOUT STRONG SUPPORT.						X

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SECRET
(When Filled In)

26. CAN THINK ON HIS FEET.								X		
27. COMES UP WITH SOLUTIONS TO PROBLEMS.								X		
28. STIMULATING TO ASSOCIATES; A "SPARK PLUG".									X	
29. YOUNG MINDED.								X		
30. OBSERVANT.								X		
31. CAPABLE.									X	
32. CLEAR THINKING.								X		
33. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS.								X		
34. EVALUATES SELF REALISTICALLY.								X		
35. WELL INFORMED ABOUT CURRENT EVENTS.								X		
36. DELIBERATE.								X		
37. EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES.									X	
38. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS.								X		
39. THOUGHTFUL OF OTHERS.									X	
40. WORKS WELL UNDER PRESSURE.									X	
41. DISPLAYS JUDGEMENT.								X		
42. GIVES CREDIT WHERE CREDIT IS DUE.									X	
43. HAS DRIVE.								X		
44. IS SECURITY CONSCIOUS.									X	
45. VERSATILE.								X		
46. HIS CRITICISM IS CONSTRUCTIVE.								X		
47. ABLE TO INFLUENCE OTHERS.								X		
48. FACILITATES SMOOTH OPERATION OF HIS OFFICE.									X	
49. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION.								X		
50. A GOOD SUPERVISOR.									X	

SECTION V

A. WHAT ARE HIS OUTSTANDING STRENGTHS?

Dependability and ability to accomplish assigned duties with the minimum of supervision and guidance; enthusiasm for his work.

B. WHAT ARE HIS OUTSTANDING WEAKNESSES?

None observed

SECRET

SECRET
(When Filled In)

C. INDICATE IF YOU THINK THAT ANY SINGLE STRENGTH OR WEAKNESS OUTWEIGHS ALL OTHER CONSIDERATIONS.

See Section V - A

OFFICE OF PERSONNEL

D. DO YOU FEEL THAT HE REQUIRES CLOSE SUPERVISION? ☒ NO ☐ YES. IF YES, WHY?

APR 3 1 57 PM '56

E. WHAT TRAINING DO YOU RECOMMEND FOR THIS INDIVIDUAL?

MAIL ROOM

As Required by Agency Regulations

F. OTHER COMMENTS (Indicate here general traits, specific habits or characteristics not covered elsewhere in the report but which have a bearing on effective utilization of this person):

SECTION VI

Read all descriptions before rating. Place "X" in the most appropriate box under subactions A,B,C,&D

A. DIRECTIONS: Consider only the skill with which the person has performed the duties of his job and rate him accordingly.

- ☐ 1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
- ☐ 2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES COMPETENTLY.
- ☐ 3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
- ☐ 4. PERFORMS DUTIES IN A TYPICALLY COMPETENT, EFFECTIVE MANNER.
- ☒ 5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
- ☐ 6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE RATER.

IS THIS INDIVIDUAL BETTER QUALIFIED FOR WORK IN SOME OTHER AREA? ☐ NO ☐ YES. IF YES, WHAT?

C. DIRECTIONS: Based upon what he has said, his actions, and any other indications, give your opinion of this person's attitude toward the agency.

- ☐ 1. HAS AN ANTAGONISTIC ATTITUDE TOWARD THE AGENCY... WILL DEFINITELY LEAVE THE AGENCY AT THE FIRST OPPORTUNITY.
- ☐ 2. HAS STRONG NEGATIVE ATTITUDE TOWARD AGENCY... IRKED BY RESTRICTIONS... REGARDS AGENCY AS A TEMPORARY STOP UNTIL HE CAN GET SOMETHING BETTER.
- ☐ 3. TENDS TO HAVE AN UNFAVORABLE ATTITUDE TOWARD THE AGENCY... BOTHERED BY MINOR FRUSTRATIONS... WILL QUIT IF THESE CONTINUE.
- ☐ 4. HIS ATTITUDE TOWARD THE AGENCY IS INDIFFERENT... HAS "WAIT AND SEE" ATTITUDE... WOULD LEAVE IF SOMEONE OFFERED HIM SOMETHING BETTER.
- ☐ 5. TENDS TO HAVE FAVORABLE ATTITUDE TOWARD AGENCY... MAKES ALLOWANCES FOR RESTRICTIONS IMPOSED BY WORKING FOR AGENCY... THINKS IN TERMS OF A CAREER IN THE AGENCY.
- ☒ 6. DEFINITELY HAS FAVORABLE ATTITUDE TOWARD THE AGENCY... BARRING AN UNEXPECTED OUTSIDE OPPORTUNITY, WILL PROBABLY ENDEAVOR TO MAKE A CAREER IN THE AGENCY.
- ☐ 7. HAS AN ENTHUSIASTIC ATTITUDE TOWARD THE AGENCY... WILL PROBABLY NEVER CONSIDER WORKING ANY PLACE BUT IN THE AGENCY.

B. DIRECTIONS: Considering others of this person's grade and type of assignment, how would you rate him on potentiality for assumption of greater responsibilities normally indicated by promotion.

- ☐ 1. HAS REACHED THE HIGHEST GRADE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED.
- ☒ 2. IS MAKING PROGRESS, BUT NEEDS MORE TIME IN PRESENT GRADE BEFORE PROMOTION TO A HIGHER GRADE CAN BE RECOMMENDED.
- ☐ 3. IS READY TO TAKE ON RESPONSIBILITIES OF THE NEXT HIGHER GRADE, BUT MAY NEED TRAINING IN SOME AREAS.
- ☐ 4. WILL PROBABLY ADJUST QUICKLY TO THE MORE RESPONSIBLE DUTIES OF THE NEXT HIGHER GRADE.
- ☐ 5. IS ALREADY PERFORMING AT THE LEVEL OF THE NEXT HIGHER GRADE.
- ☐ 6. AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR RAPID ADVANCEMENT.

D. DIRECTIONS: Consider everything you know about this person in making your rating... skill in job duties, conduct on the job, personal characteristics or habits, and special defects or talents.

- ☐ 1. DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED.
- ☐ 2. OF DOUBTFUL SUITABILITY... WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW.
- ☐ 3. A BARELY ACCEPTABLE EMPLOYEE... DEFINITELY BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION.
- ☐ 4. A TYPICAL EMPLOYEE... HE DISPLAYS THE SAME SUITABILITY AS MOST OF THE PEOPLE I KNOW IN THE AGENCY.
- ☐ 5. A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS.
- ☒ 6. AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE AGENCY.
- ☐ 7. EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE AGENCY.

SECRET

SECRET

CUMULATIVE TRAINING RECORD					DATE
NAME William V. D'Amico					PROJECTED PERSONNEL ACTION
					PROMOTION ROTATION
					REASSIGNMENT TRAVEL
					OTHER (Captain)
FROM: I.O. (Det. Ch.) GS-14 FE/Japan					TO: AOS
T.O. (Det. Ch.) GS-15 IE/Japan					
X	COURSE	DATE TAKEN	X	OTHER TRAINING COURSES	DATE TAKEN
	BIC(CS), ALSO				
	BIC, BPO, SOC, BTP AND AOC	48 (max 2 units)			
	BTP II, ALSO OC				
	BTP III, ALSO				
	AIC, AITC, AOC AND CA	48			
	PO, ALSO PM I, II, III AND RAFT				
	ITC ALSO CI (ECH)	51			
	ADMIN	48			
	SIC				
	SUP				
	CFA				
	RPTB				
	DB				
	OSC (CI)				
	EA				
	CPW				
	WPSOC				
	CPD				
	STB				
	CEW				
	IT				
	GW				
	SAN				
	AO				
	WO				
	SUR				
	BFOT	51			
	DOC				
	LOCKS				
	S/W	50			
	F A S				
	SAF				
TO: Personnel Officer,					FROM: Career Management Officer
<p>The above projected personnel action has been <input type="checkbox"/> approved <input type="checkbox"/> disapproved by the Career Service Board. Additional training as indicated above has been recommended by the Training Officer to satisfy requirements of the proposed personnel action.</p> <p>Please schedule these courses as soon as possible through your Division Training Officer who will coordinate with the Senior Staff Training Officer.</p>					
DATE					SIGNATURE OF CAREER MANAGEMENT OFFICER
12/1/54					

FORM NO. 59-77
1 JAN 54
PREVIOUS EDITION MAY BE USED
REPLACES FORM NO. 59-112
AUG 1953 WHICH MAY BE USED

SECRET

(2-4-45)

SECRET

Form Filled In

37 ✓

FIELD FITNESS REPORT

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

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

INSTRUCTIONS

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

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

revealed by his day-to-day activities. If this individual has been under your supervision for less than 30 days, you will collaborate, if practicable, with his previous supervisors to make sure the report is accurate and complete. Primary responsibility rests with the current supervisor. It is assumed that, throughout the period this individual has been under your supervision, you have discharged your supervisory responsibilities by frequent discussions of his work, so that in a general way he knows where he stands.

Reviewed

Rd 5/18/55

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

SECTION I

LEAVE BLANK - FOR HEADQUARTERS USE ONLY

WILLIAM VINCENT BROE

1. DATE OF BIRTH

24 Aug. 1913

2. SEX

M

3. SERVICE DESIGNATION

D1 ✓

4. GRADE

GS-15

5. STATION DESIGNATION (Current)

China Mission Headquarters (Yokosuka)

6. DUE DATE OF THIS REPORT

30 November 1954

7. PERIOD COVERED BY THIS REPORT (Inclusive dates)

23 June 1954 to 30 November 1954

SECTION II (To be completed by field supervisor)

1. CURRENT POSITION

Deputy Chief of Mission

0136.01

2. DATE ASSUMED RESPONSIBILITY FOR POSITION

15 December 1953

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

Deputy Chief, China Mission. Subject acts as general manager of the Mission Headquarters and in the absence of the Chief of Mission subject acts as Chief of Mission.

SECTION III (To be completed at headquarters only)

DO NOT COMPLETE - FOR HEADQUARTERS USE ONLY

AUTHENTICATION OF REPORT AND SIGNATURES

1. NAME OF RATER (True)

DESMOND FITZGERAID

2. NAME OF REVIEWING OFFICIAL IN FIELD (True)

HARVEY E. OVERSCH

3. THIS REPORT

[X] WAS

[] WAS NOT SHOWN TO THE INDIVIDUAL BEING RATED.

4. DATE REPORT AUTHENTICATED AT HQS.

25 March

5. NAME AND SIGNATURE OF ADMINISTRATIVE OR PERSONNEL OFFICER AT HEADQUARTERS AUTHORIZED TO AUTHENTICATE FITNESS REPORT AND SIGNATURES

Mary J. Williams

DO NOT COMPLETE - FOR HEADQUARTERS USE ONLY

SECRET
(When Filled In)

OFFICE OF PERSONNEL

SECTION IV

This section is provided as an aid in describing the individual. Your description is not favorable or unfavorable in itself but acquires its meaning in relation to a particular job or assignment. No descriptive words should be interpreted literally.

On the left hand side of the page below are a series of statements that apply in some degree to most people. On the right hand side of the page are four major categories of descriptions. The scale within each category is divided into three small blocks; this is to allow you to make finer distinctions if you so desire. Look at the statement on the left - then check the category on the right which best tells how much the statement applies to the person you are rating. Placing an "X" in the "Not Observed" column means you have no definite opinion on whether a phrase applies to an individual. Placing an "X" in the "Does Not Apply" column means that you have a definite opinion that the description is not at all suited to the individual.

STATEMENTS		CATEGORIES					
		NOT OBSERVED	DOES NOT APPLY	APPLIES TO A LIMITED DEGREE	APPLIES TO A REASONABLE DEGREE	APPLIES TO AN ABOVE AVERAGE DEGREE	APPLIES TO AN OUTSTANDING DEGREE
A. ABLE TO SEE ANOTHER'S POINT OF VIEW.	SAMPLES			X			
B. PRACTICAL.						X	
1. A GOOD REPORTER OF EVENTS.							X
2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES.							X
3. CAUTIOUS IN ACTION.						X	
4. HAS INITIATIVE.							X
5. UNEMOTIONAL.							X
6. ANALYTIC IN HIS THINKING.							X
7. CONSTANTLY STRIVING FOR NEW KNOWLEDGE AND IDEAS.						X	
8. GETS ALONG WITH PEOPLE AT ALL SOCIAL LEVELS.							X
9. HAS SENSE OF HUMOR.							X
10. KNOWS WHEN TO SEEK ASSISTANCE.						X	
11. CALM.							X
12. CAN GET ALONG WITH PEOPLE.							X
13. MEMORY FOR FACTS.							X
14. GETS THINGS DONE.							X
15. KEEPS ORIENTED TOWARD LONG TERM GOALS.							X
16. CAN COPE WITH EMERGENCIES.							X
17. HAS HIGH STANDARDS OF ACCOMPLISHMENT.							X
18. HAS STAMINA; CAN KEEP GOING A LONG TIME.							X
19. HAS WIDE RANGE OF INFORMATION.						X	
20. SHOWS ORIGINALITY.						X	
21. ACCEPTS RESPONSIBILITIES.							X
22. ADMITS HIS ERRORS.						X	
23. RESPONDS WELL TO SUPERVISION.							X
24. EVEN DISPOSITION.							X
25. ABLE TO DO HIS JOB WITHOUT STRONG SUPPORT.							X

SECRET

SECRET

SECRET
(When Filled In)

OFFICE OF PERSONNEL
OPERATIONS:

C. INDICATE IF YOU THINK THAT ANY SINGLE STRENGTH OR WEAKNESS OUTWEIGNS ALL OTHER CONSIDERATIONS

See A above

APR 14 11 44 AM '55

D. DO YOU FEEL THAT HE REQUIRES CLOSE SUPERVISION? ☒ NO ☐ YES. IF YES, WHY?

MAIL ROOM

E. WHAT TRAINING DO YOU RECOMMEND FOR THIS INDIVIDUAL?

On subject's return to Headquarters, it is suggested that he take the Communist Party Organization course.

F. OTHER COMMENTS (Indicate here general traits, specific habits or characteristics not covered elsewhere in the report but which have a bearing on effective utilization of this person):

SECTION VI

Read all descriptions before rating. Place "X" in the most appropriate box under subsections A,B,C, & D

A. DIRECTIONS: Consider only the skill with which the person has performed the duties of his job and rate him accordingly.

- ☐ 1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
- ☐ 2. BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES COMPLETELY.
- ☐ 3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEARINESS.
- ☐ 4. PERFORMS DUTIES IN A TYPICALLY COMPETENT, EFFECTIVE MANNER.
- ☐ 5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
- ☒ 6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE RATER.

IS THIS INDIVIDUAL BETTER QUALIFIED FOR WORK IN SOME OTHER AREA? ☒ NO ☐ YES. IF YES, WHAT?

C. DIRECTIONS: Based upon what he has said, his notions, and any other indications, give your opinion of this person's attitude toward the organization.

