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7 JUN 1979

MEMORANDUM FOR: Deputy Director for Administration

FROM: Harry E. Fitzwater
Director of Personnel

SUBJECT: Office of Personnel Report --
Week Ending 6 June 1979 (U)

25X1A 1. Vietnam Veterans: Admiral Turner gave a brief but meaningful speech at the Agency program on 1 June 1979 in observance of Vietnam Veterans Week, not only recognizing personnel who served in the military during this war but also the many CIA civilian employees who served in Southeast Asia. Attendance was very good and included Messrs. Wortman, McMahon and [REDACTED]. Feedback on the Director's talk and the movie was favorable. (U)

25X1A 2. Possible Minority Recruitment Problems: While total college enrollment dropped 3.5% in the 1978-1979 academic year, it fell by 7.5% for blacks and 9.8% for Hispanics. This will, of course, make recruiting more difficult. (The figures are provided by the Census Bureau and are contained in the 21 May issue of Chronicle of Higher Education.) (U)

25X1A 3. Special Recruitment: [REDACTED] recruiter, recently oriented some 35 officers and enlisted men from the 67th Tactical Reconnaissance Wing at Bergstrom Air Force Base concerning photo intelligence career opportunities in the CIA. Emphasis was given to our need of photo interpreters, photogrammetrists and quality control personnel. (U) 25X1A

4. Job Fair: Mr [REDACTED] of the Washington Area Recruitment Office and [REDACTED] a National Foreign Assessment Center careerist on detail with us to assist in

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minority recruiting, attended the National Black Veterans Organization's Job Fair held in conjunction with the National Salute to the Vietnam Veterans at the D.C. Coliseum from 29 May through 1 June 1979. They reported that over 50 organizations and firms participated in the Fair, including about 15 federal and local government organizations. They said the Agency's booth was kept very busy with many inquiries about employment opportunities. They gave out about 100 short resume forms, receiving in return about 20 resumes. Sixty others expressed interest in employment. Among the professional resumes received were: a GS-13 computer communications specialist from HUD, a GS-13 mechanical engineer who graduated from the United States Naval Academy and is currently employed by ONI, a D.C. hearing examiner who is a graduate of Howard University Law School, and several economics and accounting majors. Several communications specialists also showed interest in Agency employment as well as several clerk typists. (U)

5. NAPA: The Director of Personnel summarized the Directorate and component responses on the NAPA report at the 5 June 1979 Executive Committee meeting. (U)

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6. Compensation Reform Act: [REDACTED] and [REDACTED] of the Office of Personnel attended a meeting at the Office of Personnel Management on 4 June 1979 that was held to review the proposed "Federal Employees Compensation Reform Act of 1979." (U)

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7. Legislation: We reviewed and prepared appropriate comments for the following proposed legislation:

- a. A Bill to authorize the establishment of a Senior Intelligence Executive Service and Merit Pay and Awards system within NSA, DIA and CIA.
- b. S. 1024, H.R. 3656, H.R. 111 - All pertaining to the implementation of the Panama Canal Treaty of 1977.
- c. H.R. 253 - "Congressional Access to Information Act" to provide for receipt of testimony and information from Executive agencies and bodies. (U)

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8. Travel: During the past three months, the number of domestic reservations made by the Central Processing Branch increased on the average of over 100 per month as compared with the same period last year. United Airlines, one of the most active domestic airlines, was on strike for the past two months; consequently, the strike, coupled with the increase in reservations, made for an extremely active domestic reservation desk in the Central Processing Branch.

Listed are some comparative figures on domestic reservations for the first five months of 1979:

	<u>1978</u>	<u>1979</u>
January	206	281
February	162	226
March	184	339
April	204	336
May	243	363

(U/AIUO)

9. Suggestion Awards: The Washington Chapter of the National Association of Suggestion Systems sponsored a two-day educational seminar on 6 and 7 June 1979. Four Agency employees attended. (U)

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

COMING EVENTS

One of the latest additions to the list of EAA sponsored clubs is the Hispanic Club. They have an enthusiastic and growing membership and are planning a reception in July that will feature Hispanic culture, food and music. (A/IUO)

