

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, [redacted]
Thru : Chief, [redacted]
FROM : Chief, [redacted]

DATE: 4 October 1954

SUBJECT: HERLIHY, John F. - Promotion

1. Mr. Herlihy entered on duty with the Agency in March 1952. He entered on duty with the [redacted] on 10 December 1953, at which time he was assigned as a CPC-6, Safe Technician.

2. During the past nine months Mr. Herlihy has acquired a working knowledge of the operations and duties of the Night Security Officers. He has discharged his present responsibilities in a very satisfactory manner. Mr. Herlihy assumed his duty as a Night Security Officer on 3 October 1954.

3. It would be appreciated if you would initiate the necessary action to effect the promotion of Mr. Herlihy from CPC-6 to GS-7 as a Night Security Officer.

[redacted signature box]

CONCURRED:

[redacted signature box]

4 Oct 54
Date

[redacted signature box]

[redacted signature box]