- ☐ 1. HAS AN ANTAGONISTIC ATTITUDE TOWARD THE AGENCY.
...WILL DEFINITELY LEAVE THE ORGANIZATION AT THE
FIRST OPPORTUNITY.
- ☐ 2. HAS STRONG NEGATIVE ATTITUDE TOWARD ORGANIZA-
TION...IRKED BY RESTRICTIONS...REGARDS AGENCY
AS A TEMPORARY STOP UNTIL HE CAN GET SOMETHING
BETTER.
- ☐ 3. TENDS TO HAVE AN UNFAVORABLE ATTITUDE TOWARD
THE ORGANIZATION..BOthered BY MINOR FRUSTA-
TIONS..WILL QUIT IF THESE CONTINUE.
- ☐ 4. HIS ATTITUDE TOWARD THE ORGANIZATION IS INDIF-
FERENT...HAS "WAIT AND SEE" ATTITUDE...WOULD
LEAVE IF SOMEONE OFFERED HIM SOMETHING BETTER.
- ☐ 5. TENDS TO HAVE FAVORABLE ATTITUDE TOWARD ORGANI-
ZATION...MAKES ALLOWANCES FOR RESTRICTIONS
IMPOSED BY WORKING FOR ORGANIZATION...THINKS
IN TERMS OF A CAREER IN THE ORGANIZATION.
- ☐ 6. DEFINITELY HAS FAVORABLE ATTITUDE TOWARD THE
ORGANIZATION..BARRING AN UNEXPECTED OUTSIDE
OPPORTUNITY, WILL PROBABLY ENDEAVOR TO MAKE A
CAREER IN THE ORGANIZATION
- ☒ 7. HAS AN ENTHUSIASTIC ATTITUDE TOWARD THE ORGA-
NIZATION. ~~XXXXXXXXXXXXXXXXXXXXXXXXXXXXX~~

2. DIRECTIONS: Considering others of this person's grade and type of assignment, how would you rate him on potentiality for assumption of greater responsibilities normally indicated by promotion.

- ☐ 1. HAS REACHED THE HIGHEST GRADE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED.
- ☐ 2. IS MAKING PROGRESS, BUT NEEDS MORE TIME IN PRESENT GRADE BEFORE PROMOTION TO A HIGHER GRADE CAN BE RECOMMENDED.
- ☐ 3. IS READY TO TAKE ON RESPONSIBILITIES OF THE NEXT HIGHER GRADE, BUT MAY NEED TRAINING IN SOME AREAS.
- ☐ 4. WILL PROBABLY ADJUST QUICKLY TO THE MORE RESPONSIBLE DUTIES OF THE NEXT HIGHER GRADE.
- ☐ 5. IS ALREADY PERFORMING AT THE LEVEL OF THE NEXT HIGHER GRADE.
- ☒ 6. AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR ~~EXTRA~~ ADVANCEMENT.

steady

D. DIRECTIONS: Consider everything you know about this person in making your rating, still in job duties, conduct on the job, personal characteristics or habits, and special defects or talents.

- ☐ 1. DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED.
- ☐ 2. OF DOUBTFUL SUITABILITY..WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW.
- ☐ 3. A BARELY ACCEPTABLE EMPLOYEE., DEFINITELY BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION.
- ☐ 4. A TYPICAL EMPLOYEE..HE DISPLAYS THE SAME SUITABILITY AS MOST OF THE PEOPLE I KNOW IN THE ORGANIZATION.
- ☐ 5. A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS.
- ☐ 6. AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION.
- ☒ 7. EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION.

SECRET

CONFIDENTIAL

STATUS AND EFFICIENCY REPORT

SECTIONS 1 THROUGH 6 WILL BE COMPLETED BY EMPLOYEE. TYPEWRITER WILL BE USED IF POSSIBLE.

1. NAME (PRINTED) LAST FIRST MIDDLE CAP DATING SALARY DATE OF ASSIGNMENT TO PRESENT DUTY
Egan William Vincent 50-14 8800 1 Feb 1951

2. DESCRIPTION OF DUTIES SINCE LAST EFFICIENCY REPORT. (LIST MOST RECENT FIRST. DESCRIBE CONCISELY BUT FULLY)
Chief, Field Operations Philippines, in charge of all 920 operations in Philippines
Chief of Station, Manila Research Unit, Manila, P.I.

3. IF COURSES OF INSTRUCTION WERE COMPLETED DURING PERIOD OF THIS REPORT, LIST TITLE, LOCATION OF SCHOOL, LENGTH OF COURSE AND DATE COMPLETED.
Congo Unifling course, 15 Jan 51; photography 2 - 6 Jan 51;
Locking devices 2 - 2 Jan 51

4. PROFICIENCY IN FOREIGN LANG. READING SPEAKING UNDERSTANDING
None

5. IF PREFERENCE FOR NEXT DUTY AFTER TERMINATION OF CURRENT ASSIGNMENT (IF IN US-50 STATE)
TYPE OF DUTY LOCATION
Preference unknown, this report prepared in headquarters.

6. HAVE THERE BEEN ANY CHANGES IN PERSONAL STATUS SINCE ORIGINAL EMPLOYMENT OR LAST REPORT - WHICHEVER IS LATER?
MARITAL STATUS YES NO NUMBER OF DEPENDENTS YES NO EMERGENCY ADDRESSEE YES NO LEGAL ADDRESS YES NO
X NO X NO X NO X NO
IF THE ANSWER TO ANY OF THE ABOVE IS YES, ATTACH A SEPARATE DETAILED REPORT IN DUPLICATE HERETO, IN THE CASE OF MARRIAGE, THE REPORT WILL INCLUDE NAMES, ADDRESSES, AND CITIZENSHIP OF SPOUSE, FATHER-IN-LAW, MOTHER-IN-LAW, BROTHERS-IN-LAW AND SISTERS-IN-LAW.

DATE

SIGNATURE OF EMPLOYEE

SECTIONS 7 THROUGH 11 TO BE COMPLETED BY IMMEDIATE SUPERVISOR

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

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

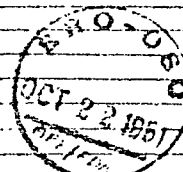
DO YOU CONCUR IN EMPLOYEE'S DESCRIPTION OF DUTIES UNDER SECTION 2? YES NO IF NO, EXPLAIN IN SECTION 11
HAS EMPLOYEE STRIVEN FOR PROFESSIONAL IMPROVEMENT? YES NO DO YOU RECOMMEND EMPLOYEE FOR PROMOTION? YES NO IF SO, TO WHAT GRADE AND FOR WHAT POST/STATION

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

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

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

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



(IF ADDITIONAL SPACE IS NEEDED ATTACH EXTRA SHEET)

INSTRUCTIONS

GENERAL

1. A STATUS AND EFFICIENCY REPORT COVERING EACH CIVILIAN EMPLOYEE IN THE FIELD WILL BE RENDERED BY SUCH EMPLOYEE AND HIS OR HER IMMEDIATE SUPERVISOR ON 1 JUNE OF EACH YEAR ON THIS FORM. EACH EMPLOYEE WILL EXECUTE ITEMS 1 TO 6 INCLUSIVE, OF THE FORM AND DELIVER SAME TO HIS REPORTING OFFICER FOR COMPLETION OF THE EFFICIENCY RATING AND FORWARDING TO WASHINGTON HEADQUARTERS NOT LESS THAN 10 DAYS AFTER CLOSE OF REPORTING PERIOD.

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

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

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

B. UPON RELIEF OR REASSIGNMENT OF REPORTING SENIOR.

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

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

A. ALWAYS BASE YOUR JUDGMENT ON:

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

(2) TYPICAL PERFORMANCE, NOT ON AN ISOLATED STRIKING INCIDENT.

(3) EXAMPLES RELEVANT TO THE CHARACTERISTIC UNDER CONSIDERATION.

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

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

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

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

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

DISTRIBUTION OF REPORTS

3. REPORTS WILL BE FORWARDED TO THE APPROPRIATE BRANCH CHIEF IN WASHINGTON NOT LATER THAN 75 (75) DAYS AFTER THE CLOSE OF THE REPORTING PERIOD.

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

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

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

A. IF A CHANGE OF PERSONAL STATUS IS REPORTED UNDER SECTION 8, ONE COPY OF SUCH REPORT WILL BE DETACHED AND SENT TO THE SECURITY OFFICE.

ANY DESIRED REMARKS OF REVIEWING OFFICER AND/OR CHIEF OF STATION



VOUCHERED

Form approved
Budget Bureau No. 50-R0122

REPORT OF EFFICIENCY RATING

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

As of 31 March 1950 based on performance during period from 3 Oct. '49 to 31 March 1950

PROE, William V.
(Name of employee)

Intelligence Officer GS-12

(Title of position, service, and grade)

OSO, G-2, FDZ, SEA, Div. 4

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

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

- (1) Maintenance of equipment, tools, instruments.
- (2) Mechanical skill.
- (3) Skill in the application of techniques and procedures.
- (4) Presentability of work (appropriateness of arrangement and appearance of work).
- + (5) Attention to broad phases of assignments.
- + (6) Attention to pertinent detail.
- + (7) Accuracy of operations.
- + (8) Accuracy of final results.
- + (9) Accuracy of judgments or decisions.
- + (10) Effectiveness in presenting ideas or facts.
- (11) Industry.
- (12) Rate of progress on or completion of assignments.
- (13) Amount of acceptable work produced. (Is mark based on production records?)
- (14) Ability to organize his work.
- + (15) Effectiveness in meeting and dealing with others.
- + (16) Cooperativeness.
- + (17) Initiative.
- + (18) Resourcefulness.
- + (19) Dependability.
- (20) Physical fitness for the work.

- (21) Effectiveness in planning broad programs.
- + (22) Effectiveness in adapting the work program to broader or related programs.
- (23) Effectiveness in devising procedures.
- (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
- + (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
- + (26) Effectiveness in instructing, training, and developing subordinates in the work.
- (27) Effectiveness in promoting high working morale.
- (28) Effectiveness in determining space, personnel, and equipment needs.
- (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
- + (30) Ability to make decisions.
- (31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED

- + (A) Security
- (B) _____
- (C) _____

STANDARD	Adjective Rating
Plus marks on all underlined elements, and check marks or better on all other elements rated.	Excellent
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements.	Very Good
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance.	Good
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance.	Fair
Minus marks on at least half of the underlined elements.	Unsatisfactory

Rated by Douglas R. [Signature] (Signature of rating official) Sup ch FDZ/SEA (Title) 17 April 1950 (Date)

Reviewed by [Signature] (Signature of reviewing official) Sup ch FDZ (Title) 11 April 1950 (Date)

Rating approved by efficiency rating committee [Signature] (Date) Report to employee [Signature] (Date)

200 040-2016

NOTICE OF OFFICIAL EFFICIENCY RATING

REGULAR (X) SPECIAL ()
PROBATIONAL ()

As of 3 October 1949 based on performance during period from 3 April 1949 to 3 October 1949

HOE, William V.

(Name of employee)

Operations Officer (Intelligence Officer) GS-12

(Title of position, service, and grade)

OSO, COPS, FDE, SEA, Division 4

(Organisation—Indicate bureau, division, section, unit, etc.)

Efficiency rating: "EXCELLENT"

[Signature]

(Signature)

4 January 1950

(Date of notification)

Chief, Employees Division

(Title)

Interpretation of Efficiency Rating

Your efficiency rating is an official record of the way you are doing the work of your job.

Excellent (E) means that performance in every important phase of the work was outstanding and there was no weakness in performance in any respect.

Very Good (VG) means that performance in at least half of the important phases of the work was outstanding and there was no weakness in performance in any respect.

Good (G) means that performance met requirements from an over-all point of view.

Fair (F) means that performance did not quite measure up to requirements from an over-all point of view.

Unsatisfactory (U) means that performance in a majority of important phases of the work did not meet job requirements.

Inspection

You are entitled to inspect your efficiency rating sheet (Standard Form 63), or a copy of it, upon request to your supervisor or personnel officer. You are also entitled to inspect the final ratings (not the rating forms) of all employees in your office or station.

Significance of Efficiency Ratings

An efficiency rating of "Good," "Very Good," or "Excellent" is necessary in order to receive a periodic within-grade salary advancement.

An efficiency rating of "Fair" requires a one-step salary reduction if an employee's pay rate is above the middle rate for his grade (the fourth step in six-rate grades).

An efficiency rating of "Unsatisfactory" requires that the employee be dismissed or reassigned to other work in which he could be reasonably expected to render satisfactory service.

Efficiency ratings are a factor in determining the order in which employees are affected by reduction in force.

Appeals

If you believe your rating is wrong, you should first discuss it with your supervisor or personnel officer. You have the right, if your position is subject to the Classification Act, to appeal your rating within certain time limits to a board of review established for your agency. Appeals or requests for additional information concerning appeals should be addressed to the Chairman, Board of Review care of Civil Service Commission, Washington 25, D. C.

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIALS
REGULAR () SPECIAL ()
PROBATIONAL ()

As of 3 October, 1949 based on performance during period from 3 April, 1949 to 3 October, 1949

BROE, William V.

Operations Officer (Intelligence Officer) GS-15

(Name of employee)

(Title of position, service, and grade)

OSO, COPS, FDZ, SEA, Division 4

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

ON LINES BELOW MARK EMPLOYEES	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning <input checked="" type="checkbox"/> All others <input type="checkbox"/>
<input checked="" type="checkbox"/> If adequate		
<input type="checkbox"/> If weak		
<input checked="" type="checkbox"/> If outstanding		
<input type="checkbox"/> (1) Maintenance of equipment, tools, instruments.	<input type="checkbox"/> (21) Effectiveness in planning broad programs.	
<input type="checkbox"/> (2) Mechanical skill.	<input checked="" type="checkbox"/> (22) Effectiveness in adapting the work program to broader or related programs.	
<input type="checkbox"/> (3) Skill in the application of techniques and procedures.	<input type="checkbox"/> (23) Effectiveness in devising procedures.	
<input type="checkbox"/> (4) Presentability of work (appropriateness of arrangement and appearance of work).	<input type="checkbox"/> (24) Effectiveness in laying out work and establishing standards of performance for subordinates.	
<input checked="" type="checkbox"/> (5) Attention to broad phases of assignments.	<input checked="" type="checkbox"/> (25) Effectiveness in directing, reviewing, and checking the work of subordinates.	
<input checked="" type="checkbox"/> (6) Attention to pertinent detail.	<input checked="" type="checkbox"/> (26) Effectiveness in instructing, training, and developing subordinates in the work.	
<input type="checkbox"/> (7) Accuracy of operations.	<input type="checkbox"/> (27) Effectiveness in promoting high working morale.	
<input type="checkbox"/> (8) Accuracy of final results.	<input type="checkbox"/> (28) Effectiveness in determining space, personnel, and equipment needs.	
<input checked="" type="checkbox"/> (9) Accuracy of judgments or decisions.	<input type="checkbox"/> (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.	
<input checked="" type="checkbox"/> (10) Effectiveness in presenting ideas or facts.	<input checked="" type="checkbox"/> (30) Ability to make decisions.	
<input type="checkbox"/> (11) Industry.	<input type="checkbox"/> (31) Effectiveness in delegating clearly defined authority to act.	
<input checked="" type="checkbox"/> (12) Rate of progress on or completion of assignments.		
<input type="checkbox"/> (13) Amount of acceptable work produced. (Is mark based on production records? <input type="checkbox"/> Yes or <input checked="" type="checkbox"/> No)	STATE ANY OTHER ELEMENTS CONSIDERED	
<input checked="" type="checkbox"/> (14) Ability to organize his work.	<input checked="" type="checkbox"/> (A) <u>SECURITY</u>	
<input type="checkbox"/> (15) Effectiveness in meeting and dealing with others.	<input type="checkbox"/> (B) _____	
<input type="checkbox"/> (16) Cooperativeness.	<input type="checkbox"/> (C) _____	
<input checked="" type="checkbox"/> (17) Initiative.		
<input checked="" type="checkbox"/> (18) Reasonableness.		
<input checked="" type="checkbox"/> (19) Dependability.		
<input type="checkbox"/> (20) Physical fitness for the work.		

