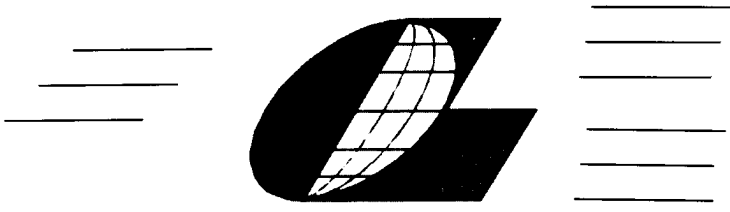


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Notes & Quotes

28 October 1988

OL REASSIGNMENTS

Name

Assigned to

[Redacted Name Box]

[Redacted Assigned to Box]

Management Planning and Services
Staff/Contracts/DI
OS/Logs
Interdepartmental Support
Branch/RD/SG
Materiel Support
Branch/SG

[Redacted] /Supply Group). He served in various overseas assignments, [Redacted] [Redacted] Don concluded his career with [Redacted] [Redacted] /OS where he was responsible for establishing logistical support for this very important activity. Don served in a wide variety of jobs throughout his OL career. He received three Quality Step Increases for his superior performance. Don retired on 29 August 1987. [Redacted]

EXCEPTIONAL PERFORMANCE AWARDS

On 13 October 1988, [Redacted] was recognized for his significant contributions as Chief, Contracts Team/OTS (CT/OTS), from January 1986 to present. Frank has played a pivotal role in shaping the contractual undertakings of the CT/OTS. He is knowledgeable and authoritative in the area of contracting procedures. Frank is a thorough and a tough negotiator, assuring that the government gets a fair and equitable arrangement with contractors. His factual positions are universally correct and he has been a highly competent and dedicated leader of his team. His initiative and expertise have been critical to the overall success of the OTS program. [Redacted]

PROMOTIONS

Congratulations are in order for the following OL employees who were promoted, effective 23 October 1988:

Name Office Promoted to

[Redacted Promotion Table]

CAREER INTELLIGENCE MEDAL

[Redacted] was presented the Career Intelligence Medal on 26 October 1988 in recognition of his exceptional achievements with the Office of Logistics for over twenty-six years. Don entered on duty with OL in 1961 as a forklift operator and storekeeper at Supply Division [Redacted]

[Redacted Box]

[Redacted Box]

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EXCEPTIONAL ACCOMPLISHMENT AWARDS

The following individuals were each recipients of Exceptional Accomplishment Awards for their excellent services [redacted]

25X1
25X1

[redacted] Logistics Officer—for her contributions in preparing audits and ensuring the successful accountability mandated by congress in this program. Amy met every challenge, expended numerous overtime hours and overcame many obstacles associated with supporting OL's mission.

25X1

[redacted] Warehouseman—for his outstanding contributions in serving at a remote site laboring under the most primitive conditions in the most difficult area [redacted] Due to his perseverance and dedication, successful support was rendered.

25X1

25X1

25X1

25X1

[redacted] member of OL's Flying Squad—for her timely completion of the base's monthly inventory. She was also the transportation officer. She worked tirelessly and assisted wherever needed. Michele knew what had to be done and accomplished the job in a timely manner.

25X1

25X1

[redacted] member of OL's Flying Squad—for her quick reaction during crises at [redacted] She directed a course of actions which greatly assisted in the accomplishment of OL's mission. Her stability and calmness throughout won the admiration of all those with whom she served.

25X1

25X1

[redacted] Contract Employee—for her fine performance of a multitude of taskings while

25X1

[redacted]

coordination and supervision [redacted] numerous hours of overtime in supporting this effort. [redacted]

25X1

On 28 October 1988, [redacted] Supply Assistant, Physical and Technical Security/OS (P&TS/OS), was presented an Exceptional Accomplishment Award by the Director of Security, for her exemplary

25X1

performance from November 1987 through July 1988. Ellen was responsible for all matters concerning the procurement or requisition of materials for five separate divisions within P&TS/OS. Since her arrival in November of 1987, Ellen has generated and completed numerous requisitions, totaling approximately one million dollars. Ellen's extensive knowledge of the Inventory Control System and her efficiency and confidence enabled her to accomplish this task. [redacted]

OL QUARTERLY- 4TH QUARTER FY88

The next OL Quarterly is scheduled for *1000 hours, 3 November*, in the Headquarters Auditorium and for *1000 hours, 4 November*, in [redacted] Buses to the Headquarters Compound will leave from [redacted] [redacted] at 0900 hours and from [redacted] [redacted] at 0915 hours. Please call in the number of attendees by COB on 2 November to [redacted] [redacted] extension [redacted]

