

FBIS-1186/85

7 9 Dec 85

MEMORANDUM FOR: Deputy Director for Science and Technology

FROM: John D. Chandlee
Director, Foreign Broadcast Information ServiceSUBJECT: Recommendation for Quality Step Increase -
[redacted] GS-12 (U/AIUO)

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1. This memorandum recommends a Quality Step Increase for [redacted] in recognition of her sustained excellent performance as an Intelligence Officer, Foreign Documents. [redacted] was promoted to GS-12 in January 1981 and her Performance Appraisal Reports consistently have rated her overall performance as excellent. She has not been awarded a QSI previously. [redacted]

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2. During her more than nine years of service in USSR Division, [redacted] progressively assumed an increasing degree of responsibility in covering Soviet internal political affairs. For the three years prior to her recent rotational assignment to JPRS she was responsible for publications dealing with central Communist Party affairs, which include PRAVDA, IZVESTIYA and the major CPSU journal KOMMUNIST, as well as a number of other leading Soviet publications. In addition, as the Division's only Lithuanian linguist she was responsible for exploiting the vernacular and Russian-language press of that republic. [redacted] has demonstrated a continued high level of achievement in her duties and a thorough knowledge of Intelligence Community requirements in all coverage areas in which she has worked. Over the years she has demonstrated her versatility by working successfully in such wide ranging fields as politics of agriculture, law and order, and Komsomol (youth) activities. The knowledge of the Soviet press and Soviet affairs that she has developed and her organized, methodical, and conscientious approach to her work made her one of the most valued and productive members of USSR Division. An example of [redacted] excellent performance in the recent past was her contribution to a Special Memorandum on which she collaborated with Analysis Group on a detailed examination of the collected works of then CPSU General Secretary Chernenko. [redacted] did virtually all of the research for that memorandum and much of the writing. This project was above and beyond

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25X1 SUBJECT: Recommendation for Quality Step Increase - [redacted]
25X1 GS-12 [redacted]

25X1 the scope of [redacted] regular duties, which she simultaneously
continued to conduct at her usual excellent performance level. A more
recent project and one perhaps of even greater significance was her
effort to research and collect for a special JPRS report all of the
available speeches and articles appearing in the Soviet press by CPSU
General Secretary Gorbachev. This was an especially demanding task,
since--unlike for former general secretaries--there had not yet been a
25X1 collection of Gorbachev's speeches published in the USSR. [redacted]
25X1 received a written commendation for this project from [redacted] Senior
Analyst, USSR-EE Division, OCR, in which he stated that the Gorbachev
report "has been invaluable in my research for an intelligence assessment
on Gorbachev." And further: "It was equally helpful when I was
preparing a recently published intelligence assessment on Edward
Shevardnadze. [entitled] the USSR's New Foreign Minister.... In both
25X1 cases, [redacted] publication transformed an almost impossible
25X1 research task into a manageable one. Indeed, in the case of the
25X1 Shevardnadze paper, without [redacted] publication we never would
25X1 have gotten our assessment produced in time for Secretary of State
25X1 Schultz's meeting in Helsinki with Shevardnadze in late July...." [redacted]

25X1 3. [redacted] demonstrates a high degree of flexibility and could
always be counted on to undertake and execute well the short-term
assignments and projects the division regularly receives. She is an
excellent writer, a skill which is essential to do a good job of
translating and editing, and demonstrates succinctness and logical
25X1 organization in her work. [redacted] was sought out regularly by
others both in and outside FBIS for her linguistic and substantive
expertise and support. Her composure in situations involving short
deadlines, her initiative in offering solutions to problems, her
dependability in getting things done on time, and her insistence on
superior quality helped establish a high standard of excellence for her
branch and contributed significantly to the issuance of products that
consistently draw praise from customers in the Intelligence Community.

25X1 [redacted]

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25X1 GS-12 [redacted]

25X1 4. [redacted] consistently excellent performance clearly
deserves to be rewarded. A Quality Step Increase would be an appropriate
25X1 form of recognition for the valuable contribution which she is making to
25X1 FBIS and the rest of the Intelligence Community. [redacted]

[redacted]

APPROVED:

Deputy Director for Science and Technology

Date

25X1 DDS&T/FBIS/Prod/USSR/EROVA:mc [redacted] (3 Dec 1985)

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