

11 MAY 1978

MEMORANDUM FOR: Deputy Director for Administration

FROM : F. W. M. Janney
Director of Personnel

SUBJECT : Office of Personnel Report --
Week Ending 11 May 1978

* 1. (U) Day Care Center: [REDACTED], Chief, Benefits and Services Division, attended the OMB hearing on 9 May regarding proposed rental charges for Federal day care center space. In his opening statement, the OMB spokesman indicated that the reaction to their proposal from a variety of interest groups has been overwhelming. He emphasized that no final position will be taken until they have good answers for a lot of tough questions. Among these questions was: "How do we accommodate other Federal employees who do not have day care services?" There are 74,000 Federal installations, and total demand could approximate 80,000 children at an annual cost of \$62 million, not counting start-up costs.

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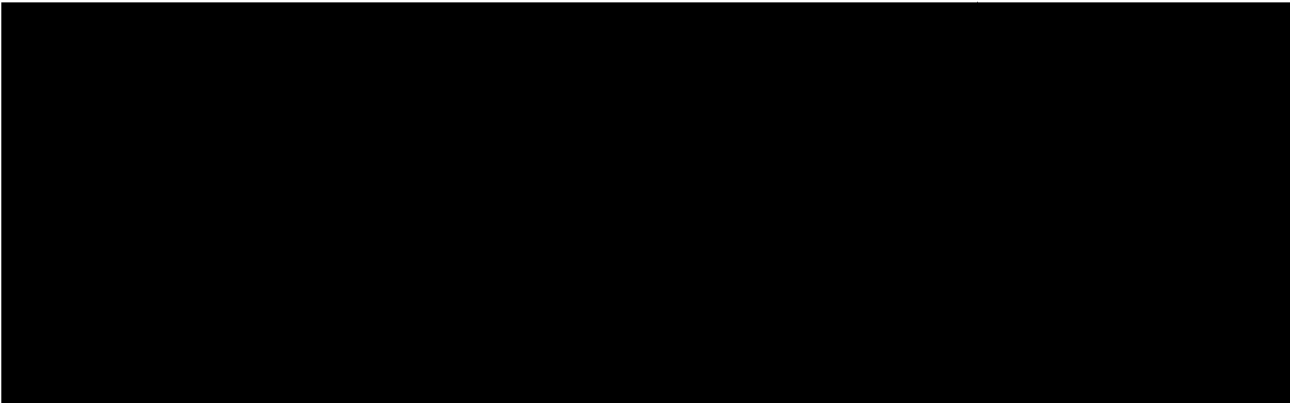
There were 37 witnesses who requested time to speak at the hearing and all were in favor of continued Federal support of the day care centers through provision of rent-free space and initial assistance in establishing the centers. The attendees were in general agreement that parents should pay a fee for children placed in these centers and that there should be a sliding scale depending upon income and ability to pay.

We obtained a copy of a child care survey conducted at the Social Security Administration Headquarters in Baltimore, and it should prove valuable in our preparations for an employee survey. A meeting was held with Mr. Taylor of Children First on 5 May, and we are awaiting a proposal of services they could provide. [REDACTED] is scheduled to meet today (11 May) with the Agency Women's Board to bring them up to date and to obtain their assistance in the survey.

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3. (U) Job Fair: On 4 May, one of our [redacted] recruiters, [redacted] attended a job fair for the handicapped at the Washington Hilton Hotel in Washington, D. C. Some 80 persons participated in the event. [redacted] stated the employment fair was well organized and that contact was made with four individuals who wanted to discuss career opportunities in the Agency: a blind male with a B.S. in Commerce; a blind female with a B.A. in Math and Computer Science; a deaf female with a Ph.D. in Microbiology; and a Black male, a victim of sarcoidosis, a Ph.D. candidate in Microbiology. In addition, [redacted] stated he was contacted by five non-handicapped persons who expressed interest in Agency employment; none had credentials of interest.

4. (U) Ad Response -- Medical Officers: The recent ad for Medical Officers which was published in two medical journals and reported as a news item in The Washington Post has drawn heavy response. Over 60 resumes have been received from doctors to date.

