

S-E-C-R-E-T

SUMMARY AND RECOMMENDATION FOR THE COMMITTEE

26 February 1958

25X1A

SUGGESTION NO. 58-227: dated 19 November 1957  
[REDACTED] GS-12  
Communications Specialist  
Office of Communications, DD/S

A. Summary of Suggestion

The suggester discovered an obscure but most significant fault of the combination safe locks currently in use by the United States Government. It was found that fingerprints left on the dial and ring could be dusted and true combinations found permitting surreptitious entry.

B. Summary of Evaluations

On 25 November 1957, the Director of Communications stated:

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[REDACTED] of this Office discovered a method of surreptitious entry into rotary dial lock safes. This method has many serious security ramifications which will affect particularly every element of the United States Government handling classified materials. The Director of Security and I consider [REDACTED] discovery to be extremely significant."

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On 26 November 1957, the Director of Security stated:

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"I concur in the opinion of the Director of Communications that [REDACTED] discovery is extremely significant and that it has many serious security ramifications. I believe that this discovery may have served to prevent a surreptitious penetration and serious compromise of classified information."

On 16 December 1957, Chief, [REDACTED], FI  
Division stated:

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"Over and above the importance of [REDACTED] discovery, an important element I wish to stress in this case is the type of thinking [REDACTED] brings to his assignment. He has a most keen perception of the 'whole picture'."

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On 15 January 1958, TSS, Training Division stated:

"This discovery is extremely significant and, assuming this does not come under the bailiwick of the discoverer, we suggest the Incentive Awards Committee should take action and consider that the individual be given a proportional award."

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S-E-C-R-E-T

Sugg. No. 58-227 Contd.

This suggestion was sent to the Special Panel in order to obtain an operational opinion from them. They commented as follows:

There is no doubt that the suggestion has operational potential. For this suggestion to be effective, there will need to be a certain combination of circumstances present. The suggestion has offensive as well as defensive application and could conceivably be used to our advantage.

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 in a telephone conversation of 25 February, stated that he values the Intangible Benefits of this suggestion as High-General.

High - because it is a revision of a basic procedure and has very high potential value.

General - because it affects all the Agencies of the Government as well as all business firms engaged in making safes.

He further hopes the Committee will consider this at the top of these categories, viz. \$750.00.

C. Line of Duty Status

Not in line-of-duty (Commo. Spec.)

D. Executive Secretary's Recommendation


1. Adoption of Suggestion.
2. \$750.00 award based on Intangible Benefits (high-general)
3. Referral to other Agencies.

E. Decision of Committee

Adopted                      750 Award                       Letter of Appreciation

Not Adopted                       Referral

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*moved by*  
*2d 11*  
  
*note unknown*

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25X1C

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C-S-C-R-R-F

Sugg. No. 58-237 Contd.

2. Award of \$20.00 based on Tangible Savings of \$100.00 plus an Award of ~~\$50-\$100~~ based on Intangible Benefits (Moderate-Limited)

B. Decision of Committee

Adopted

*20755*  
*\$75 Award*

Letter of Appreciation

Not Adopted

25X1A



*10/B*  
*2d*

*Unanimous*

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25X1C

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S-E-C-R-E-T

SUMMARY AND RECOMMENDATION FOR THE COMMITTEE

25 February 1958

25X1A

SUGGESTION NO. 58-268: dated 8 January 1958  
[REDACTED], GS-9, Analyst  
RI, FI, DD/P

A. Summary of Suggestion

The suggester proposes two ideas:

- (1) A breakdown of IRP requests into area groups. This breakdown could be accomplished by dividing the requests into areas of the original nationality of the subject of the request.

Example: Walter PULAWSKI born in Poland and now residing in France, would be handled by an analyst working within the RE group (POLAND) of IRP.

- (2) Assignment of analysts into area groups. This could be done by assigning a certain number of analysts to EE, WE, etc. More requests coming from a certain area would naturally have more analysts assigned to that area.

The RI/CK control of the requests could be accomplished in the same manner it is now being handled.

B. Summary of evaluations

On 20 December 1957, DD/P Records Policy Officer stated:

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[REDACTED] suggestion to reorganize the Correspondence Section by geographical area is, as you know, precisely what has happened . . .