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

Rated by W. V. Broe (Signature of rating official) 3 Oct 49 (Date)

Reviewed by George de (Signature of reviewing official) 3 Oct 49 (Date)

Rating approved by efficiency rating committee 12 Oct 49 (Date) Report to employee EL (Adjective rating)

REPORT OF EFFICIENCY RATING

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

As of 3/31/49 based on performance during period from 12/22/48 to 3/31/49

William V. Broe
(Name of employee)

Intelligence Officer P-5
(Title of position, service, and grade)

OSO, COPS FBZ
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE ✓ if adequate - if weak + if outstanding	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3323A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning..... <input type="checkbox"/> All others..... <input type="checkbox"/>
---	---	--

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

- (21) Effectiveness in planning broad programs.
- + (22) Effectiveness in adapting the work program to broader or related programs.
- (23) Effectiveness in devising procedures.
- (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
- + (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
- + (26) Effectiveness in instructing, training, and developing subordinates in the work.
- (27) Effectiveness in promoting high working morale.
- (28) Effectiveness in determining space, personnel, and equipment needs.
- (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
- + (30) Ability to make decisions.
- (31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED

- + (A) Security
- (B)
- (C)

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

Rated by Don Jensen (Signature of rating official) Dep. FBZ/SEA (Title) JUN 17 1949 (Date)
Reviewed by W. George (Signature of reviewing official) OK FBZ (Title) 17 June 49 (Date)
Rating approved by efficiency rating committee (Signature) Report to employee (Adjective rating)

REPORT OF
EFFICIENCY RATING
FILE COPY

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

As of 12/21/48 based on performance during period from 6/12/48 to 12/21/48

William V. Bron Intelligence Officer P-5
(Name of employee) (Title of position, service, and grade)

OSO, COPS

(Organization—Indicate bureau, division, section, etc., full station)

ON LINES BELOW MARK EMPLOYEE	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 2823A. 2. Underline the elements which are especially important in the position. a. Do not rate on elements in italics except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in italics.	CHECK ONE: Administrative, supervisory, or planning <input type="checkbox"/> All others <input type="checkbox"/>
<input checked="" type="checkbox"/> If adequate		
<input type="checkbox"/> If weak		
<input type="checkbox"/> If outstanding		

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

STATE ANY OTHER ELEMENTS CONSIDERED

- (A)
- (B)
- (C)

STANDARD	Adjective Rating
Plus marks on all underlined elements, and check marks or better on all other elements rated.	Excellent
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements.	Very Good
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance.	Good
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance.	Fair
Minus marks on at least half of the underlined elements.	Unsatisfactory

Rated by Douglas Reg. Chief P-2 11 January 1949
(Signature of Rating Official) (Signature of Reviewing Official) (Date)
Reviewed by George 4732 11 Jan 1949
(Signature of Reviewing Official) (Signature of Employee) (Date)
Rating approved by efficiency rating committee _____ Report to employee _____
(Date) (Date)

CONFIDENTIAL

TRAINING EVALUATION

1. The official to whom this report is entrusted is personally responsible for it. Although he may, within his discretion, show it to other members of his staff, the report should never be shown to the student whom it concerns.
2. In order to arrive at an unprejudiced and independent evaluation, this report was prepared without any knowledge of Appraisal results.
3. This report summarizes the important facts and the relevant observations which have been discovered about the student by the various instructors during the student's course of training. The more complete data on the student are available in the files of the Training Branch, and may be examined by contacting the Chief of the Staff Training Division.

STUDENT'S NAME William V. BROE BRANCH FBZ/SEA
AITO XII
 TRAINING PERIOD 13 Sept.-22 Oct. 1948 DATE OF REPORT 16 November 1948

NOTE: The facts, observations, and opinions reported in this evaluation are derived from and restricted to the eight weeks during which the employee was a student in the Staff Training Courses. Mr. Broe was absent from two of the four weeks of the Basic Intelligence Training Course. He was ill during part of the six weeks of the Advanced Intelligence Training Course. The present evaluation is made at the end of the Advanced Course and supersedes the tentative evaluation given for the Basic Course.

PROJECTED JOB ASSIGNMENT: Intelligence Officer, Operations, Philippine Desk at Washington, D. C.

Mr. Broe received the following ratings during the Advanced Intelligence Training Course:

<u>Interviewing and Interrogation</u>	Satisfactory
<u>Operations:</u>	
1. Comprehension of Basic Principles of Operations	Excellent
2. Ability to Analyse and Use Operational Data	Excellent
a. Operational Planning Ability	Excellent
b. Attention to Detail	Superior
3. Ability to Analyse and to Handle Personalities and Situations	Excellent
a. Handling of Personal and Operational Security	Excellent
b. Ability to Establish and Maintain Control Over Others	Satisfactory

-2-

Counterespionage Problems:

- | | |
|---------------|--------------|
| 1. Processing | Satisfactory |
| 2. Planning | Satisfactory |

Technical Intelligence:

- | | |
|---|--------------|
| 1. Appreciation of TI Fundamentals and Objectives | Satisfactory |
| 2. Handling of TI Problem | Excellent |

Mr. Broe missed the second and third weeks of the Basic Intelligence Training Course, and during the Advanced Course, illness prevented him from doing the problems in reports writing. For that reason, no rating for reports writing is given for the Advanced Intelligence Training Course.

We strongly recommend that Mr. Broe spend at least four weeks on reports work under supervision of his Branch reports officers before assuming his desk responsibilities.

FOR THE CHIEF, TRS:

By

W. L. T.

cc: COPS
CPD

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CONFIDENTIAL

TRAINING EVALUATION

1. The official to whom this report is entrusted is personally responsible for it. Although he may, within his discretion, show it to other members of his staff, the report should never be shown to the student whom it concerns.
2. In order to arrive at an unprejudiced and independent evaluation, this report was prepared without any knowledge of appraisal results.
3. This report summarizes the important facts and the relevant observations which have been discovered about the student by the various instructors during the student's course of training. The more complete data on the student are available in the files of the Training Branch, and may be examined by contacting the Chief of the Staff Training Division.

STUDENT'S NAME William V. BROE BRANCH FBZ/SEA
TRAINING PERIOD 2-13 August 1948 DATE OF REPORT 2 September 1948

NOTE: Mr. Broe was forced to miss the second and third weeks of the Basic Intelligence Training Course, hence this evaluation is incomplete.

PROJECTED JOB ASSIGNMENT: Intelligence Officer, Operations, Philippines and Australian desk in Washington.

Mr. Broe received the following ratings during the Basic Intelligence Training Course:

<u>Written Examinations - Communism</u>	Satisfactory +
<u>Report on Area Communism</u>	Excellent
<u>Problems:</u>	
Observation and Description	Satisfactory
Interviewing	Excellent +
<u>Basic Information Reporting Test</u>	Mediocre +

It is suggested by Mr. Broe's reports instructor that he complete the Basic Course problems in reporting before attempting those of the Advanced Course. Mr. Broe is recommended for enrollment in the Advanced Intelligence Training Course.

FOR THE CHIEF, TRS:

By

WLT
W. L. T.

cc: COPS
CPD

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2 August 1948

TO : Chief, FBZ/SEA
FROM : Chief Instructor, Administrative Training, TRS
SUBJECT: Rating of William BROE - 19-23 July 1948

1. Mr. William Broe attended Administrative Course #15 in accordance with your request. The following are the Chief Instructor's ratings of this trainee in particular subjects:

Field Supply Procedures - Mediocre
Accounting Procedures - Satisfactory

2. Mr. Broe passed the written examination on the CIA Security Regulations.

3. Since Mr. Broe has a Washington assignment, no tutorial administrative training has been arranged for him by this office.

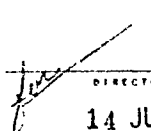
FOR THE CHIEF, TRS:

CONFIDENTIAL

cc: CAS
CIB

CONFIDENTIAL

DD/M&S 73-2360 196

REPORT OF HONOR AND MERIT AWARDS BOARD				EXECUTIVE		DATE	
				73-2193		5 June 1973	
The Honor and Merit Awards Board having considered a recommendation that:							
SERIAL OR ID NO.	NAME (Last-First-Middle)			BIRTHYEAR	SEX	TYPE EMPLOYEE	
056735	BROE, William V.			1913	M	Staff	
OFFICE OF ASSIGNMENT				SD	SCHTAK	GRADE	STATION
O-Director/IG				D	EP	05	
BE AWARDED							
Distinguished Intelligence Medal							
<input type="checkbox"/> FOR HEROIC ACTION ON							
<input checked="" type="checkbox"/> FOR MERITORIOUS SERVICE OR ACHIEVEMENT DURING THE PERIOD June 1948 - June 1973							
<input checked="" type="checkbox"/> RECOMMENDS APPROVAL <input type="checkbox"/> DOES NOT RECOMMEND APPROVAL							
<input type="checkbox"/> RECOMMENDS AWARD OF							
UNCLASSIFIED CITATION							
<p>Mr. William V. Broe is hereby awarded the Distinguished Intelligence Medal in recognition of his outstanding service to the Central Intelligence Agency for more than 25 years. Serving in senior positions both in Headquarters and abroad, Mr. Broe has earned the respect of his colleagues for his skill, judgment, and strong leadership in responding to numerous crises. In addition, he has been a valuable advisor and consultant to top policy makers of the United States Government as well as to several foreign leaders. Culminating his career as Inspector General, he has demonstrated a wise and enlightened approach to the human aspects of Agency affairs. Mr. Broe has made singular and lasting contributions to the national security effort of our country, reflecting the highest credit on him and the Federal service.</p>							
REMARKS							
(Recommendation approved by ADD/O on 16 May 1973)							
APPROVED				SIGNATURE			
 1st Vernon A. Walters DIRECTOR OF CENTRAL INTELLIGENCE 14 JUN 1973 DATE				/s/ Harry B. Fisher TYPED NAME OF CHAIRMAN, HONOR AND MERIT AWARDS BOARD Harry B. Fisher SIGNATURE Signed Original TYPED NAME OF RECORDER R.L. Austin, Jr.			

CONFIDENTIAL
SECRET
(When Filled In)

008

RECOMMENDATION FOR HONOR OR MERIT AWARD (Submit in triplicate - see HR 20-37)									
SECTION A					PERSONAL DATA				
1. EMP. SER. NO.	2. NAME OF PERSON RECOMMENDED (Last, First, Middle)			3. POSITION TITLE	4. GRADE	5. SD			
056735	BROE, WILLIAM V.			Inspector General	EP-V	D			
6. OFFICE OF ASSIGNMENT		7. OFFICE EXT. (If Any)		8. STATION					
O/Director/IG		6565		X HEADQUARTERS FIELD (Specify location)					
9. HOME ADDRESS (No., St., City, State, ZIP Code)				10. HOME PHONE		11. CITIZENSHIP AND HOW ACQUIRED			
4317 Saul Road, Kensington, Maryland				946-1955		USA by birth			
12. RECOMMENDED AWARD				13. IF RETIRING, DATE OF RETIREMENT		14. POSTHUMOUS			
Distinguished Intelligence Medal				30 June 1973		YES X NO			
15. NAME OF SPOUSE		16. RELATIONSHIP		17. HOME ADDRESS (No., St., City, State, ZIP Code)		18. HOME PHONE			
Jean B. Broe		Wife		Same		Same			
SECTION B RECOMMENDATION FOR AWARD FOR HEROIC ACTION OR ACCEPTANCE OF HAZARD									
19. WERE YOU AN EYEWITNESS TO THE ACT? YES NO									
PERSONNEL IN IMMEDIATE VICINITY OR WHO ASSISTED IN ACT OR SHARED IN SAME HAZARD:									
20. FULL NAME				21. ORGN. TITLE	22. GRADE	23. OFFICE OF ASSIGNMENT			
LIST ANY OF THE ABOVE PERSONS GIVEN AN AWARD OR RECOMMENDED FOR AWARD FOR PARTICIPATING IN ACT:									
24. FULL NAME				25. AWARD RECOMMENDED					
CONDITIONS UNDER WHICH ACT WAS PERFORMED:									
26. LOCATION			27. INCLUSIVE DATES			28. TIME OF DAY			
29. PREVAILING GEOGRAPHIC CONDITIONS AND OBSTACLES ENCOUNTERED									
30. DATES FOR WHICH AWARD RECOMMENDED			31. ASSIGNMENT COMPLETED			32. NOW IN SAME OR RELATED ASSIGNMENT			
			YES NO			YES NO			
SECTION C RECOMMENDATION FOR AWARD FOR ACHIEVEMENT, SERVICE, OR PERFORMANCE									
33. DO YOU HAVE PERSONAL KNOWLEDGE OF THE SERVICE OR PERFORMANCE? YES NO									
34. OFFICIAL ASSIGNMENT OF PERSON RECOMMENDED AT TIME OF SERVICE OR PERFORMANCE									
Inspector General; Ops. Officer; Chief of Station									
35. COMPONENT OR STATION (Designation and location)									
Office of the Director; Directorate of Operations									
36. DUTIES AND RESPONSIBILITIES OF ASSIGNED POSITION									
Career Award -- See Section D									
37. INCLUSIVE DATES FOR WHICH RECOMMENDED			38. ASSIGNMENT COMPLETED			39. NOW IN SAME OR RELATED ASSIGNMENT			
June 1948 - June 1973			YES X NO			YES X NO			
PERSONNEL WHO ASSISTED OR CONTRIBUTED SUBSTANTIALLY TO THE SERVICE OR PERFORMANCE									
40. FULL NAME				41. ORGN. TITLE	42. GRADE	43. OFFICE OF ASSIGNMENT			
LIST ANY OF THE ABOVE PERSONS GIVEN AN AWARD OR RECOMMENDED FOR AWARD FOR PARTICIPATING IN THE PERFORMANCE									
44. FULL NAME				45. TYPE OF AWARD					

FORM 600 USE PREVIOUS EDITION
D-88

CONFIDENTIAL

2. IMPDET CL BY 01356

SECRET

(When Filled In)

Security

OFF

SECTION D.

