



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

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

MAR 16 2 34 PM '59  
MAIL ROOM

The performance of Mr. Mills as a resident agent is considerably above average, both as to his productivity and the quality of his work. Extremely hard working, he is capable, conscientious, dependable and cooperative. An excellent investigator, Mills enjoys his work and the manner in which he handles a continuously heavy case-load in an extremely active territory is a matter of considerable pride with him. Indigenous to the area, he knows it well and has developed some excellent contacts. He possesses ample initiative, is not reluctant to exercise independent judgment and the results are gratifying. Occasionally his reports are not as concise as they should be and require more editing than they should. This has been discussed with him and several remedial suggestions made with fair results. He accepts constructive criticism very well and his attitude is exceptionally good. His personal appearance, sense of security and loyalty are excellent. Considering his temperament, his capabilities and his flexibility, it is believed that his potential is very good.

**SECTION F CERTIFICATION AND COMMENTS**

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

DATE	SIGNATURE OF EMPLOYEE
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**2. BY SUPERVISOR**

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION.
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30	Will be shown to employee at conference time, 23 March 1959.
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IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.

EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS	REPORT MADE WITHIN LAST 90 DAYS	
OTHER (Specify):		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE

**3. BY REVIEWING OFFICIAL**

I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.

I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.

I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.

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

COMMENTS OF REVIEWING OFFICIAL

If I were rating Mr. MILLS, I would have given him a 4/5 instead of a 5 in Section C.

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED	SURE
5 March 1959	Assistant Deputy Director of Security		