



MEMORANDUM FOR: Chief, Benefit and Service Division  
 THROUGH : Chief, Contract Personnel Division  
 SUBJECT : Creditability of Service - Ross L. Crosier

1. Subject, a Career Agent currently assigned to Special Affairs Staff, will tender his resignation from the Agency on or about 19 August 1953. In the final review of his records, it was noted that Crosier had apparently been incorrectly categorized as a contract "agent" during a period of service extending from 1 June 1949 through 31 May 1957. To confirm the evidence found in the files, we have attempted to obtain the testimony of subject's former supervisors but, unfortunately, a number of them could not be identified and others are not available at Headquarters.
2. As an alternative, we have extracted copies of correspondence contained in Crosier's file which we believe provide sufficient evidence that subject was, in fact, an employee of the Agency during the period in question. Since Crosier was under non-official cover during the entire period (to major portion as a student), we found little evidence of regular office hours or day-by-day supervision. Irregularity of hours and a limited amount of supervision, however, are not unusual even for regular staff employees working under the same type of cover. We have, on the other hand, correspondence which reveal a degree of direction and control-including proposals for training, reassignment, and grade promotions - which are incompatible with his contractual status of independent contractor.
3. We are attaching a resume of statements made in the correspondence referred to, with copies of the correspondence itself, to substantiate the above. On the basis of these statements, it is requested that Crosier's service from 1 June 1949 through 31 May 1957 be deemed to have been in an employee status and hence creditable for annual leave purposes. Creditability for Civil Service Retirement, we understand, would be limited to the period 1 June 1949 through 31 December 1954 since amendments to the Social Security Act preclude extending such creditability to contract employees beyond the year 1954.

Page 2

4. Also attached is a completed Form 144, establishing the adjusted Service Computation Rate for leave purposes, should this request be approved.

Edward Fitzgerald  
Chief, Special Affairs Staff

CONCERN:

Chief, Contract Personnel Division

DATE

Distribution:

- Orig. & 1 - Addressee w/att
- 1 - Chief, Contract Personnel Division w/e/att
- 1 - SAS/PERS

DDP/SAS/PERSCHNEL/ROY W. FORSLUND/jal

9 August 1963

Attachment to Memo AAS: 03-438

Since many of the statements listed below refer to Cresler by pseudonyms (old) or simply as "subject" or "he", we are certifying that all of these extracts pertain to Cresler.

Dispatch No. TASA-247, 20 May 1949, Chief of Station, San Jose, Costa Rica to Headquarters:

Para 9 of dispatch states: "We do not feel and control and direction of his activities will be any problem."

Dispatch No. TASA-403, 9 August 1949, Chief of Station, San Jose, Costa Rica to Headquarters:

Item 16 of dispatch reports: "He works only as directed by us"

Dispatch No. TASA-599, Circa July 1951, Chief of Station, San Jose Costa Rica to Headquarters:

"Other Factors" of Operational Review observes "subject's operations, as planned by this station and approved by Headquarters, were solid."

Dispatch No. TASA-1215, Circa April 1952, Chief of Station, San Jose, Costa Rica to Headquarters:

Dispatch mentions "He (Cresler) is conscientious, hard working, loyal, imaginative, and amenable to supervision."

Dispatch No. TASA-175, 16 June 1953, Chief of Station, San Jose, Costa Rica to Headquarters:

Entire dispatch discusses Subject's possible assignment to Argentina or Venezuela.

Cable-Cir-6490, 25 June 1954, Director to Chief of Station, San Jose, Costa Rica:

Cable requests that "VAIBEA come to Headquarters at his convenience for discussion re cover and possible PCB Cuba"

Page 3 of Attachment

Dispatch No. HR-7-1077, 30 March 1958, Headquarters to  
Chief of Station, Havana, Cuba:

Dispatch requests promotion from present grade  
(equivalent to a GS-10) to the equivalent of a GS-11.

Dispatch, HR-4-2314, 17 January 1957, Chief of Station,  
Havana, Cuba to Headquarters:

Para 4 of dispatch speaks of a proposed - TDT to  
Headquarters for consultation regarding his future  
assignment to Havana or to a new post.

3 July 1963

**MEMORANDUM FOR:** Chief, Contract Personnel Division  
**SUBJECT:** Termination of Contract - Harold R. KOENIG

It is requested that the contract for Career Agent Harold R. KOENIG, as amended, effective 1 June 1957, be terminated upon close of business 30 September 1963. Subject was advised of this termination on 1 July 1963, and the 90 days actual notice required by para. 15 (a) of the contract expires on 30 September 1963.

Donald Fitzgerald  
Chief, Special Affairs Staff

BDP/SAS/PERSONNEL/John H. Martin/kct (3 July 63)

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14-00000  
COPY

**SECRET**

13 March 1963

MEMORANDUM FOR : Chief, Finance Division  
                  : Chief, Staff Agent Accounts Section  
THROUGH          : Chief, Contract Personnel Division  
SUBJECT          : Reassignment of Career Agent -  
                  : Harold R. NOEMAYR

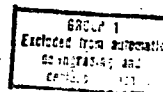
This is to advise you that Career Agent Harold R.  
NOEMAYR was reassigned PCS from JMWAVE to the Washington,  
D. C. area on 21 January 1963.

HOWARD J. PRESTON  
Chief, SAS/Support

DDP/SAS/Personnel/John H Martin/kct (13 Mar 63)

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COPY

**SECRET**

13 November 1962

MEMORANDUM FOR : Chief, Contract Personnel Division

SUBJECT : Application of Premium Pay for Certain  
Contract Personnel

It is requested that the contracts for the following  
named Contract Employees and Career Agents be amended  
to include, in the applicable paragraph, the following  
provision:

"You are herein authorized Premium Pay in lieu  
of overtime in conformance with and subject to  
the policies of this organization."

BLAINAUSE, Russell J.  
DELLAROCCO, Peter V.  
GLAVASCO, Philip D.  
HEARD, Bruce R.  
STUART, Jennifer A.  
TARTARILLO, John K.  
TARYDINA, Jacob C.  
CADICK, Irving G.  
NOEMAYR, Harold R.  
DEVUONO, Irving G.  
SLOMAN, Henry J.  
LAURENKUS, Marvin A.  
STARKROOD, Kenneth A.

WILLIAM K. HARVEY  
Chief, Task Force W

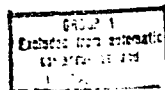
APPROVED:

\_\_\_\_\_  
Director of Personnel

\_\_\_\_\_  
Date  
DDP/TFW/Personnel/JDurham/kct (6576)

Distribution:  
Orig. & 1 - Addressee  
1 - C/TFW  
1 - TFW/Personnel

**SECRET**





CONFIDENTIAL

U.S. GOVERNMENT PRINTING OFFICE: 1959-000000

1. Agency and organizational designations  
**DDP/TFW**

2. Employee's name (and social security account number when appropriate)  
**HOEMAYER, HAROLD R. (P) CAREER AGENT**

3. Grade and salary  
**GS-195**

**PAYROLL CHANGE DATA**

	BASE PAY	OVERTIME	UNEMP. PAY	STP.	FEDERAL TAX	FCMD	F. I. C. A.	STATE TAX	GROUP LIFE INS.	HEALTH INSURANCE	NET PAY
7. Working period											
8. New salary											
9. Pay date											

10. Remarks:  
**I CERTIFY THAT THE WORK OF THE ABOVE NAMED IS OF AN ACCEPTABLE LEVEL OF COMPETENCE**

11. Appropriate  
 \_\_\_\_\_

12. Reported by  
**By 23 Oct 62**

13. Addressed to  
 \_\_\_\_\_

Periodic step-increase     Pay adjustment     Other step-increase

14. Effective date: **14 Oct 62**    15. Date last step-increase: **15 Apr 61**    16. Old salary rate: **\$10,195**    17. New salary rate: **\$10,420**

18. Performance rating is satisfactory or better.

19. LWOP date (fill in appropriate spaces covering LWOP periods):  
 No excess LWOP. Total excess LWOP: \_\_\_\_\_

Signature or other authentication: \_\_\_\_\_  
 Check applicable box in case of excess LWOP:  
 to pay status at end of waiting period.  
 to LWOP status at end of waiting period.

STANDARD FORM NO. 1726  
4 GAO 523 1126-228

CONFIDENTIAL

TYPICAL FORM 507 - BUREAU OF PERSONNEL

CONFIDENTIAL

EC-1/WH

NOEMAYER, HAROLD R. (P) CAREER AGENT

\$9,215

By 22 March 61

R

18 Oct 59 \$9,215 \$9,475

R

23 September 1962

**MEMORANDUM FOR:** Chief, Contract Personnel Division

**SUBJECT:** Application of Housing Allowance for Certain Contract Personnel

It is requested that the contracts for the following named Contract Employees and Contract Agents be amended to include, in the applicable paragraph, the provision

*> effective 1 September 1962*

"You are herein authorized housing allowances in accordance with and subject to the policies of this organization."

- GABICK, Irving G. (Career Agent)
- DEWOLF, Irving G. (Career Agent)
- HUGHES, Harold A. (Career Agent)
- GLAVASCO, Philip D. (Contract Employee)
- HEARS, Bruce R. (Contract Employee)

EDWARD J. FREESTON  
Chief, IPI/Support

DEP/IPI/Personnel:JES:KTYE:jtr (23 September 1962)

**Distribution:**

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- 1 - IPI/Personnel

*Memo approved  
by C.P.D. J.M.  
Jutschke, 1 Sep. 62*

MEMORANDUM TO: Chairman, CS Agent Panel

SUBJECT : Career Agents of IFW

REFERENCE : Memorandum to Chief, Task Force W from Chairman,  
CS Agent Panel, dated 6 June 1962, Subject: Information  
About Career Agents

For your request contained in reference memorandum the  
following information is supplied on career agents assigned to  
Task Force W:

- a. ROSENATH, Harold E., GS-12, \$9,475 (REAVE)
- b. CANICE, Irving O., GS-15, \$13,750 (REAVE)
- c. DEVORCO, Irving C., GS-13, \$11,155 (REAVE)

William L. HARVEY  
Chief, Task Force W

Distribution:  
Original & 1 - Addressee  
1 - Personnel  
3 - Subject Files.

SECRET

15 September 1961

**MEMORANDUM TO: Career Agent Panel**

**SUBJECT: Assignment of Harold E. Sawyer**

Approval is requested for the FOS assignment of Sawyer to **SMITH**, a domestic issue. Subject will be utilized as an Ops Officer in FA/Propaganda activities in support of Project **SMITH**. It is anticipated that Sawyer will receive a cover salary (effect) during the period of this assignment. Such effect would not exceed his net Agency compensation.

**J. C. HESS**  
Chief  
Eastern Hemisphere Division

**Distribution:**

- Original & 1 - Addressee
- 1 - C/AD
- 1 - C/MI/ops
- 1 - C/MI/L
- 1 - MI/L/PA/Prop
- 1 - MI/L/Personnel

MI/L/Personnel:FGHLLB:jtr (15 September 1961)

14-00000

Feb  
by William  
7/21/67

Mr. Harold B. Hoemayr

Dear Mr. Hoemayr:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 June 1957, as amended.

Effective close of business 10 June 1961, that portion of Paragraph two (2) entitled "Compensation" which pertains to the authorization of additional compensation in the amount of \$90 per month is deleted in its entirety.

All other terms and conditions of the contract, as amended, remain in full force and effect.

UNITED STATES GOVERNMENT

BY \_\_\_\_\_

Contracting Officer

14-00000

*W. H. ...*

Mr. Harold E. Neemayr

Dear Mr. Neemayr:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 June 1957, as amended.

Effective close of business 19 June 1961, that portion of Paragraph two (2) entitled "Compensation" which pertains to the authorization of additional compensation in the amount of \$30 per month is deleted in its entirety.

All other terms and conditions of the contract, as amended, remain in full force and effect.

UNITED STATES GOVERNMENT

BY \_\_\_\_\_

Contracting Officer

28 June 1961

MEMORANDUM FOR: Contract Personnel Division  
SUBJECT: Amendment of Contract, case of Harold R. BEMMER

It is requested that the Contract for Subject, as amended, be further amended to discontinue that portion of the "Compensation" section which states "You will receive additional compensation, amounting to \$80.00 per month, effective 8 January 1961, in lieu of payment of the regular overtime rates for irregular, unscheduled and frequent overtime, for the duration of this assignment". It is requested that this discontinuance be effected C.O.B. 10 June 1961.

