

9 APR 1973

MEMORANDUM FOR: Deputy Director for Management and Services

SUBJECT : Office of Personnel Report - Week Ending
6 April 1973

1. Applications for Disability Retirement: There has been a noticeable increase in applications for disability retirement. Since 1 March, 37 such requests have been received. In the first six days of April, 15 applications were received. An increase was anticipated following the initiation of the surplus exercise.

2. EOD Control: Last week we advised the four Directorates that effective immediately we need approval of the Deputy Director concerned to enter on duty professional and technical employees.

3. Shopping Surplus Files: We presently have on hand 21 Official Personnel Files for surplus employees who have asked to be considered for jobs elsewhere in the Agency. We are discussing with and/or referring these files to other Directorates for job possibilities.

4. Position Management:

a. A meeting was held with the Administrative Officer, Office of Special Projects, on the program and functional

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responsibilities of two proposed key positions in a planned field facility for an advanced technical collection project.

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b. The Office of Training [REDACTED] survey report has been completed and is being typed for submission to the Director of Training.

c. The request for establishing positions in the Data Management Center is being reviewed to determine grades, titles and organisational alignment.

d. The Office of Current Intelligence survey results have been implemented 100 percent.

5. Bloodmobile: A total of 153 Agency employees donated blood to the Bloodmobile on 3 April.

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6. Reserve Meeting: [REDACTED] retired Agency employee, will address the Agency's Reserve Meeting in the auditorium at 1745 hours this evening. His subject will be "Africa; A Study in Absolutes."

/s/Harry B. Fisher

Harry B. Fisher
Director of Personnel

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