NARRATIVE DESCRIPTION

Award for Heroic Action or Acceptance of Hazard: Was act voluntary? Describe why act was outstanding, and if it was more than normally expected. Explain, why, and how. If on aerial or marine operation, describe type and position of craft, crew position of individual, and all unusual circumstances. Indicate results of the act. Enclose unclassified citation.

Award for Achievement, Service, or Performance: State character of service during period for which recommended. (Give complete description of administrative, technical, or professional duties and responsibilities if not covered in Section C, include dates of assignment and relief.) What did the individual do that merits the award? Why was this outstanding when compared to others of like grade and experience in similar positions or circumstances? If appropriate, include production records and assistance rendered by other persons or units. What obstacles were encountered or overcome? Indicate results of achievement, service, or performance. Include reference to Fitness Reports, Letters of Commendation, or other documentation already on file which supports this recommendation. Enclose unclassified citation.

See Attachment

☐ CONTINUED ON ATTACHED SHEET

44. I (I/WE) (NAME OF OFFICIAL) IF ORIGINATOR, IS/AM AN OFFICIAL WHO DOES NOT HAVE PERSONAL KNOWLEDGE OF THE ACT OR PERFORMANCE, ATTEST APPROVATES OF ACT OR PERFORMANCE OF INDIVIDUALS HAVING PERSONAL KNOWLEDGE OF THE FACTS.

1. PROPOSED CITATION

2.

3.

47. RECOMMENDATION INITIATED BY William E. Colby	48. TITLE AND SIGNATURE OF EMPLOYEE MAKING RECOMMENDATION Deputy Director for Operations	49. DATE 16 MAY 1973
SECTION E RECOMMENDATION FORWARDED THROUGH OFFICIALS CONCERNED FOR THEIR INFORMATION		
50. HEAD OF _____ D. _____ CAREER SERVICE (Career Service of nominee)	TITLE AND SIGNATURE Deputy Director for Operations	DATE 16 MAY 1973
51. DEPUTY DIRECTOR OF CAREER SERVICE	TITLE AND SIGNATURE	DATE
52. DEPUTY DIRECTOR OF OPERATING COMPONENT	TITLE AND SIGNATURE	DATE

CONFIDENTIAL

087

Recommendation for Honor or Merit Award
William V. Broe, Distinguished Intelligence Medal

After an active and successful career as a Special Agent in the FBI, Mr. Broe entered the Agency in June 1948 and was assigned as the Southeast Asia Branch Chief in the Far East Division. His ability to make decisions, work effectively with both supervisors and subordinates, plus his dependability, initiative and attention to the broader aspects of his work were soon noted and have continued to characterize his long and productive career in the CIA.

In recognition of his long range potential, Mr. Broe was assigned to Manila in 1951 as the Chief of Station. In 1953 he was transferred to the important post of Deputy Chief of the China Mission in Japan. Here his leadership qualities were fully demonstrated. His skill in directing an imaginative, aggressive, operational program, while at the same time tempering his actions with mature judgment and smooth management talent, marked him as an officer who could assume even greater responsibilities. At this time his outstanding strength of dealing with people became clearly evident. Mr. Broe was assigned to the Chief of the China Branch in FE Headquarters in 1955. He successfully managed the large, complex branch with a high degree of skill. His enthusiasm for his work was an example for his subordinates.

His superior performance of duty was recognized with his being named the Deputy Chief of the FE Division in 1958. The late Desmond FitzGerald in evaluating Mr. Broe's performance of duty in this position, made the following comments which subsequent supervisors continued to agree with:

"Mr. Broe is an unusually strong supervisor. His flair for warm but impartial relationships with subordinates has enabled him to develop a first hand understanding of the capabilities, shortcomings and problems of a very large proportion of all FE Division personnel. His direction does not lack firmness but is expressed in such a way that feelings are considered and best results are achieved."

CONFIDENTIAL

14-00000

CONFIDENTIAL

088

Mr. Broe then was assigned in successive and successful tours of duty as Chief of Station, Tokyo, Chief of the Western Hemisphere Division and finally as the Inspector General of CIA.

In those diverse assignments, Mr. Broe proved to be a valuable advisor and consultant to top policy makers of the United States Government as well as colleague of foreign governments, including Japanese, British and important Latin American government leaders. His handling of one crisis situation after another whether it was in the Far East, Latin America or in Washington, won Mr. Broe the fullest respect for his wise judgment and effective solutions which resulted for the overall benefit of the US Government. During this time, Mr. Broe continued to display his superior understanding of human relations for those working for him, resulting in a high morale for those associated with him and his missions.

In January 1972, Mr. Broe was promoted to the position of Inspector General, a post which recognized and made the fullest use of his wise and enlightened knowledge of the human side of this organization's affairs.

Based on his 26 years of a professional life which has made singular contributions to the national security and on his unique leadership, it is only fitting that upon his retirement Mr. Broe be recognized with the award of the Distinguished Intelligence Medal.

CONFIDENTIAL

SECRET

COVER CONTROL OF RETIREMENT PROCESSING										FILE	
TO: Retirement Operations Branch Office of Personnel										DATE	
RETIREE					CATEGORY OF EMPLOYMENT						
On the basis of a review of the records of the Central Cover Staff, the following action is to be taken on processing retirement documentation for the person named above.											
TYPE RETIREMENT				CIVIL SERVICE				CIARDS		DATE	
COVER		OVERT ROUTINE		COVERT (OFFICIAL COVER) LOCK-UP		COVERT (NOC) SPECIAL		RETENTION OF AWARDS		YES	NO
CORRESPONDENCE				OVERT		COVERT				THRU CCS	
FINANCES											
ANNUITY PAYMENTS SHOULD BE						U.S. GOV'T. CHECK				OTHER (Payment instructions follow)	
TAX DOCUMENTATION SHOULD BE						CIA		CSC		OTHER (MEMO FOLLOWS)	
REQUEST TRANSFER OF FUNDS FROM CIVIL SERVICE COMMISSION						YES		NO		INTERNAL TRANSFER	
INSURANCE											
FEOLI				OVERT		COVERT		MAINTAIN RECORDS INTERNALLY ONLY			
TYPE OF HOSPITALIZATION CARD:											
AUTHORIZATION TO CONVERT INSURANCE						YES		CONVERSION MUST BE APPROVED BY CCS			
RESERVE											
MEMBER OF CIVILIAN RESERVE						YES		NO		OVERT	COVERT
REMARKS											
CHIEF, COVER SUPPORT BRANCH, CENTRAL COVER STAFF											
THIS SECTION TO BE COMPLETED BY OFFICE OF SECURITY											
NO SECURITY OBJECTIONS TO ABOVE.											
OTHER INSTRUCTIONS AS FOLLOWS:											
CHIEF, EMPLOYEE ACTIVITY BRANCH, OFFICE OF SECURITY											

SECRET
(When Filled In)

QUALIFICATIONS UPDATE

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

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

SECTION I BIOGRAPHIC AND POSITION DATA							
EMP. SER. NO. <i>056735</i>	NAME (Last-First-Middle) <i>Bras, William O.</i>				DATE OF BIRTH <i>Aug 1913</i>	SD <i>1</i>	
SECTION II EDUCATION							
HIGH SCHOOL							
LAST HIGH SCHOOL ATTENDED		ADDRESS (City, State, Country)			YEARS ATTENDED (From-To)		GRADUATE <input type="checkbox"/> YES <input type="checkbox"/> NO
COLLEGE OR UNIVERSITY STUDY							
NAME AND LOCATION OF COLLEGE OR UNIVERSITY	SUBJECT		YEARS ATTENDED FROM-TO	DEGREE RECEIVED	YEAR RECEIVED	NO. SEM/STR. HRS. (Specify)	
	MAJOR	MINOR					
1.							
2.							
IF A GRADUATE DEGREE HAS BEEN NOTED ABOVE WHICH REQUIRED SUBMISSION OF A WRITTEN THESIS, INDICATE THE TITLE OF THE THESIS AND BRIEFLY DESCRIBE ITS CONTENT.							
TRADE, COMMERCIAL AND SPECIALIZED SCHOOLS							
NAME AND ADDRESS OF SCHOOL		STUDY OR SPECIALIZATION		FROM	TO	NO. OF MONTHS	
OTHER NON-AGENCY EDUCATION OR TRAINING NOT INDICATED ABOVE							
NAME AND ADDRESS OF SCHOOL		STUDY OR SPECIALIZATION		FROM	TO	NO. OF MONTHS	
SECTION III MARITAL STATUS							
1. PRESENT STATUS (Single, Married, Widowed, Separated, Divorced, Annulled, Re-married) SPECIFY:							
2. NAME OF SPOUSE (Last) (First) (Middle) (Maiden)							
3. DATE OF BIRTH		4. PLACE OF BIRTH (City, State, Country)					
5. OCCUPATION		6. PRESENT EMPLOYER					
7. CITIZENSHIP		8. FORMER CITIZENSHIP(S) COUNTRY(IES)			9. DATE U.S. CITIZENSHIP ACQUIRED		
SECTION IV DEPENDENT CHILDREN AND DEPENDENTS OTHER THAN SPOUSE							
NAME	RELATIONSHIP	DATE AND PLACE OF BIRTH	CITIZENSHIP	PERMANENT ADDRESS			
1. <input type="checkbox"/> ADD <input checked="" type="checkbox"/> DELETE <i>Bonnie J.</i>	<i>Daughter</i>	<i>17 September 1945</i>	<i>USA</i>	<i>Kensington, Maryland</i>			
2. <input type="checkbox"/> ADD <input checked="" type="checkbox"/> DELETE <i>Susan C.</i>	<i>Daughter</i>	<i>28 December 1947</i>	<i>USA</i>	<i>Solon, Ohio</i>			

SECRET
(When Filled In)

SECTION V GEOGRAPHIC AREA KNOWLEDGE AND FOREIGN TRAVEL							
NAME OF REGION OR COUNTRY	TYPE OF SPECIALIZED KNOWLEDGE	DATES OF TRAVEL OR RESIDENCE	DATE & PLACE OF STUDY	KNOWLEDGE ACQUIRED BY--CHECK (X)			
				RESIDENCE	TRAVEL	STUDY	WORK ASSIGNMENT
1.		1967-69 2 USPH 177					
2.							

SECTION VI TYPING AND STENOGRAPHIC SKILLS			
1. TYPING (WPM)	2. SHORTHAND (WPM)	3. INDICATE SHORTHAND SYSTEM USED--CHECK (X) APPROPRIATE ITEM	
		<input type="checkbox"/> CREOS <input type="checkbox"/> SPEEDWRITING <input type="checkbox"/> STENOTYPE <input type="checkbox"/> OTHER SPECIFY:	

SECTION VII SPECIAL QUALIFICATIONS
PROVIDE INFORMATION ON HOBBIES, SPORTS, LICENSES, PUBLISHED MATERIALS OR DEVICES WHICH YOU MAY HAVE INVENTED.

SECTION VIII MILITARY SERVICE	
CURRENT DRAFT STATUS	
1. HAS YOUR SELECTIVE SERVICE CLASSIFICATION CHANGED? <input type="checkbox"/> YES <input type="checkbox"/> NO	2. NEW CLASSIFICATION
3. LOCAL SELECTIVE SERVICE BOARD NUMBER AND ADDRESS	4. IF DEFERRED, GIVE REASON
MILITARY RESERVE, NATIONAL GUARD STATUS	
CHECK RESERVE OR GUARD ORGANIZATION TO WHICH YOU BELONG	<input type="checkbox"/> ARMY <input type="checkbox"/> MARINE CORPS <input type="checkbox"/> COAST GUARD <input type="checkbox"/> NATIONAL GUARD <input type="checkbox"/> NAVY <input type="checkbox"/> AIR FORCE <input type="checkbox"/> AIR NATIONAL GUARD
1. CURRENT RANK, GRADE OR RATE	2. DATE OF APPOINTMENT IN CURRENT RANK
3. EXPIRATION DATE OF CURRENT OBLIGATION	
4. CHECK CURRENT RESERVE CATEGORY <input type="checkbox"/> READY RESERVE <input type="checkbox"/> STANDBY (active) <input type="checkbox"/> STANDBY (inactive) <input type="checkbox"/> RETIRED <input type="checkbox"/> DISCHARGED	
5. MILITARY MOBILIZATION ASSIGNMENT	6. RESERVE UNIT TO WHICH ASSIGNED OR ATTACHED
MILITARY SCHOOLS COMPLETED (Extended Active, Reserve Duty, or as Civilian)	
NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION
DATE COMPLETED	
<input type="checkbox"/> RESIDENT <input type="checkbox"/> AGENCY-SUBSIDIZED	

SECTION IX PROFESSIONAL SOCIETIES AND OTHER ORGANIZATIONS		
NAME AND CHAPTER	ADDRESS (Number, Street, City, State, Country)	DATE OF MEMBERSHIP
		FROM TO
1.		
2.		
3.		

SECTION X REMARKS	
No change from "Qualifications Supplement to Personal History Statement" submitted in December 1968 except as outlined in Section IV and Agency Overseas Service.	
DATE 24 November 1970	SIGNATURE OF EMPLOYEE <i>William V. Broe</i> William V. Broe

SECRET

23 November 1970

William V. Broe -- Addendum - SECTION III; Agency Overseas Service

Panama	TDY	67/05/15	67/05/18
London	TDY	67/11/27	67/12/01
London	TDY	68/10/24	68/10/31
La Paz	TDY	69/07/14	69/07/20
South America area	TDY	69/11/09	69/11/24
Mexico	TDY	69/12/10	69/12/14
Panama	TDY	70/02/09	70/02/12

FILE COPY OF STANDARD FORM 56
"AGENCY CERTIFICATION OF INSURANCE STATUS—
FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM"

on file with the Retirement Operations Branch,
Office of Personnel (x3257).