HERBERT V. JULL  
Chief, WH/A/Personnel

APPROVED:

FRED V. CYRUS  
Chief, WH/A/Support



14-00000

Mr. Harold R. Neemays

Dear Mr. Neemays:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 June 1957, as amended.

Effective 8 January 1961, and to continue for the duration of your current assignment, paragraph two (2) of subject contract, entitled "Compensation" is amended to authorize additional compensation in the amount of \$20.00 per month in recognition and compensation of the irregular, unscheduled and frequent requirement of hours of duty over and above the regular and daily schedule.

All other terms and conditions of the contract, as amended, remain in full force and effect.

UNITED STATES GOVERNMENT

BY \_\_\_\_\_  
Contracting Officer

14-00000

Mr. Harold R. Noemays

Dear Mr. Noemays:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 June 1957, as amended.

Effective 8 January 1961, and to continue for the duration of your current assignment, paragraph two (2) of subject contract, entitled "Compensation" is amended to authorize additional compensation in the amount of \$80.00 per month in recognition and compensation of the irregular, unscheduled and frequent requirement of hours of duty over and above the regular and daily schedule.

All other terms and conditions of the contract, as amended, remain in full force and effect.

UNITED STATES GOVERNMENT

BY \_\_\_\_\_  
Contracting Officer

4 May 1961

MEMORANDUM FOR:

Contract Personnel Services

SUBJECT:

Amendment of Contract, case of Harold A. ROEMER

It is requested that the Contract for Subject, as amended, be further amended to reflect the following addition: "Compensation".  
"You will receive additional compensation, amounting to \$90.00 per month, effective 8 January 1961, in lieu of payment of the regular overtime rates for irregular, unscheduled and frequent overtime, for the duration of this assignment."

HERBERT V. JUEL  
Chief, HR/A/Personnel

APPROVED

~~Chief, HR/A/Personnel~~

SECRET

Mr. Harold R. Noemayr

Dear Mr. Noemayr:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 June 1957, as amended.

Effective 15 February 1960 said contract, as amended, is further amended by adding after subparagraph (c) of paragraph four (4) entitled "Allowances" the following:

"(d) You will be entitled to a home service transfer allowance in conformance with applicable Government regulations."

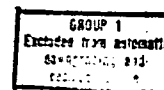
All other terms and conditions of the contract, as amended, remain in full force and effect.

UNITED STATES GOVERNMENT

BY \_\_\_\_\_

Contracting Officer

SECRET



Mr. Harold R. Noemayr

Dear Mr. Noemayr:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 June 1957, as amended.

Effective 1 May 1958, said contract, as amended, is further amended in the following manner:

a. The first sentence of subparagraph (b) of paragraph four (4), entitled "Allowances", is revised to read as follows:

"In addition to the above payments, you will be entitled to an equalization allowance computed in conformance with applicable Government regulations and policies. (For your information, the equalization allowance for Mexico City is presently \$000.00)"

b. The following subparagraph is added after subparagraph (c) of paragraph five (5), entitled "Travel":

"(d) For you, your dependents, your personal automobile and your household effects between permanent posts of assignment."

All other terms and conditions of the contract, as amended, remain in full force and effect.

You will please indicate your approval by signing in the space provided below.

UNITED STATES GOVERNMENT

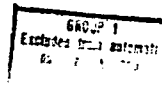
BY \_\_\_\_\_  
Contracting Officer

ACCEPTED:

\_\_\_\_\_  
Harold R. Noemayr

WITNESS: \_\_\_\_\_

APPROVED:  
\_\_\_\_\_



Mr. Arthur G. Vaivada

Dear Mr. Vaivada:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 June 1957.

Effective 15 April 1958, said contract is amended by revising the first sentence of paragraph two (2) entitled "Compensation" to read as follows:

"In full consideration for your services as a Career Agent, you will be compensated at the rate of \$7570 per annum, GS-12."

All other terms and conditions of the contract, as amended, remain in full force and effect.

You will please indicate your approval by signing in the space provided below.

UNITED STATES GOVERNMENT

BY \_\_\_\_\_  
Contracting Officer

ACCEPTED:

\_\_\_\_\_  
Arthur G. Vaivada

WITNESS: \_\_\_\_\_

APPROVED:  
\_\_\_\_\_

14-00000  
Mr. Arthur G. Valvada

Dear Mr. Valvada:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 June 1957.

Effective 1 June 1957, said contract is amended by adding after subparagraph (b) of Paragraph four (4), entitled "Allowances," the following:

"(c) You will be entitled to an educational allowance in conformance with and at the rates prescribed in applicable Government regulations."

All other terms and conditions of the contract remain in full force and effect.

UNITED STATES GOVERNMENT

BY \_\_\_\_\_  
Contracting Officer

APPROVED:  
  
\_\_\_\_\_

Date: \_\_\_\_\_

Mr. Arthur G. Valvada

Dear Mr. Valvada:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 August 1954, as amended. Effective \_\_\_\_\_ said contract, as amended, is hereby terminated by mutual consent of the parties thereto and in lieu thereof the following agreement is substituted:

The United States Government, as represented by the Contracting Officer, hereby contracts with you for your services as a Career Agent under the following terms and conditions:

1. Status. By virtue of your relationship with the United States Government in the performance of services under this agreement your legal status is that of a Government employee under contract. As such, you are entitled only to the rights, privileges and benefits stipulated herein. It is understood that you will act under cover suitable to designate your relationship to the Government, but you will be subject to administrative and operational directions and control by the Government at all times.

2. Compensation. In full consideration for your services as a Career Agent, you will be compensated at the rate of \$6390 per annum, GS-11. In addition, you will be entitled to within-grade promotions in a manner similar to the procedures prescribed for Government staff employees. In the event that the salary level of your indicated grade is altered by Federal legislation and adopted by the Government, the compensation authorized under this contract shall be altered accordingly. Payments will be made hereunder as directed by you in writing in a manner acceptable to the Government.

3. Taxes. (a) In the event there are not withheld by your cover facility or in the event your cover facility withholds taxes on only part of the compensation due you hereunder, the Government, in view of security considerations involved, will withhold Federal income taxes from all or the remainder of taxable monies due you under this contract in an amount equivalent to the United States income tax withholding schedule based upon your taxable income under this agreement and \_\_\_\_\_ present taxation(s). Sums so withheld by the Government will be paid over to the Internal Revenue Service. No Form W-2 will be issued you by the Government and you will be instructed as to the method to be followed in making timely filing of returns, estimates and payments in order to preserve security.

(b) If for cover considerations your tax payments exceed your true tax liability under this agreement, the Government will make appropriate reimbursements in conformance with applicable policies and procedures.

4. Allowances. (a) You will be entitled to living quarters allowances in conformance with and at the rates prescribed in the Standardized Regulations, Government Civilians, Foreign Areas.

3/14  
W/14



(b) In addition to the above payments, you will be entitled to an equalization allowance calculated at the rate of \$2180 per annum. This allowance is in lieu of any present or future standardized post allowance established for your present permanent post of duty overseas, but is subject to the entitlement provisions applicable to standardized post allowances. It is understood and agreed that this allowance is predicated upon the comparative cost of living between Washington, D. C., and your overseas post, your needful cover, family status and basic compensation. Consequently, this allowance may be unilaterally adjusted or discontinued by the Government whenever warranted by a change in any of these factors. No accounting will be required for this allowance.

**5. Travel.** You will be advanced or reimbursed funds for the following travel and transportation expenses:

(a) For you alone for authorized operational travel. In addition, you will be entitled to reimbursement in accordance with standardized Government rates for the authorized official use of your private automobile.

(b) Upon the satisfactory completion of each two (2) years of successful overseas service under this contract, you will be entitled to home leave travel expenses for you and your dependents from your permanent post of duty overseas to your place of recorded residence in the United States and return travel expenses to your permanent post of duty overseas; provided, however, that you have fulfilled any other requirements relating to home leave which are applicable to Government staff employees.

(c) Upon the successful completion of your service under this agreement, for you, your dependents, your household effects and your private automobile from your permanent post of assignment overseas to your place of residence in the United States.

You will be entitled to pay claim in lieu of out-of-pocket in the course of all travel performed hereunder and, when authorized, for you alone while on temporary duty away from your permanent post of assignment. All travel, transportation and per diem provided for under this paragraph must be properly substantiated and expenses incurred hereunder are subject to payment and accounting in compliance with applicable Government regulations.

**6. Operational Expenses.** You will be advanced or reimbursed funds for necessary operational expenses including, but not limited to, entertainment and the purchase of information, as specifically approved by the Government. Such funds will be subject to accounting in compliance with Government regulations.

**7. Repayments.** It is recognized that your failure to account for or refund any monies advanced you hereunder shall entitle the Government to withhold the total amount of such indebtedness or any portion thereof from any monies due you under the terms of this contract in such manner as it deems appropriate.

6. Benefits. (a) You will be entitled to death and disability benefits equal to those authorized under the Federal Employees' Compensation Act, as amended. Claims by you, your heirs, or legal representatives under this paragraph will be processed by the Government in accordance with its procedures in such manner as not to impair security.

(b) You will be entitled to continuation of pay and allowances in a manner similar to that set forth in the Missing Persons Act (50 U.S.C.A., App. 1001-1015).

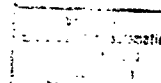
(c) You will be entitled to sick and annual leave equal to and subject to the same rules and regulations applicable to Government staff employees. Such annual leave may only be taken at times and places approved in advance by appropriate representatives of the Government. All accrued but unused leave earned under your contract with the United States Government effective 1 August 1954, as amended, will be transferred to your leave account under this agreement in conformance with established crediting procedures.

(d) From the compensation paid you pursuant to this contract, there shall be deducted the appropriate rate percentage (presently 6 1/2%) for deposit and eventual crediting to the Civil Service Retirement Fund. If the conditions of your cover warrant or require that you make contributions to the Social Security fund, such contributions shall be at your expense.

9. Cover. It is anticipated that you will undertake certain cover employment in the course of your performance under this agreement. It is expressly understood and agreed that any and all documents which you may execute in the course of such cover employment are subordinate to this agreement and any contradiction in terms which may in any way amplify, extend or restrict your rights and/or obligations hereunder shall be resolved by this agreement which shall always be dominant.

10. Offset. Any and all compensation, allowances or other benefits (including benefits in kind) received from or through your cover activities will be used to offset amounts due you under this contract and will reduce accordingly the Government's direct payment obligations hereunder. Sums so offset are payment by the Government under this contract and for purposes of Federal income taxation. You will report every six (6) months during the term of this agreement all benefits received from or through your cover activities and, if such benefits exceed those due you under this contract, the report will be accompanied by said excess amount, which you hereby agree is the sole property of the Government. Failure to submit timely reports and, as appropriate, excess payments, may result in suspension of any payments due you hereunder. As an alternative to the above, the Government may at any time exercise its basic right to require payment over to it of the amounts received by you from or through your cover activities which would otherwise be offset as described above. In such case the Government will pay directly to you the amounts called for by this contract.

11. Execution of Documents. If, in the performance of services under this contract, you assume the custody of Government funds or take title of record to property of any nature whatsoever and wherever situate, which property has in fact been purchased with monies of the U. S. Government, you hereby recognize and acknowledge the existence of a trust relationship, either express or constructive, and you agree to execute whatever documents may be required by the Government to evidence this relationship.



12. Secrecy. You will be required to keep forever secret this contract and all information which you may obtain by reason hereof (unless released in writing by the Government from such obligation), with full knowledge that violation of such secrecy may subject you to criminal prosecution under the Espionage Laws, dated 25 June 1943, as amended, and other applicable laws and regulations.

13. Instructions. Instructions received by you from the Government in briefing, training or otherwise are a part of this contract and are incorporated herein, provided that such instructions are not inconsistent with the terms hereof.

14. Unauthorized Commitments. No promises or commitments pertaining to rights, privileges or benefits other than those expressly stipulated in writing in this agreement or any amendment thereto shall be binding on the Government.

15. Term. This contract is effective as of \_\_\_\_\_ and shall continue thereafter for an indefinite period unless sooner terminated either:

- (a) By sixty (90) days' actual notice by either party hereto, or
- (b) Without prior notice by the Government, in the event of a breach of this contract by your violation of the security provisions hereof or by your otherwise rendering yourself unavailable for acceptable service.

