

017/8 626-6331
66-5058

THE PRESIDENT'S STUDY GROUP ON CAREERS FOR WOMEN

MEMBERS

(Recipients, Federal Woman's
Award, 1961-1966)

Dr. Beatrice Aitchison
Post Office Department

Dr. Evelyn Anderson
National Aeronautics and Space
Administration

Miss Ruth Bacon
Department of State

Dr. Gertrude Blanch
Department of the Air Force

Miss Fannie M. Boyls
National Labor Relations Board

Mrs. Katherine W. Bracken
Department of State

Miss Margaret H. Brass
Department of Justice

Miss Ann Z. Caracristi
National Security Agency

Miss Stella E. Davis
U. S. Information Agency

Dr. Elizabeth B. Drewry
General Services Administration

Dr. Thelma B. Dunn
Department of Health, Education
and Welfare

Miss Selene Gifford
Department of Interior

Mrs. Dorothy M. Gilford
Department of the Navy

Dr. Jocelyn R. Gill
National Aeronautics and Space
Administration

Miss Evelyn Harrison
U. S. Civil Service Commission

Dr. Allene R. Jeanes
Department of Agriculture

Miss Nina Kinsella
Department of Justice

Miss Carol C. Laise
Department of State

Dr. Eleanor L. Makel
Department of Health, Education
and Welfare

Miss Bessie Margolin
Department of Labor

Mrs. Katherine Mather
Department of the Army

Mrs. Ida C. Merriam
Department of Health, Education
and Welfare

Mrs. Elizabeth F. Messer
U. S. Civil Service Commission

Miss Verna C. Mohagen
Department of Agriculture

Mrs. Blanche W. Noyes
Federal Aviation Administration

Miss Irene Parsons
Veterans Administration

Miss Eleanor C. Pressly
National Aeronautics and Space
Administration

Dr. Nancy G. Roman
National Aeronautics and Space
Administration

Dr. Margaret W. Schwartz
Department of Treasury

Dr. Charlotte Moore Sitterly
Department of Commerce

Dr. Sarah E. Stewart
Department of Health, Education
and Welfare

Dr. Penelope H. Thunberg
U. S. Tariff Commission

Mrs. Ruth G. Van Cleve
Department of Interior

Mrs. Patricia G. van Delzen
U. S. Information Agency

Mrs. Aryness Joy Wickens
Department of Labor

Dr. Rosalyn S. Yalow
Veterans Administration



November 28, 1966

EXECUTIVE COMMITTEE

Dr. Penelope H. Thunberg, Chairman
Commissioner
U. S. Tariff Commission

Dr. Beatrice Aitchison
Director, Transportation Research
Post Office Department

Miss Evelyn Harrison
Deputy Director, Bureau of Policies
and Standards
U. S. Civil Service Commission

Miss Irene Parsons
Assistant Administrator for Personnel
Veterans Administration

Mrs. Ruth G. Van Cleve
Director, Office of Territories
Department of the Interior

Mrs. Aryness Joy Wickens
Consumer Program Advisor
Department of Labor

Dear Mr. Helms:

You will perhaps recall that last February President Johnson named as members of a newly created study group on careers for women the 36 holders of the Federal Woman's Award. To supplement the sparse information available from other sources, this study group has found it necessary to question Federal agencies directly on certain aspects of their recruiting, training, and promotion practices in regard to professional women. These are addressed in the enclosed questionnaire.

I, of course, am fully aware of the security problems which this questionnaire will pose to you and to General Carter. I am also sure, however, that with your interest they will be solvable. Our concern lies in the relative position of professional women, in the percentages, rather than in the absolute numbers. Moreover, the totals for all of CIA would yield misleading results, for I feel sure that in CIA the relative importance of jobs for which females are not qualified is larger than in the average executive agency.

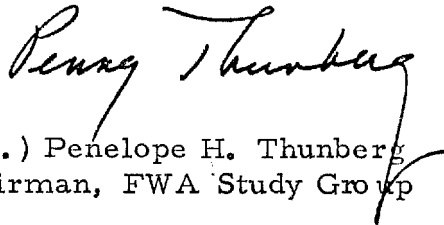
Honorable Richard Helms - 2

I would suggest, therefore, that you respond to the questionnaire for only the relevant parts of the agency, the relevant part to be determined by you and not defined for us. It could be, for example, CIA minus the DD/P; it could be just the DD/I. In any event the DD/P-type activities would serve only to distort our totals and should not be included in our results. To be most helpful, your reply should be in my hands by January 1, 1967.

I solicit your aid in this assignment, for, after all, CIA got me into it!