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Harry E. Fitzwater

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EA/OD/Pers/ [REDACTED]:kav
7 Jun 79

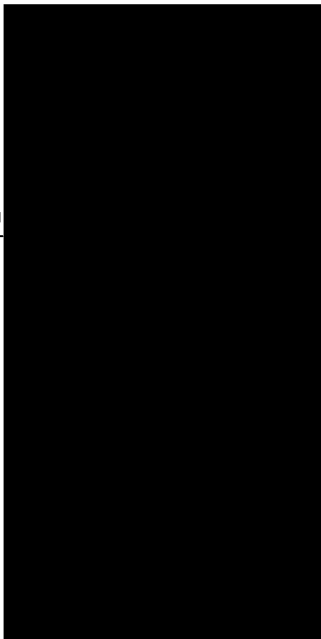
5 June 1979

WEEKLY REPORT OF REHIRED CIVILIAN ANNUITANT ACTIVITIES
FOR THE AGENCY (16 May - 5 June 1979) (U)

1. The following rehired civilian annuitant cases were extended:

DDA

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- Independent Contractor, OS, one-year extension.
- Independent Contractor, OS, one-year extension.

DDO

- Independent Contractor, CI Staff, extended through 15 July 1979.
- Contract Employee, SE Division, one-year extension. (C)

rehired civilian annuitant case was terminated:

DCI

- Independent Contractor, EEO, terminated 23 May 1979. (U)

WARNING NOTICE
INTELLIGENCE SOURCES
AND METHODS INVOLVED

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31 MAY 1979

MEMORANDUM FOR: Deputy Director for Administration

FROM: Harry E. Fitzwater
Director of Personnel

SUBJECT: Office of Personnel Report --
Week Ending 30 May 1979 (U)

25X1A 1. Retirement Briefing - Follow-up to Last Week's Report
[REDACTED], Chief, Retirement Affairs Division, and

25X1A [REDACTED], pre-retirement counselors,
25X1A were guests at a briefing and luncheon sponsored by officials
of Action for Independent Maturity (AIM) on Tuesday, 22 May
1979. The principal host was [REDACTED], Program
Director of AIM and a former Agency employee in the 1950's. (U)

AIM is a division of the American Association of Retired Persons (AARP), which has a membership of 12 million and is one of the fastest growing organizations in the country. AIM has developed comprehensive course manuals and audio-visual materials for an eight-session Retirement Planning Seminar. The package of seminar material is available to any employer wishing to conduct retirement planning programs for its employees. AIM also conducts Retirement Preparation Training Programs to help organizations and employers who want to provide expert guidance to trainers and/or counselors. In addition, AIM has produced a series of 13 guide books which are designed to help an individual enjoy the middle years and plan for successful retirement. Our retirement counselors occasionally use several of these guide books in the individual sessions they conduct. It is interesting to note that AIM and AARP officials acknowledge that CIA has been one of the leaders in the pre-retirement planning field during the past decade. (U)

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2. Retirement Medallion: A recent submission of bids for a new order of retirement medallions reflects that the cost of spot silver has risen to \$7.54 per troy ounce. Based on this quoted price, the basic medallion price, which was \$47.35 in November 1977, is now \$74.59 per medallion. We have now been advised by the Procurement Division, Office of Logistics, that they can secure .999 fine silver, which has been reclaimed by the Navy, at a cost of \$.83 per troy ounce. This silver is of equal quality as that provided by our contractor and they will allow us to provide the basic metal. By using this source, we will be able to reduce the cost of the basic medallion to approximately \$17.60 per medallion. This will allow us to secure four times as many medallions for the same budgeted monies. (U/AIUO)

25X1A

3. Hiring Minorities: [REDACTED] Deputy Director of Personnel for Recruitment and Placement, met on 24 May 1979 with the Director, [REDACTED] and his senior staff to discuss hiring practices, particularly of minorities. This was in response to an EEO Seminar [REDACTED] conducted in late March 1979. [REDACTED] reports that it was a very worthwhile session. (U/AIUO)