In the event of voluntary termination on your part or termination for cause by the Government you will not be entitled to the travel expenses set forth in paragraph five (5)(c) supra. Termination of this agreement will not release you from the obligations of any security oath you may be required to take.

UNITED STATES GOVERNMENT

BY \_\_\_\_\_  
Contracting Officer

ACCEPTED:

\_\_\_\_\_  
Arthur G. Valmas

WITNESS: \_\_\_\_\_

APPROVED:  
\_\_\_\_\_

30 November 1961

MIRGRADED FOR: Contract Personnel Division

SUBJECT : Harold R. MORAYE (pa)

1. Effective 1 January 1962 Harold R. MORAYE is being transferred to W/A/Personnel, Rm. 3411, 1905 Quarters Ave, apt. 6150. He was transferred PCS to WAFB on 20 October 1961.

2. The LINDSEY Project is being terminated and starting on 1 January 1962 he will be paid from allotment #2133-2432-1000.

EDD P. BOLLEN  
C/PL/S

Distribution:

Orig. & 1 - Addressee  
1 - MORAYE/291 - Contract  
1 - Outgoing memo chrono

Harold G. Noonays

Noonays

Director, Bureau of Internal Revenue, United States Government

1 June 1957

26 November 1950

Reference is made to your letter of June 19, 1957, and to the letter of June 11, 1957, from the Internal Revenue Service, Department of the Treasury, dated June 11, 1957, and to the letter of June 11, 1957, from the Internal Revenue Service, Department of the Treasury, dated June 11, 1957. It is noted that the organization is presently authorized to hear a portion of the proceedings and to present the record under your Internal Revenue Service will be directed either by overall direction or by the Internal Revenue Service intervals to be established by this Department.

All other terms and conditions of the contract remain in full force and effect.

Keep this

Mr. Harold R. Noemayr

Dear Mr. Noemayr:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 June 1957, as amended.

Effective 15 February 1960 said contract, as amended, is further amended by adding after subparagraph (c) of paragraph four (4) entitled "Allowances" the following:

"(d) You will be entitled to a home service transfer allowance in conformance with applicable Government regulations."

All other terms and conditions of the contract, as amended, remain in full force and effect.

UNITED STATES GOVERNMENT

BY 15/  
Contracting Officer

Mr. Harold R. Noemayr

Dear Mr. Noemayr:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 June 1957, as amended.

Effective 1 May 1958, said contract, as amended, is further amended in the following manner:

a. The first sentence of sub-paragraph (b) of paragraph four (4), entitled "Allowances," is revised to read as follows:

"In addition to the above payments, you will be entitled to an equalization allowance computed in conformance with applicable Government regulations and policies. (For your information, the equalization allowance for Mexico City is presently \$000.00)"

b. The following sub-paragraph is added after sub-paragraph (c) of paragraph five (5), entitled "Travel":

"(d) For you, your dependents, your personal automobile and your household effects between permanent posts of assignment."

All other terms and conditions of the contract, as amended, remain in full force and effect.

You will please indicate your approval by signing in the space provided below.

UNITED STATES OF AMERICA

BY \_\_\_\_\_  
Contracting Officer

ACCEPTED:

\_\_\_\_\_  
Harold R. Noemayr

WITNESS: \_\_\_\_\_

APPROVED:  
\_\_\_\_\_

11 May 1958

MEMORANDUM FOR: Chief, Contract Personnel Division

VIA: FI/OFS (Miss Paxton)

SUBJECT: Arthur G. VAIVADA  
Amendment of Contract

1. It is requested that Subject's contract effective 1 June 1957 be amended to include under Paragraph 4, Allowances, that Subject be entitled to the Educational Allowance for his children, effective from the initial date of the contract.

2. The above provision was inadvertently omitted from Subject's contract by the Area Desk, and since the Station notified Subject he was entitled to this allowance, it would be appreciated if this matter be corrected and the contract amended accordingly. The error came to the attention of the Area Desk when Subject's claim for educational allowance dated 18 April 1958, was turned down by Finance Division because of the aforementioned omission from the contract.

J. C. King  
Chief, Western Hemisphere Division

Distributions:  
Orig & 1 - Addressee  
2 - Files



SECRET

Mr. Arthur G. Vaivada:

Dear Mr. Vaivada:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 June 1957.

Effective 1 June 1957, said contract is amended by adding after subparagraph (b) of Paragraph four (4), entitled "Allowances", the following:

"(c) You will be entitled to an educational allowance in conformance with and at the rates prescribed in applicable Government regulations."

All other terms and conditions of the contract remain in full force and effect.

UNITED STATES GOVERNMENT

BY \_\_\_\_\_

Contracting Officer

APPROVED:  
\_\_\_\_\_

GROUP 1  
Excluded from automatic  
downgrading and  
declassification

SECRET

CONTRACT INFORMATION AND CHECK LIST		CASE OFFICER Lo De Luskott	DIVISION 1st
<small>PREVIOUS: Complete all items marking "NA" when items are not applicable. Forward original and one copy for production of contract.</small>		TELEPHONE EXTENSION 7555 or 1162	DATE 16 April 1958
GENERAL			
1. NAME <input type="checkbox"/> PERSON <input type="checkbox"/> TITLE  WILLIAM VAIVADA	2. PROJECT  LIDOB	3. ALLOTMENT NO.	4. SLOT NO.
5. PREVIOUS CIA PSEUDONYM OR ALIASES  VAIVADA, WILLIAM	6. INDIVIDUAL IS PRESENTLY ENGAGED, OR HAS BEEN ENGAGED BY CIA OR ITS ALLIED ACTIVITIES IN SOME CAPACITY <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (If yes, describe and include salary)		
7. SECURITY CLEARANCE (Type and date)  Secret 3 July 1957 (Assignment in process to include clearance)		8. CONTRACT IS TO BE WRITTEN IN STERILE FORM I.E., "U.S. GOVERNMENT" <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
9. INDIVIDUAL WILL WORK AWAY FROM SUBJECT'S HOME AND PERFORMED UNDER THE SUPERVISION OF A STAFF EMPLOYEE OR STAFF AGENT <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		10. PROPOSED CATEGORY (Contract Agent, contract employee, etc.)  Career Agent	
PERSONAL DATA			
11. CITIZENSHIP  USA	12. IF NOT U.S. CITIZEN, INDIVIDUAL IS A PERMANENT RESIDENT ALIEN <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	13. AGE  35	14. DATE OF BIRTH (Month, Day, year)  20 June 1923
15. US RESIDENCE (City and state or country)  Alexandria, Virginia		16. CURRENT RESIDENCE (City and state or country)  Alexandria, Virginia	
17. MARITAL STATUS (Check all appropriate) <input type="checkbox"/> SINGLE <input checked="" type="checkbox"/> MARRIED <input type="checkbox"/> DIVORCED <input type="checkbox"/> ANNULLED <input type="checkbox"/> SEPARATED <input type="checkbox"/> WIDOWED			
18. NUMBER OF DEPENDENTS (Not including individual) RELATIONSHIP:  Three, wife and two children		19. INDIVIDUAL IS RELATED TO A STAFF EMPLOYEE, STAFF AGENT OR AN INDIVIDUAL CURRENTLY WORKING FOR THE AGENCY IN SOME CAPACITY <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO RELATIONSHIP:	
SECTION III - U.S. MILITARY STATUS			
20. RESERVE	21. VETERAN	22. IF RETIRED, INDICATE CATEGORY (Longevity, combat disability, service disability non-combat)	
23. BRANCH OF SERVICE	24. RANK OR GRADE	25. DRAFT ELIGIBLE <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	26. DRAFT DEFERMENT OBTAINED BY CIA <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
SECTION IV - COMPENSATION			
27. BASIC SALARY  7,570.00 p/a	28. POST DIFFERENTIAL  None	29. COVER (Breakdown, if any)  Leaves derived from cover will be turned in to Station	30. TAXES TO BE WITHHELD BY COVER <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
SECTION V - ALLOWANCES (NORMALLY GRANTED ONLY TO RESIDENTS OF THE UNITED STATES)			
31. QUARTERS  None	32. POST  None	33. OTHER TEMPORARY LIVING ALLOWANCE, if required, not to exceed additional \$188.00  Educational (3 children) 650.00 p/a	
34. COST OF TRAVEL (if any)  None			
SECTION VI - TRAVEL			
35. TYPES <input type="checkbox"/> PCS <input type="checkbox"/> DOMESTIC OPERATIONAL <input type="checkbox"/> FOREIGN OPERATIONAL			36. WITH DEPENDENTS <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
37. HOUSEHOLD EFFECTS TO BE SHIPPED  Havana, Cuba to <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	38. PERSONAL VEHICLE TO BE SHIPPED <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	39. TRANSPORTED VEHICLE TO BE USED FOR OPERATIONAL TRAVEL <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
40. LIST DEPENDENTS STATE RELATIONSHIP, CITIZENSHIP, AGE AND DATE OF BIRTH			
wife, Costa Rican citizen, born 15 March 1918 Son, [redacted], born 6 September 1949 - US citizen Daughter, [redacted], born 24 June 1951 - US citizen			
41. PAYMENT AND ACCOUNTABILITY BILL BE IN CONFORMANCE WITH <input checked="" type="checkbox"/> CIA REGULATIONS <input type="checkbox"/> COVER POLICIES AND PROCEDURES			
SECTION VII - OPERATIONAL EXPENSES			
42. PURCHASE OF INFORMATION as provided for in LIDOB		43. ENTERTAINMENT as provided for in project LIDOB	
		44. OTHER OF travel in Mexico. Yes, as provided for in project LIDOB	

**CONTRACT INFORMATION AND CHECK LIST (CONTINUED)**

SEE INSTRUCTIONS ON FIRST SHEET

CASE OFFICER: **L. D. Peckott**

TELEPHONE EXTENSION: **2555 or 3162**

DIVISION: **MID**

DATE: **16 April 1958**

**SECTION VIII OTHER BENEFITS**

Annual leave  
 Sick leave  
 Death and disability benefits equal to those authorized under Federal employees Compensation Act.  
 Missing Persons Act.  
 Civil Service Retirement  
 Regular Staff Employees medical benefits for employee and dependents as stated in R-15-230 (subject will meet requirements when completes cover medical on 21 April 1958)

**SECTION IX COVER ACTIVITY**

67 STATUS (Check):  PROPOSED  ESTABLISHED

68 TYPE (Check):  PROPRIETARY  MULTINATIONAL  COMMERCIAL  GOVERNMENT  EDUCATIONAL  MILITARY  Nonfederal

69 IF OTHER PAYMENTS ARE CONTEMPLATED, THEY WILL BE EFFECTED ON REIMBURSABLE BASIS:  YES  NO  COMPLETE  PARTIAL

**SECTION X OFFSET OF INCOME**

70 OFFSET OF INCOME AND OTHER ENROLLMENTS DERIVED FROM COVER ACTIVITIES (If less than total, justify in separate memo attached hereto.):  TOTAL  PARTIAL  NONE

**SECTION XI TERM**

71 DURATION:  DAYS  MONTHS  YEARS

72 EFFECTIVE DATE: **1 May 1958**

73 RENEWABLE:  YES  NO

74 TERMINATION NOTICE (Number of days): **30**

75 FORFEITURE OF RETURN TRAVEL FOR RESIGNATION PRIOR TO CONTRACT TERM:  YES  NO

**SECTION XII FUNCTION**

76 PRIMARY FUNCTION (Pl, PP, other): **PI**

**SECTION XIII DUTIES**

77 GENERAL DESCRIPTION OF DUTIES TO BE PERFORMED:  
**Case officer for Communist Party operations in Mexico.**

**SECTION XIV QUALIFICATIONS**

78 EXPERIENCE:  
**Contract and career agent since June 1949.  
 Intelligence assignments in Costa Rica, Guatemala, and Cuba.**

**SECTION XV EDUCATION**

(Check Highest Level Attained)

79 GRADE SCHOOL:  HIGH SCHOOL GRADUATE  TRADE SCHOOL GRADUATE  BUSINESS SCHOOL GRADUATE  COLLEGE (No degree)  COLLEGE DEGREE  COMMERCIAL SCHOOL GRADUATE  POST GRADUATE

**SECTION XVI LANGUAGE COMPETENCY**

(Check Appropriate Degree Competency)

LANGUAGE	SPEAK			WRITE			READ		
	FLUENT	AVERAGE	POOR	FLUENT	AVERAGE	POOR	FLUENT	AVERAGE	POOR
English	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>		
Spanish	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>		

81 INDIVIDUAL'S COUNTRY OF ORIGIN: **USA**

**SECTION XVII AREA KNOWLEDGE**

82 Intensive area knowledge of Central America and Caribbean areas. Has resided in Latin America since 1940.

**SECTION XVIII PRIOR EMPLOYMENT**

83 JOB AND SALARY PRIOR TO SERVICE FOR CIA

1940-1941  
 [REDACTED]  
 Jan 1942  
 Apr 1944

**SECTION XIX ADDITIONAL INFORMATION**

84 ADDITIONAL OR UNUSUAL REQUIREMENTS, JUSTIFICATIONS OR EXPLANATIONS (Use other side if necessary)

APPROVAL: [REDACTED]

TYPED NAME & SIGNATURE OF DIVISION OFFICER: [REDACTED] DATE: [REDACTED]

Mr. Arthur G. Valvada

Dear Mr. Valvada:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 June 1957.

