

(b) (1)
(b) (3)
(S)

~~SECRET~~
(When Filled In)

FITNESS REPORT					EMPLOYEE SERIAL NUMBER	
SECTION A GENERAL						
1. NAME (Last) Barnard (First) Edward (Middle) T.			2. DATE OF BIRTH 10/10/10	3. SEX M	4. GRADE 14	5. SD IOC
6. OFFICIAL POSITION TITLE IO Contact			7. OFF/DIV/BR OF ASSIGNMENT OO/CD New York		8. CURRENT STATION []	
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	INITIAL
CAREER-PROVISIONAL (See instructions - Section C)			<input checked="" type="checkbox"/>		ANNUAL	REASSIGNMENT SUPERVISOR
SPECIAL (Specify):			SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P. May 1965			12. REPORTING PERIOD (From- to-) 1 April 1964 - 31 March 1965			
SECTION B PERFORMANCE EVALUATION						
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires 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>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding 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>						
SPECIFIC DUTIES						
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 S
SPECIFIC DUTY NO. 2 Locates and develops the potential of domestic organizations and individuals as sources of foreign intelligence.						RATING LETTER S
SPECIFIC DUTY NO. 3 Collects intelligence information; briefs and debriefs.						RATING LETTER S
SPECIFIC DUTY NO. 4 Initiates leads and furnishes operational support to other elements of the Agency.						RATING LETTER S
SPECIFIC DUTY NO. 5 Prepares reports, memoranda and other communications.						RATING LETTER O
SPECIFIC DUTY NO. 6 Supervises [] (see Narrative Comments)						RATING LETTER P
OVERALL PERFORMANCE IN CURRENT POSITION						
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 S

16 JUN 1965

GROUP 1
Excluded from automatic
downgrading and
declassification

SECTION C

NARRATIVE COMMENTS OFFICE OF PERSONNEL

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 must be described, if applicable.

MAY 15 9 05 AM '65

This individual's greatest strength lies in his many years' experience in depth in all phases of the domestic collection and support program and the resulting high degree of professional competence with which he both performs assigned tasks and takes spontaneous action when he uncovers opportunities on behalf of the program. Little supervision is required, and one can expect with confidence that specific assignments will be handled in a professional manner. Much of his work load is devoted to assignments involving personnel at a large institution, contacts with which he handles with considerable skill. His exploitation of sources for both positive and operational information is thorough; the results are expertly prepared because of his outstanding writing ability. He has great enthusiasm for his work. His sense of security is outstanding.

This individual assumed supervisory responsibilities two months before the end of the rating period. There is every reason to believe he will develop into a fully competent supervisor.

[Redacted] he has always demonstrated cost consciousness and an awareness of the need for economy.

This individual is excellently suited to his present assignment in the domestic collection and support program in which he would prefer to remain for personal family reasons, at least for the present.

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

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

DATE
26 May 65

SIGNATURE OF EMPLOYEE
[Signature]

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION
92

IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE
25 May 1965

OFFICIAL TITLE OF SUPERVISOR
Chief, New York Office

[Redacted]

SIGNATURE

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL
Concur.

DATE
June 1965

OFFICIAL TITLE OF REVIEWING OFFICIAL
Chief, Contact Division, OO

[Redacted]