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

**IMPORTANT
AGENCY INSTRUCTIONS
ON BACK OF ORIGINAL**

TO COMPLETE THIS FORM—

1

FOLLOW THESE GENERAL INSTRUCTIONS:

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

2

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

NAME (last)	(first)	(middle)	DATE OF BIRTH (month, day, year)	SOCIAL SECURITY NUMBER		
Broe	William	V.	August 24 1913	032	01	8164
EMPLOYING DEPARTMENT OR AGENCY			LOCATION (City, State, ZIP Code)			
056735						

3

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

Mark here
if you
WANT BOTH
optional and
regular
insurance



ELECTION OF OPTIONAL (IN ADDITION TO REGULAR) INSURANCE

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

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



DECLINATION OF OPTIONAL (BUT NOT REGULAR) INSURANCE

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

Mark here
if you
WANT NEITHER
regular nor
optional
insurance



WAIVER OF LIFE INSURANCE COVERAGE

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

4

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

SIGNATURE (do not print)

William V. Broe

DATE

13 February 1968

FOR EMPLOYING OFFICE USE ONLY

(official receiving date stamp)

RECEIVED
OFFICE OF PERSONNEL

FEB 19 2 25 PM '68

SECRET

See Table of Effective Dates on back of Original

ORIGINAL COPY—Retain in Official Personnel Folder

STANDARD FORM No. 176-T
JANUARY 1965
(For use only with Act 14, 1964)
176-101

SECRET
(When Filled In)

REPORT OF SERVICE ABROAD

TO: Office of Personnel, Transactions and Records Branch, Status Section

SERIAL NO.	NAME		
	LAST	FIRST	MIDDLE
1-8 C565135	7-24 (PRINT) WILLIAM		V.

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (*One only*). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 38, REVISED.

PCS DATES OF SERVICE

ARRIVAL O/S						DEPARTURE O/S						TYPE OF DATA		O/P USE ONLY	COUNTRY	
MONTH	DAY	YEAR	MONTH	DAY	YEAR			CODE								
29-28	27-20	20-30	31-32	33-34	29-26	1 - PCS (Basic)		37	38	39						
						2 - CORRECTION							40-42			
						3 - CANCELLATION										

TDY DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA		D/P USE	AREA(S)	
MONTH	DAY	YEAR	MONTH	DAY	YEAR		CODE	ONLY		CODE
25-26	27-28	29-30	31-32	33-34	35-36	2 - TDY (<i>Saslo</i>) 4 - CORRECTION 6 - CANCELLATION	37	38-39		40-42
03	04	71	05	06	71		3		<i>Tolson</i>	511

OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

SOURCE DOCUMENT AND CERTIFICATION

TRAVEL VOUCHER	DISPATCH
CABLE	DUTY STATUS OR TIME AND ATTENDANCE REPORT
OTHER (Specify)	

DOCUMENT IDENTIFICATION No.	DOCUMENT DATE/PERIOD
NY 1-71	2/4 - 5/8/71

REMARKS

PREPARED BY	REPORT ANNOTATED ON	ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE
DCO	CONTROL DOCUMENT	DOCUMENT CITED
C & L DIVISION, CTAB.	DATE	SIGNATURE
C & T DIVISION	1/11/71	Wm. J. H. ...

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL
IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER

SECRET
(When Filled In)

745230 FEB 667

VERIFIED RECORD OF OVERSEAS SERVICE

TO:

Office of Personnel, Statistical Reporting Branch, ROOM 5 E 2506 Headquarters

EMPLOYEE SERIAL NO. 1-6	NAME OF EMPLOYEE			OFFICE/COMPONENT
	LAST (Print)	FIRST 7-24	MIDDLE	
056735	BROE	William	V.	51-55 KA H.H.

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TOY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR.

PCS DATES OF SERVICE

TYPE OF DATA	CODE	ARRIVAL				DEPARTURE			COUNTRY	UNIT
		MONTH	DAY	YEAR	MONTH	DAY	YEAR			
1 - PCS (Basic)	27	28-28	30-31	32-33	34-35	36-37	38-39		40-42	
2 - CORRECTION										
3 - CANCELLATION										

TOY DATES OF SERVICE

TYPE OF DATA	CODE	DEPARTURE			RETURN			AREA(S)	UNIT
		MONTH	DAY	YEAR	MONTH	DAY	YEAR		
1 - TOY (Basic)	27	28-28	30-31	32-33	34-35	36-37	38-39	40-42	
2 - CORRECTION									
3 - CANCELLATION									
	✓	12	06	66	12	16	66	WE	801

SOURCE OF RECORD DOCUMENT

<input checked="" type="checkbox"/> TRAVEL VOUCHER	<input type="checkbox"/> DISPATCH
OTHER (Specify)	

DOCUMENT IDENTIFICATION NO. WH/1/03/64	DOCUMENT DATE/PERIOD 12/6-10/66
---	------------------------------------

REMARKS

PREPARED BY	REPORT ANNOTATED ON SOURCE DOCUMENT	ABOVE DATA VERIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED
C & L DIVISION	DATE 1/9/64	SIGNATURE [Signature]
C & T DIVISION		

QUALIFICATIONS CODE SHEET

1-6		7-12					23-28												
SERIAL NUMBER		NAME (Last-First-Middle)					OFFICE												
156735		BROE, WILLIAM V					51												
29-30		31-32		33-34		35-36		37		38		39		40					
CURRENT POSITION		SERVICE DESIGNATION		GRADE		YEAR OF BIRTH		CITIZENSHIP		SEX		MARITAL STATUS NO. OF DEPEND.		EMPLOY- OF SPOUSE					
013601		DI		15		13		1		1		0		4					
41-42		43		44-45		46-47		48		49-50		51		52-56					
FOREIGN RELATIVES		STENO AND TYPING ABILITY		SPECIAL WORK EXPERIENCE		MONTHS OVERSEAS		LICENSES		HOBBIES AND SPORTS		EDUCATION EXTENT		SPOUSE NATIONALITY					
55-62				63-70				71-76				80							
BACHELOR'S DEGREE				MASTER'S DEGREE				DOCTOR'S DEGREE											
MAJOR		COLLEGE		YEAR		MAJOR		COLLEGE		YEAR				MAJOR		COLLEGE		YEAR	
																		CAHD NO. 1	
1-6		PRE-CIA EXPERIENCE (Civilian and Military)										COL. 80							
SERIAL NUMBER		7-12		7-12		7-12		7-12		7-12		CIRCLED ITEM		K					
		7-12		7-12		7-12		7-12		7-12		NON-CIRCLED		2					
1-6		CIA WORK EXPERIENCE										COL. 80							
SERIAL NUMBER		7-12		7-12		7-12		7-12		7-12		CIRCLED ITEM		1					
		7-12		7-12		7-12		7-12		7-12		NON-CIRCLED		3					
1-6		AREA KNOWLEDGE										COL. 80							
SERIAL NUMBER		7-10		7-10		7-10		7-10		7-10		CIRCLED ITEM		M					
		7-10		7-10		7-10		7-10		7-10		NON-CIRCLED		4					
REMARKS																			

SECRET

27X 6031

19 MAY 1966

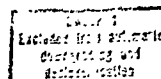
MEMORANDUM FOR: Mr. William Broe
Chief, Western Hemisphere Division/BDP

SUBJECT : WI Participation in the Counterintelligence
Operations Course No. 57, 4 - 22 April 1966

1. This is to note the excellent support provided the Operations School in its presentation of the Counterintelligence Operations Course No. 57 in April by Mr. Thomas Folgar and Mr. Joseph Vidal of your Division. Their presentations were of a highly professional calibre and were a major contribution to the success of the course.

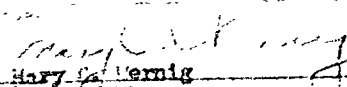
2. We trust that we may again call upon your support for the 58th presentation of Counterintelligence Operations in June.

J. Rodriguez
J. Rodriguez
Director of Training

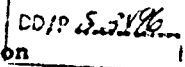
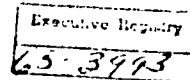


SECRET

SECRET
(When Filled In)

REQUEST FOR MEDICAL EVALUATION		1. DATE OF REQUEST 22 March 1966
2. NAME (Last, First, Middle) BROE, William Y.		3. POSITION TITLE Ops Officer/Ch. WH
3. OFFICE, DIVISION, BRANCH DDP/WH/Chief		4. GRADE OS-18
		5. EMPLOYEE'S EAT. 5103
7. PURPOSE OF EVALUATION		
<input type="checkbox"/> PRE-EMPLOYMENT <input type="checkbox"/> ENTRANCE ON DUTY <input type="checkbox"/> TDY STANDBY <input type="checkbox"/> SPECIAL TRAINING <input type="checkbox"/> ANNUAL <input type="checkbox"/> RETURN TO DUTY <input type="checkbox"/> FITNESS FOR DUTY <input type="checkbox"/> MEDICAL RETIREMENT	<input checked="" type="checkbox"/> TDY <u>Please Re-evaluation</u> <input type="checkbox"/> OVERSEAS ASSIGNMENT <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;"> STD 20 April - 13 May 1966 STATION <u>See comment 6</u> TDY OR PCS <u>TDY</u> TYPE OF COVER <u>State</u> NO. OF DEPENDENTS TO ACCOMPANY NO. OF DEPENDENTS' REPORTS OF MEDICAL HISTORY (SF 89) ATTACHED </div> <input type="checkbox"/> RETURN FROM OVERSEAS <div style="border: 1px solid black; padding: 5px;"> ETA STATION NO. OF DEP.'S </div>	
8. DEPENDENT'S PLANS FOR EVALUATION (See instructions for check-off) <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
		9. SIGNATURE OF REQUESTOR <div style="text-align: center;">  Mary C. Lemig ROOM NO. & BUILDING CH-55 </div> <div style="text-align: right;"> EAT. 6815 </div>

10. COMMENTS Rio de Janeiro, Montevideo, Santiago, Asuncion, Buenos Aires.	
11. REPORT OF EVALUATION <div style="text-align: center;"> QUALIFIED FOR TDY STAFF UNTIL <u>Feb 16 1967</u> CHIEF OF MEDICAL STAFF </div>	
DATE _____	



Ltr. 6499th Support Group (CR), 11 June 1965, Letter of Commendation


2d Ind (AFNIN)

13 JUL 1965

Headquarters USAF, Washington, D. C. 20330

TO: Central Intelligence Agency
Headquarters Building
2430 E Street
Washington, D. C.

1. The attached Letter of Commendation regarding Mr. William V. Broe ✓
is forwarded with pleasure.
2. It is always gratifying to note examples of outstanding cooperation
and professionalism so necessary to our national interests.
3. I wish to add my expression of appreciation to Mr. Broe and your
organization for this exemplary support.


JACK E. THOMAS
Major General, USAF
Assistant Chief of Staff, Intelligence

1st Ind.

23 JUL 1965

TO: Chief, FE

The Director has noted these letters of commendation and has
asked that his own appreciation for a fine performance be expressed
to Mr. Broe.



L. K. White
Executive Director-Comptroller

HEADQUARTERS
6499TH SUPPORT GROUP (PACAF)
UNITED STATES AIR FORCE
APO SAN FRANCISCO 96596

11 JUN 1965

REPLY TO

ATTN OF: CR


SUBJECT: Letter of Commendation

TO: CINCPACAF (DI)
HQ USAF (AFNIN)
Central Intelligence Agency
(Director of)
IN TURN

1. I wish to commend and make a matter of record the outstanding support and guidance rendered to this organization by Mr. William V. Broe, Special Assistant to the Ambassador, Tokyo, Japan, from the period of July 1963 to date.

2. Mr. Broe's efforts in support of this organization were exemplary. He gave freely of himself and of the resources at his disposal. In those instances where we were contemplating a new approach to obtaining aerospace data of priority national interest Mr. Broe provided for briefings by his specialists in the denied areas under consideration. His every approach was intended to intelligently present the information available concerning the difficulties to be encountered and rewards to be expected. He always left the United States Air Force personnel concerned secure in the knowledge that he fully supported any promising attempt to acquire data of national interest and that he did all in his power to expedite the acquisition of these data. This resulted in a most favorable operating milieu.

3. In all of our dealings with Mr. Broe, we found him to be friendly, highly objective, unswerving in his demands for professionalism, and a person of honor and integrity. We liked, trusted and respected him. Mr. Broe's demonstrated professionalism and ability to advise, stimulate and coordinate the efforts of the many diverse elements engaged in collection of information reflected favorably upon him and the Intelligence Community of the United States.


WALTER C. VITUNAC
Colonel, USAF
Commander

Ltr, 6499th Support Group (CR), 11 Jun 65, Letter of Commendation

1st Ind (DI)

1 JUL 1965

Headquarters PACAF, APO San Francisco 96553

TO: Headquarters USAF (AFNIN)
Central Intelligence Agency (Director of)
IN TURN

The assistance and cooperation given by Mr. William V. Broe have been noteworthy. His professional guidance and constant support have been distinct assets to the 6499th Support Group and its activities. It is a pleasure to add my appreciation for the invaluable contributions made by Mr. Broe.



DONALD C. SHULTIS
Colonel, USAF
Director of Intelligence

SECRET
(When Filled In)

VERIFIED RECORD OF OVERSEAS SERVICE**TO:**

Office of Personnel, Statistical Reporting Branch, ROOM 192 Curie Hall

EMPLOYEE SERIAL NO.	NAME OF EMPLOYEE			OFFICE/COMPONENT
	LAST	FIRST	MIDDLE	
1-6	(Print)	1-24		20-20
56735	BROE	WILLIAM	✓	56

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION. (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR.

PCS DATES OF SERVICE

TYPE OF DATA	ARRIVAL				DEPARTURE			COUNTRY	DMIT
	CODE	MONTH	DAY	YEAR	MONTH	DAY	YEAR		
1 - PCS (Basic)	27	28-29	30-31	32-33	34-35	36-37	38-39	JAPAN	40-42
2 - CORRECTION									
3 - CANCELLATION	1				06	14	61		375

TDY DATES OF SERVICE

TYPE OF DATA	DEPARTURE				RETURN			AREA(S)	OMIT
	CODE	MONTH	DAY	YEAR	MONTH	DAY	YEAR		
2 . TDY (Basic)	27	28-29	30-31	32-33	34-35	36-37	38-39	40-42	
4 . CORRECTION									
6 . CANCELLATION									

SOURCE OF RECORD DOCUMENT

	TRAVEL VOUCHER	DISPATCH
X	CABLE	DUTY STATUS OR TIME AND ATTENDANCE REPORT
	OTHER (Specify)	

DOCUMENT IDENTIFICATION NO. IN 24579	DOCUMENT DATE/PERIOD 6/14/61
---	---------------------------------

REMARKS

PREPARED BY		REPORT ANNOTATED ON SOURCE DOCUMENT	ABOVE DATA VERIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED
<input type="checkbox"/>	FISCAL DIVISION	DATE 6/28/61	SIGNATURE Jh. Morris
<input checked="" type="checkbox"/>	FINANCE DIVISION		

SECRET
(When Filled In)

143209 MAY 461

VERIFIED RECORD OF OVERSEAS SERVICE

TO:

Office of Personnel, Statistical Reporting Branch, ROOM 192 Curie Hall

EMPLOYEE SERIAL NO.	NAME OF EMPLOYEE			OFFICE/COMPONENT
	LAST	FIRST	MIDDLE	
1-6 56735	(Print) BROE	7-24 WILLIAM	V.	98-78 FE 56

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR.