Effective 15 April 1958, said contract is amended by revising the first sentence of paragraph two (2) entitled "Compensation" to read as follows:

In full consideration for your services as a Career Agent, you will be compensated at the rate of \$7570 per annum, GS-12."

All other terms and conditions of the contract, as amended, remain in full force and effect.

You will please indicate your approval by signing in the space provided below.

UNITED STATES GOVERNMENT

BY \_\_\_\_\_  
Contracting Officer

ACCEPTED:

\_\_\_\_\_  
Arthur G. Valvada

WITNESS: \_\_\_\_\_

APPROVED:  
\_\_\_\_\_

EX-100  
MAY 1958

15 April 1958

MEMORANDUM FOR: Chief, Contract Personnel Division  
THROUGH: FL/OPS/Projects  
Attention: Miss Paxton  
SUBJECT: Arthur G. Vaivada - Amendment of Contract

1. It is requested that Arthur G. Vaivada's contract, effective 1 June 1957, be amended by deleting the first sentence of Paragraph 2 (Compensation) and substituting in lieu thereof the following:

"2. Compensation. In full consideration for your services as a Career Agent, you will be compensated at the rate of \$7570 per annum, GS-12."

2. All other terms and conditions of the original contract remain in full force and effect.

J. G. King  
Chief, Western Hemisphere Division

WH  
19 May 57

Mr. Arthur C. Vaivada

Dear Mr. Vaivada:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 June 1957.

Effective 1 June 1957, said contract is amended by adding after subparagraph (b) of Paragraph four (4), entitled "Allowances," the following:

"(c) You will be entitled to an educational allowance in conformance with and at the rates prescribed in applicable Government regulations."

All other terms and conditions of the contract remain in full force and effect.

UNITED STATES GOVERNMENT

BY

\_\_\_\_\_  
Contracting Officer

APPROVED:  
  
\_\_\_\_\_

20 June 1957

MEMORANDUM FOR: Chief, Contract Personnel Division

SUBJECT: Arthur G. VAIRADA (Pa.)

1. Subject's contract dated 1 August 1954 was amended to provide him with an additional compensation to cover quarters allowance for his family in Costa Rica from 21 February 1957, when he and his family were ordered to leave Habana for operational security reasons; and to cover the period Subject was on TTY for training purposes at Headquarters.

2. Subject returned to Habana with his wife on 14 May 1957, to resume his duties as Principal Agent of Project AYTRODARCH. His children joined him in Habana from Costa Rica on 21 May 1957.

3. It is requested that Subject's Habana allowances, as set forth in his contract dated 1 August 1954, and subsequently amended, be reinstated for the period 14 to 31 May 1957. His new contract converting him to Career Agent status was effective on 1 June 1957.

J. C. KING  
Chief, Western Hemisphere Division

18 April 1957

MEMORANDUM FOR: Chief, Contract Personnel Division

SUBJECT: Arthur G. VAIVADA

1. Arthur G. VAIVADA, Contract Agent, GS-10, assigned to Project AMPHIDARCH in Habana, Cuba, was ordered by the station to leave Cuba for reasons of operational security following the killing of an indigenous member (AMPHIDARCH-1) of his agent net by the Cuban authorities. Subject departed from Habana on 18 February 1957, and arrived in San Jose, Costa Rica, on or about 21 February 1957. He discontinued his residence in Habana, stored his household effects, and set up new quarters in San Jose for his family. He will maintain these quarters until about 6 May 1957, when he will be reassigned to Habana or PCS to another area. Subject, himself, is currently receiving training at Headquarters.

2. It is requested that authorization be granted to pay Subject quarters allowance to enable him to maintain residence for his family in Costa Rica for the time necessary to complete his training at Headquarters and be reassigned to the field.

J. C. KING  
Chief, Western Hemisphere Division

Distribution:

Orig. & 1 - Addressee  
1 - Cuba Chrono  
1 - VAIVADA File

WJ/III/Cuba/RCM:cauley/fs



14-00000

Mr. Arthur G. Valvada

Dear Mr. Valvada:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 August 1956, as amended.

Effective 14 May 1957, said contract, as amended, is further amended by deleting in its entirety Paragraph 1(b) and substituting in lieu thereof the following:

"1(b) Additional compensation calculated at the rate of \$5135 per annum."

All other terms and conditions of the original contract, as amended, remain in full force and effect.

UNITED STATES GOVERNMENT

BY \_\_\_\_\_

Contracting Officer

APPROVED:  
  
\_\_\_\_\_

Mr. Arthur G. Valvada

Dear Mr. Valvada:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 August 1954, as amended.

Effective \_\_\_\_\_, said contract, as amended, is further amended by the addition of sub-paragraph (c) to paragraph three (3) entitled "Travel" which reads as follows:

"(c) For temporary storage of your household effects while you are temporarily absent from your initial permanent post of duty hereunder."

Effective 19 February 1957, said contract is further amended by deleting paragraph one (1) entitled "Compensation" in its entirety and substituting in lieu thereof the following:

"1. Compensation. In full consideration for the purchase of certain information and services, you will receive from the Government, payable in such an approved manner as you may direct in writing, the following:

(a) Compensation calculated at the rate of \$3915 per annum; and

(b) Additional compensation for quarters procurement at San Jose, effective upon your arrival thereat in an amount calculated at the rate of \$3000 per annum. As this additional compensation is based upon quarters costs at said post, it is subject to unilateral adjustment by the Government whenever warranted by a change in the factors affecting its initial establishment. Quarters will not be furnished you by the Government nor will you accept quarters provided by your cover facility without prior amendment of this agreement."

All other terms and conditions of the contract, as amended, remain in full force and effect.

UNITED STATES GOVERNMENT

BY \_\_\_\_\_  
Contracting Officer

APPROVED:  
  
\_\_\_\_\_

30 January 1957

MEMORANDUM FOR: Chief, FI

SUBJECT : Request for Conversion of Arthur G. VAIVADA from  
Contract to Career Agent Status

REFERENCE : HKH-A-2577

1. Referenced dispatch from the field recommends the conversion of contract agent Arthur G. VAIVADA to staff status and presents a strong case for such conversion. Upon receiving a formal WHD request for such action, however, your Plans Staff suggested that career agent status would be more appropriate in this case, and further indicated that staff status for VAIVADA is virtually out of the question at this time. The request is being re-submitted, therefore, in revised form to provide for conversion to career rather than staff status.

2. VAIVADA has served CIA in a contract capacity since 1949, with a continuous high level of performance; first in Costa Rica, later in Guatemala and Cuba. He is currently assigned to Cuba and is expected to remain there indefinitely. VAIVADA is 34 years old and was promoted recently to the equivalent of a GS-10 rating. His expressed career interests lie in continued employment by CIA, more especially in the area of unofficial cover assignments, for which he is highly suited.

3. In view of VAIVADA's outstanding record as a contract agent, his strong overall qualifications, and his expressed desire for a career with CIA, it is recommended that he be granted career agent status. A PHS and a new contract check list (in duplicate) are attached.

4. WH Division contemplates bringing VAIVADA to the U.S. for covert training during the latter part of 1957.

5. Approval for the conversion of VAIVADA from contract to career agent status, as indicated above, is hereby requested.

J. C. KING  
Chief, Western Hemisphere Division

Attachments  
PHS (2)  
Contract Check List (2)

CONTRACT INFORMATION AND CHECK LIST		James R. Holani		W/III
2036, 2771		30 January 1957		
ARTHUR C. VAIVALE		ALBUQUERQUE		9517-016
Subject first recruited in Mexico as <b>RECROSTATICO</b> in November 1949; transferred to Costa Rica in <b>HURACAN</b> Project. Subsequently was transferred to <b>EMERALD</b> Project and <b>PROTECTOR</b> .				
Operational Clearance - 19 July 1951				
10 PROPOSED CATEGORY (Contract agent, contract employee, etc.) <b>Contract Agent</b>				
PERSONAL DATA				
U.S. RESIDENT ALIEN		AGE <b>24</b>		DATE OF BIRTH (Month, Day, Year) <b>20 June 1932</b>
Sterling, Illinois		Current Residence (City and State of Country) <b>Havana, Cuba</b>		
Three dependents: wife and two children		INDIVIDUAL IS RELATED TO A STATE EMPLOYEE, STATE AGENT OR AN INDIVIDUAL CURRENTLY WORKING FOR THE AGENCY IN THIS CAPACITY		
U.S. MILITARY STATUS				
VETERAN <b>World War II</b>		IS RETIREE. INDICATE CATEGORY (Longevity, combat disability, service disability non-combat)		
7/Sept.		DRAFT ELIGIBLE		
SECTION IV - COMPENSATION				
BASIC SALARY <b>\$6,390.00 GS-11</b>		POST DIFFERENTIAL		TAXES TO BE WITHHELD BY COVER
SECTION V - ALLOWANCES (NORMALLY GRANTED ONLY TO RESIDENTS OF THE UNITED STATES)				
Equalization Allowance - <b>\$2,620.00 (non-taxable)</b>				
SECTION VI - TRAVEL				
DOMESTIC OPERATIONAL		FOREIGN OPERATIONAL		WITH DEPENDENTS
PERSONAL VEHICLE TO BE SHIPPED		TRANSPORTED VEHICLE TO BE USED FOR OPERATIONAL TRAVEL		
Wife - Costa Rican (expects obtain U.S. citizenship in near future) Born 23 March 1921 - 36 years of age. Married to Subject since 1943 Son - U.S. Citizen, 7 years of age. Daughter - U.S. Citizen, 5 years of age.				
SECTION VII - OPERATIONAL EXPENSES				
ENTERTAINMENT <b>I</b>		OTHER <b>Normal operational expenses of field case officers</b>		

6. (Continued) Currently contract agent (principal agent) ANTHODARCE Project,  
\$9,915.00 p.a.

CONTRACT INFORMATION AND CHECK LIST  
(CONTINUED)

**James B. Boland**

WE/III

297L 2086

30 January 1957

NOTE: SEE INSTRUCTIONS ON FIRST SHEET

MINUS BENEFITS  
 44. BENEFITS (See Part IV of Confidential Fund Regulations or successor regulations for benefits applicable to various categories of contract personnel. If medical benefits are requested, see 2-19-112 of successor regulations.)

