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6 of 7 Copies

4 October 1951

DISTRIBUTION OF PERSONNEL BY GRADES AND LENGTH OF SERVICE

Staff Employees Only
(including all personnel actions through 15 September 1951)

[Note that there is a slight and uncontrollable error in the breakdown of unvouchered personnel with respect to EOD date. Prior to January 1951, apparent EOD dates were punched on machine record cards, i.e., the date an individual was picked up on unvouchered funds after apparently resigning from the vouchered funds payroll. Since January 1951, the true EOD date has been punched. Also, many previously punched cards have been corrected from apparent to true date. It is not possible to estimate the magnitude of the error that still remains in the unvouchered cards.]

1. The distributions in Tables I and II are for the Agency as a whole. Obviously the ratios shown are average and do not hold, in detail, for individual Offices and other major components of CIA. Some Offices have higher - and some, lower - ratios of high grades to low grades. The ratios of recent to old employees also varies.

2. Data from which the attached tables were compiled is on file for each of the 25 major components of CIA.

3. The break point with respect to 2 years' service, (see Table II) occurs between grades GS 7 and GS 8;

a.) In grades GS 7 and below, the majority of employees have been on duty less than 2 years.

b.) In grades GS 8 and above, the majority of employees have been on duty more than 2 years.

Prepared for the Career Service Committee

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Committee Files #6&7

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Approved For Release 2001/08/07 : CIA-RDP80-01826R000400090059-9

Approved For Release 2001/08/07 : CIA-RDP80-01826R000400090059-9