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TAB "A"

AN OUTLINE PLAN FOR CIA PERSONNEL RESERVE

Purpose and Administrations

The CIA reserve is a component part of CIA for the purpose of providing a trained force of individuals which, added to the force in the regular career service, will be adequate to enable the Agency to perform its functions and duties during initial stages of national emergency and for the duration of that emergency. The reserve shall be administered by the Personnel Director under such regulations as the Director may prescribe.

Eligibility

The CIA reserve shall be composed of citizens of the United States and of its territories and possessions who are physically and otherwise qualified for performance of duty, and who, through acceptance of a reserve appointment, indicate their intent when called to serve the Agency during any period of national emergency or war declared by the Congress or the President to exist, and such training duty as may be required.

Term, Duty and Training

The term of appointment in the CIA reserve shall be for a period of 5 years. In event of national emergency or war declared by the Congress or the President to exist, all members of the reserve shall indicate their intent to serve on active duty for the duration of that emergency.

In times other than national emergency, members of the reserve shall agree to scheduled periods of training with pay as authorized by the Director. The Director may release any member of the reserve from active duty at any time. When performing authorized training the reservist may be furnished with transportation to and from such duty with subsistence and transfers en route and during the performance of such duty with subsistence in kind or commutation thereof, which rates to be fixed by the Director.

Pay Grades, Allowances, Authority and Other Benefits

Pay grades of reserve members shall be the various grades applying to regular members of the career service established on basis of review of reservist qualifications by a Reserve Selection Panel.

Members of the reserve while engaged on active duty shall have the same authority rights and privileges of regular members of the career service.

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Members of the reserve on active duty who suffer sickness, disease, disability or death shall be entitled to the same benefits as prescribed by law.

Personnel of the reserve may be allowed the cost of training equipment or material as prescribed by the Director to be essential to the conduct of an adequate reserve training program.

Exemption from Military Training and Draft

Members of the CIA reserve shall be entitled when on active duty to benefits of administrative procedures applicable to Agency career employees in effecting draft deferment or equivalent military training. *Enlarge*

Security and Other Obligations

All members of CIA reserve when engaged on active duty or on authorized travel to and from such duty for training prescribed by the Director shall be subject to regulations and orders governing the administration of Agency affairs, including the provision that reservists shall be subject to security regulations at all times, record of which shall be an agreement and oath by the reservist accepting these security obligations.

Employment

No existing Agency regulation should be construed to prevent any member of the reserve solely by reason of membership therein from practicing his civilian profession or occupation before or in connection with any department of Federal government or the District of Columbia, provided that acceptance of employment or practice of civilian profession in connection with any foreign government shall receive prior approval by the Director of the Central Intelligence Agency.

Reinstatement

All members of the reserve who are in the employ of the United States government or the District of Columbia, who, by prior agreement with the appropriate agency, come to duty under the reserve shall be restored to positions held by them when coming to that duty.

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Excerpts from Statutes Providing for Employee Reinstatement

1. **The Foreign Service Act of 1946 - Public Law 724**

Sec. 528. **Reinstatement of Reserve Officers**

"Upon the termination of the assignment of a Reserve Officer assigned from any Government agency, such person shall be entitled to reinstatement in the Government agency by which he is regularly employed in the same position he occupied at the time of assignment, or in a corresponding or higher position. Upon reinstatement he shall receive the within-grade salary advancement he would have been entitled to receive had he remained in the position in which he is regularly employed under subsection (d), section 7, of the Classification Act of 1923, as amended, or any corresponding provision of law applicable to the position in which he is serving. A certificate of the Secretary that such person has met the standards required for the efficient conduct of the work the Foreign Service shall satisfy any requirements as to the holding of minimum ratings as a prerequisite to the receipt of such salary advancements."

2. **Public Law 207 - 81st Congress - COAST GUARD**

Title 14, Part II - Coast Guard Reserve and Auxiliary

Sec. 761 **Engaging in Civil Occupation; Leave and Training Duty**

" All members of the reserve who are in the employ of the United States government or the District of Columbia who are ordered to duty by proper authority shall, when relieved from duty, be restored to the positions held by them when ordered to duty."

