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OPTIC  
5010-104

UNITED STATES GOVERNMENT

# Memorandum



TO : Acting Director of Training

DATE: 3 December 1965

FROM : Personnel Officer, OTR

SUBJECT: Weekly Activity Report #37

## I. SIGNIFICANT ITEMS:

25 YEAR RE-REVIEW

None

## II. OTHER ITEMS:

### Possible Career Service Change

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In cooperation with the DDP Panel, OTR Personnel is reviewing the career status of [redacted], GS-09 Admin Assistant in [redacted] will complete her extended tour in [redacted] in June 1966, and her current Field Reassignment Questionnaire requested another field assignment to [redacted]. When her extension was approved approximately eight months ago, OTR proposed that her next assignment should be in Headquarters. The Personnel Branch is now exploring her possible utilization in OTR Headquarters. Should an appropriate assignment not materialize in OTR, the DDP Panel has agreed to discuss her entrance into the Clandestine Services Career Service which would permit [redacted] assignment to other overseas positions.

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### Position Upgrading

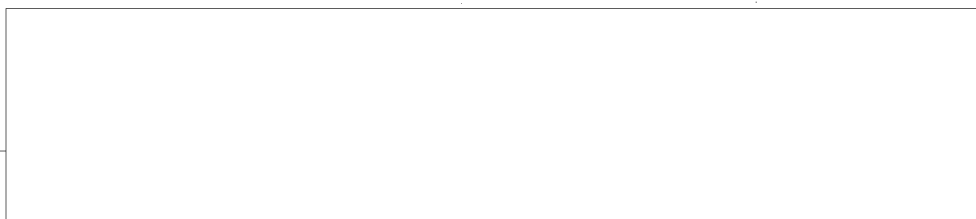
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The promotion action on [redacted] (GS-06 Training Assistant at JMWAVE) is being held by the Clandestine Services Personnel Office pending the upgrading of her position to GS-07. Upgrading action has already been requested and approval is expected shortly.

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### [redacted] illness

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GROUP 1  
Excluded from automatic  
downgrading and  
declassification

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