

APPROVED FOR
RELEASE DATE:
10-Dec-2008




(b)(3)
(b)(6)
(b)(2)

CLASSIFICATION

RECOMMENDATION FOR HONOR OR MERIT AWARD

(Submit in triplicate - see HR 20-37)

SECTION A

1. 		2. NAME OF PERSON RECOMMENDED (Last, First, Middle) DUFFY, Thomas J.		3. POSITION TITLE Administrative Officer	
4. GRADE GS-14	5. SD 	6. OFFICE OF ASSIGNMENT 	7. RECOMMENDED AWARD Certificate of Distinction		
8. INCLUSIVE DATES FOR WHICH RECOMMENDED January 1953 - December 1974			9. IF RETIRING, DATE OF RETIREMENT 31 December 1974	10. POSTHUMOUS YES NO <input type="checkbox"/> <input checked="" type="checkbox"/>	
11. HOME ADDRESS (retired in the field)				12. HOME PHONE N.A.	

SECTION B






LIST ANY PERSONNEL GIVEN AN AWARD OR RECOMMENDED FOR AWARD WHO ASSISTED IN THE ACT OR PARTICIPATED IN THE PERFORMANCE.

13. FULL NAME	14. TYPE OF AWARD

SECTION C

ATTACH NARRATIVE DESCRIPTION OF PERFORMANCE OR SERVICE WARRANTING AWARD, ANY SUPPORTING DOCUMENTS AND A PROPOSED, UNCLASSIFIED CITATION.

SECTION D

15. TITLE AND SIGNATURE OF EMPLOYEE MAKING RECOMMENDATION  Career Management Officer, DDA		DATE
16. HEAD OF  CAREER SERVICE (Career service of nominee)	T  Associate Deputy Director for Administration	DATE 6 JAN 1975
17. DEPUTY DIRECTOR OF CAREER SERVICE	TITLE AND SIGNATURE  Deputy Director for Administration	DATE 6 JAN 1975
18. DEPUTY DIRECTOR OF OPERATING COMPONENT	TITLE AND SIGNATURE  Deputy Director for Administration	DATE 6 JAN 1975

It is recommended that Mr. Thomas J. Duffy be awarded the Certificate of Distinction in recognition of a career marked by sustained superior performance and devotion to duty.

Mr. Duffy's federal service career spans a period of 27 years, including almost 22 years with the Central Intelligence Agency. Since joining the Agency in 1953 as a clerk with the Office of Reference and Research (ORR), Strategic Division, Mr. Duffy has been assigned to a variety of responsible positions in numerous Agency components. His assignments have included: Administrative Officer with ORR and NPIC; Budget and Fiscal Officer with NPIC; Recruitment Officer with the Office of Personnel; [redacted] both at Headquarters and abroad; and most recently, Chief of Support, [redacted]

Throughout his career with the Agency, Mr. Duffy has proven to be an extremely conscientious and highly dedicated employee. He has received numerous laudatory comments from his superiors on his ability to absorb tremendous work loads and perform in a superb manner in pressure situations. During his service with NPIC, December 1958 - November 1962, he received separate commendations from the President, the Director of CIA, and the Director of NPIC for his significant contributions and outstanding performance during the Cuban Missile Crisis.

Mr. Duffy was consistently rated as an outstanding Administrative Officer during his first foreign tour of duty with [redacted] July 1967 - October 1970. He held this position during a difficult period that features the initiation of a dependent program which brought an influx of families [redacted] in a very short period of time. The burden of [redacted] coordinating and the providing of logistical and administrative support for the arriving families was of considerable magnitude. Mr. Duffy, through his planning ability, patience, and tact, was able to handle the myriad of details coincident with this support in a most professional manner. Mr. Duffy also assumed the duties of the [redacted] Executive Officer during this period and turned in an impressive performance.

Mr. Duffy was assigned to [redacted] as Chief of Support, where he continued his well established record of exceptional performance. His responsibilities were quite