PCS DATES OF SERVICE

TYPE OF DATA	CODE	ARRIVAL			DEPARTURE			COUNTRY	OMIT
		MONTH	DAY	YEAR	MONTH	DAY	YEAR		
1. PCS (Basic)	27	28-29	30-31	32-33	34-35	36-37	38-39		40-42
3. CORRECTION									
5. CANCELLATION									

TDY DATES OF SERVICE

TYPE OF DATA	CODE	DEPARTURE			RETURN			AREA(S)	OMIT
		MONTH	DAY	YEAR	MONTH	DAY	YEAR		
2. TDY (Basic)	27	28-29	30-31	32-33	34-35	36-37	38-39		40-42
4. CORRECTION									
6. CANCELLATION	2	03	10	61	03	20	61	FE (JAPAN)	802

SOURCE OF RECORD DOCUMENT

<input checked="" type="checkbox"/> TRAVEL VOUCHER - FE 421-61	<input type="checkbox"/> DISPATCH
<input type="checkbox"/> CABLE	<input type="checkbox"/> DUTY STATUS OR TIME AND ATTENDANCE REPORT
<input type="checkbox"/> OTHER (Specify)	

DOCUMENT IDENTIFICATION NO.: T.O. FE 421-61	DOCUMENT DATE/PERIOD: 10-20 March 61
--	---

REMARKS

PREPARED BY	REPORT ANNOTATED ON SOURCE DOCUMENT	ABOVE DATA VERIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED
FISCAL DIVISION	DATE	SIGNATURE
FINANCE DIVISION	2 MAY 61	[Signature]

SECRET
(When Filled In)

VERIFIED RECORD OF OVERSEAS SERVICE

TO:

Office of Personnel, Statistical Reporting Branch, ROOM 192 Curie Hall

EMPLOYEE SERIAL NO. 1-3	NAME OF EMPLOYEE			OFFICE/COMPONENT 74-79
	LAST (Print)	FIRST	MIDDLE	
56735	Broe	W. H. A. M	V.	51

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR.

PCS DATES OF SERVICE

TYPE OF DATA 1 - PCS (Basic) 3 - CORRECTION 5 - CANCELLATION	CODE	ARRIVAL			DEPARTURE			COUNTRY	OMIT 39-41
		MONTH	DAY	YEAR	MONTH	DAY	YEAR		
	26	27-28	29-30	31-32	33-34	35-36	37-38		

TDY DATES OF SERVICE

TYPE OF DATA 2 - TDY (Basic) 4 - CORRECTION 6 - CANCELLATION	CODE	DEPARTURE			RETURN			AREA(S)	OMIT 39-41
		MONTH	DAY	YEAR	MONTH	DAY	YEAR		
	25	27-28	29-30	31-32	33-34	35-36	37-38		
	2	03	30	59	05	07	59	FC	802

SOURCE OF RECORD DOCUMENT

<input checked="" type="checkbox"/> TRAVEL VOUCHER	<input type="checkbox"/> DISPATCH
<input type="checkbox"/> CABLE	<input type="checkbox"/> DUTY STATUS OR TIME AND ATTENDANCE REPORT
<input type="checkbox"/> OTHER (Specify)	

DOCUMENT IDENTIFICATION NO. 952290 JUN 30 59	DOCUMENT DATE/PERIOD
---	----------------------

REMARKS

PREPARED BY	REPORT ANNOTATED ON SOURCE DOCUMENT	ABOVE DATA VERIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED
FISCAL DIVISION	DATE 7-7-59	SIGNATURE M. Hammer x-3998
FINANCE DIVISION		

SECRET

Supplement to Staff Employee Personnel

Action for Integration of William V. Bros

Effective 27 April 1961

The purpose of this memorandum is to call your attention to existing policies which are particularly material to you while you are integrated and to set forth certain rights and obligations which are incident to your status as an appointed employee. It is hereby agreed and understood that:

1. As an employee of this organization, at the present grade and salary of GS-16 \$15,515 per annum, you will accept cover employment with another instrumentality of the Government (hereinafter referred to as "your cover facility") effective as of 27 April 1961. You will, insofar as consistent with your basic responsibility to this organization, abide by all the rules, regulations, practices and policies of your cover facility, in order to appear as a conventional member of that establishment. Your appointment to your cover facility is being effected at PSR-2 and salary of \$15,255 per annum. You are prohibited, except as specifically authorized herein, from retaining emoluments paid by your cover facility.

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

14-00000

SECRET

3. Travel to your post of duty overseas and your return travel to the United States, as well as travel performed overseas which is consistent with your cover designation, will normally be at the direction of your cover facility. Such travel will be accomplished in conformance with applicable regulations of your cover facility except when you are directed for operational reasons to perform travel in accordance with the regulations of this organization.

4. Salary and (except as provided in paragraph three (3) above) allowances paid by your cover facility shall be retained by you to the extent that they are less than or equal to the salary and allowance payments due on the basis of your grade level with this organization. If such cover payments are less than the amount due, the difference will be credited to your payroll account with this organization. If such cover payments exceed the amount due, the overage will be remitted to this organization at designated intervals, presently quarterly. Computations hereunder will be made on the basis of the aggregate gross due and received provided, however, that in computing remittances for overage Federal and, if applicable, District of Columbia income taxes withheld by your cover facility against the overage may be deducted. To assure timely accuracy in your payroll account with this organization you are expected to immediately report cover facility payroll changes.

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

a. Upon integration into your cover facility, you will continue to be covered by the provisions of the Civil Service Retirement Act, as amended, and at your personal expense you will be subject to payroll deductions for retirement purposes (now six and one-half per cent) on the basis of your cover salary or your salary from this organization, whichever is the greater.

b. If you receive taxable income from both your cover facility and this organization, necessary adjustments for Federal, and if applicable, District of Columbia income tax purposes will be made in conformance with instructions received from this organization.

c. Consistent with your cover activity, you will continue to be responsible for compliance with the rules and regulations of this organization.

d. You are not assured upon the completion of your period of duty with your cover facility of any status with your cover based on your services performed with that organization at the request of this organization.

SECRET

14-00000

SECRET

e. A portion of your annual leave and all the sick leave which has accrued to your credit at the time of your integration shall be transferred to your cover facility. The remainder of your leave will be held by this organization in escrow pending the completion of your integration. If the sum of your accumulated annual leave with your cover facility and this organization exceeds the maximum accumulation entitlement afforded you under the regulations of this organization, the excess will be forfeited. If possible, such forfeiture will be accomplished by reducing the leave credit in your escrow account with this organization. While integrated, you will be permitted annual leave, sick leave, home leave, and leave without pay in accordance with the regulations of your cover facility in lieu of the leave benefits of this organization. Upon completion of your integration, your accrued annual and sick leave will be transferred to your credit with this organization. If security conditions require that your cover facility make a lumpsum payment for accrued annual leave, you will be required to pay the gross amount thereof to this organization including income taxes withheld by your cover facility.

6. You will be required to keep forever secret this agreement and all other information which you may obtain by reason hereof, unless you are released in writing by this organization from this obligation. Violation of such secrecy may subject you to criminal prosecution under the Espionage laws, dated 25 June 1948, as amended, and other applicable laws and regulations. The termination of your employment with this organization will not release you from the obligation of any security oath you may be required to take.

UNITED STATES GOVERNMENT

BY *Robert J. Moore*
Personnel Office

ACCEPTED:

William V. Brice

CONFIDENTIAL
(When Filled In)

T&R

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

NAME OF EMPLOYEE (Last)		(First)		(Middle)	SOCIAL SECURITY NUMBER
Broe,		William		V.	None
1. RESIDENCE DATA					
PLACE OF RESIDENCE WHEN INITIALLY APPOINTED				LAST PLACE OF RESIDENCE IN CONTINENTAL U.S. (If appointed abroad)	
Silver Spring, Maryland					
PLACE IN CONTINENTAL U.S. DESIGNATED AS PERMANENT RESIDENCE				HOME LEAVE RESIDENCE	
4317 Saul Road, Kensington, Md.					
2. MARITAL STATUS (Check one)					
<input type="checkbox"/> SINGLE <input checked="" type="checkbox"/> MARRIED <input type="checkbox"/> SEPARATED <input type="checkbox"/> DIVORCED <input type="checkbox"/> WIDOWED <input type="checkbox"/> ANNULLED					
IF MARRIED, PLACE OF MARRIAGE				DATE OF MARRIAGE	
South Weymouth, Mass.				21 Nov. 42	
IF DIVORCED, PLACE OF DIVORCE DECREE				DATE OF DECREE	
IF WIDOWED, PLACE SPOUSE DIED				DATE SPOUSE DIED	
IF PREVIOUSLY MARRIED, INDICATE NAME(S) OF SPOUSE, REASON(S) FOR TERMINATION, AND DATE(S)					
3. MEMBERS OF FAMILY					
NAME OF SPOUSE		ADDRESS (No., Street, City, Zone, State)		TELEPHONE NO.	
Jean Barbara Broe		4317 Saul Road, Kensington, Md.		Whitehall 2-3106	
NAMES OF CHILDREN		ADDRESS		SEX	DATE OF BIRTH
Ponnie		same		F	17 Sept 45
Susan		same		F	28 Dec 47
Kristine		same		F	11 Apr 50
Barbara		same		F	31 Oct 55
NAME OF FATHER (Or male guardian)		ADDRESS		TELEPHONE NO.	
Deceased					
NAME OF MOTHER (Or female guardian)		ADDRESS		TELEPHONE NO.	
Agnes H. Broe		4317 Saul Road, Kensington, Md.		Whitehall 2-3106	
FIRST MEMBER OF YOUR FAMILY, IF ANY, HAS BEEN TOLD OF YOUR AFFILIATION WITH THE ORGANIZATION BY CONTACT TYPE: wife and mother					
4. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY					
NAME (Mr., Mrs., Miss) (Last-First-Middle)				RELATIONSHIP	
Mrs. Jean Barbara Broe				wife	
HOME ADDRESS (No., Street, City, Zone, State)				HOME TELEPHONE NUMBER	
4317 Saul Drive, Kensington, Maryland				Whitehall 2-3106	
BUSINESS ADDRESS (No., Street, City, Zone, State) AND NAME OF EMPLOYER, IF APPLICABLE				BUSINESS TELEPHONE & EXTENSION	
None				n. a.	
IS THE INDIVIDUAL NAMED ABOVE WITTING OF YOUR AGENCY AFFILIATION? (If "No" give name and address of organization he believes you work for.)					YES X
					NO
IS THIS INDIVIDUAL AUTHORIZED TO MAKE DECISIONS ON YOUR BEHALF? (If "No" give name and address of person, if any, who can make such decisions in case of emergency.)					YES X
					NO
DOES THIS INDIVIDUAL KNOW THAT HE HAS BEEN DESIGNATED AS YOUR EMERGENCY ADDRESSEE? (If answer is "No" explain why in item 5.)					YES X
					NO
The persons named in item 3 above may also be notified in case of emergency. If such notification is not desirable because of health or other reasons, please so state in item 6 on the reverse side of this form.					
CONTINUED ON REVERSE SIDE					

CURRENT RESIDENCE AND DEPENDENCY REPORT

190000000

CONFIDENTIAL
(When Filled In)

5. VOLUNTARY ENTRIES		
Experience in the handling of employee emergencies has shown that the absence of certain personal data often delays and complicates the settlement of estate and financial matters. The information requested in this section may prove very useful to your family or attorney in the event of your disability or death and will be disclosed only when circumstances warrant.		
INDICATE NAME AND ADDRESS OF ANY BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS AND THE NAMES IN WHICH THE ACCOUNTS ARE CARRIED.		
Agency Credit Union (My name Only) Kensington Bank, Kensington, Md., (Joint account) William V and Jean Barbara Broe		
HAVE YOU COMPLETED A LAST WILL AND TESTAMENT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO. (If "Yes" where is document located?)		
cy with Mrs. Jean Barbara Broe - 1317 Saul Drive, Kensington, Maryland		
HAVE YOU PREPLANNED AN ARRANGED GUARDIANSHIP OF YOUR CHILDREN IN CASE OF COMMON DISASTER TO BOTH PARENTS? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO. (If "Yes" give name(s) and address)		
Mr. and Mrs. Philip Causer - Cohasset, Mass.		
HAVE YOU EXECUTED A POWER OF ATTORNEY? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO. (If "Yes", who possess the power of attorney?)		
My wife)Mrs. Jean Barbara Broe		
6. ADDITIONAL DATA AND/OR CONTINUATION OF PRECEDING ITEMS		
SIGNED AT	DATE	SIGNATURE
Washington, D. C.	16 Feb. 1961	William V. Broe

CONFIDENTIAL

MEMORANDUM FOR: Chief, FE

SUBJECT: Receipt of Gifts from Foreign Official

REFERENCE: Memo for D/Per from C/FE, dtd. 28 Oct. 59
(DD/P 4-9032), same subject

1. Reference reports the receipt of one silk necktie and one lady's scarf by each of the following officials:

Mr. Robert A. Amory
✓ Mr. William V. Brock
Mr. Herman Horton
Mr. Lothar Metal
Mr. Edward H. Kora
Mr. Kinloch Bull

2. Considering the circumstances under which these gifts were tendered and their insignificant intrinsic value, we concur in your recommendation that they be retained by the recipients for whatever use these officers may desire.

Gordon M. Stewart
Director of Personnel

Distribution:

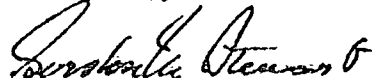
3 & 1 - Addressee
1 - DD/I
1 - Asst. to DD/P
1 - D/Security
1 - D/Per Subject File
1 - D/Per Header Circles
6 - Subjects' Files
DD/Per/HBonds:jc (3 Nov. 59)

FE 4453

MEMORANDUM FOR: Mr. William E. Broe

SUBJECT: Appreciation of Participation in the
Personnel Officer Training Course

1. I wish to express my appreciation for your participation in the recent running of the Personnel Officer Training Course. We believe the course was successful in achieving the objectives set for it.
2. The major factor in the success of our course was the contribution of many like yourself who willingly undertook the preparation and presentation of their lectures. We think the opportunity to hear these represented a most valuable experience for the students.
3. It is my hope that we may continue to call upon you in connection with subsequent presentations of the course.



GORDON M. STEWART
Director of Personnel

SECRET

13 OCT 1958

MEMORANDUM FOR: Chief, Far East Division

SUBJECT: Report of Gifts

REFERENCE: Memo for D/Pers from C/PD dtd 29 Sept 58,
Subject: Gifts to Agency Personnel

Referenced memorandum reports the receipt of gifts by several Agency employees from recent visitors. These gifts are determined to be of insignificant intrinsic value and may be retained by the recipients for whatever use they desire.