**FICA**  
**Health Insurance**  
**Retirement**  
**CIA Sick and Annual Leave**

**Home Leave Travel**  
**Periodic Stop Payments**

SECTION IX

COVER ACTIVITY

47. STATUS (Check one):  
 PROPOSED  
 ESTABLISHED

48. TYPE (Check one):  
 PROPRIETARY  
 SUBSIDIARY  
 EDUCATIONAL  
 MILITARY

49. IF COVER PAYMENTS ARE CONTEMPLATED, THEY WILL BE EFFECTED ON REIMBURSABLE BASIS:  
 YES  
 NO  
 COMPLETE  
 PARTIAL

SECTION X

OFFSET OF INCOME

50. OFFSET OF INCOME AND OTHER EMPLOYMENTS DERIVED FROM COVER ACTIVITIES (If more than total, justify in separate memo attached hereto):  
 TOTAL  
 PARTIAL  
 NONE

SECTION XI

TERM

51. DURATION: **Indefinite**

52. EFFECTIVE DATE: **Indefinite**

53. RENEWABLE:  YES  NO

54. TERMINATION NOTICE (Number of days): **Thirty Days**

55. FORFEITURE OF RETURN TRAVEL FOR RESIGNATION PRIOR TO CONTRACT TERMINATION:  
 YES  NO

SECTION XII

FUNCTION

56. PRIMARY FUNCTION (FI, PP, other):  
**FI Operations**

SECTION XIII

DUTIES

57. GENERAL DESCRIPTION OF DUTIES TO BE PERFORMED:  
**Principal agent engaged in collection of positive intelligence and CI information.**

SECTION XIV

QUALIFICATIONS

58. EXPERIENCE:  
**NAV and Air Force Intelligence. CIA Training. Other as indicated in Number 6, above.**

59. EDUCATION:

(Check Highest Level Attained)

GRADE SCHOOL  
 HIGH SCHOOL GRADUATE  
 TRADE SCHOOL GRADUATE  
 BUSINESS SCHOOL GRADUATE  
 COMMERCIAL SCHOOL GRADUATE  
 COLLEGE (No Degree)  
 COLLEGE DEGREE  
 POST GRADUATE

60. LANGUAGE COMPETENCY

LANGUAGE	SPEAK			WRITE			READ			61. INDIVIDUAL'S COUNTRY OF ORIGIN
	FLUENT	AVERAGE	POOR	FLUENT	AVERAGE	POOR	FLUENT	AVERAGE	POOR	
<b>Spanish</b>	<b>X</b>				<b>X</b>			<b>X</b>		<b>U.S.A.</b>

62. AREA KNOWLEDGE:

**Very good.**

SECTION XV

PRIOR EMPLOYMENT

63. JOB AND SALARY PRIOR TO SERVICE FOR CIA:  
**1940-1943: 7/Apt. EIA, USAF, Intelligence HQ.**  
**Jan. 1945 - April 1946: Landing zone labor, \$12.50 per day, US Naval Air Station, Camp Soto, Canal Zone.**  
**April 1946 - April 1949: 7/Apt USAF, Intelligence HQ, Albrook Field, Canal Zone.**  
**April 1949 - Present: Contract agent.**

ADDITIONAL

64. REQUIREMENTS: JUSTIFICATION OR EXP.

65. OTHER SIDE OF DOCUMENT

AP

NAME & SIGNATURE OF DIVISION OFFICER

**W. CALVERT, 0/VI/III**

SECRET

MEMORANDUM FOR: Chief, Finance Division  
FROM: Contract Personnel Division  
SUBJECT: Contract Extension for Arthur G. YAIYADA

1. Effective ~~1 August 1954~~, the contract (as amended) for the subject individual, effective 1 August 1954, is extended ~~for a period of one (1) year~~.
2. All other terms and conditions of the contract (as amended) remain in full force and effect.

UNITED STATES OF AMERICA

BY: \_\_\_\_\_  
Contracting Officer

APPROVED:  
  
\_\_\_\_\_

23 July 1956

MEMORANDUM FOR: Contract Personnel Division

VIA : FI/Plans

SUBJECT : Arthur G. VAIVARA; Request for Extension  
of Contract.

1. It is hereby requested that the contract of Arthur G. VAIVARA, which expires on 31 July 1956, be extended for a period of one year. No changes in the present contract, as amended, are contemplated.

2. VAIVARA continues to serve as principal agent for the AMPHODARCH Project, and his performance has been outstanding. He has proved to be particularly adept at spotting and recruiting of agents. He was promoted to the equivalent of a GS-10, effective 1 April 1956.

F. P. BELONGE, AG/ASD

HR/III/Duba/JEaland/jw

Distributions:

Orig & 1 - addresses  
1 - FI/Plans  
1 - chrono  
1 - subject

X



3 May 1956

MEMORANDUM FOR: Contract Personnel Division

VIA : FI/Plans/Projects

SUBJECT : Contract Amendment, Arthur G. VAIVADA

1. It is requested that the contract of Arthur G. VAIVADA be amended to provide for an increase in salary from \$5060.00 to \$5915.00, effective 1 April 1956.

2. VAIVADA entered on duty with this organization on 1 June 1949 as a contract agent. From June 1949 through August 1953 he was stationed in Costa Rica, where his record was outstanding and included the successful handling of a high level Communist Party penetration. He was subsequently given Headquarters training for several months and participated in PBSUCCESS.

3. VAIVADA has been in Cuba in his present capacity (P/A, AMPHODARCH Project) since July 1954. His performance there has continued to be outstanding. He has proved to be particularly adept at spotting and recruiting of agents and his work has been highly praised by the Chief of Station, Habana. In recommending renewal of the AMPHODARCH project recently, FI/Plans/Projects stated, with reference to VAIVADA, that he "has obviously been a valuable, deep cover agent handler during six years of service for WH." He had been qualified previously as the most valuable agent of the San Jose Station.

4. There are sufficient funds in the AMPHODARCH project (approved 13 December 1955 for the period 1 August 1955 through 31 July 1956) to provide for the above-requested increase in salary. Such an increase will be specifically provided for in the next project renewal request. VAIVADA has been at his present salary level since July 1954.

J. C. KIEG  
Chief, Western Hemisphere Division

3 May 1956

MEMORANDUM FOR: Contract Personnel Division

VIA : FI/Plans/Projects

SUBJECT : Contract Amendment, Arthur G. VAIVADA

1. It is requested that the contract of Arthur G. VAIVADA be amended to provide for an increase in salary from \$5060.00 to \$5915.00, effective 1 April 1956.
2. VAIVADA entered on duty with this organization on 1 June 1949 as a contract agent. From June 1949 through August 1953 he was stationed in Costa Rica, where his record was outstanding and included the successful handling of a high level Communist Party penetration. He was subsequently given headquarters training for several months and participated in PBSUCCESS.
3. VAIVADA has been in Cuba in his present capacity (P/A, AMPHODARCH Project) since July 1954. His performance there has continued to be outstanding. He has proved to be particularly adept at spotting and recruiting of agents and his work has been highly praised by the Chief of Station, Habana. In recommending renewal of the AMPHODARCH project recently, FI/Plans/Projects stated, with reference to VAIVADA, that he "has obviously been a valuable, deep cover agent handler during six years of service for WH." He had been qualified previously as the most valuable agent of the San Jose Station.
4. There are sufficient funds in the AMPHODARCH project (approved 13 December 1955 for the period 1 August 1955 through 31 July 1956) to provide for the above-requested increase in salary. Such an increase will be specifically provided for in the next project renewal request. VAIVADA has been at his present salary level since July 1954.

J. C. KIBO  
Chief, Western Hemisphere Division

Date:

Mr. Arthur G. Valvada

Dear Mr. Valvada:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 August 1954, as amended.

Effective 1 April 1956, said contract, as amended, is further amended as follows:

(a) The figure \$5000 in the first sentence of paragraph 1(a) is increased to \$5915.

(b) The figure \$2575 in the first sentence of paragraph 1(b) is increased to \$2960.

(c) The figure \$1920 in the first sentence of paragraph 1(c) is increased to \$2175.

All other terms and conditions of the contract, as amended, remain in full force and effect.

UNITED STATES GOVERNMENT

BY

\_\_\_\_\_  
Contracting Officer

APPROVED:  
  
\_\_\_\_\_

SECRET

Mr. Arthur G. Valvada

Dear Mr. Valvada:

Reference is made to your contract (~~XXXXXXXXXX~~) effective 1 August 1954 with the United States Government, as represented by the Contracting Officer, for the (purchase) ~~of~~ ~~information and services of a confidential nature.~~

Effective 1 January 1955, said contract (~~XXXXXXXXXX~~) is (~~changed~~) amended by deleting therein all reference to your payment of Federal taxes and substituting in lieu thereof the following:

"While it is recognized that you are an independent contractor, the Government at your request and in view of security considerations involved agree to withhold from the monthly taxable income due you under this contract which is payable on and after 1 January 1955 amounts equivalent to the United States income tax withholding schedule based upon \_\_\_\_\_ present exemption(s). Sums so withheld will be paid over to the Internal Revenue Service. You acknowledge that this is an accommodation on the part of the Government and does not relieve you from fulfilling your obligations under existing Federal income tax laws and regulations. You will be instructed as to the method to be followed in making timely filing of returns, estimates and payments in order to preserve security."

All other terms and conditions of the contract (~~XXXXXXXXXX~~) remain in full force and effect.

You will please indicate your approval by signing in the space provided below.

UNITED STATES OF AMERICA

BY \_\_\_\_\_  
Contracting Officer

ACCEPTED:

\_\_\_\_\_  
WITNESS: \_\_\_\_\_

APPROVED:

SECRET

Date:

Mr. Arthur G. Vaivada

Dear Mr. Vaivada:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 August 1954, as amended.

Effective 1 January 1956, said contract, as amended, is further amended by deleting paragraphs one (1) and two (2) and all reference to Federal taxes and substituting in lieu thereof the following:

1. Compensation. In full consideration for the purchase of certain information and services, you will receive from the Government, payable in such an approved manner as you may direct in writing, the following:

(a) Compensation calculated at the rate of \$5060 per annum; and

(b) Additional compensation for quarters procurement for you and your dependents presently calculated at the rate of \$2575 per annum and applicable only to your initial permanent post of assignment overseas. As this additional compensation is based upon quarters costs at said post, it is subject to unilateral adjustment by the Government whenever warranted by a change in the factors affecting its initial establishment. Quarters will not be furnished you by the Government nor will you accept quarters provided by your cover facility without prior amendment of this agreement; and

(c) Additional compensation for cost of living expenses (other than quarters) for you and your dependents presently calculated at the rate of \$1920 per annum and applicable only to your initial permanent post of assignment overseas. As this additional compensation is predicated upon the comparative cost of living between Washington, D. C. and your overseas post, your cover, family status and basic compensation, it is subject to unilateral adjustment by the Government whenever warranted by a change in the factors affecting its original establishment.

2. Taxes. (a) As your legal relationship to the Government is that of an independent contractor, all amounts paid directly or guaranteed by the Government under Paragraph one supra, are reportable as income under existing Federal income tax laws and regulations.

(b) In view of the security considerations involved, the Government agrees, at your request, to withhold Federal income taxes from the monies due you under this agreement in an amount equivalent to the United States income tax withholding schedule based upon your taxable income hereunder and \_\_\_\_\_ present exemption(s). Same so withheld will be paid over to

the Internal Revenue Service. You acknowledge that this is an accommodation on the part of the Government and does not release you from fulfilling your obligations under existing Federal income tax laws and regulations. You will be instructed as to the method to be followed in making timely filing of returns, estimates and payments in order to preserve accuracy.

All other terms and conditions of the contract, as amended, remain in full force and effect.

You will please indicate your approval by signing in the space provided below.

UNITED STATES GOVERNMENT

BY \_\_\_\_\_  
Contracting Officer

ACCEPTED:

\_\_\_\_\_  
Arthur C. Valvada

WITNESS:

\_\_\_\_\_  
APPROVED:

\_\_\_\_\_

SECRET

Case Officer: R. L. Malcolm  
Division: MID  
Tel. Ext.: 2555  
Date: 22 July 1954

CONTRACT INFORMATION AND CHECK LIST

I. General

A. Pseudonym: Archer G. VAIVADA B. Project: AMPLIBUCH C. Allot. No.: 3117-111  
D. Previous CIA Pseudonyms or Aliases: \_\_\_\_\_  
E. Category (Contract Employee, Contract Agent, etc.): Contract Agent  
F. Is individual presently engaged or has he ever been engaged by CIA or its allied activities in any capacity? Yes Describe: Contract Agent since 1949  
G. Security Clearance: Type: Operational Date: O.C. #25507 21 July 1954  
H. Permanent Post (City and Country): Havana, Cuba

II. Personal Data

A. Citizenship: U.S. B. Age: 32 C. Military Status: Retired  
D. Legal Residence (City and Country): Starling, Illinois  
E. Current Residence (City and State): Washington, D.C.  
F. Previous Years of Government Service (Military and Civilian): over 12 years  
G. Has a draft deferment been obtained by CIA? None needed

III. Compensation

	CIA	COVER
A. Basic	\$ <u>5060.00</u>	\$ _____
B. Additional (Post Differential)	\$ _____	\$ _____
C. Profit participation or bonus	\$ _____	\$ _____
D. Total	\$ <u>5060.00</u>	\$ _____

IV. Allowances: (Normally granted only to residents of the United States)

	CIA	COVER
A. Living - Quarters	\$ <u>1800</u>	\$ _____
B. Cost-of-Living	\$ _____	\$ <u>150</u>
C. Other	\$ _____	\$ <u>150 (transfer)</u>
D. Total	\$ _____	\$ _____
E. Basis (1) _____	(2) _____	(3) _____

