

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
<b>SECTION A GENERAL</b>					
1. NAME (Last) (First) (Middle) Barnard, Edward T.			2. DATE OF BIRTH 10/10/10	3. SEX M	4. GRADE 14
6. OFFICIAL POSITION TITLE IO Contact			7. OFF/DIV/BR OF ASSIGNMENT DCS/New York Office		5. SD IT
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> TEMPORARY	<input type="checkbox"/> INITIAL	REASSIGNMENT SUPERVISOR	
<input type="checkbox"/> CAREER-PROVISIONAL (See instructions - Section C)			<input checked="" type="checkbox"/> ANNUAL	REASSIGNMENT EMPLOYEE	
<input type="checkbox"/> SPECIAL (Specify):			<input type="checkbox"/> SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P. May 1970			12. REPORTING PERIOD (From- to-) 1 Apr 69 - 31 Mar 70		
<b>SECTION B PERFORMANCE EVALUATION</b>					
<p><u>U-Unsatisfactory</u> Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p><u>M-Marginal</u> Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.</p> <p><u>P-Proficient</u> Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p><u>S-Strong</u> Performance is characterized by exceptional proficiency.</p> <p><u>O-Outstanding</u> Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
<b>SPECIFIC DUTIES</b>					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1				RATING LETTER	
[Redacted]				S	
SPECIFIC DUTY NO. 2				RATING LETTER	
Locates and develops the potential of domestic organizations and individuals as sources of foreign intelligence.				P	
SPECIFIC DUTY NO. 3				RATING LETTER	
Collects intelligence information, briefs and debriefs.				S	
SPECIFIC DUTY NO. 4				RATING LETTER	
Initiates leads and furnishes operational support to other elements of the Agency.				S	
SPECIFIC DUTY NO. 5				RATING LETTER	
Prepares reports, memoranda and other communications.				S	
SPECIFIC DUTY NO. 6				RATING LETTER	
[Redacted]				S	
<b>OVERALL PERFORMANCE IN CURRENT POSITION</b>					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.				RATING LETTER	
[Redacted]				S	

1 MAY 1970  
*[Signature]*

**SECTION C NARRATIVE COMMENTS**

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.

Mr. Barnard's work load increased by a considerable factor during 1969 and he accomplished it while at the same time cooperating in a division of territory aimed at easing the problems which will be caused by his retirement later in 1970. While anticipating his departure, Mr. Barnard's devotion to duty has shown no diminution.

It will be extremely difficult to replace Mr. Barnard who possesses a rare combination of talent and engaging personality which has been respected and enjoyed both by his office associates and his professional contacts.

Mr. Barnard is both security and cost conscious.

OFFICE OF PERSONNEL  
MAY 1 11 00 AM '70  
MAIL ROOM

**SECTION D CERTIFICATION AND COMMENTS**

1. BY EMPLOYEE

I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE 16 April 1970	SIGNATURE OF EMPLOYEE 
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2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 39	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION
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DATE 16 April 1970	OFFICIAL TITLE OF SUPERVISOR Chief, New York Office	SIGNATURE
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3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

DATE 22 April 1970	OFFICIAL TITLE OF REVIEWING OFFICIAL Director, DCS	SIGNATURE
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