13 Oct 14 11 30 AM

Carlton H. Rogers
Director of Personnel

Distribution:

- 0 & 1 - Addressee
- 1 - Ex O-10/P
- 1 - Recorder, EAD
- 1 - D/Sec
- 1 - D/Pers Subject File
- 1 - D/Pers Branch Chrono
- 1 - Subjects' Files
- Guttschi, Eugene
- William V. Broe
- Robert P. Wheeler
- William H. Carter
- Eugene C. Trabulsi

OD/Pers/BHBond:sm (10 Oct 58)

SECRET

4-2108

CONFIDENTIAL

25 SEP
1956

MEMORANDUM FOR: Director of Personnel

VIA: Director of Security
Attn: Chief, Policy Staff

SUBJECT: Gifts to Agency Personnel

REFERENCE: Field Regulation 20-644

The following Agency personnel received gifts as noted from three Cabinet Research Chamber visitors during their recent visit to Washington:

	Approx. value
Satoshi Nagase	
Box of nori	\$2.00
Set of chopsticks (laquered)	.75
William V. Bros	
1 woodblock print	1.50
Robert P. Wheeler	
Box of nori	2.00
William N. Center	
1 woodblock prints	3.00
Hageeb O. Trabulsi	
Woodblock print	1.50
1 jar Japanese sauce	.50

Signed Robert P. Wheeler

DESMOND FITZGERALD
Chief, Far East Division

CONFIDENTIAL

~~SECRET~~

SECURITY INFORMATION

Office Memorandum • UNITED STATES GOVERNMENT

TO : PDC

DATE: 23 June 1953

FROM : Chief, FE

SUBJECT: BROE, William V.
Letter of Commendation

1. Forwarded herewith are copies of the following letters which are to be included in the personnel file of Mr. William V. Broe:

Letter of transmittal to Mr. Allen Dulles from
Colonel A. G. Gabriel

Letter to Mr. Broe from President Elpidio Quirino

Letter to Colonel Gabriel from Lucas V. Madamba,
Assistant Executive Secretary

2. The originals of these letters have been retained in
FE/3/FI.

George E. Aurell
George E. Aurell
Chief, FE

Originator: Roberta J. Meyer

~~SECRET~~

SECURITY INFORMATION

May 7, 1953

Mr. Allen W. Dulles
Director, Central Intelligence
Agency, Washington D. C.

S i r :

I have the honor to transmit herewith a letter
of His Excellency, Elpidio Quirino, President of the
Republic of the Philippines in appreciation of the
services of Mr. William Vincent Broe, who has been
working with the National Intelligence Coordinating
Agency, in an advisory capacity, since April 1951
and whose tour of duty is ending very shortly.

Very respectfully,

A. G. GARNIER
Colonel, USA, AFP
Coordinator, National
Intelligence

Manila, March 25, 1953

Dear Colonel Gabriel:

In connection with your letter of February 27, 1953, I am sending you herewith a letter of appreciation, addressed to Mr. William Vincent Bree, Civil Affairs Attache of the Embassy of the United States.

Sincerely yours,

LUCAS V. MADAMBA
Assistant Executive Secretary

LR'ang

Encl.

Col. A. G. Gabriel
Coordinator, National Intelligence
Coordinating Agency
M a n i l a

MALACANAN PALACE
MANILA

March 24, 1953

My dear Mr. Broes:

Your forthcoming departure on account of the termination of your present tour of duty in this country has come to my attention. Permit me, in this connection, to express to you my sincere appreciation for the unselfish cooperation and valuable assistance which you have given the National Intelligence Coordinating Agency. Your untiring efforts have contributed much towards maintaining harmonious relations between your country and mine.

With warmest personal regards to you and Mrs. Broes, I am

Sincerely,

ELPIDIO QUIRINO
President of the Philippines

William Vincent Broes, Esquire
Civil Affairs Attaché
Embassy of the United States
M a n i l a

SECRET

UV

STATEMENT OF FEDERAL CIVILIAN AND MILITARY SERVICE										OFFICE			DIVISION		
NAME (LAST) (FIRST) (MIDDLE)										BRANCH			SECTION		
										OSO			FDZ		
I. FEDERAL CIVILIAN SERVICE (BEGIN WITH THIS AGENCY AND FOLLOW IN REVERSE CHRONOLOGICAL ORDER)															
AGENCY	LOCATION	FROM			TO			TOTAL SERVICE							
		DA.	MO.	YR.	DA.	MO.	YR.	DA.	MO.	YR.					
Dept. of Justice, FBI		30	Mar	1942	14	May	1946	16	1	6					
Organisation		21	Jun	1948	31	12	51	11	6	3					
SCD - 05/05/42 Verified 5/24/57 12/12/57															
Total Civilian Service								27	7	9					
II. MILITARY SERVICE (INCLUDE ONLY PERIODS OF ACTIVE DUTY; DO NOT INCLUDE TERMINAL LEAVE)															
BRANCH OF SERVICE	FROM			TO			TOTAL SERVICE								
	DA.	MO.	YR.	DA.	MO.	YR.	DA.	MO.	YR.						
Total Military Service															
III. CERTIFICATION															
I hereby certify that the above Civilian and Military Service is complete and accurate to the best of my knowledge.															
11 March 1952 DATE										William Vincent Broe SIGNATURE OF EMPLOYEE					
IV. REMARKS: (CONCERNING ABOVE SERVICE)										V. FOR PERSONNEL OFFICE USE ONLY					
										TOTAL CREDITABLE SERVICE					
										DAYS		MONTHS		YEARS	
										27		7		9	
										as of 12/7/51					
MAY BE CONTINUED ON NON-DETACHABLE REVERSE SIDE															

SECRET

AGREEMENT

AGREEMENT made this 20th day of February, 1951, effective the 21st day of February, 1951, by and between the United States of America (hereinafter referred to as the Government), as represented by the Central Intelligence Agency, and William Vincent Bros (hereinafter referred to as the Employee).

RECITALS

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

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

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

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

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

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

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

SECRET

SECRET

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

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

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

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

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

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

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

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

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

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

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

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

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

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

ARTICLE III. Overseas Allowances and Transportation Expenses. When specifically authorized by the ADSO, the expenses of travel and transportation of the Employee, his immediate family, household goods and effects, including personally owned automobile and other allowances, will be paid the Employee in accordance with the Foreign Service Act of 1946 and regulations issued thereunder by the Department of State. When authorized by the ADSO, the Employee shall be paid a quarters allowance, cost of living allowance, or special foreign living allowance in accordance with the Foreign Service Act of 1946 and regulations issued thereunder. The amount of quarters and cost of living allowances and the special foreign living allowance is set forth in Article 1 of the Budget Circular A-8, which is amended periodically to reflect adjustments in prices. The amount of the special foreign living allowance is set forth in Article 2 of the Budget Circular A-8, which is amended periodically to reflect adjustments in prices.

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

1. If the Employee is transferred from another Government Agency to the position, any annual or sick leave standing to his credit in such Agency, may be transferred, if appropriate, in accordance with E. O. 9834, 27 March 1947, in accordance with Section 934 of the Foreign Service Act of 1946.

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

10017

ARTICLE VI. Retirement. The Employee occupies a position within the purview of the Civil Service Retirement Act. Accordingly, deductions shall be made at the rate provided by law (presently 4%) from the Employee's basic salary and placed in the Civil Service Retirement Fund. The Employee may not avail himself of the provisions of the Foreign Service Retirement and Disability System, provided for in Title VIII of the Foreign Service Act of 1946.

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

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

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

ARTICLE IX. Salary. The Employee shall receive a basic salary of \$7,710.00 FGS-3 per year in accordance with Section 415 of the Foreign Service Act of 1946. In-class promotions shall be granted to the Employee in accordance with regulations established in the Department of State pursuant to Section VI, Part E, Section 415 of the Foreign Service Act of 1946. Other class or in-class will be made only as specifically authorized by the ADO.

ARTICLE X. Continuance of Pay and Allowances. If the Employee is determined by CIA to be absent in a status of "Missing", "Missing in Action", "Interned in a Neutral Country", "Detained by an Enemy", "Sequestered", or "Seized", he shall for the period he is determined to be in any such status be entitled to receive or to have credited to his account the same pay and allowances to which he was entitled at the starting of such period of absence. Continuance of pay and allowances as specified above shall be as prescribed in the Missing Persons Act of 1942 (50 U.S.C.A. App. 1001-115, 7 March 1942).

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

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

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

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

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

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

6. If the Employee is required to travel abroad for official service overseas, he shall submit a written resignation addressed to the AFSO, who will take appropriate steps to clear the matter with the Department of State.

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

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

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

14-00000

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

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

TC ET

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

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

A lump sum payment for annual leave is to be paid up to 20 February 1951. Sick leave is to be held in escrow until such time as subject reverts to GS-Status, at which time, accrued sick leave will be credited.

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

UNITED STATES OF AMERICA

[Signature]
 CHIEF, PERSONNEL DIVISION
William L. Davis
 (Employee)

WITNESS:

[Signature]
 CHIEF, OVERSEAS SECTION

CENTRAL INTELLIGENCE AGENCY

2430 E STREET NW.

WASHINGTON 25, D. C.

Date 5 February 1951

Dear Mr. Broe: *William V.*

1. This is to notify you that the United States Government, as represented by the Central Intelligence Agency, has accepted your employment effective 4 February 1951.

Position: Intelligence Officer (Chief)

Base Salary: GS-13 \$7600.00.

2. You will be:

a. Entitled to annual and sick leave in accordance with Civil Service Commission rules and regulations, or such other provisions of law or regulations as may be established in lieu thereof.

b. Reimbursed for travel expenses in accordance with CIA Regulations or Standardized Government Travel Regulations, as amended.

c. If stationed outside continental United States, granted such monetary allowances as are prescribed by CIA Regulations.

3. As a condition of your employment by the Central Intelligence Agency, you are subject to assignment to tours of duty at posts outside the continental United States. Each time you are so assigned, unless otherwise specified in advance by CIA, you will be required to remain at the post to which assigned for a period of 24 months from the date of arrival thereat, unless sooner transferred, reassigned or separated for reasons beyond your control. If you wish to return to the United States for personal reasons during that period, all travel and transportation costs incident to such return will be borne by you, with no expense to the Government.

4. If this employment is for assignment to an overseas post, it is understood and agreed that, unless earlier separated for reasons beyond your control, you will remain in Government service for 12 months after your arrival at your first overseas post, and if you violate this agreement, any money expended by the United States on account of your travel and the transportation of your immediate family and household goods will be considered a debt due to the United States.

5. Employment is conditioned upon satisfactory completion of the training courses prescribed by CIA and satisfactory performance of duty for a total period of six months from date of employment. In the event

-2-

either training or performance of duty is deemed unsatisfactory by CIA, you will be offered other types of employment if available, or your employment will be terminated.

6. Your appointment is for such time as your services may be required and funds are available for the work of CIA. Notice of termination will be given you by procedure similar to that provided by Civil Service rules and regulations.

A. C. Clark

Official authorized to sign letters of appointment.

I accept the above agreement as a condition of my employment by CIA.

William V. Bree
Employee

5 February 1951
Date

**OATH OF OFFICE, AFFIDAVIT,
AND
DECLARATION OF APPOINTEE**

CENTRAL INTELLIGENCE AGENCY

WASHINGTON, D. C.

(Department or Establishment)

(Bureau or Division)

(Place of Employment)

**A.
OATH OF
OFFICE**

I, **WILLIAM VINCENT BROE**

Do solemnly swear (or affirm) that 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; and 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**

Do further swear (or affirm) that I do not advocate, nor am I a member of any political party or organization that advocates the overthrow of the Government of the United States by force or violence; and that during such time as I am an employee of the Federal Government, I will not advocate nor become a member of any political party or organization that advocates the overthrow of the Government of the United States by force or violence.

**C.
DECLARATION
OF APPOINTEE**

Do further certify that (1) 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; (2) I will inform myself of and observe the provisions of the Civil Service law and rules and Executive orders concerning political activity, political assessments, etc., as quoted on the attached Information for Appointee, and (strike out either (3) or (4))

(3) the answers given by me in the Declaration of Appointee on the reverse of this sheet are true and correct;

(4) the answers contained in my Application for Federal Employment, Form No. _____, dated _____, 19____, filed with the above-named department or establishment, which I have reviewed, are true and correct as of this date, except for the following (if necessary, use additional sheet; if no exceptions write "none"; if (4) is executed, the reverse of this sheet need not be used):

William V. Broe
(Signature of Appointee)

Subscribed and sworn before me this 21st day of June, A. D., 1948

at Washington (City) D. C. (State)

Chapter 145, Title II, Sec. 312
[SEAL] **Act of June 26, 1943**

Elyah M. Morrison
(Signature of Officer)
Appointment Clerk
(Title)

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

16-52841-2

21 June 1948
(Date of Entrance on Duty)

Operations Officer, P-5 \$6144.60
(Position to which appointed)

8-24-13
(Date of Birth)

AFFIDAVIT

STRIKING AGAINST THE FEDERAL GOVERNMENT

CENTRAL INTELLIGENCE AGENCY

(DEPT. OR ESTAB.)

(BUREAU OR OFFICE)

WASHINGTON, D. C.

(PLACE OF EMPLOYMENT)

I, WILLIAM VINCENT BROE, DO HEREBY SWEAR (OR AFFIRM)

THAT 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.

William V. Broe
(SIGNATURE OF EMPLOYEE OR APPOINTEE)

SUBSCRIBED AND SWORN TO BEFORE ME THIS 21st DAY OF
June, 1948 AT Washington, STATE OF D. C.

Elizabeth Morrison
Appointment Clerk
Chapter 145, Title II, Sec. 206
Act of June 26, 1933.