V. Payments

What portion of compensation and/or allowances will be paid by cover? None

VI. Operational Expenses

A. Purchase of Information: \_\_\_\_\_ B. Entertainment: \_\_\_\_\_  
C. Use of Personal Vehicle Basis: \_\_\_\_\_  
D. Other Cover Expenses (Univ. Edition Books, etc.): opera, travel

VII. Travel

A. With/without Dependents: \_\_\_\_\_ B. Household Effects: \_\_\_\_\_ C. Personal Vehicle: \_\_\_\_\_  
D. If With Dependents, state Relationship, Citizenship and birthdate of children:  
1. Two children, both U.S. citizens.  
2. born in 1949 and 1951 respectively  
E. Expenses will be paid by: Cover \_\_\_\_\_ CIA X  
F. Basis: 1. Per CIA Regs X 2. Sub. Compliance \_\_\_\_\_ 3. Other \_\_\_\_\_  
Transportation to Cuba for VAIVADA and family

VIII. Miscellaneous Benefits

A. Death Benefits: Per F.E.C.A. X Other \_\_\_\_\_  
B. Disability Benefits: Per F.E.C.A. X Other \_\_\_\_\_  
C. Missing Persons Act X D. Life Insurance \_\_\_\_\_ E. Hospitalization \_\_\_\_\_  
F. Annual Leave X G. Sick Leave X H. Creditable Service \_\_\_\_\_  
I. Rehabilitation Rights \_\_\_\_\_ J. Other \_\_\_\_\_

IX. Term

A. Duration (Days, months, years): two years B. Effective Date: 1 Aug 1954  
C. Renewable: Yes X No \_\_\_\_\_ D. Termination Notice (No. of days): 30  
E. Forfeiture of return travel for resignation prior to Contract Term: Yes X No \_\_\_\_\_

X. Will individual take title to CIA property? Yes X No \_\_\_\_\_

XI. Will individual work under "controlled conditions", i.e. set office hours, supervision, etc? Yes \_\_\_\_\_ No X

XII. Additional or unusual requirements, justifications or explanations

Date:

Mr. Arthur G. Valvada

Dear Mr. Valvada:

Reference is made to your contract effective 1 June 1949 with the United States Government for the purchase of information and services of a confidential nature.

Effective 31 August 1953 said contract is hereby terminated by mutual consent of the parties thereto and in lieu thereof the following contract is substituted:

The United States Government, as represented by the <sup>Contracting Office</sup> Central Intelligence Agency, hereby contracts with you for the purchase of certain information and related services of a confidential nature under the following terms and conditions:

1. Compensation. In full consideration for the purchase of such information and services, you will be paid an amount calculated at the rate of \$4200 per annum. Payments will be made as directed by you in writing in a manner acceptable to CIA. <sup>Contracting Office</sup> No taxes will be withheld from this amount, and it will be your responsibility to report such income under existing Federal income tax laws and regulations.
2. Allowance. Effective upon your arrival at your permanent post of duty overseas, you will be entitled to a Quarters allowance equivalent to that granted a GS-7 Government employee stationed at the same permanent post of duty. This allowance will be at the maximum rates prescribed in the Standardized Regulations (Government Civilians, Foreign Areas). No accounting for this allowance will be required by CIA. In the event that Quarters are provided by your cover company, you will not be entitled to the Quarters allowance herein indicated.
3. Travel. You will be advanced or reimbursed funds for travel and transportation expenses for you, your dependents and your household effects to and from your permanent post of duty overseas and for you alone for authorized travel within your operational area. You will be entitled to per diem in lieu of subsistence during such travel and while in training in the United States. All travel, transportation and per diem provided for under this paragraph must be properly authorized, and expenses incurred hereunder are subject to payment and accounting in compliance with CIA regulations.
4. Operational Expenses. In addition to the allowance indicated above, you will be advanced or reimbursed funds for necessary operational expenses including, but not limited to, entertainment and the purchase of information as specifically approved by CIA. Such funds will be subject to accounting in substantial compliance with CIA regulations.
5. Leave. You will be entitled to fourteen (14) calendar days' leave per contract year. Such leave may be accrued during the term of this contract or any renewal hereof but payment in lieu of unused leave will not be authorized. Such leave may only be taken at times and places approved in advance by appropriate representatives of CIA.
6. Cover. It is anticipated that you will undertake certain cover employment in the course of your performance under this agreement. It is expressly understood and agreed that any and all documents which you may execute in the course of such cover employment are subordinate to this agreement and any contradiction in terms which may in any way amplify, extend or restrict your rights and/or obligations hereunder shall be resolved by the agreement which shall always be dominant.



7. Offset. Any sums or substantially similar benefits or allowances received from your commercial cover as differentiated from your student cover will be used to offset those due under this contract by CIA. Sums, similar benefits or allowances thus received through your commercial cover are acknowledged and agreed to be payment by CIA within the provisions of this contract. You will report all sums or substantially similar benefits received from said commercial cover at least every six months during the term of this contract.

8. Execution of Documents. If, in the performance of your cover service, you assume the custody of government funds or take title of record to property of any nature whatsoever and wherever situate, which property has in fact been purchased with monies of the U. S. Government, you hereby recognize and acknowledge the existence of a trust relationship, either express or constructive, and you agree to execute whatever documents may be required by CIA to evidence this relationship.

9. Status. You are not an employee of the United States Government under this agreement and are not entitled to any benefits normally incident to an employee status.

10. Secrecy. You will be required to keep forever secret this contract and all information which you may obtain by reason hereof (unless released in writing by CIA from such obligation), with full knowledge that violation of such secrecy may subject you to criminal prosecution under the espionage laws dated 25 June 1948, as amended, and other applicable laws and regulations.

11. Instructions. Instructions received by you from CIA in briefing or training are a part of this contract and are incorporated herein, provided that such instructions are not inconsistent with the terms hereof.

12. Unauthorized Commitments. No promises or commitments pertaining to rights, privileges or benefits other than those expressly stipulated in writing in this agreement or any amendment thereto shall be binding on the Government.

13. Term. This contract is effective as of 1 September 1953, and shall continue thereafter for a period of two (2) years unless sooner terminated by CIA either

- (a) By thirty (30) days' actual notice to you from CIA, or
- (b) Without prior notice, in the event of a breach of this contract by your violation of the security provisions hereof or by your otherwise rendering yourself unavailable for acceptable service.

Subject to the availability of appropriations, this agreement may be renewed for successive periods of one year each upon notice from CIA accepted by you. In the event of voluntary termination on your part or termination for cause by CIA prior to expiration of this agreement or any renewal thereof, you will not be entitled to return travel expenses to the United States. Termination of this agreement will not release you from the obligations of any security oath you may be required to take.

ACCEPTED:

UNITED STATES OF AMERICA

\_\_\_\_\_  
Arthur G. Valvada

BY \_\_\_\_\_  
Special Contracting Officer

APPROVED: \_\_\_\_\_

Date:

Mr. Arthur G. Valvada

Dear Mr. Valvada:

Reference is made to your contract, as amended, effective 1 September 1953 with the United States Government, as represented by the Central Intelligence Agency, for the purchase of information and services of a confidential nature.

Effective 31 July 1954, said contract is hereby terminated by mutual consent of the parties thereto and in lieu thereof the following contract is substituted:

The United States Government, as represented by the Central Intelligence Agency, hereby contracts with you for the purchase of certain information and related services of a confidential nature under the following terms and conditions:

1. Compensation. In full consideration for the purchase of such information and services, you will be paid an amount calculated at the rate of \$5060.00 per annum. Payments will be made as directed by you in writing in a manner acceptable to CIA. No taxes will be withheld from this amount, but it will be your responsibility to report such income under existing Federal income tax laws and regulations.

2. Allowances. Effective upon your arrival at your permanent post of duty overseas, you will be entitled to: (a) A Quarters allowance equivalent to that granted a GS-9 Government employee stationed at the same permanent post of duty. This allowance will be at the maximum rates prescribed in the Standardised Regulations (Government Civilians, Foreign Areas). No accounting for this allowance will be required by CIA. In the event that Quarters are provided by your cover facility, you will not be entitled to the Quarters allowance herein indicated.

(b) Cost of living allowances in conformance with the Standardised Regulations (Government Civilians, Foreign Areas).

3. Travel. You will be advanced or reimbursed funds for the following travel and transportation expenses:

(a) For you from Washington, D. C. to your permanent post of duty overseas.

(b) For your dependents and your household effects from your old to your new permanent post of duty overseas.

(c) For you alone for authorized travel within your operational area.

(d) For you, your dependents and your household effects from your permanent post of duty overseas to your place of recorded residence upon the satisfactory completion of the terms of this contract or any renewal thereof.

You will be entitled to per diem in lieu of subsistence in the course of such travel. All travel, transportation and per diem provided for under this paragraph must be properly authorized, and expenses incurred hereunder are subject to payment and accounting in compliance with CIA regulations.

4. Operational Expenses. You will be advanced or reimbursed funds for necessary operational expenses including, but not limited to, tuition, books, entertainment and the purchase of information as specifically approved by CIA. Such funds will be subject to accounting in substantial compliance with CIA regulations.

5. Benefits. (a) You will be entitled to death and disability benefits equal to those authorized under the Federal Employees' Compensation Act, as amended. Claims by you, your heirs, or legal representatives under this paragraph will be processed by CIA in accordance with its procedures in such manner as not to impair security.

(b) You will be entitled to continuance of pay and allowances in a manner similar to that set forth in the Missing Persons Act (50 U.S.C.A., App. 1001-1019).

(c) You will be entitled to fourteen (14) calendar days' leave per contract year. Such leave may be accrued during the term of this contract or any renewal hereof but payment in lieu of unused leave will not be authorized. Such leave may only be taken at times and places approved in advance by appropriate representatives of CIA.

6. Cover. It is anticipated that you will undertake certain cover employment in the course of your performance under this agreement. It is expressly understood and agreed that any and all documents which you may execute in the course of such cover employment are subordinate to this agreement and any contradiction in terms which may in any way amplify, extend or restrict your rights and/or obligations hereunder shall be resolved by this agreement which shall always be dominant.

7. Offset. Any sums or substantially similar benefits or allowances received from your cover facility (if you use the C.I. Bill of Rights any allowances received by you under said bill except tuition payments) will be used to offset those due under this contract by the Government. Sums, similar benefits or allowances thus received are acknowledged and agreed to be payment by the Government within the provisions of this contract. You will report all sums or substantially similar benefits received at least every six (6) months during the term of this contract.

8. Execution of Documents. If, in the performance of your cover service, you assume the custody of government funds or take title of record to property of any nature whatsoever and wherever situate, which property has in fact been purchased with monies of the U.S. Government, you hereby recognize and acknowledge the existence of a trust relationship, either express or constructive, and you agree to execute whatever documents may be required by CIA to evidence this relationship.

9. Status. You are not an employee of the United States Government under this agreement and are not entitled to any benefits normally incident to an employee status, except as specifically enumerated herein.

10. Secrecy. You will be required to keep forever secret this contract and all information which you may obtain by reason hereof (unless released in writing by CIA from such obligation), with full knowledge that violation

of such secrecy may subject you to criminal prosecution under the Espionage Laws, dated 25 June 1948, as amended, and other applicable laws and regulations.

11. Instructions. Instructions received by you from CIA in briefing, training or otherwise are a part of this contract and are incorporated herein, provided that such instructions are not inconsistent with the terms hereof.

12. Unauthorized Commitments. No promises or commitments pertaining to rights, privileges or benefits other than those expressly stipulated in writing in this agreement or any amendment thereto shall be binding on the Government.

13. Term. This contract is effective as of 1 August 1954 and shall continue thereafter for a period of two (2) years unless sooner terminated by CIA either:

(a) By thirty (30) days' actual notice to you from CIA, or

(b) Without prior notice, in the event of a breach of this contract by your violation of the security provisions hereof or by your otherwise rendering yourself unavailable for acceptable service.

Subject to the availability of appropriations, this agreement may be renewed for successive periods of one year each upon notice from CIA accepted by you. In the event of voluntary termination for cause by CIA prior to expiration of this agreement or any renewal thereof, you will not be entitled to return travel expenses to the United States. Termination of this agreement will not release you from the obligations of any security oath you may be required to take.