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"The suggestion . . . deserves official recognition . . . Please see that [REDACTED] suggestion is acknowledged by an appropriate reward."

Comment by Executive Secretary:

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[REDACTED] ensuing statement about [REDACTED] job responsibility - viz--

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25X1A

"It is impossible to credit [redacted] suggestion through the Suggestion Awards Program because he is a member of the section affected, and because the suggestion was not submitted through their channels," is ably refuted by the C/RI who states:

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"Although [redacted] is assigned to the RI/Correspondence Section, his contribution to the reorganization and resulting efficiency of the Section is outside the requirements of his position. Therefore, it is requested that [redacted] be given an appropriate award commensurate with his act."

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The Executive Secretary endorses [redacted] opinion, as being consonance with remarks and policy of the Suggestion Awards Committee.

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On 4 February 1958, Chief, O2M Staff, DD/P stated:

"The reassignment of personnel in groups to perform name checks by the corresponding Area Divisions has the following advantages:

- (1) It establishes the RI Analyst as a country nationality specialist with an ultimate objective of rotating into the Area Division as a part of a career improvement program.
- (2) Improves efficiency of operations through:
  - (a) Better work distribution,
  - (b) Improved work relations with the desk,
  - (c) Proficiency in language and political knowledge, and
  - (d) More competency in the transliteration phase.
- (3) Reduces the number of different analysts that make contacts with the area desks, reducing roving traffic between area divisions.
- (4) Permits 'customer' distribution of priority work over a greater number of analysts, providing better service where deemed necessary (e.g. Source Control).
- (5) It is recommended that the suggester be awarded a nominal sum for this intangible contribution.

D. Executive Secretary's Recommendation

1. Recognize adoption of suggestion.
2. \$100-\$150 award based on Intangible Benefits (moderate level).

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Sugg. No. 50-255 contd.

B. Line of Duty Status

Not in line-of-duty (Analyst)

C. Decision of Committee

Adopted

\$100 Award

Letter of Appreciation

Not Adopted

*m*  
[Redacted]

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*rd*

*Anonymous*

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SECRETARY AND REGISTRATION FOR MEDICAL STAFF

SECRETARY AND REGISTRATION FOR MEDICAL STAFF

23 February 1958

SUGGESTION NO. 58-316: dated 23 January 1958

STATINTL

[REDACTED] GS-9, Medical Technician,  
Medical Staff, ID/S

A. Summary of Suggestion

Suggestor proposes changing the present system of X-Ray film identification to conform with anticipated change of Medical Files to a common registry number. He proposes using addressograph plates from Medical Staff Registrar's Office to make (a) Index Cards and (b) Labels.

- (1) 3"x5" index cards: The addressograph plates indicate name, date of birth, sex, and new registry number for each employee currently in the Agency. These cards would serve as a cross reference and would replace the file now in use which indicates the old identification number and does not show the information as appears on the new addressograph plates.
- (2) Gunned labels: Prepared quickly and more accurately to identify contents of jackets holding X-Ray films.

B. Summary of Evaluation

On 30 January 1958, the Registrar, Medical Staff stated:

"It is believed this is a highly commendable suggestion, and it will be adopted on or about 1 March 1958, immediately after the conversion of medical files has been completed.

"It is estimated that a net 533 manhours will be saved in converting to the new register system with 16 000 X-Ray jackets on hand. The hourly figure is computed by averaging the median salaries of a GS-7 and GS-9, which equals \$2.60. It is estimated also that utilization of the common register numbers will further effect a saving of 150 manhours during the first year.

"The first year savings involved are:

16,000 negative preservers x \$.024	\$ 384.00
533 manhours @ \$2.60 (Conversion)	1,385.80
150 manhours @ \$2.60 (First Year)	390.00
	<u>\$ 2,159.80</u>

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Supp. No. 58-315 Contd.

C. Line of Duty Status

Not in Line-of-duty (Medical Technician)

D. Executive Secretary's Recommendation

1. Adoption of suggestion.

2. \$80.00 award based on Tangible Savings of \$2,159.80.

E. Decision of Committee

           Adopted

           Not Adopted

# 80<sup>u</sup> Award

           Letter of Appreciation