3. **Selective Training & Service Act of 1940**

Ch. 720, 54 Stat. 885, as reported
in U. S. Code, 1946 Ed., Title 50

Sec. 308 App.

"a. Any person inducted into the land or naval forces under this act for training and service, who, in the judgment of those in authority completes his period of training and service shall be entitled to a certificate to that effect * * * * ."

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"b. In the case of any such person who, in order to perform such training and service has left or leaves a position, other than a temporary position in the employ of any employer and (1) who receives such certificate, (2) is qualified to perform the duties of such position, and (3) makes application for reemployment within 90 days after he is relieved from such training and service or hospitalization continuing after discharge for a period of not more than one year -

"(a) If such position was in the employ of the U. S. government, its territories or possessions, or the District of Columbia, such person shall be restored to such position or to a position of like seniority and pay:

"(b) If such position was in the employ of a private employer, such employer shall restore such person to such position or to a position of like seniority status and pay unless the employer's circumstances have so changed as to make it impossible or unreasonable to do so;

"(c) If such position was in the employ of any state or political subdivision thereof, it is hereby declared to be the sense of the Congress that such person should be restored to such position of like seniority, status and pay.

"c. Any person who is restored to a position in accordance with the provisions of Para (a) or (b) of subsection b. shall be considered as having been on furlough or leave of absence during his period of training and service in the land or naval forces, shall be so restored without loss of seniority, shall be entitled to participate in insurance or other benefits offered by the employer pursuant to established rules and practices relating to employees on furlough or leave of absence in effect with the employer at the time such person was inducted into such forces, and shall not be discharged from such position without cause within one year after restoration.

* * * * *

"NOTE: Sec. 1 of the Act of June 1946 provided "that all of the provisions of the Selective Training and Service act of 1940, as amended, are hereby expressly reenacted, except those provisions which are hereinafter amended or repealed (Sec. 303, 305, and 306 of U. S. Code 1946 Edition, Title 50, WAR, Appendix). Sec. 308, above, therefore was reenacted in June 1946."

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TAB "C"

**Cost Estimates Directly Chargeable to Administration
of a CIA Personnel Reserve**

PERSONNEL RESERVE TRAINING PROGRAM

Annual Recurring Expenditure Estimate *

| <u>ITEM</u> | <u>COST ESTIMATE</u> | |
|--|----------------------|--------------------|
| | <u>PER CASE</u> | <u>100 CASES</u> |
| 1. Security Clearances, Annual Recurring Cost, Estimate | \$100.00 | \$10,000.00 |
| 2. Salaries ** (estimate based on GS-11, \$5,940 pa) 15 days @ \$16.50 | 247.50 | 24,750.00 |
| 3. Per Diem Subsistence 15 days @ \$9.00 | 135.00 | 13,500.00 |
| 4. Transportation (Est. Based Round Trip Chicago- Washington) | | |
| Round trip 1st. cl. fare | \$75.38 | |
| Round Trip Lower Berth | 19.10 | 9,448.00 |
| | <u>94.48</u> | |
| TOTAL (Est) | \$576.98 | \$57,698.00 |

* Est. costs chargeable directly to a reserve program.

** Est. based on Public Law 351, Section 510, Career Compensation Act of 1949

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Comments on a Reserve Training Program

Review of factors affecting training under a reserve program reveals that such a training program is feasible provided that it is handled on a scheduled basis carefully administered and controlled as to approved course content to insure:

- (a) That information provided for the reservist is of value and controlled on a true need-to-know basis.
- (b) That reserve training operations be confined to approved locations.
- (c) That any plans for active employment of the reservist during training shall be controlled in a manner insuring against unprofitable shopping around the Agency, a procedure providing limited training for the reservist and of questionable value to the Agency as regards security of operations.

An example of profitable on-the-job reserve training can be cited in the case of a support function such as Communications where it appears feasible and desirable that communications reservists, after appropriate indoctrination, can participate in actual communications problems simulating operations. This type of on-the-job training is not limited to the reserve training period but can be extended to communications operations problems on a continuing basis where the reservist volunteers for such a program.

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