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9 APR 1955

MEMORANDUM FOR: Secretary of the Army

SUBJECT : Efficiency Reports on Army Officers Detailed  
to the Central Intelligence Agency

1. Under current Army regulations it is necessary to use the letter form report rather than the regular form for efficiency ratings of most Army officers detailed to the Central Intelligence Agency. From comments made in exit interviews and discussions with our officers, it is quite evident that the continued use of the letter form report has a distinctly adverse effect upon officer morale.
2. In spite of assurances from representatives of the Selection Board Secretariat and Career Management Division, there is skepticism among our officers that letter reports actually do carry the same weight as the regular form report in the various selection proceedings. Letter reports are distrusted by Army officers in particular because of the Army's use of the numerical efficiency index (OEI) in which letter report ratings cannot be reflected. Although it has been announced recently that the importance of the overall efficiency index has been greatly de-emphasized in personnel considerations, the fact remains that the OEI for many years has been a major factor in Army personnel selections and it is difficult to convince our officers that it is no longer important. Officers who sit on selection boards may reflect the same attitude.
3. It is my understanding that a primary objection to our previous request to use the rating form DA 67-3 was that officers of other services and civilians were not familiar with the Army's rating procedures and standards and therefore could not render proper form reports. I believe that there is sufficient experience now to prove that these fears were unfounded. For more than a year civilians and officers from other services have been rating our Air Force officers on the Air Force form report and no particular difficulties

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have been encountered. Within the Department of Defense, the National Security Agency, a joint activity similar to CIA has been using the Army form report since August 1953, which would appear to indicate that this arrangement has been satisfactory. Within CIA, Army efficiency reports are monitored more closely by Army officers in our Military Personnel Division than in the average military headquarters. Continual instruction is given our rating officers in both rating procedures and standards. Under these circumstances I am confident that Army officers in CIA can be properly rated on the DA form.

4. Continued use of the letter form reports makes it difficult for CIA to maintain the high morale essential for the most effective performance of its activities. We are doing everything that we possibly can here to make the military feel that service with CIA is a desirable assignment, helpful rather than harmful to their military careers, and I sincerely hope that Army regulations can be amended at an early date to authorize our use of the Form DA 67-3 for rendering efficiency reports on all Army officers detailed to this Agency.

SIGNED

C. P. Cabell  
Lieutenant General, USAF  
Acting Director

G/MPD [ ] (1 Apr 55)

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