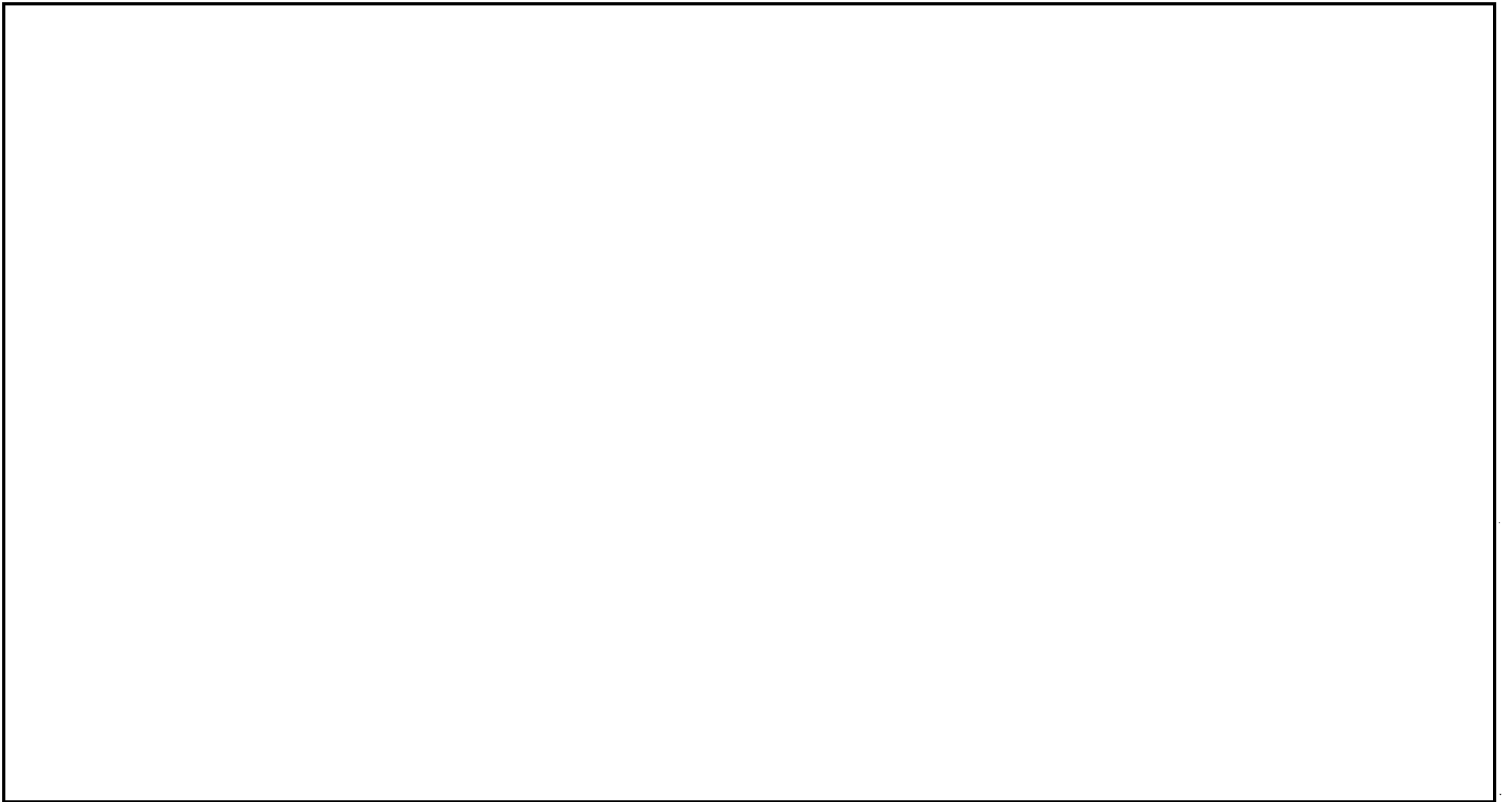


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Communications Specialists

25X1



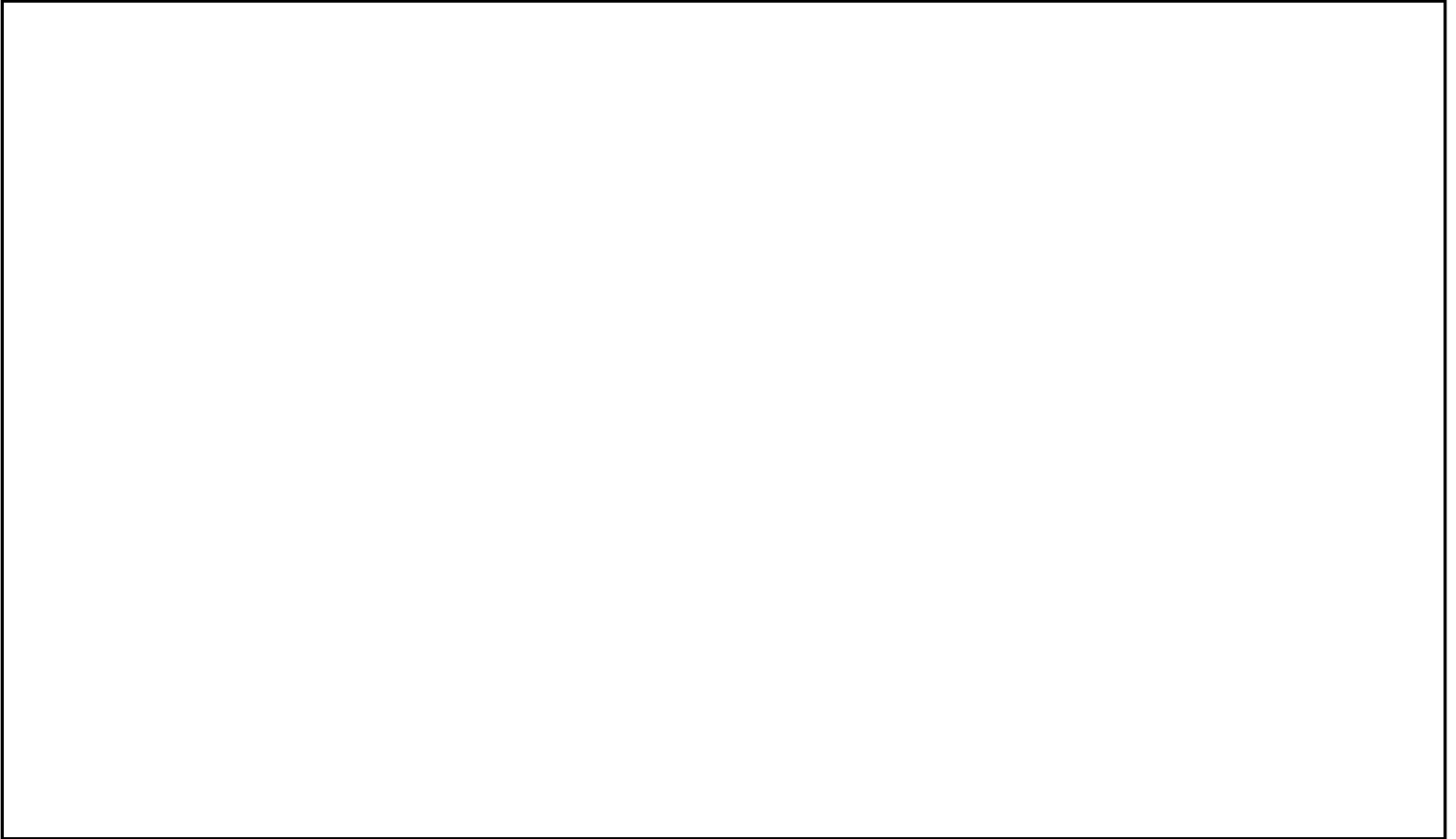
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~~SECRET~~

Operations Officers

25X1



SECRET

Intelligence Analysts

25X1 In the Congressional-approved budget for FY-1981 the National Foreign
25X1 Assessment Center (NFAC) was authorized [] new positions, and projects losses
of an additional [] people through the end of FY-1981.