STATSPEC

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STATSPEC

4. Federal Employees Group Life Insurance: A House Civil Service subcommittee will hold hearings beginning 12 June 1979 on legislation to liberalize substantially the FEGLI life insurance benefits of Federal employees. If passed, this would allow younger employees to purchase greater amounts of regular FEGLI life insurance and all employees to purchase FEGLI's optional life insurance up to five times the amount of their basic pay. In addition, the Government's share of premium costs would increase from 33 1/3% to 40% and the decline of life insurance policy values after age 65 would ease from the present 25% minimum to 40%. Also, employees could purchase life insurance for family members. (U)

5. United Airlines: According to information from United Airlines, they will be back in full operation by the end of this week. This will ease many of the booking problems which the Central Processing Branch has encountered since the strike began on 31 March 1979. United also advised that all engine bolts on their DC-10 aircraft have been checked. (U)

6. Redskins Tickets: Applications for the Employees Activities Association's Redskins tickets drawing continue to come in with over 1500 already having been received. Members have until 8 June 1979 to turn in their forms to the EAA Office to have a chance at purchasing two tickets to a regular season game. (U)

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7. Suggestion Box: One suggestion was received this week and was forwarded to Logistics Services Division. The total number of suggestions received since the program began on 15 June 1977 is 71. (U)


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

COMING EVENTS

We plan to:

- a. begin second phase of NAPA implementation
- b. prepare APP presentation for DDCI.

25X1A


for
Harry E. Fitzwater

Att

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EA/OD/Pers:kav (31 May 79)

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29 May 1979

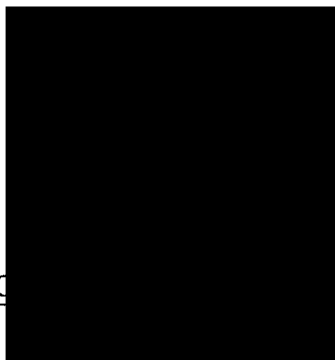
MEMORANDUM FOR: Executive Assistant, OP

FROM: [REDACTED]
Chief, Contract Personnel Division

SUBJECT: Weekly Report for the Period 23 - 29 May 1979

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

DCI



- Independent Contractor, EEO, effective 31 January 1979.

DDO

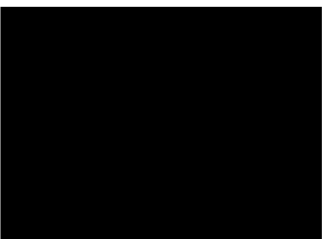
- Independent Contractor, EUR Division, effective 18 May 1979.

NFAC

- Independent Contractor, OD/NFAC, effective 11 May 1979. (S)

2. The following rehired civilian annuitant cases were approved for extension:

DDA



- Independent Contractor, OTR, one-year extension.

- Independent Contractor, O/DDA, one-year extension.

- Independent Contractor, O/DDA one-Year extension.

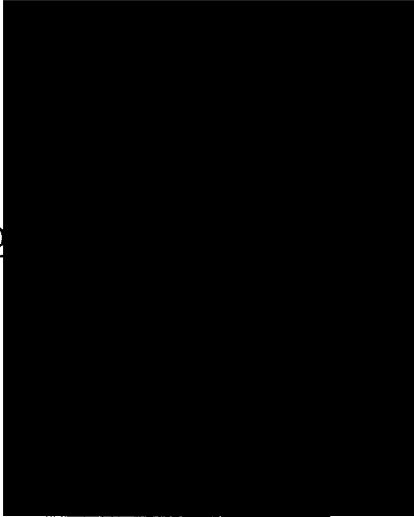
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DDC



- Independent Contractor, O/DDA, one-year extension.
- Independent Contracor, O/DDA, one-year extension.
- Independent Contractor, CI Staff, one-year extension.
- Independent Contractor, SE Division, extension through 31 May 1979.
- Independent Contracor, NE Division, five-month extension. (S)

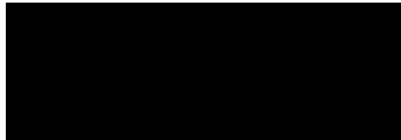
3. The following rehired civilian annuitant case was terminated:

NFAC

25X1A



- Independent Contractor, OPA, terminating 31 May 1979. (U)



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