

16 MAR 1978

MEMORANDUM FOR: Acting Deputy Director for Administration

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

SUBJECT : Office of Personnel Report
Week Ending 17 March 1978

25X1A 1. (U) Special Recruitment: Recruiter [redacted] of [redacted] office reports that [redacted], Administrative Assistant to Dr. Dave Brandwein of the Office of Technical Services, traveled to Oklahoma with him during the week of 21 February and took part in some 47 interviews. She also attended an evening briefing of the Society of Women Engineers at Oklahoma State University. 25X1A

STATSPEC 2. (U) Applicants [redacted] Recruiter [redacted] of our [redacted] office reports that a visit by [redacted] of the [redacted] in February resulted in the development of good lead sources for linguists and editors. Dr. Dean Worth, Chairman of the Slavic Language Department at UCLA was cooperative despite some reservations in dealing with CIA representatives due in part to recent articles in the Los Angeles Times regarding Agency involvement with U.S. campuses over the years. Arrangements were made at USC for Messrs. [redacted] and [redacted] to talk with eight international relations graduate students concerning the role of the [redacted]. 25X1A

STATSPEC

25X1A 3. (U) Survey - Linguist Training Standards, Etc.: [redacted] met with recruitment officials to discuss a projected trip. In her capacity as a member of the Committee on Linguists for the National Foreign Intelligence Board Task Force she will survey linguist training, testing, incentives, professional standards, and recruitment at several major universities. During the month of April she will visit the University of Indiana, Rose Hulman Institute in Indiana, University of Chicago, University of Washington, Portland State, UC-Berkeley, Stanford, Monterey Institute of Foreign Studies, Brigham Young, and the University of Texas at Austin. Her visit will be coordinated with our [redacted]. 25X1A

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May be downgraded to
U/AIUO when separated

regional recruiters who will make the necessary arrangements and accompany her where possible to meet with university officials.

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4. (U/AIUO) Management Seminar Presentation: [REDACTED] Chief, Professional Placement Branch, addressed the Management Seminar on Thursday, 9 March, on the subjects of Reassignment Counseling, Employees Available for Reassignment, Vacancy Notice System, and the Handicapped Program. The group, consisting of 17 GS-15's and 3 GS-13's, was very responsive.

5. (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 show totals. The figures in parenthesis represent persons who have opted for discontinued service or "involuntary" retirement; the figures in parenthesis are included in the total figure. Thus, of 113 persons to go by 30 June, 32 are going under the "liberal" options.

	<u>Civil Service</u>	<u>CIARDS</u>	<u>Total</u>
Retired	11 (1)	16 (3)	27 (4)
Signed to go	23 (5)	63 (23)	86 (28)
Total	34 (6)	79 (26)	113 (32)

6. (U) Civil Service Reform Bill: We prepared analyses and recommendations for Agency exemptions on the most recent draft of the Civil Service Reform Bill of 1978 (now H.R. 11280 and S 2640) for the DDA.

7. (U) Blood Replacement Change: Fairfax Hospital has informed Fairfax County Chapter of American Red Cross that blood replacement for open heart surgery patients will no longer be accepted from the blood bank. The hospital requires the patient to arrange for direct blood donations to the hospital. Fairfax Chapter has informed us that if we have an Agency employee requirement, they will provide assistance through their list of donors. We are continuing to explore with Fairfax Chapter the hospital's reason for this procedure.

8. (U/AIUO) Central Processing Branch: Evidence that Central Processing Branch is entering the annual "rush season" is beginning to appear. During the first 10 days of March,

25X9

[REDACTED]
of travel orders, personnel officers are being encouraged to forward the orders to CPB as far in advance as possible of the

traveler's departure.

9. (U) Group Dental Plan: The Insurance Branch has received several inquiries from employees concerning a current radio advertisement sponsored by Blue Cross/Blue Shield (BC/BS) offering a Group Dental Plan. The Chief of the Insurance Branch contacted BC/BS to learn that this plan is restricted to groups within private industry in the Washington Metropolitan area and will not be offered to Federal employees who are eligible for Federal Employees Health Benefits.

10. (U) Suggestion Box: No suggestions were received this week. The total number of suggestions received since the program began on 15 June 1977 is 46.

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

COMING EVENT:

We will begin our review of APP statistics analysis.

(Signed) F. W. M. Janney
F. W. M. Janney

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25X1A EA-D/Pers/ [REDACTED] :rj (16 Mar 78)

S-E-C-R-E-T

S E C R E T

WEEKLY REPORT OF REHIRED CIVILIAN ANNUITANT ACTIVITIES
FOR THE AGENCY (9 - 15 March 1978) (U/AIUO)

1. (S) The following rehired civilian annuitant case was approved for extension by the Acting Deputy Director of Personnel:

DDO

25X1A

[REDACTED]

Independent Contractor, DCD,
one year extension.

2. (S) The following rehired civilian annuitant case was terminated:

DDS&T

25X1A

[REDACTED]

Contract Employee, OD&E,
terminated 6 March 1978.

S E C R E T

E2 IMPDET
CL BY: 063837