25X1 -- NFAC's research on geographic, economic and political issues will be
most affected by the freeze. NFAC does not have enough people working on required
aspects of the Third World. Critical subjects cannot be addressed because of the
25X1 lack of analysts with the necessary backgrounds, and because the people presently
employed on Third World subjects are heavily engaged in current intelligence on
crises rather than in research. The areas where we are unable to meet our research
objectives include: []

25X1 []

25X1 -- At least [] new analysts with the following skills are needed:
25X1 [] economists with various area specialties and/or background in energy topics;
[] people from among the disciplines of anthropology, political/cultural geography,
demography, critical non-fuel resources; and [] people with area expertise in/ []

25X1

[]

25X1 -- If we do not hire at least [] to meet attrition and augment the above
categories, I expect serious degradation of CIA's intelligence production on
subjects that will be of critical importance during the remainder of the 1980s.

Clericals

We experience our highest attrition rates in the clerical fields and yet, in many ways, are most dependent upon these skills to make our daily intelligence collection and production processes operate effectively and efficiently. We are talking here not only about typists and stenographers who produce our large numbers of intelligence reports, but also with the file clerks who help compile voluminous data and with the payroll clerks who ensure that our employees are paid. CIA has historically utilized spouses of its employees to satisfy clerical requirements in the field. This has obviated the need in some instances to send secretaries to various locations around the world at a significant annual savings. This hiring freeze, while precluding us from satisfying clerical requirements overseas, is also precluding us from satisfying these requirements in the most efficient manner. This is just one example of our clerical difficulties. Others of equal magnitude exist everywhere in the Agency.

Engineers and Physical Scientists

All agencies of government have difficulty competing with the private sector for the skills of these professionals. As a part of the improvements made in the Agency's selection and processing procedures, major recruiting emphasis was placed on this category. It has taken us eight months to get people with these skills into our pipeline.

25X1

25X1 During FY 1981 the Science and Technology Directorate alone will be responsible for the execution of about of contract and other program activities which will support programs across the full spectrum of intelligence functions requiring the application of technology.

25X1

Because of the technical challenge we are able to offer, the inherent excitement and dynamism of our programs, and the reputation we have in the high technology community, we are able to attract and hold individuals of high competence--despite our inability at many levels to compete with private sector salaries and benefits. We do, however, face some attrition in our workforce. Experience tells us that we are most likely to lose the people whose skills we most require. They are the people with mobility, contacts, significant future growth potential, and professional experience gained here of great value to the private sector.

If we cannot replace these key people as we lose them, we will have to shift qualified people, where we have them, from other programs. This will cause significant disruption. More critical to us is the fact that in many cases we will simply not have the talent required anywhere within our organization, and in those cases critical positions will go unfilled. The Directorate of Science and Technology has two such key senior positions unfillable today from within our organization. Extending this state of affairs for any significant period of time will substantially increase the risk of serious and expensive mistakes in judgment,

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omissions, and schedule adjustments within ongoing developmental activities. In addition, the Office of Scientific and Weapons Research will have increasing difficulty in providing the analyses that is uniquely qualified to perform. It is our judgment that failure to approve the limited exemptions in critical skills areas proposed in the letter above will prove exceedingly costly to the government over the next two to three years.