UNITED STATES OF AMERICA

BY \_\_\_\_\_  
Special Contracting Officer

ACCEPTED:

\_\_\_\_\_  
Arthur G. Valvada

WITNESS:

\_\_\_\_\_  
APPROVED:

Date:

Mr. Arthur G. Vaivada

Dear Mr. Vaivada:

Reference is made to your contract effective 1 June 1949 with ODYKKE for the purchase of information and services of a confidential nature.

Effective 31 August 1953 said contract is hereby terminated by mutual consent of the parties thereto and in lieu thereof the following contract is substituted:

ODYKKE, as represented by the contracting officer, hereby contracts with you for the purchase of certain information and related services of a confidential nature under the following terms and conditions:

1. Compensation. In full consideration for the purchase of such information and services, you will be paid an amount calculated at the rate of \$4200 per annum. Payments will be made as directed by you in writing in a manner acceptable to KUBARK. No taxes will be withheld from this amount, and it will be your responsibility to report such income under existing Federal income tax laws and regulations.
2. Allowance. Effective upon your arrival at your permanent post of duty overseas, you will be entitled to a Quarters allowance equivalent to that granted a GS-7 Government employee stationed at the same permanent post of duty. This allowance will be at the maximum rates prescribed in the Standardized Regulations (Government Civilians, Foreign Areas). No accounting for this allowance will be required by KUBARK. In the event that Quarters are provided by your cover company, you will not be entitled to the Quarters allowance herein indicated.
3. Travel. You will be advanced or reimbursed funds for travel and transportation expenses for you, your dependents and your household effects to and from your permanent post of duty overseas and for you alone for authorized travel within your operational area. You will be entitled to per diem in lieu of subsistence during such travel and while in training in FBPRIME. All travel, transportation and per diem provided for under this paragraph must be properly authorized, and expenses incurred hereunder are subject to payment and accounting in compliance with KUBARK regulations.
4. Operational Expenses. In addition to the allowance indicated above, you will be advanced or reimbursed funds for necessary operational expenses including, but not limited to, entertainment and the purchase of information as specifically approved by KUBARK. Such funds will be subject to accounting in substantial compliance with KUBARK regulations.

5. Leave. You will be entitled to fourteen(14) calendar days' leave per contract year. Such leave may be accrued during the term of this contract or any renewal hereof but payment in lieu of unused leave will not be authorized. Such leave may only be taken at times and places approved in advance by appropriate representatives of KUBARK.

6. Cover. It is anticipated that you will undertake certain cover employment in the course of your performance under this agreement. It is expressly understood and agreed that any and all documents which you may execute in the course of such cover employment are subordinate to this agreement and any contradiction in terms which may in any way amplify, extend or restrict your rights and/or obligations hereunder shall be resolved by this agreement which shall always be dominant.

7. Offset. Any sums or substantially similar benefits or allowances received from your commercial cover as differentiated from your student cover will be used to effect those due under his contract by KUBARK. Sums, similar benefits or allowances thus received through your commercial cover are acknowledged and agreed to be payment by KUBARK within the provisions of this contract. You will report all sums or substantially similar benefits received from said commercial cover at least every six months during the term of this contract.

8. Execution of Documents. If, in the performance of your cover service, you assume the custody of government funds or take title of record to property of any nature whatsoever and wherever situate, which property has in fact been purchased with monies of OUTCER, you hereby recognize and acknowledge the existence of a trust relationship, either express or constructive, and you agree to execute whatever documents may be required by KUBARK to evidence relationship.

9. Status. You are not an employee of OUTCER under this agreement and are not entitled to any benefits normally incident to an employee status.

10. Secrecy. You will be required to keep forever secret this contract and all information which you may obtain by reason hereof (unless released in writing by KUBARK from such obligation), with full knowledge that violation of such secrecy may subject you to criminal prosecution under the espionage laws dated 25 June 1950, as amended, and other applicable laws and regulations.

11. Instructions. Instructions received by you from KUBARK in briefing or training are a part of this contract and are incorporated herein, provided that such instructions are not inconsistent with the terms hereof.

12. Unauthorized Commitments. No promises or commitments pertaining to rights, privileges or benefits other than those expressly stipulated in writing in this agreement or any amendment thereto shall be binding on **OTDORR**.

13. Term. This contract is effective as of 1 September 1953, and shall continue thereafter for a period of two (2) years unless sooner terminated by **KUBARK** either

(a) By thirty (30) days' actual notice to you from **KUBARK**, or

(b) Without prior notice, in the event of a breach of this contract by your violation of the security provisions hereof or by your otherwise rendering yourself unavailable for acceptable service.

Subject to the availability of appropriations, this agreement may be renewed for successive periods of one year each upon notice from **KUBARK** accepted by you. In the event of voluntary termination on your part or termination for cause by **KUBARK** prior to expiration of this agreement or any renewal thereof, you will not be entitled to return travel expenses to **FRIDES**. Termination of this agreement will not release you from the obligations of any security oath you may be required to take.

ACCEPTED:

**FRIDES**

Arthur G. Valveda

BY

Special Contracting Officer

APPROVED: \_\_\_\_\_

SECRET

SECURITY INFORMATION

### CONTRACT INFORMATION AND CHECK LIST

COMPLETE ONLY APPLICABLE BLANKS

Case Officer: \_\_\_\_\_  
Tele. Ext. : \_\_\_\_\_  
Date : 31 August 1951

#### I. General

- A. Pseudonym Arthur G. Valves B. Project HERBIE
- Staff Agent \_\_\_\_\_, Career Agent \_\_\_\_\_, Contract Agent X
- C. Contract Employee \_\_\_\_\_, Consultant \_\_\_\_\_, Covert Detail \_\_\_\_\_, Other \_\_\_\_\_ (see CFR, Part 14.1)
- D. Is ultimate conversion to staff status anticipated? not known
- E. Is the individual presently engaged by CIA in any capacity? Yes Describe Contract Agent - contract written 20 July 50
- F. Clearance: Security \_\_\_\_\_, O/C X, P.O.C. \_\_\_\_\_ Date 20 July 50
- G. T/O: Does this individual block a project T/O slot? no  
Slot No. \_\_\_\_\_
- H. Acknowledgement of pseudonym on file in HRD/II

#### II. Proposed Assignment

- A. Duties (cutout, courier, reports, liaison and contacts, major or part-time operational duties, administrative etc.) Principal agent
- B. Anticipated Duration two years
- C. Permanent Post (City and Country) Buenos Aires, Argentina

#### III. Personal Qualifications

- A. Citizenship U.S. B. \_\_\_\_\_
- C. Normal Residence (City and Country) Sterling, Illinois
- D. Marital Status Married E. Number of dependents 3  
(including spouse)
- F. Education (check) High School \_\_\_\_\_, College X, Post Graduate \_\_\_\_\_
- G. Military Status: Retired \_\_\_\_\_, Reserve \_\_\_\_\_, Draft eligible \_\_\_\_\_, Has completed military service.
- H. (1) Highest salary earned \$2,000 (2) Last salary earned \$2,000
- I. Special qualifications for assignment (area experience, language contacts, technical or professional skills, general proven abilities)  
Four years experience as principal agent in Latin America have proven him to be an excellent agent.



IV. Cover Activity Proposed

- A. U.S. Government No Other Student
- B. CIA Proprietary No  
CIA Subsidized No
- C. Does the individual have a cover activity which was previously established without the assistance of CIA and which will be continued? Yes
- D. If the answer to (C) is no, explain CIA part in establishing the cover, indicating the amount of compensation which will be paid by the cover activity for bona fide services with reimbursement from CIA Not applicable
- E. Will any portion of the compensation or allowance paid by the cover activity be offset against amounts due from CIA? No  
If so, guaranteed minimum \_\_\_\_\_

V. Special Field Conditions

- A. Will the agent be able to make frequent contact with a CIA base possessing forms and regulation? Yes X No \_\_\_\_\_
- B. If so, does the base have adequate communication facilities? Yes
- C. Would detection of the possession of operational data probably result in the arrest of the individual or jeopardy to his safety? Yes X No \_\_\_\_\_

Emoluments and Conditions of Employment  
(Add "R" within ( ), if reimbursable by CIA)

VI. Compensation:

	CIA	COVER
A. Basic	\$ <u>6,200</u>	\$ _____ ( )
B. Additional (Post Differential)	\$ _____	\$ _____ ( )
C. Profit participation or bonus	\$ _____	\$ _____ ( )
D. Total	\$ <u>4,200</u>	\$ _____ ( )

VII. Quarters

Furnished by: Govt. \_\_\_\_\_ Cover \_\_\_\_\_ Individual X

SECRET

SECURITY INFORMATION

VIII. Allowances: (Normally granted only to residents of the United States)

	CIA	COVER
A. Living-quarters	\$ 1,500	\$ _____
B. Cost-of-living	\$ _____	\$ _____
C. Other <del>TEXT</del> (per Star)	\$ 0.00 (per Star)	\$ _____
D. Total	\$ 2,100	\$ _____
E. Basis (1) _____ (2) _____ (3) _____		

(PER CIA REGS.) (SUO. COMPLIANCE) (OTHER)

IX. Operational Expenses: (Check proper space. If maximum limit, give dollar value.)

- A. Purchase of information. Yes  No \_\_\_\_\_
- B. Entertainment. Yes  No \_\_\_\_\_ Limit (for A. & B.) \$200
- C. Use of personal vehicle basis  No \_\_\_\_\_
- D. Other (describe) None Limit \_\_\_\_\_

(SUO. COMPLIANCE)

X. Travel Expenses

*for person  
+ international travel  
no more in this  
per Star in this*

- A. Individual with dependents  without dependents \_\_\_\_\_
- B. If "with" dependents, identify relationship wife and two children -  
limit as per project set at \$3,500
- C. Household effects Yes - 2500 limit
- D. Personal vehicle No
- E. Will any travel expenses be paid by cover? (Describe and add "R" if reimbursable.) No
- F. Basis (1) \_\_\_\_\_ (2) \_\_\_\_\_ (3) \_\_\_\_\_

(PER CIA REGS.) (SUO. COMPLIANCE) (OTHER)

XI. Miscellaneous Benefits: (Except in special cases, applicable only to Staff and Career Agents. Check as appropriate.)

- A. Death and Disability:
  - (1) Per Federal Employees' Compensation Act No
  - (2) Other (give details) No
- B. Leave: (If other than per CIA or State Dept. regulations, give amounts) Yes
- C. Retirements Reserve No
- D. Continuance pay and allowance per Missing Persons Act No
- E. Life insurance: No
- F. Rehabilitation rights No

XII. Term

- A. Duration of contract Two YEARS  
B. Effective date of contract:  
(1) On execution (check) \_\_\_\_\_ (2) Other (specify): Sept. 1962  
C. Renewable: Yes X No \_\_\_\_\_  
D. Termination Notice \_\_\_\_\_  
(NUMBER OF DAYS, IF ANY)  
E. Forfeiture of return travel for resignation prior to contract term. Yes X No \_\_\_\_\_ (Explain) \_\_\_\_\_

XIII. Additional or unusual requirements, justifications or explanations.  
Section B of Miscellaneous Benefits is requested for subject, although not a Staff or Career Agent, because of past service rendered.

XIV. Will agent take title to CIA property? Yes X No \_\_\_\_\_

\_\_\_\_\_  
APPROVING OFFICER  
PI/PLANS

\_\_\_\_\_  
SIGNATURE OF CASE OFFICER

*61 Bill to run through school year.*

# OFFICIAL DISPATCH

VIAT: Air  
Specify Air or Sea Pouch

DISPATCH NO. TKSA-468

CLASSIFICATION

TO : Chief, Foreign Branch T  
FROM : Chief of Station, San José

DATE: 1 November 1949

SUBJECT: GENERAL: Project Humanoid  
SPECIFIC: Amendment to Contract

1. Effective 1 November 1949 the salary of the individual designated as Humancid was increased \$100.00 to a total of \$500 per month. This action was taken in consideration of excellent services, not in time, but in quality, in the management and direction of Projects Humankind, Humanist-2, and Hugger.

