

Approved For Release 2001/08/09 : CIA-RDP89-0114R000300080034-9

NOV 1979

DD/A Registry
79-0534/32

Executive Registry
79-8255

MEMORANDUM FOR: Deputy Director of Central Intelligence

FROM: Harry E. Fitzwater
Director of Personnel

SUBJECT: Clarification of Entry Levels and Salaries
for Officers Promoted Into the SIS System

1. Action Requested: That you approve the proposal contained in paragraph 6.

2. Background: Several of the Directorates have queried us regarding the entrance levels and salaries for officers selected for promotion into the Senior Intelligence Service (SIS) System. Although GS-16 officers initially offered membership in SIS were converted to one of two SIS levels (1 and 2) and three basic salary rates (\$47,889, \$49,499 and \$50,112.50), each based on the individual's current salary, it was never intended that similar conversion would be used for subsequent entry into SIS.

3. Paragraph A(1) of Sub-System 6 of the approved SIS Plan states that the Heads of the Career Services will establish minimum annual promotion targets for SIS-1 level entry into the SIS as part of their Annual Personnel Plans. Having decided that promotions of GS-15's to the SIS would be to the SIS-1 level, the question arises as to the pay for such promotees. The Office of Personnel Management has advised that agencies covered under the Civil Service Reform Act have the option of increasing pay for new Senior Executive Service officers equivalent to two GS-15 in-grade steps up to the statutory maximum of \$50,112.50. We also were informed that the Department of Defense already has adopted this policy.

4. There are two alternatives for establishing the salary for new SIS members following their promotion to SIS-1:

a. Promotion with salary established at the higher of the SIS-1 salary level (currently \$47,889) or the salary

level representing two in-grade step increases, subject to the statutory limitation (currently \$50,112.50), with salary retention. Under the current pay scales this would result in the following pay levels for GS-15 officers promoted to SIS-1:

GS-15/1 - 15/4 (\$40,832 - \$44,915)	to \$47,889
GS-15/5 (\$46,276)	to \$48,998
GS-15/6 - 15/10 (\$47,637 - \$50,112.50)	to \$50,112.50

b. Promotion with salary established at the higher of the SIS-1 salary level (currently \$47,889) or the salary held at the time of promotion, with salary retention. Under the current pay scales this would result in the following pay levels for GS-15 officers promoted to SIS-1:

GS-15/1 - 15/6 (\$40,832 - \$47,637)	to \$47,889
GS-15/7 (\$48,998)	to \$48,998
GS-15/8 - 15/10 (\$50,112.50)	to \$50,112.50

5. The first alternative follows the long established Federal policy of providing a salary increase with promotion except where specifically prohibited by the statutory limitation. As noted in paragraph 2, such increases continue to be authorized under the Senior Executive Service System. The second alternative would lessen initial pay compression within the SIS, but at the expense of many new members being promoted into the SIS with little or no increase in basic salary. We believe this would be counterproductive to our efforts in establishing the SIS as a system which recognizes, rewards, and encourages excellence.

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6. Recommendation: It is recommended that the salary level for new SIS-1 officers be established at the higher of the SIS-1 salary level or the level equivalent to a minimum of two in-grade step increases (subject to the statutory limitation), with salary retention.

Harry E. Fitzwater

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APPROVED:

/s/ Frank C. Carlucci

Deputy Director of Central Intelligence

DISAPPROVED:

Deputy Director of Central Intelligence

DATE: 21 NOV 1979

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SUB SYSTEM 6
COMPETITIVE PROMOTION

SUB-SYSTEM CONTENT

This program element will cover the policies, principles and procedures pertinent to promotions into and within the SIS.

PROPOSALS

A. Annual Promotion Targets

1. Promotions to SIS-1 and SIS-2 - In preparing their Annual Personnel Plans, the Heads of the Career Services will establish minimum annual promotion targets for entry into the SIS (SIS-1) and promotions of SIS members under their Career Service jurisdiction to SIS-1 and SIS-2.
2. Promotions to SIS-3 and Above - The DCI/DDCI will establish procedures for the selection of candidates for promotion to SIS-3 and above.

B. Procedures for Processing and Approval of Recommendations for Promotion

All recommendations for promotion into the SIS and within the SIS will be forwarded to the Director of Personnel for review and preparation for DCI/DDCI approval.

The above proposals are:

STATINTL

APPROVED APPROVED



Deputy Director of Central Intelligence

27 SEP 1979

Date