

6 June 1975

MEMORANDUM FOR: Deputy Director for Administration

SUBJECT : Office of Personnel Report --  
Week Ending 6 June 19751. Retirement Update as of COB 3 June 1975:CIARDSRetired FY 1975

Voluntary	153
Involuntary	42
Mandatory	10
Disability	41
Total	<u>246</u>

<u>Pending Retirements</u>	<u>June</u>	<u>July</u>	<u>1 Aug</u>	<u>Total</u>
Voluntary	24	13	0	37
Involuntary	16	11	1	28
Mandatory	1	1	0	2
Disability	4	1	0	5
Totals	<u>45</u>	<u>26</u>	<u>1</u>	<u>72</u>

Civil ServiceRetired FY 1975

Optional	52
Mandatory	1
Discontinued Service	73
Disability	51
Total	<u>177</u>

<u>Pending Retirements</u>	<u>June</u>	<u>July</u>	<u>1 Aug</u>	<u>Total</u>
Optional	10	3	0	13
Mandatory	2	0	0	2
Discontinued Service	9	13	1	23
Disability	6	2	0	8
Totals	<u>27</u>	<u>18</u>	<u>1</u>	<u>46</u>

The view through 1 August 1975:

	<u>CIARDS</u>	<u>Civil Service</u>	<u>Total</u>
Already Retired	246	177	423
Committed to go by 30 June	72	46	118
Totals	<u>318</u>	<u>223</u>	<u>541</u>
<u>Retired FY 1974</u>	275	340	615

2. The Voluntary Investment Plan: The amount invested in the VIP will probably pass the seven million dollar mark today. We are about eight thousand dollars short of that mark as of this writing, and the seventy thousand in contributions today will see the plan move to a new record.

3. Single Ceiling: Work continued on implementation of the single ceiling and placing positions on the Staffing Complements. We hope to have all completed by 13 June.

4. Summer Interns: Forty-six Summer Interns remain in the program. All but four are cleared. Twenty-three have reported for duty. Twelve are entering on duty on Monday, 9 June, with the remaining 11 reporting on 16 June.

5. Co-op Requirements: Offices employing Co-op students have been requested to furnish the Coordinator with their requirements for the second half of FY 1976.

6. Summer-Only Employees: We have entered on duty 162 Summer-Only employees.

7. NSA Co-op: The NSA Co-op Coordinator called our Co-op people on 3 June to see if we were experiencing, as NSA is, higher security and medical reject rates among Co-op applicants. NSA is particularly concerned about Co-ops from the University of Akron. We subsequently checked and found that all five of our Co-ops from Akron had recently been in for processing. While none are yet cleared, neither do any of them have security or medical holds.

8. Blood Donor Day: "Blood Day" on 3 June was highly successful. A total of 186 pints was donated -- 41 more than for the same date last year. A reminder about Blood Day has been placed on the Bulletin Board on the day before and on donation day. This has apparently helped the program.

9. Regulation Changes: We forwarded to Records Control Branch for publication:

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a. revisions of [redacted] to authorize annual leave during initial 90-day appointments; and

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b. revisions of [redacted] to clarify provisions of leave for maternity and paternity reasons.

10. Incentive Awards Seminar: As of this date, approximately 13 Agency officers have indicated that they plan to attend the Civil Service Commission and National Association of Suggestion Systems Seminar Program on Tuesday, 10 June, at the Ramada Inn in Alexandria.

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11. Household Effects: One steamship container, which holds the effects of nine employees, has arrived at [redacted] from [redacted] and we have been advised that an estimated 30 additional containers are also scheduled to arrive. In addition, one container of damaged personal baggage has arrived from [redacted]. Representatives from Central Processing Branch visited [redacted] yesterday, 5 June, to examine effects that have arrived from Southeast Asia.

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12. Rehired Annuitants: During the week the following rehired annuitants were terminated:

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[redacted] -- Office of Logistics -- Independent Contractor.

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[redacted] -- Office of Training -- Independent Contractor.

13. Cut-Off: The "cut-off" period for the PERCON System has been changed to agree with the staff personnel cut-off system on the RCA 501 which means bi-weekly updates to coincide with the payroll system and end-of-month personnel statistical cut-off.

14. College Placement Council: Some of the facts which emerged from the College Placement Council's first national meeting at the Shoreham-Americana from 28-30 May are attached as an addendum to the Weekly Report.

Coming Events:

1. The last chance to enter EAA's drawing for Redskin Tickets is 13 June.


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2. We will conduct an APP and PDP Skills Session on 10 June.

3. Input of position numbers and career service designations for permanent contract personnel and new data items to identify temporary employees, Co-ops and Summer Interns will begin next week in preparation for the change-over to single ceiling.

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F. W. M. Janney  
Director of Personnel

Att

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NOTES ON THE COLLEGE PLACEMENT COUNCIL'S FIRST NATIONAL MEETING

Last Fall it had been expected that the downward trend in recruiting activity would be tempered somewhat by the demand for engineers and by the strong position of the petroleum industry. Neither of these expectations materialized, however.

At all degree levels, openings for engineers dropped 20%, while the petroleum industry showed only a 4% increase over last year in contrast to a 33% increase anticipated earlier in the season. CPC noted, however, that the engineering decrease followed three successive years of increases: 7% in 1971-72, 32% in 1972-73, and 14% in 1973-74.

By degree level, the largest drop was experienced at the doctoral level -- 20%, although bachelor's and master's candidates fared little better. The bachelor's decline was 18% and the master's decrease was 17%.

No categories escaped the downturn. The least affected were the "sciences, math, and other technical" category at the bachelor's level -- down 7%; engineering at the doctoral level -- down 10%; and business administration at the master's level -- down 11%.

Engineering, normally the most heavily recruited category, declined 20% at the bachelor's level and 23% at the master's level. Business, another top category, dropped 28% at the bachelor's level.

The "other non-technical" category at the bachelor's level, which includes humanities and social sciences, together with other liberal arts candidates, dropped 9% in the number of hires. This does not mean, however, that the prospects for these candidates were relatively better than for engineering and business majors, CPC noted. This year's drop was on top of a 45% decrease in 1970-71 and almost no subsequent improvement in the intervening years.

Additionally, 36% of the hires in the "other non-technical" category were reported by the federal government, with the majority coming from the competitive federal career examination eligibility lists which include recent as well as new graduates.

By types of employers, the only categories on the plus side, besides the petroleum industry with its 4% increase, were local and state government agencies -- up 18%, and non-profit and educational institutions (non-teaching positions) -- up 7%. The volume of hires in both these categories, however, was low.

Even such stable employers as public accounting firms, metals, and chemicals/drugs, all of which had anticipated increased hiring this year, were part of the downward trend. Public accounting dropped only 5%, but chemicals/drugs and metals declined 21% and 24%, respectively. Reflecting the national economy, the largest decreases in the CPC survey were recorded for the building materials/construction industry and for automotive and mechanical equipment, both down approximately 60%.

Judging from their comments, employers do not expect appreciable improvement in hiring until possibly next Spring. Many said there is little necessity to do much recruiting because of an available supply of experienced individuals and recent college graduates, coupled with reduced turnover and internal re-allocation of personnel.

Despite all of these factors and the poor economic climate, top students, minorities, and women in high-demand disciplines are expected to continue in a strong competitive position. For the majority of graduates, however, supply is seen as exceeding demand unless the economy improves substantially.

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