5. (U) The Best Recruiter: A recent study of recruiting trends published by Michigan State University makes some observations as to who makes the best recruiter. Business, industry, government, and academic employers believe personnel staff members make the best recruiters. Their overall knowledge of the organization, specialized training in interviewing techniques, and experience in handling delicate situations were given as reasons for this conclusion.

6. (U) Interesting Applicant: On 5 May one of the Ames Building Security Guards told [redacted] that someone had driven into the parking garage in an antique Rolls Royce. ("Don't offer him a job," said the guard.) The

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individual turned out to be an applicant of Arab origin. He had come in from Syria, he said, specifically to apply for a job with CIA. He gave his address as the YMCA in Alexandria and appeared nervous and anxious to leave. He said he has been studying at the Beirut Arabic University in Lebanon for the last few years and had traveled through Syria. He had heard about the Agency advertising for positions and he was interested in "research." When [redacted] asked him for a more complete address, he declined and said he would call in to let us know where he would be.

7. (U/AIUO) New Clerical Employees: [redacted] clerical employees entered on duty on 1 May [redacted] two were Black and eight were either former staff or contract employees. For the first half of FY 1978, we initiated processing of 429 clerical applicants and entered on duty 239 employees, which is a ratio of 1.8 initiations to one EOD. This is a marked improvement over our FY 1977 ratio of 2.1 initiations to each EOD.

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8. (U/AIUO) Retirement Activity: The figures shown below depict the total retirement activity for the period 1 January through 30 June 1978. The figures in the clear indicate totals; the figures in parenthesis represent persons who have opted for discontinued service or "involuntary" retirement and are included in the total figure. Thus, of 188 persons to go by 30 June, 75 will go under the "liberal" options.

	CSC	CIARDS	Total
Retired	38 (9)	62 (16)	100 (25)
Signed to Go	23 (15)	65 (35)	88 (50)
Total	61 (24)	127 (51)	188 (75)

9. (U) External Placement Assistance: As a result of past meetings between representatives of Retirement Counseling and Employee Assistance Branch and Mr. John Martinson, who is with Management Recruiters of Greater Washington, Management Recruiters has been added to RCEAB's list of employment agencies that are "no fee" to our clients. Like Dunhill, which was added to the list previously, each Management Recruiters office operates on an independent basis but does have the capability of referring resumes of clients to Management Recruiters offices in other geographic areas.

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10. Airline Strike: The Northwest Airlines pilots' strike, which began 30 April 1978, has made it necessary to reschedule many travelers who are leaving within the next week or so. Northwest is not accepting any reservations for travel prior to 15 May, and certain indications are that it may be a long strike. Any advance reservations which are made with Northwest at the request of the traveler will be protected on other airlines wherever possible.

11. Suggestion Box: No suggestions were received this week. The total number of suggestions received since the program began on 15 June 1977 is 50.

12. Rehired Annuitants: See attached report.

Coming Events:

The Summer Employment Program is moving into full speed with the first EOD classes scheduled for next week, 17 and 18 May. A total of 199 EOD dates has been established to fill the 228 requirements for Summer Only's.

[Redacted Signature]

F. W. M. Janney

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Att

Dist:

- 0 & 2 - Add
- 1 - DD/Pers/SP
- 1 - DD/Pers/R&P
- 1 - DD/Pers/P&C
- 1 - C/SAS
- 1 - D/Pers Subject File
- 1 - D/Pers Chrono

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OD/Pers [Redacted]:jmk (11 May 78)

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S E C R E T

10 May 1978

WEEKLY REPORT OF REHIRED CIVILIAN ANNUITANT ACTIVITIES
FOR THE AGENCY (4-10 May 1978) (U/AIUO)

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

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DDA



- Independent Contractor, Office of Logistics, effective 1 April 1978.

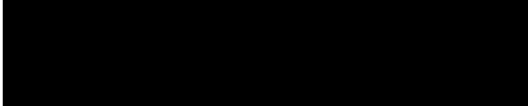
NFAC

- Independent Contractor, Office of Geographic and Cartographic Research, effective 28 April 1978.

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rehired civilain annuitant case was approved
Director for Administration:

DDS&T

-  STATSPEC

rehired civilian annuitant case was terminated:

NFAC

- Independent Contractor, Office of Economic Research, terminated 5 May 1978 - (deceased).

E2 IMPDET
CL BY: 063837

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