[redacted]. These quarterlies are one of our most valuable means of communicating what OL is doing and who is doing it. Please make every effort to attend one of these sessions. Notices, with agenda attached, have been sent to all OL components. [redacted]

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25X1

[redacted]

QUOTE FOR THE WEEK

The principal mark of genius is not perfection but originality—the opening of new frontiers.
—Arthur Koestler

25X1

1989 COMBINED FEDERAL CAMPAIGN

The 1989 Combined Federal Campaign (CFC) is moving along at a steady pace. After an initial surge in returns, the flow has leveled out, with another surge expected as the campaign nears its official closing on 4 November [redacted] OL Chairman for CFC, reports that as of 27 October returns totaling \$21,163 have been forwarded to the Fund Drive Office. That total dollar figure represents \$17,190 for CFC (73% of OL goal), \$2,758 for EAF and \$1,215 for PSAS.

Remember—the theme of this year’s campaign is “*Someone is waiting. . . for you to make a difference.*” Your contributions could be a vital step in making a difference in the life of someone less fortunate. Listed below are OL’s 1989 CFC keyworkers who are available to help you complete the necessary form so that you can “*make a difference.*”

OL CHRISTMAS PARTY



The OL Christmas party is tentatively scheduled for 15 December and will again be held [redacted]. Please contact Gary [redacted] or [redacted] if you wish to volunteer to help organize this year’s event. [redacted]

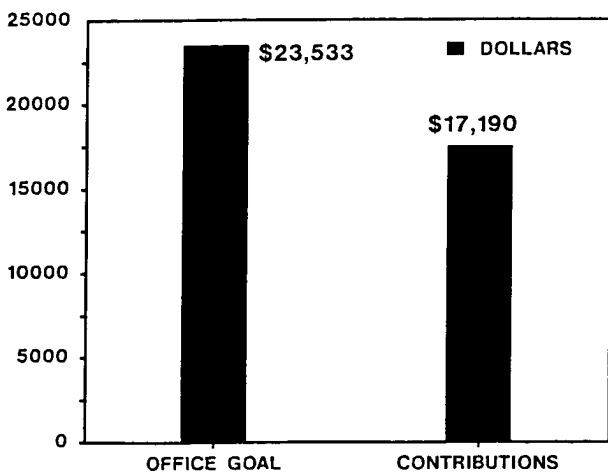
DEAR GARY . . .

Question—Is it possible for someone who has no more headroom in their present position to get promoted beyond their current grade level?

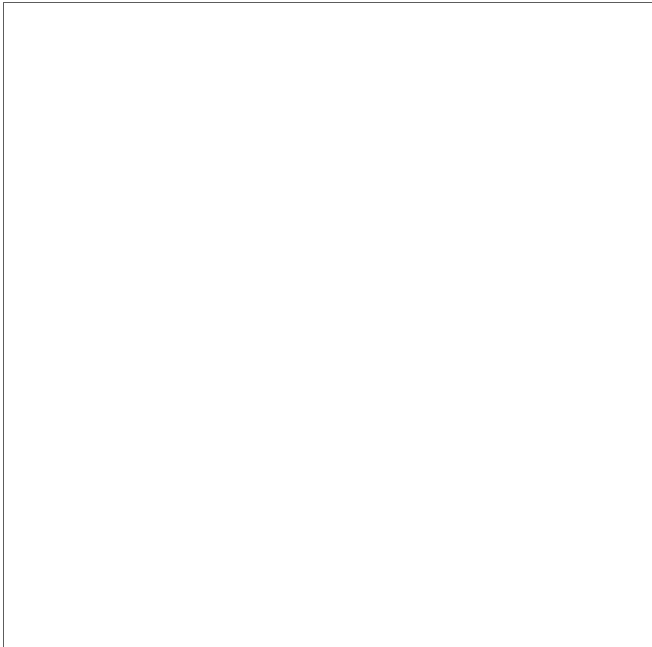
Answer—Any employee who would like further details on this topic should consult with the personnel officers in P&TS/OL, who are most anxious to provide accurate personnel information on any topic. [redacted]

DEDICATION OF BRONZE STATUE FOR MAJOR DONOVAN

On 26 October, the dedication ceremony for the Donovan Statue was held in the main entrance foyer of the Original Headquarters Building. VIP parking was provided for some 40 visitors, including former DCI’s Richard Helms and William Colby, as well as the family



members of the late William Casey. A special reception hosted by the DCI was held in the Executive Dining Room following the ceremony. The Printing and Photography Group, OL, videotaped the ceremony. [redacted]



