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14 JUN 1979

MEMORANDUM FOR: Deputy Director for Administration
 FROM: Harry E. Fitzwater
 Director of Personnel
 SUBJECT: Office of Personnel Report --
 Week Ending 13 June 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 retirement. Of 90 persons scheduled to depart by 31 July 1979, 23 are going under the discontinued option.

	<u>Civil Service</u>	<u>CIARDS</u>	<u>Total</u>
Retired	15 (2)	15 (2)	30 (4)
Signed to go	<u>27 (12)</u>	<u>39 (7)</u>	<u>66 (19)</u>
Total	42 (14)	54 (9)	96 (23) (U/AIUO)

2. Hire the Handicapped: The Handicapped Program Advisory Committee met on 5 June 1979 and previewed the TIME/LIFE film, Across the Silence Barrier, about the various methods of communication used by deaf persons. TIME/LIFE has a series of films about handicapped people which the Committee hopes to preview in the near future for possible use as training aids. They critiqued the Agency's 1 June 1979 Vietnam Veterans Week program and had a brainstorming session to try to come up with additional ideas on how to further sensitize managers and supervisors to employing qualified persons with handicaps including disabled veterans. The advisability of obtaining

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additional visual aids to assist in accomplishing these goals and where they could be used most effectively was also discussed. It was concluded that this type of venture should be accomplished jointly with the Office of Training. (U)

25X1A 3. Specialized Recruitment: [REDACTED] Chief, Recruitment Division, and [REDACTED], Deputy Chief, Recruitment Division, met with [REDACTED] of the Office of Weapons Intelligence (OWI) on 8 June 1979 to discuss approaches to take to meet that office's recruitment needs. [REDACTED] was briefed on our efforts to recruit at military bases and he will provide us with a list of those bases which employ specialists of particular interest to OWI. The recruiters will, of course, make a special effort on those bases. (U/AIUO) 25X1A 25X1A

4. Legislation: The following proposed legislation was reviewed:

- 25X1A a. The Federal Employees' Compensation Reform Act of 1979.
- b. S-831 - A bill that would establish a "Commission on Governmental Organization and Regulation," to study and investigate the present organization and methods of operations of all departments, agencies and independent establishments. (U) 25X1A

5. Conference: [REDACTED], Chief, Contract Personnel Division, attended a conference at the [REDACTED] on 12 and 13 June 1979 which was designed for the purpose of reviewing all aspects of financial management and administration of officers serving under nonofficial cover. The conference included participants from the Directorate of Operations, Office of Finance, Central Cover Staff and the Office of General Counsel (S) 25X1A

6. Meeting with ADMAG: [REDACTED], Chief, Insurance Branch, met with the DDA Management Group on 11 June 1979 to discuss their concern over emergency room acceptance of insurance cards and procedures for submissions of medical bills to the Insurance Branch. Also discussed were concerns over the lack of dental insurance for GEHA participants. The Group was assured that GEHA's health insurance identification cards were being accepted on the same basis as other health insurance carriers. (U) 25X1A

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7. Awards: Proofs for a new issue of the Suggestion and Invention Awards Program Guide for Supervisors were sent to Visual Aids. In addition, a layout of a bulletin board display has been sent to Visual Aids. The display will show the effective use that has been made of Special Achievement and Exceptional Accomplishment Awards since their origin in 1974. (U)

8. Blood Donors: A total of 131 units of blood were collected at the Agency's monthly Blood Donor Day on 5 June 1979. This compares with 125 units donated last month. (U)

9. Redskin Tickets: Random selection by computer has determined the winners in the EAA Redskin Ticket Program. The EAA is beginning to notify the winners and will schedule them to come to the EAA ticket office in the order of the draw to purchase two tickets to a regular season game of their choice. Purchases will take place between 18 and 20 June 1979. (U)

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

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

COMING EVENTS

We plan to:

- a. Contact test points for informal evaluation of Performance Appraisal Handbook
- b. Finalize the various draft memoranda relative to APP. (U/AIUO)

Harry E. Fitzwater

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12 June 1979

WEEKLY REPORT OF REHIRED CIVILIAN ANNUITANT ACTIVITIES
FOR THE AGENCY (6 to 12 June 1979) (U)

1. The following rehired civilian annuitant cases were processed as new hires:

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DDA



- Independent Contractor,
O/Finance, effective
11 June 1979 (U)

DD

- Independent Contractor,
SE Division, effective
4 June 1979 (S)

fo

civilian annuitant cases were approved

DD

- Independent Contractor,
O/Security, one-year
extension (C)

DD

- Independent Contractor,
IAD, one-year extension (S)

- Independent Contractor,
SE Division, one-year
extension (S)

civilian annuitant case was terminated:

DD

- Independent Contractor,
SE Division, terminated
26 June 1979 (S)

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