

FITNESS REPORT					EMPLOYEE SERIAL NUMBER <div style="border: 1px solid black; width: 80px; height: 20px; margin: 0 auto;"></div>				
SECTION A GENERAL									
1. NAME (Last) (First) (Middle) Barnard Edward T				2. DATE OF BIRTH 1910		3. SEX M	4. GRADE GS-14	5. SD MPC	
6. OFFICIAL POSITION TITLE I.O. Contact					7. OFF/DIV/BR OF ASSIGNMENT OO/CD New York		8. CURRENT STATION <div style="border: 1px solid black; width: 100px; height: 20px;"></div>		
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"/> INITIAL		<input type="checkbox"/> REASSIGNMENT SUPERVISOR		
<input type="checkbox"/> CAREER-PROVISIONAL (See instructions - Section C)					<input checked="" type="checkbox"/> ANNUAL		<input type="checkbox"/> REASSIGNMENT EMPLOYEE		
<input type="checkbox"/> SPECIAL (Specify):					<input type="checkbox"/> SPECIAL (Specify):				
11. DATE REPORT DUE IN O.P. 30 April 63					12. REPORTING PERIOD (From- to-) 1 April 62 - 31 March 63				
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).									
SPECIFIC DUTY NO. 1 <div style="border: 1px solid black; width: 200px; height: 20px;"></div> represents and acts on behalf of Chief, New York Office, <div style="border: 1px solid black; width: 300px; height: 20px;"></div>								RATING LETTER S	
SPECIFIC DUTY NO. 2 Establishes and maintains domestic contact with non-governmental organizations and individuals to collect intelligence information, provide intelligence and operational support.								RATING LETTER S	
SPECIFIC DUTY NO. 3 Briefs, debriefs, and generally exploits for information US domestic sources in response to specific requests or spontaneously.								RATING LETTER S	
SPECIFIC DUTY NO. 4 Prepares intelligence information reports, memoranda, and communications supporting his operations.								RATING LETTER S	
SPECIFIC DUTY NO. 5 Takes action on cases requiring intelligence or operational support for other elements of the Agency.								RATING LETTER S	
SPECIFIC DUTY NO. 6 <div style="border: 1px solid black; width: 600px; height: 20px;"></div>								RATING LETTER S	
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	

28 MAY 1963

OFFICE REPERMANENT
31 APR 1963

~~SECRET~~

(When Filled In)

SECTION C

NARRATIVE COMMENTS

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

This individual performs all his duties in a reliable, cooperative and conscientious fashion. His many years of experience have produced highly effective operational and intelligence collection skills in the domestic field. He has a strong sense of security consciousness. All of these characteristics combine to make him a well qualified [redacted] requiring a minimum of supervision. He works with imagination, particularly evident in his communications, and has an inquisitive mind. His fondness for operations tends to lessen his interest in administrative matters, but he appears to have the capability for assuming greater responsibilities.

This individual is very well suited to the domestic collection and support program and desires to remain in his present station at least for the immediate future. An operational training course is recommended.

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE 14 May 63	SIGNATURE OF EMPLOYEE <i>Edward J. Barnard</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 67	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 13 May 1963	OFFICIAL TITLE OF SUPERVISOR CHIEF, NEW YORK OFFICE	T [redacted] SIGNATURE
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL I fully concur. He is an experienced and most versatile officer.		
DATE 23 May 1963	OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, Contact Division, OO	TYPED OR PRINTED NAME AND SIGNATURE [redacted]

~~SECRET~~