With the warmest of regards and best wishes--

Sincerely yours,



(Mrs.) Penelope H. Thunberg
Chairman, FWA Study Group

Honorable Richard Helms
Deputy Director
Central Intelligence Agency
Washington, D.C. 20505

Enclosure

701 58 3 10 67 .02

AGENCY QUESTIONNAIRE ON STATUS OF WOMEN

NOTE: Most of the statistical information the President's Study Group needs is being obtained from the recurring reports agencies make to the Civil Service Commission.

Instructions:

- a. Submit one consolidated report for your entire agency.
- b. Use a separate sheet for each of the eight questionnaire items.
- c. Enter the item number and the name of your agency at the top of each sheet.

Recruitment of Women

1. List the different kinds of actions your agency has taken during fiscal year 1966 designed especially to recruit women for professional, technical, or managerial jobs. Of these, which proved to be most effective?
2. List for fiscal year 1966 the occupations in which women have been placed for the first time in your agency.
3. State briefly any problems you may have encountered in recruiting women for professional, technical, or managerial positions.

Training and Advancing Women Employees

4. List the different kinds of actions your agency has taken during fiscal year 1966 designed especially to insure that women are provided opportunities for training in professional, technical, or managerial fields. Of these, which proved to be most effective?

5. List the major formally organized management training programs (other than those conducted or sponsored by the Civil Service Commission) in which your agency's employees in grade GS-12 and above and equivalent participated during fiscal year 1966. Consider as major those which are at least a week in length. For each, show the number of women in GS-12 and above and equivalent who participated.
6. State briefly any problems you may have encountered in training and advancing women in your agency.
7. List the names, grades, and positions of women in grades GS-16 through GS-18 and equivalent. List also the names and positions of women in positions above the GS-18 level.

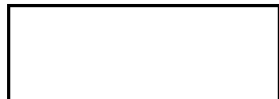
Part-Time Employment of Women

8.
 - a. Give the number of women employed part-time in your agency as of June 30, 1966.
 - b. Of these, show the number that are employed in professional, technical, or managerial positions.
 - c. Has your agency made any special efforts to employ women part-time in professional, technical, or managerial jobs? If so, state briefly what was done, the results achieved, and any problems encountered.

Approved For Release 2003/05/27 : CIA-RDP84-00780R001400090004-6

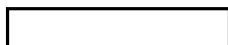
Monday, 27 December 1966

STAT



This letter was rewritten by the Ex-Dir. You will note the change begins in the 2nd paragraph, 2nd sentence.

STAT



brought it back to us after Pers. retyped it and sent it straight up to them --without re-routing it through us.

Approved For Release 2003/05/27 : CIA-RDP84-00780R001400090004-6

jackie

Approved For Release 2003/05/27 : CIA-RDP84-00780R001400090004-6

TO:		DATE
Mr. Bannerhan		1 December 1960
ROOM NO.	BUILDING	
REMARKS:		
Recommend your signature.		
VT VRT		
FROM:		
ROOM NO.	BUILDING	EXTENSION

STAT

Approved For Release 2003/05/27 : CIA-RDP84-00780R001400090004-6

UNCLASSIFIED		CONFIDENTIAL		SECRET	
CENTRAL INTELLIGENCE AGENCY OFFICIAL ROUTING SLIP					
TO	NAME AND ADDRESS		DATE	INITIALS	
1	DD/S		2 DEC 1966	15/RLB	
2	Director of Personnel				
3					
4					
5					
6					
ACTION		DIRECT REPLY		PREPARE REPLY	
APPROVAL		DISPATCH		RECOMMENDATION	
COMMENT		FILE		RETURN	
CONCURRENCE		INFORMATION		SIGNATURE	
Remarks:					
For action and preparation of a reply for ExDir signature.					
1 to 2 -					
Please let me have a response to this letter from Mrs. Thunberg by 16 December 1966. The suspense date in the Office of the Executive Director-Comptroller is 28 December but, due to the holiday season, I believe we should have more time for a review of the reply, which I would like to send back to the Executive Director by 21 December.					
				SIGNED R. L. Bannerman R. L. Bannerman	
SUSPENSE: 28 December					
FOLD HERE TO RETURN TO SENDER					
FROM: NAME, ADDRESS AND PHONE NO.				DATE	
O/Executive Director				1 Dec 66	
UNCLASSIFIED		CONFIDENTIAL		SECRET	

DD/S REGISTRY
Personnel 315

FORM NO. 2-61 237 Use previous editions (40)

- DD/S Distribution:
- Orig. - D/Pers, w/O Att (DD/S 66-6331)
 - 1 - DD/S Chrono
 - 1 - DD/S Subject, w/cy Att ✓

DD/S 66-6331:Ltr dtd 28 Nov 66 to Mr. Helms, Deputy Director, CIA, fr Chairman, FWA Study Group, requesting completion of a questionnaire concerning Agency recruiting, training, and promotion practices in regard to professional women; w/att questionnaire.

STAT