PERSONAL HISTORY STATEMENTS

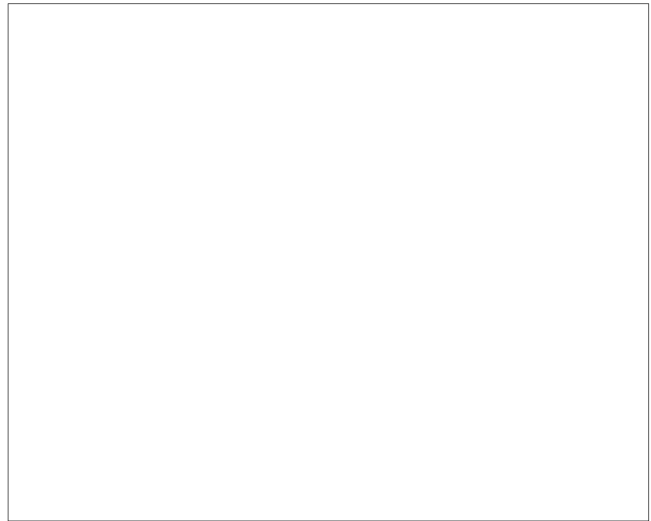
On 20 October, the Printing and Photography Group started processing this year's Personal History Statements. A total of [redacted] will be folded, collated and stapled. A partial delivery is scheduled for 26 October, with the balance scheduled for the following week [redacted]

CHILD DAY CARE CENTER

Construction work started on the Child Day Care Center Project on 24 October. Temporary construction water and electricity will be obtained from a hydrant and Motor Pool transformer, respectively. Continuing construction services are being negotiated with the project architect. [redacted]

CORRY HIEBERT FURNITURE

The Agency Contracts Group, OL, completed negotiations with Corry Hiebert Corporation for the continuation of our contract for FY 1989. New prices have been incorporated into the contract via an amendment that shows an overall increase of 5 percent. The 58-percent discount off the catalog list price originally negotiated in FY 87 remains in effect. Effective 1 October, Corry Hiebert is required to give the Government 30-days notice of any additional price change. [redacted]



AGENCY CLAIMS REVIEW BOARD

The Agency Claims Review Board reports the following FY-88 statistics on personal property claims:

Claims Received: [redacted]
Claims Adjudicated: [redacted]

Of the claims that were adjudicated

Amount Claimed: [redacted]
Amount Paid: [redacted]

There were also eight Report of Surveys received and adjudicated in FY 88. [redacted]

25X1
ZSA I

25X1
ZSA I

25X1

PROPERTY ACCOUNTABILITY

While researching due-ins against stock items, an analyst from the Inventory Management Section, Material Support Branch (MSB), Requirements Division, Supply Group, noticed several problems have surfaced. There have been some items that were received [redacted]

25X1

25X1

[redacted] but never processed in the Inventory Control System (ICS). Also, in several cases, wrong quantities have been received; for example, a quantity of 5,000 was ordered and 5,000 came in, but only 500 was marked received. MSB has received several receiving notices for their files, and when checking, found they had missed being picked up on hand in the ICS. An expeditor and analyst are working with [redacted] personnel to clear up these discrepancies. In addition, when checking on status with the Interdepartmental Support Branch (IDSB), their records have indicated items were shipped but somehow never arrived at [redacted]

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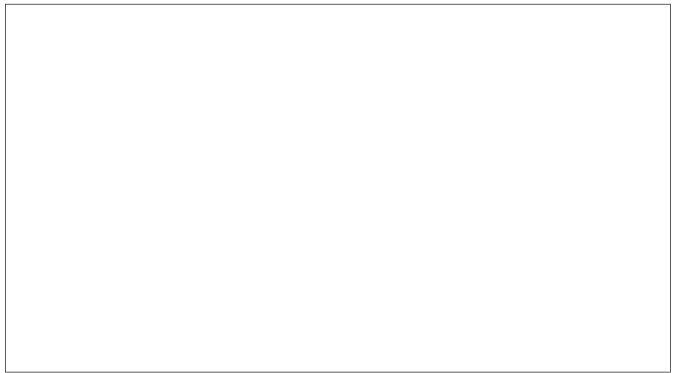
25X1

25X1

An expeditor is working with Receiving personnel to prepare inconsequential discrepancy corrections so IDSB can reorder these stock items. [redacted]

