

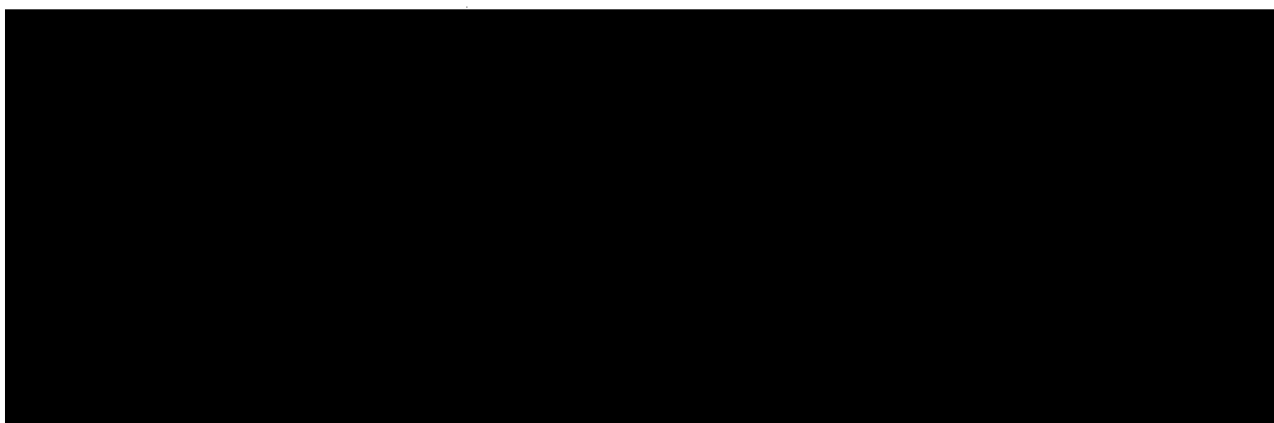
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12 APR 1979

MEMORANDUM FOR: Deputy Director for Administration
FROM: Harry E. Fitzwater
Director of Personnel
SUBJECT: Office of Personnel Report --
Week Ending 11 April 1979 (U)

25X1A



25X1A

2. DCI Visit: [redacted] reported that his recent visit with the DCI in Los Angeles went very well. The DCI asked, "How is processing time going?" He also asked if we were following up leads from the separation centers on various military bases, and if we were advertising on military bases. We routinely exploit military separation centers as an applicant source, and advertise on military bases whenever possible. (U)

25X1A

3. Performance Appraisal System Training: [redacted] met with representatives of the Office of Training for preliminary discussions on the training program to support the new performance appraisal system. (U)

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4. Strike Averted: Fortunately, the threatened strike by Pan American Airlines Flight Attendants did not materialize. Almost all of their flights operated as scheduled last weekend. However, the continued strike

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by United Airlines personnel is causing our Domestic Travel Technician extensive problems. It has materially increased the telephone waiting time needed in contacting the airlines, required the use of alternate routings on other airlines which are heavily booked and in effect necessitates much additional time to make the reservations and confirm them to the traveler. It is our understanding that negotiations are continuing but United has indicated that they will not accept reservations for any flights operating prior to 7 June 1979. (U)

25X1A

5. Savings Bonds: [REDACTED] and [REDACTED] of the Benefits and Services Division attended the 1979 United States Savings Bonds Kick-Off Rally at the Department of Commerce on 11 April 1979. This year's honorary Chairman, Muhammad Ali, was present. (U)

25X1A

6. Legislation: We reviewed the following proposed legislation and prepared comments as appropriate:

- a. H. R. 2964 - to eliminate mandatory retirement age for certain members of the Foreign Service Retirement System.
- b. H. R. 2827 - the Intelligence and Intelligence Related Activities Authorization Act for fiscal year 1980.
- c. H. R. 2401 - Federal Employees Political Activities Act of 1979 which would amend Title 5 of the United States Code (Hatch Act) so as to restore to most Federal civilian employees their rights to participate voluntarily as private citizens in the political process of the country. (U)

7. Clerical Application: A review of our records indicates that applications for clerical positions received for the month of March 1979 are double those received in March 1978. A total of 143 applications were received this March. (U)