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Computer Specialists

25X1 The CIA has as much difficulty acquiring computer specialists as it does engineers and physical scientists for all the reasons previously cited. Programs like the [] SAFE System--a large computer system being developed to improve the tools available to intelligence analysts--will be significantly affected because of an inability to acquire supervisory and operating personnel to man the computer center scheduled for initial operation in 1982. Again, because of the length of the pipeline for people with these skills and their need for extensive training, the SAFE System may not begin operation as scheduled at the end of next year. Because of the dynamic nature of the marketplace for these skills, attrition in this category is typically higher than others and will impact adversely ongoing computer operations that this Agency has become so dependent upon.

Security Officers and Couriers

The CIA relies on people with these skills to protect our classified information and to protect our facilities, both at home and abroad, that contain not only classified information, but our people as well. Given increasing political instability in the major areas of the world, as most recently evidenced by incidents in the Near East and Latin America, CIA security officers are taking on increasing responsibility with respect to the protection of our employees and our property located overseas.

Our security officers play critical roles in performing security investigations, not only for prospective CIA employees, but also for the myriad of people in the private sector working on classified CIA contracts--some with the very highest clearance requirements of our government. CIA security officers are also very heavily and continually involved in counterintelligence and antiterrorist activities overseas.

Regarding our couriers, we rely on them to routinely service over delivery and pickup points around the world on a 24-hour-a-day basis. We are presently 25X1 some percent under strength in this occupational category and, without relief, will have no recourse but to divert professional employees from their primary intelligence and related support responsibilities to perform these courier duties.

25X1

Linguists

Skilled linguists are a vanishing breed in America. This comes at a time of increased demand for linguists by both the government and multinational corporations. For example, increased requirements to translate documents from [redacted] have been levied on the Foreign Broadcast Information Service. The Operations Directorate is debriefing [redacted] and has requirements for overseas operations officers with very esoteric languages. At this time, the DDO is [redacted] percent below its language capability need. In many cases, there are only a few people in the United States who speak and read the more difficult languages--Chinese, Russian, and Arabic, for example. Once an applicant with a language capability is found, it is absolutely necessary to hire the person if he/she meets other necessary qualifications.

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Attorneys

Because of high turnover, our General Counsel's Office expects to be at only
25X1 half strength if the freeze continues for the rest of this fiscal year. At
25X1 least one-half the work of the Office is devoted to dealing with cases in active
25X1 litigation (approximately [redacted] to which the Agency is a party at present; plus some

[redacted] To reduce the attention being given to these cases would risk public disclosure of classified intelligence information, degradation of the Director's authority to protect intelligence sources and methods, and judicial interference in Agency operations. If new vacancies in the Office of General Counsel are not filled, and in light of the fact the Office cannot diminish attention to active litigation, virtually all other legal activity would have to be curtailed. This would result in an inability to assist the Directorate of Operations in implementing clandestine activities and in assuring that clandestine and cover necessities in the United States do not expose intelligence officers to criminal or civil liability. In addition, the Office would be severely hampered in carrying out present efforts to simplify legal regulation applicable to intelligence activities and to remove unjustified restrictions imposed in the past.

MEMORAND FOR: *Secret*

Present strength

Projected loss

Exemptions

US

FY 81 ceiling

net reduction

Date

ILLEGIB

25X1

FORM 101 USE PREVIOUS EDITIONS 5-75

ROUTING AND RECORD SHEET

SUBJECT: (Optional)
Hiring Freeze

FROM: Harry E. Fitzwater
Director of Personnel
Policy, Planning, and Management

EXTENSION

NO.

DATE

9 February 1981

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Director of Central Intelligence

2.

3.

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15.

The attached paper is lengthy but considered necessary to state our case. It represents the results of several meetings for coordination with the Deputy Directors and the Comptroller. The Comptroller and I are available to discuss the paper at your convenience. You may prefer to have the Deputy Directors present so that you may hear from them directly their justifications for the exemptions requested or, if more specificity is needed, for justification of certain skills.

Harry E. Fitzwater

Att