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02 AUG 1979

MEMORANDUM FOR: Deputy Director for Administration

FROM: Harry E. Fitzwater
Director of Personnel

SUBJECT: Office of Personnel Report --
Week Ending 1 August 1979 (U)

1. Retirement Activity: The figures shown below depict the total retirement activity for the period from 1 May through 31 July 1979. The figures in the clear show totals. The figures in parenthesis represent persons who have opted for discontinued service or "involuntary" retirement. Thus of 164 persons to depart by 31 July 1979, 68 are going under the "liberal" options.

	<u>Civil Service</u>	<u>CIARDS</u>	<u>TOTAL</u>
* Retired	60 (22)	71 (19)	131 (41)
**Signed to go	18 (16)	15 (11)	33 (27)
Total	78 (38)	86 (30)	164 (68)

* As of COB 7/30/79

** Retired COB 7/31/79

(U/AIUO)

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2. Minority Recruitment: [redacted] our NFAC minority recruiter, and [redacted] recruiter, attended the National Urban League annual conference on 22 - 25 July 1979 in Chicago. The Agency was well-represented with support from the EEO office and the EEO officers from NFAC, DDA and DDO. The Agency's presence was well received. The attendees were surprised to see CIA openly recruiting and were

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Review on 2 Aug 85

SECRET

pleased that we were actively seeking minority applicants. There were many inquiries into employment possibilities with the Agency and we received several resumes. The recruiters were kept quite busy as was the rest of the Agency contingent. Several worthwhile contacts were made and we will follow-up with letters and material regarding our recruiting needs. (U)

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3. OPM Meeting: [redacted] of the Policy Staff, attended the Inter-Agency Advisory Group meeting at the Office of Personnel Management on 26 July 1979. The subject was the review of a draft Federal Personnel Management Bulletin on Senior Executive Service Merit Staffing. Among other things, the Reform Act requires that Qualification Standards be established for each SES position. OPM will also require vacancy notices distributed throughout Government on each SES vacancy. (U/AIUO)

4. Regulations/Notices: The following were forwarded to the Regulations Control Branch:

a. Three-Year Trial Period for OGC coordination. This notice initiates certain steps to improve the evaluation of trial period employees and will be forwarded soon to the DDA for signature.

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[redacted]

5. NAPA Project Group:

a. A total of seven draft papers on NAPA issues are in various stages of production.

b. Briefings were provided the Project Group by members of the Special Activities Staff, OP; Regulations Control Branch, DDA; and the Position Management and Compensation Division, OP. [redacted] IG Staff, plans to brief the Group on Thursday, 2 August on their study of Recruitment and Placement. (U/AIUO)

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6. Relationship with Social Security Administration: In a recent memorandum to the Attorney General, the Secretary of Health, Education and Welfare requested that the Department of Justice review the arrangements existing between the Social Security Administration and intelligence and law enforcement agencies, and provide an opinion whether these arrangements

SECRET

are within the Social Security Administration's legal authority and not otherwise in violation of law. The Secretary of HEW further stated that he was directing the Commissioner of Social Security to continue present practices for 90 days from the date of the letter (9 May 1979) and that thereafter, the Social Security Administration will only undertake those activities that, in the opinion of the Department of Justice, are lawful. Because of the special relationship which has existed between the CIA and the Social Security Administration, there has been concern within the Agency regarding how the Justice Department would respond.

25X1A [redacted] has followed this development and on 25 July 1979 advised the Chief, Contract Personnel Division, OP, that he had been informed by the Justice Department that a reply to Secretary, HEW was being prepared and that it was favorable to a continuation of existing arrangements. (C)

7. Educational Aid Fund: The Educational Aid Fund Selection Committee met on Thursday, 26 July 1979, to recommend winners for grants and loans. The choices made by the Committee will be presented to the Board of Trustees for approval today, 2 August 1979. (U)

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9. Suggestion Box: No suggestions were received this week. The total number of suggestions received since the program began on 15 June 1977 is 71. (U)

10. Rehired Annuitants: See attached report. (S)

[redacted] 25X1A
for Harry E. Fitzwater

Att

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2 Aug 79