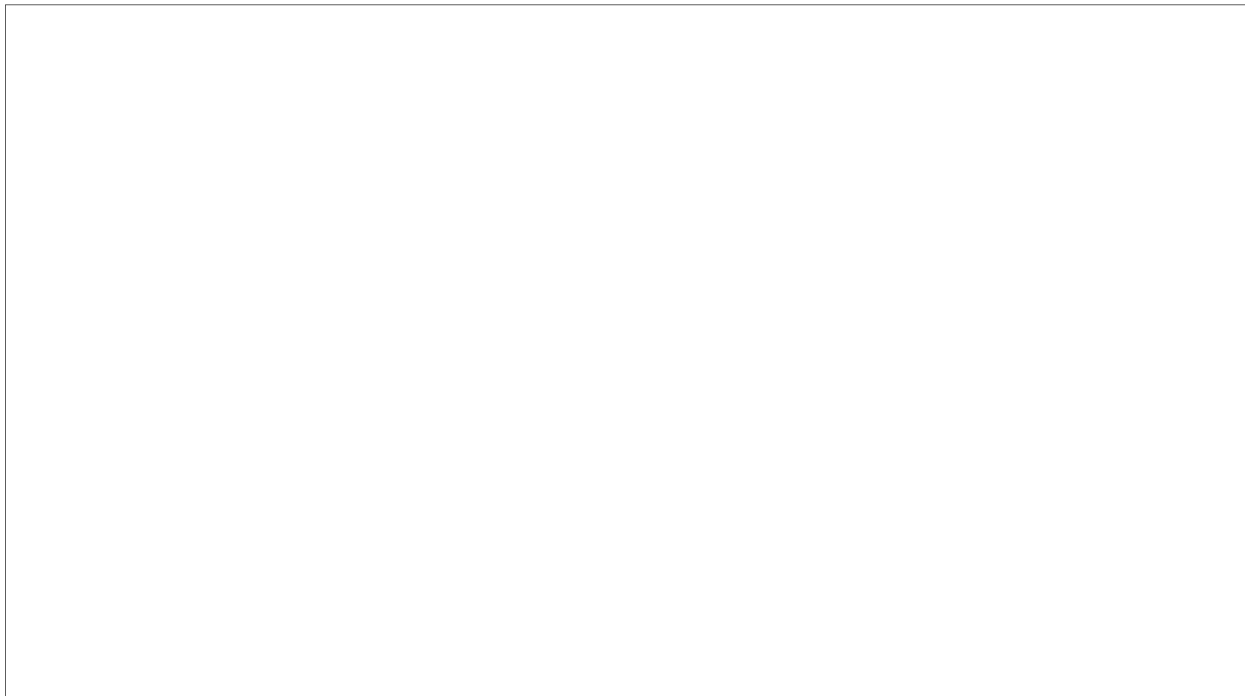
25X1

25X1



ASBESTOS REMOVAL

A small area on the 1st floor [redacted] is scheduled to have asbestos removed from above the suspended ceiling the later part of November. Temporary space [redacted] has been designed to relocate those offices in the affected area. [redacted]



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ONE INDIVIDUAL CAN MAKE A DIFFERENCE

The Director of Logistics extends a sincere "*well done*" to the following employees who, by their outstanding performance, have not only received acknowledgment from OL customers but have helped to enhance the "*can-do*" image of our office:

25X1 [redacted], Logistics Officer, was recognized in a cable from the field, for his TDY assistance in
25X1 [redacted] in September 1988. During Paul's TDY, he assisted in the handling of all
25X1 logistical tasks assigned to him. The cable stated that Paul demonstrated true professionalism and
25X1 dedication in getting the job done. [redacted]

25X1 [redacted] Supply Officer, was recognized in a letter of appreciation from [redacted] Chief,
Field Systems Group (FSG), IMS/DO, dated 14 October 1988, for his TDY support to FSG from
25X1 1 through 26 August 1988. He was responsible for logistical matters and conducted the inventory of
25X1 FSG property. [redacted] stated that Emory's services proved invaluable to FSG. [redacted]

25X1 [redacted] Supply Officer, was commended in a letter of appreciation from [redacted]
25X1 [redacted] Deputy Director for Systems Operations [redacted] dated 21 October 1988, for the logistical
25X1 services he provided [redacted] during his TDY assignment from 16 May to 23 September 1988. In
25X1 addition to carrying out a myriad of logistics functions, Fred was also responsible for training new
25X1 Logistics officers. [redacted] stated that his Fred's professionalism and teamwork displayed during this
25X1 period are noteworthy and his experience in coordinating both routine and priority requirements proved
25X1 invaluable to [redacted] ongoing operations. [redacted]

25X1 [redacted] Motor Pool Branch/Services Division/FMG, was acknowledged in a letter of
25X1 appreciation from [redacted], Chief, European Division [redacted], dated 5 October 1988, for the
25X1 services he provided as driver [redacted]
25X1 [redacted] stated that Willie performed his job well and was punctual
25X1 and courteous. [redacted]
25X1

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