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8. Retired Military Personnel - Reporting Requirements: On 9 April 1979, representatives from the Office of Personnel met with [REDACTED] of the Central Cover Staff to discuss new reporting requirements for retired military

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personnel who are re-employed by the government in a civilian capacity after 11 January 1979. Under the new requirements, civilian agencies must report employment of all retired military members to the appropriate uniformed service finance center. Such individuals are restricted to total government disbursements of \$47,500 combined retirement and civilian pay. As a result of the new legislation, all civilian pay changes for the individual must be reported to the appropriate finance center. This will increase the reporting requirements significantly and put a serious strain on the capabilities of the Central Cover Staff. (C)

9. Correspondence: For the month of March 1979, our Correspondence and Applicant Record Branch prepared a total of 4,134 letters (including 238 individually drafted letters), established 2,628 new files and handled 2,751 pieces of incoming mail. (U/AIUO)

10. Hire the Handicapped: The Agency's 14th deaf employee EOD'd on 2 April 1979 with the Office of Technical Service as a part-time coding clerk. (U/AIUO)

11. Voluntary Investment Fund: Current unit values for the Voluntary Investment Plan are:

Growth Fund	-	\$10.29
Income Fund	-	\$15.75

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

COMING EVENTS

(1) PDP: We plan to assist the Directorate of Operations with FY 79 PDP reformatting as requested by the DDCI. (U/AIUO)

(2) Performance Appraisal Handbook: We also plan to continue our work on the performance appraisal system, including the first draft of the Performance Appraisal Handbook. (U)

(3) Skill Session: A Skill Session will be held on Wednesday, 16 May 1979, to discuss the functions of the Insurance Branch and the Personal Affairs Branch of the Benefits and Services Division. In addition to covering

the activities of these branches, there will be discussion on how component personnel officers and the branches can work together in dealing with problems. The session will be held in GA-13 from 0930 to 1130. (U/AIUO)

Harry E. Fitzwater

Harry E. Fitzwater

Att

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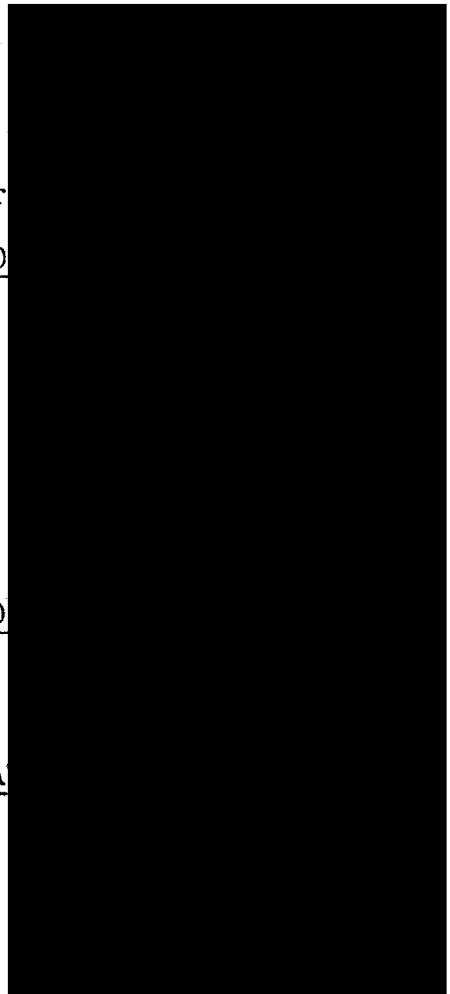
10 April 1979

WEEKLY REPORT OF REHIRED CIVILIAN ANNUITANT ACTIVITIES
FOR THE AGENCY (4 - 10 April 1979) (U)

1. The following rehired civilian annuitant case was approved as a new hire by the Director of Personnel:

DDO

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- Independent Contractor, DCD, effective 29 March 1979. (C)

civilian annuitant cases were approved

for

DDO

- Contract Employee, IMS, one-year extension. (C)
- Independent Contractor, DCD, one-year extension. (C)

civilian annuitant cases were terminated:

DDO

- Contract Employee, EUR Division, terminated 28 December 1978. (S)

DDA

- Independent Contractor, O/DDA, terminating 30 April 1979. (C)
- Independent Contractor, OS, terminated 14 February 1979. (C)

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