FORM DSP-34 7-1-48 FORMERLY FS-312 DEPARTMENT OF STATE APPLICATION FOR EMPLOYMENT IN THE FOREIGN SERVICE OF THE UNITED STATES		ST BUREAU NO. 67-4221, 1 APPROX. EXPIRES AUGUST 31, 1950 THIS SPACE FOR OFFICE USE ONLY	
INSTRUCTIONS—Answers to all questions must be typed or printed. All questions must be answered fully. If sufficient space has not been provided for your answer to any question, complete your answer under item # 27.		PREVIOUS _____ CARRIED _____ ACKNOWLEDGED _____ INDEXED _____ INVESTIGATED _____ ACTION _____ CODE _____ OTHER _____	
DATE OF APPLICATION 7 December 1950		POSITION APPLIED FOR Foreign Service Staff Officer	
THIS SPACE FOR OFFICE USE ONLY	1. NAME (Last) (First) (Middle) (Maiden, if any) BROO, William Vincent		2. HAVE YOU EVER BEEN KNOWN BY ANY OTHER NAME? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF ANSWER IS "YES", GIVE FULL DETAILS UNDER ITEM # 27.
	3a. PERMANENT ADDRESS (Place from which transportation will be authorized if appointed. Street number and name) 832 Labella Walk		4. STATE OF WHICH YOU ARE A LEGAL RESIDENT Virginia
	3b. CITY, POSTAL ZONE, STATE Falls Church, Virginia		
	5. PRESENT ADDRESS IF DIFFERENT FROM ABOVE		PRESENT BUSINESS PHONE JE 3-7983
	6. DATE OF BIRTH (Month, day, year) 24 August 1913		7. PLACE OF BIRTH (City, state, or country) Amesbury, Massachusetts, U.S.A.
8a. IF BORN OUTSIDE U.S., HOW WAS CITIZENSHIP ACQUIRED? N. A.		8b. IF A NATURALIZED CITIZEN, PLACE, DATE, AND NUMBER OF NATURALIZATION CERTIFICATE N. A.	
9. SEX <input checked="" type="checkbox"/> MALE <input type="checkbox"/> FEMALE	10. HEIGHT 6 FT. 0 IN.	11. WEIGHT 185 LBS.	12. MARITAL STATUS <input type="checkbox"/> SINGLE <input checked="" type="checkbox"/> MARRIED <input type="checkbox"/> WIDOWED <input type="checkbox"/> DIVORCED <input type="checkbox"/> SEPARATED
13. WHAT IS THE LOWEST BASE SALARY, EXCLUSIVE OF ALLOWANCES YOU WILL ACCEPT? \$ _____ PER ANNUM			
14. WHAT RESTRICTIONS ARE THERE IF ANY ON YOUR IMMEDIATE AVAILABILITY FOR DUTY IN ANY PART OF THE WORLD?			
15. FULL NAME OF WIFE (If wife, maiden name) Joan Barbara Broo			
d. IF BORN OUTSIDE U.S., HOW WAS CITIZENSHIP ACQUIRED? N. A.		e. IF NATURALIZED, PLACE, DATE, AND NUMBER OF NATURALIZATION CERTIFICATE. N. A.	
16. DEPENDENTS			
NAME		RELATIONSHIP	DATE OF BIRTH
Mrs. William V. Broo		Wife	4 March 1920
Mrs. Agnes M. Broo		Mother	8 November 1883
Bonnie Joan Broo		Daughter	17 September 1948
Susan Carruth Broo		Daughter	28 December 1947
Kristine Elizabeth Broo		Daughter	21 April 1950
17. WHICH DEPENDENTS WOULD YOU WISH TO ACCOMPANY YOU ABROAD? All			
18a. FATHER'S NAME John James Broo		b. PLACE OF BIRTH Amesbury, Massachusetts	c. OCCUPATION Deceased
d. PRESENT ADDRESS N. A.		e. IF BORN OUTSIDE U.S., DID FATHER EVER OBTAIN U.S. CITIZENSHIP? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO N. A.	
19a. MOTHER'S MAIDEN NAME Agnes Mera Bonnythen		b. PLACE OF BIRTH Woburn, Massachusetts	c. OCCUPATION IF ANY None
d. PRESENT ADDRESS 832 Labella Walk, Falls Church, Virginia		e. IF BORN OUTSIDE U.S., DID MOTHER EVER OBTAIN U.S. CITIZENSHIP? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO N. A.	
20a. CAN YOU TYPE DICTATION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO N. A.	20b. ARE YOU A STENOGRAPHER? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO N. A.	20c. CAN YOU TYPE BY TOUCH SYSTEM? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO N. A.	20d. NAME OF OTHER OFFICE MACHINES YOU OPERATE None

21. MILITARY STATUS				
a. IF YOU HAVE BEEN IN THE ARMED FORCES OR IN THE RESERVE LINE IN WHAT SERVICE AND BRANCH DID YOU SERVE? (e.g. U.S. Army; Field Artillery) H. A.		b. SERVICE OR SERIAL NUMBER		
c. DATE OF ENTRY ON ACTIVE DUTY	d. RATE OR RANK AT TIME OF ENTRY	e. DATE OF HONORABLE DISCHARGE OR SEPARATION		
f. RATE OR RANK AT TIME OF DISCHARGE OR SEPARATION		g. PRESENT RATE OR RANK IF ON ACTIVE DUTY		
22. WHAT PERTINENT FEDERAL CIVIL SERVICE EXAMINATIONS HAVE YOU TAKEN? (Give year, title, and grade received)				
b. DO YOU HAVE A PERMANENT CIVIL SERVICE STATUS IN THE FEDERAL GOVERNMENT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		c. IF NOW EMPLOYED IN THE FEDERAL GOVERNMENT GIVE PRESENT GRADE AND DATE OF LAST CHANGE IN GRADE GS-12, July 1980		
23. HAVE YOU EVER APPLIED FOR A POSITION UNDER THE DEPARTMENT OF STATE OR TAKEN AN EXAMINATION FOR A POSITION UNDER THE DEPARTMENT OF STATE? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF ANSWER IS "YES" GIVE PARTICULARS UNDER ITEM #37.				
24. HAVE YOU EVER HELD A POSITION UNDER A FOREIGN GOVERNMENT? (Including service in the Armed Services of a Foreign power) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF ANSWER IS "YES" GIVE DETAILS UNDER ITEM #37.				
25. OUTLINE YOUR TRAVEL OR RESIDENCE ABROAD GIVING DATES, PURPOSE, AND PLACES. (If not while in the Armed Forces give number, date, and place of issuance of American passport.) None				
26. FOREIGN LANGUAGES (Name and indicate the extent of your competence, i.e. Excellent, Good, Fair).				
a. LANGUAGE	b. READ	c. WRITE	d. SPEAK	e. UNDERSTAND
None				
27. EDUCATION				
a. GRADE SCHOOL — CIRCLE HIGHEST GRADE COMPLETED 1 2 3 4 5 6 7 8 9 10 11 12				
	NAME AND ADDRESS	DATES ATTENDED	YEARS COMPLETED	DEGREES CONFERRED
b. HIGH SCHOOLS OR PREPARATORY SCHOOLS	Amsbury High School Amsbury, Massachusetts Governor Dummer Academy South Duxford, Mass.	1927 1931	4	
c. COLLEGES OR UNIVERSITIES	Bowdoin College Brunswick, Maine	1934 1938	1	A.B. Biology Geology
d. OTHER EDUCATIONAL INSTITUTIONS OR TRAINING SCHOOLS				
28. EMPLOYMENT				
INSTRUCTIONS. (In the spaces provided below describe every position which you have held since you first began to work. Start with present position and work back to the first position which you held. Account for all periods of unemployment and state reasons of any unemployment indicated). Use continuation sheet if more space is required.				
PRESENT POSITION				
DATES OF EMPLOYMENT (month, year) FROM: 21 June 1948 TO: present	EXACT TITLE OF YOUR PRESENT POSITION Analyst	SALARY OR EARNINGS STARTING: 6400 PER YR. PRESENT: 7800 PER YR.		
PLACE OF EMPLOYMENT (city, state) Washington, D. C.	DESCRIPTION OF YOUR WORK Supervision of personnel processing and collating intelligence received from various government agencies.			
NAME AND ADDRESS OF EMPLOYER Central Intelligence Agency	NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU 6 men, 3 stenographers, 2 clerks			
NAME AND TITLE OF YOUR IMMEDIATE SUPERVISOR Walter Bedell Smith	REASON FOR DESIRING TO CHANGE EMPLOYMENT Desire to enter foreign service			
		IF CURRENTLY EMPLOYED, DO WE APPROACH PRESENT EMPLOYER? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		

DATES OF EMPLOYMENT (Month, year) FROM May 30, 1942 TO May 1942		EXACT TITLE OF YOUR POSITION Special Agent Supervisor		SALARY OR EARNINGS STARTING \$3200 PER YR. FINAL \$6400 PER YR.	
PLACE OF EMPLOYMENT (City, state) Cleveland, Ohio; Youngstown, Ohio; Washington, D. C.		DESCRIPTION OF YOUR WORK Investigations of violations of laws within the jurisdiction of the FBI in the field. Supervising such investigations at Headquarters, Washington, D. C. <div style="text-align: center;">④</div>			
NAME AND ADDRESS OF EMPLOYER Federal Bureau of Investigation					
NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU					
NAME AND TITLE OF IMMEDIATE SUPERVISOR D. A. Ladd, Assistant Director					
REASON FOR LEAVING Desire to enter international intelligence field					
DATES OF EMPLOYMENT (Month, year) FROM May 1941 TO November 1941		EXACT TITLE OF YOUR POSITION Credit Manager		SALARY OR EARNINGS STARTING \$1800 PER YR. FINAL \$1800 PER YR.	
PLACE OF EMPLOYMENT (City, state) Boston, Massachusetts		DESCRIPTION OF YOUR WORK Processing credit applications and supervising collections. <div style="text-align: center;">⑤</div>			
NAME AND ADDRESS OF EMPLOYER General Motors Acceptance Corporation					
NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU 4 field representatives					
NAME AND TITLE OF IMMEDIATE SUPERVISOR					
REASON FOR LEAVING Reduction in forces due to curtailment of automobile production.					
DATES OF EMPLOYMENT (Month, year) FROM August 1939 TO May 1941		EXACT TITLE OF YOUR POSITION Budget Sales Manager		SALARY OR EARNINGS STARTING \$1200 PER YR. FINAL \$1200 PER YR.	
PLACE OF EMPLOYMENT (City, state) Portland, Maine; Quincy, Massachusetts		DESCRIPTION OF YOUR WORK Directing the retail budget sales in a Firestone Sales and Service store. Handling credit applications and collections. <div style="text-align: center;">⑥</div>			
NAME AND ADDRESS OF EMPLOYER Firestone Tire and Rubber Company Brookline Avenue, Boston, Massachusetts					
NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU 1 assistant; 1 clerk					
NAME AND TITLE OF IMMEDIATE SUPERVISOR R. E. Eaves, Store Manager					
REASON FOR LEAVING By advance myself.					
13. OTHER POSITIONS HELD FOR LESS THAN THREE MONTHS AND PERIODS OF UNEMPLOYMENT (List—beginning with most recent)					
DURATION		POSITION	NAME AND ADDRESS OF EMPLOYER OR REASON FOR UNEMPLOYMENT		STARTING AND FINAL SALARY PER ANNUM
FROM	TO				
Nov 1941	Mar 1942	Unemployed	Awaiting appointment to F. B. I.		
14. HAVE YOU EVER BEEN DISCHARGED OR FORCED TO RESIGN FOR MISCONDUCT OR UNSATISFACTORY SERVICE FROM ANY POSITION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO IF ANSWER IS "YES" GIVE FULL DETAILS UNDER ITEM #17.					
15. HAVE YOU NOW OR HAVE YOU EVER HAD ANY PHYSICAL DEFECTS OR DISABILITIES WHATSOEVER? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			16. HAVE YOU EVER BEEN UNDER TREATMENT FOR A MENTAL OR EMOTIONAL DISORDER? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
17. WITHIN THE PAST TWELVE MONTHS, HAVE YOU FREQUENTLY USED INTOXICATING BEVERAGES TO EXCESS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			18. HAVE YOU EVER HAD TUBERCULOSIS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
19. WERE YOU EVER MEDICALLY DISCHARGED FROM THE ARMED FORCES? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			IF ANY OF YOUR ANSWERS TO ANY OF THE ABOVE IS "YES" GIVE FULL PARTICULARS UNDER ITEM #17.		

3. LIST YOUR FINANCIAL POSITION PERMIT DISCHARGE OF ALL DUTIES IN-
(CORRECT) ☒ YES ☐ NO IF ANSWER IS "NO" STATE UNDER ITEM #17 THE
NAMES OF CREDITORS, AMOUNTS DUE TO EACH, AND DATE, ON WHICH THE
OBLIGATIONS WERE CONTRACTED.

4. IF YOU DESIRE TO ABROAD HAVE YOU EVER PAID
A U.S. INCOME TAX? ☐ YES ☐ NO IF ANSWER
IS "YES" GIVE YEAR AND OFFICE OF LAST PAY-
MENT. **B.A.**

11. DO YOU ADVOCATE OR HAVE YOU EVER ASSOCIATED, OR ARE YOU NOW OR HAVE YOU EVER BEEN A MEMBER OF ANY POLITICAL
PARTY OR ORGANIZATION THAT ADVOCATES THE OVERTHROW OF THE GOVERNMENT OF THE UNITED STATES BY FORCE OR VIOLENCE?
☐ YES ☒ NO IF ANSWER IS "YES" GIVE FULL DETAILS UNDER ITEM #37.

14. HAVE YOU EVER BEEN ARRESTED OR DETAINED BY CIVIL OR MILITARY AUTHORITIES IN THE UNITED STATES OR IN ANY OTHER
COUNTRY (other than for minor traffic violations where the fine did not exceed \$25)? ☐ YES ☒ NO

IF SO, STATE UNDER ITEM #37 THE NAME AND LOCATION OF THE COURT, DATES AND DETAILS OF PROCEEDINGS, AND DISPOSITION.

15. LIST THREE COMPETENT AND RESPONSIBLE PERSONS IN THE UNITED STATES NOT RELATED TO YOU BY BLOOD OR MARRIAGE AND
ARE PARTICULARLY QUALIFIED TO SUPPLY DEFINITE INFORMATION REGARDING YOUR CHARACTER AND ABILITY (do not give names
of supervisors listed in answer to questions no. 22 or 29).

NAME	ADDRESS	OCCUPATION
B. W. Causery	12 Ralph Talbot Street South Weymouth, Massachusetts	Engineer
B. B. Riley	2108 Dexter Avenue, Silver Spring, Maryland	U. S. I.
G. D. DeLoach	Horningside Drive, Alexandria, Virginia	U. S. I.

16. MENTION HERE ANY SPECIAL QUALIFICATIONS OR ACHIEVEMENTS NOT COVERED ELSEWHERE IN THIS APPLICATION. INCLUDE SUCH
ITEMS AS ANY BOOKS OR ARTICLES YOU HAVE WRITTEN, SPECIAL RESEARCH WORK, TECHNICAL SKILLS, MEMORANDUM OR PROFESSIONAL
SOCIETY MEMBERSHIPS, AND ANY OTHER INFORMATION YOU CONSIDER PERTINENT. YOU MAY INCLUDE ANY PERTINENT RELIGIOUS, CIVIL
WELFARE, OR ORGANIZATIONAL ACTIVITY WHICH YOU HAVE PERFORMED EITHER WITH OR WITHOUT COMPENSATION, SHOWING THE NUM-
BER OF HOURS PER WEEK AND NUMBER OF WEEKS PER YEAR IN WHICH YOU WERE ENGAGED IN SUCH ACTIVITY.

17. USE THIS SPACE FOR COMPLETING ANSWERS TO ANY OF THE FOREGOING QUESTIONS, SUPPLEMENTING ANSWERS TO CORRESPOND WITH
QUESTIONS. USE EXTRA SHEETS OF PAPER IF NECESSARY.

CERTIFICATION

False Statement on this Application is Cause for Dismissal.

I DO SOLEMNLY AFFIRM THAT THE INFORMATION CONTAINED HEREIN IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

12 Dec. 1950

DATE

William F. Brode

NAME AS USUALLY WRITTEN AND WILL BE USED AS OFFICIAL SIGNATURE