Elmer C. Mercer

CLASSIFICATION

Eyes Only  
Personal Info

S-E-C-R-E-T

Date 16 August 1962

Career Agent Biographic Data

- a. Pseudonym of agent: FOURER Harold R. Staff or Division: TFW  
Last First MI
- b. Date and place of birth: 20 June 1922 DeKalb, Illinois
- c. Marital status: Married
- d. Relationship and years of birth of dependents:  
Wife 44  
Son 13  
Daughter 11
- e. Citizenship of agent: U.S.  
(1) If naturalized, when?  
(2) If naturalized, where?
- g. Non-CIA education to include name and location of college, degrees, dates, and major:  
1949-1953 University of Costa Rica Economics No degree  
1954-1955 University of Havana Pol. Science No degree
- h. Military service  
(1) Country served and years: U.S. 8 yrs.  
(2) Branch of service and rank: U.S.A. and U.S.A.N. T/Sgt.
- i. Non-CIA employment: kinds of business or profession, positions, salaries, locations, and dates:  
Jan. 1945 - Apr. 1946 USNAS, Coco Solo, Canal Zone Laborer \$12.93 p.d.  
Apr. 1949 - March 1953 Freelance photographer San Jose, Costa Rica Variable

S-E-C-R-E-T

Group I  
Excluded from automatic  
downgrading and declassification

S-E-C-R-E-T

(Career Agent Biographic Data p. 2)

j. Dates of psychological assessment, professional and language aptitude tests, if applicable:

k. Languages, including English, using the following terms:  
Elementary, Intermediate, High, Native

<u>Language</u>	<u>Reading</u>	<u>Writing</u>	<u>Speaking</u>
English	Native	Native	Native
Spanish	High	High	High

l. Agency training:

<u>Subject Covered</u>	<u>Duration of Course</u>	<u>Years Taken</u>
------------------------	---------------------------	--------------------

m. Alias or pseudonym used for psychological assessment, testing or training, if applicable:

n. Security clearance number: 112569

o. Date of last LCFLUTTER: 19 May 1958

p. Contract provisions: (Underline One)

(1) Provision for periodic step increases	<u>Yes</u>	No
(2) Provision for legislative pay increases	<u>Yes</u>	No
(3) Provision for total offset of cover income	<u>Yes</u>	No
(4) Provision for civil service retirement	<u>Yes</u>	No
(5) Any unusual provisions (please specify)		

None unusual

S-E-C-R-E-T

S-E-C-R-E-T

(Career Agent Biographic Data p. 3)

q. Date of beginning of current tour: 1 June 1957 (Effective date of current contract)

r. Previous CIA employment:

<u>Years</u>	<u>Type of Cover</u>	<u>CIA Duties</u>	<u>Project</u>	<u>City</u>	<u>Salary</u>
--------------	----------------------	-------------------	----------------	-------------	---------------

S-E-C-R-E-T



*RESIGNED 1964*

APPLICATION FOR FEDERAL EMPLOYMENT

DO NOT WRITE IN THIS SPACE	1. Kind of position applied for, or name of examination Announcement No.	DO NOT WRITE IN THIS BLOCK			
	2. Options for which you wish to be considered (if listed in examination announcement)	For Use of Examining Office Only			
	3. Primary place(s) of employment applied for (City and State)	<input type="checkbox"/> Appor.	<input type="checkbox"/> Nonappor.	<input type="checkbox"/> Material <input type="checkbox"/> Submitted <input type="checkbox"/> Returned	<input type="checkbox"/> Entered Register:
	4. Name (First, middle, maiden, if any, last) <i>Mr. Mrs. NICHOLAS, Andrew</i>	Notations:			
	5. Address (Number, Street, City, Zone, State) 1607 S. 26th Street Arlington 6, Virginia	App. Reviewed:			
	6. Home phone 604-6830	App. Approved:			
	7. Office phone None at present	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	8. Legal or voting residence (State) None - Outside U.S. since voting age.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	9. Height without shoes 6 feet 3 inches	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	10. Weight 210	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Sex <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
12. Marital status <input checked="" type="checkbox"/> Married <input type="checkbox"/> Single (Incl. widowed, divorced)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
13. Birthplace (City and State, or foreign country) DeKalb, Illinois	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
14. Birth date (Month, day, year) 20 June 1922	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
15. Social Security Number 331 12 9652	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
16. If you have ever been employed by the Federal Government, indicate last grade and job title: Contract Employee, GS-12 Dates of service in that grade From 15 April 1958 To Present	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
17. AVAILABILITY INFORMATION	A. Lowest grade or pay you will accept \$ Per of grade B. Will you accept temporary appointment? (Acceptance or refusal of temporary employment will not affect your consideration for other appointments.) <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes," indicate by "X" in appropriate box or boxes. <input type="checkbox"/> 1 mo. or less <input type="checkbox"/> 1 to 4 months <input type="checkbox"/> 4 to 12 months C. Will you accept less than full-time employment (less than 40 hours per week)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No D. Are you willing to travel? <input type="checkbox"/> Not at all <input type="checkbox"/> Occasionally <input checked="" type="checkbox"/> Frequently E. Will you accept employment: In Washington, D.C.? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Outside U.S.? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No F. Will you accept appointment only in certain locations? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes," list locations:				

18. ACTIVE MILITARY SERVICE AND VETERAN PREFERENCE			
A. List Dates, Branch, and Serial or Service Number of All Active Service From 29 Aug 1946 To 8 Sept 1941 Branch of Service PA - US Army Serial or Service Number 9 Sep 1941 6 July 1945 USAF 18 Apr 1946 18 Apr. 1949 USAF 16001300			
B. Have you ever been discharged from the armed forces under other than honorable conditions? <input type="checkbox"/> Yes (Give details in Item 39) <input checked="" type="checkbox"/> No			
C. Do you claim 5-point preference based on wartime military service? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		D. Do you claim 5-point preference based on service during peacetime campaign? <input type="checkbox"/> Yes (Complete and attach Standard Form 15) <input checked="" type="checkbox"/> No	
E. Do you claim 10-point preference? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes," check type of preference claimed and complete and attach Standard Form 15, "Veteran Preference Claim" TYPE: <input type="checkbox"/> Compensable disability <input type="checkbox"/> Disability <input type="checkbox"/> Wife <input type="checkbox"/> Widow <input type="checkbox"/> Mother			

THIS SPACE FOR USE OF APPOINTING OFFICER ONLY		
The information given in answer to Question 18 has been verified with the discharge certificate and/or other proof which shows that the separation was under honorable conditions.		
VETERAN PREFERENCE ALLOWED: <input type="checkbox"/> 5-point <input type="checkbox"/> 10-point Comp. Disab. <input type="checkbox"/> Other 10-point <input type="checkbox"/> None		
Signature and title	Agency	Date

PLEASE BE SURE TO READ ATTACHED INSTRUCTIONS BEFORE COMPLETING ITEM 19

19. EXPERIENCE (Start with your PRESENT position and work back)

May inquiry be made of your present employer regarding your character, qualifications, and record of employment? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
1	Dates of employment (month, year) From June 1, 1957 To present date	Exact title of position Intelligence Officer	Number and kind of employees you supervised 2-3 Govt Empl/10 Agents
Salary or earnings Starting \$ 8,500 per year Present \$ 9,500 per year		Classification Grade (if in Federal service) Contract Employee	Place of employment (City & State) U.S. Government.
Name and address of employer (firm, organization, etc.) Central Intelligence Agency, Washington 25, D.C.		Name, title, and present address of immediate supervisor Director of Personnel, ATTENTION: Mr. F. Johns	
Reason for wanting to leave Seek over Government employment.			
Description of work See Attachment			
2	Dates of employment (month, year) From June 1949 To 31 May 1957	Exact title of position Intelligence Officer	Number and kind of employees you supervised 5 to 10 Agents.
Salary or earnings Starting \$ 1,500 per year Final \$ 8,500 per year		Classification Grade (if in Federal service) Contract Employee	Place of employment (City & State) U.S. Government
Name and address of employer (firm, organization, etc.) Central Intelligence Agency, Washington 25, D.C.		Name, title, and present address of immediate supervisor Director of Personnel, ATTENTION: Mr. F. Johns	
Reason for leaving Change in career status.			
Description of work See Attachment			
3	Dates of employment (month, year) From 29 Aug 1949 to 18 April 1949	Exact title of position Intelligence NCO	Number and kind of employees you supervised 3-4 Enlisted Men
Salary or earnings Starting \$ 30.00 per month Final \$ 20.00 per month		Classification Grade (if in Federal service) Technical Sergeant	Place of employment (City & State) HQ 2nd Air Commando Gp HQ CASOC, C.Z.
Name and address of employer (firm, organization, etc.) HQ 2nd Air Commando Gp, IRT HQ, Caribbean Air Command, Albrook Field, CZ		Name, title, and present address of immediate supervisor T. KEVIN MALLEN, Major, USAF JOHN C. MARCHANT, Brig. Gen., Pentagon	
Reason for leaving Study under S.I. Bill			
Description of work See attachment			

IF YOU NEED ADDITIONAL EXPERIENCE BLOCKS USE STANDARD FORM 57-A OR BLANK SHEETS  
SEE INSTRUCTION SHEET

**ATTACH SUPPLEMENTAL SHEETS OR FORMS HERE**  
**• ANSWER ALL QUESTIONS CORRECTLY AND FULLY**

**20. SPECIAL QUALIFICATIONS AND SKILLS**

A. Kind of License or Certificate (For example, pilot, teacher, registered nurse, lawyer, radio operator, C.P.A., etc.) <b>None</b>	B. State or other licensing authority <b>NA</b>	C. Year of first license or certificate <b>NA</b>	D. Year of latest license or certificate <b>NA</b>
E. Special skills you possess and machines and equipment you can use. (For example, short wave radio, multilith, comptometer, key punch, turret lathe, transcribing machine, steniths or professional dictation) <b>Cameras, projectors, photo-copying, wireless telegraphy a: out 10 wpm.</b>		F. Approximate number of words per minute: Typing <b>50 wpm</b>	Shorthand <b>None</b>
G. Special qualifications not covered in application. (For example, your most important publications (do not submit copies unless requested); your patents or inventions; public speaking and publications experience; membership in professional or scientific societies, etc.; and honors and fellowships covered.)			

**21. EDUCATION**

A. Place "X" in column indicating highest grade completed												B. If you graduated from high school, give date		C. Name and location of last high school attended							
1	2	3	4	5	6	7	8	9	10	11	12	<b>1940</b>		<b>DeKalb Township High School DeKalb, Illinois</b>							
												D. Name and location of college or university		Dates attended		Years completed		Credit hours		Degree received	Year received
												From	To	Day	Night	Semester	Quarter				
<b>University of Costa Rica, San Jose, C.R.</b>												<b>1949</b>	<b>1953</b>	<b>4</b>		<b>64</b>		<b>None</b>			
<b>University of Havana, Cuba</b>												<b>1954</b>	<b>1954</b>	<b>2</b>		<b>32</b>		<b>None</b>			
<b>(Approx. equivalent to 4-year full-time BS U.S. college.)</b>														<b>Degree in Economics in an accredited</b>							
E. Chief undergraduate college subjects												Semester Hours Credit	Quarter Hours Credit	F. <del>XXXX</del> graduate college subjects		Semester Hours Credit	Quarter Hours Credit				
<b>Political Economy I &amp; II</b>												<b>16</b>		<b>Economic Doctrines I &amp; II</b>		<b>16</b>					
<b>Principles of Administration I &amp; II</b>												<b>16</b>		<b>Labor Law</b>		<b>4</b>					
<b>Financial Mathematics II</b>												<b>8</b>		<b>Public Treasury I</b>		<b>8</b>					
<b>Money, Credit &amp; Banking</b>												<b>8</b>		<b>Higher Algebra</b>		<b>8</b>					
G. State major field of study at highest level of college work												By John Maynard Keynes as taught by: <b>Economic Theory - General Theory of Employment - Rodrigo FACIO, International Monetary Fund.</b>									
H. Other schools of training (for example, trade, vocational, Armed Forces, or business). Give for each the name and location of school, dates attended, subjects studied, certificates, and any other pertinent data.												<b>Palmer Institute of Authorship, 1680 N. Sycamore, Hollywood 28, Calif. (18-month correspondence course in journalism) May 1955 to Oct 1956.</b>									

**22. FOREIGN TRAVEL**

Have you lived or traveled in any foreign countries?  Yes  No

If "Yes," give in item 39 names of countries, dates and length of time spent there and reason or purpose (military service, business, education, or vacation).

**23. FOREIGN LANGUAGES**

Enter foreign language and indicate your knowledge of each by placing "X" in proper column	Reading		Speaking		Understanding		Writing		
	Exc.	Good	Fair	Exc.	Good	Fair	Exc.	Good	Fair
<b>Spanish</b>	<b>X</b>			<b>X</b>			<b>X</b>		

**24. REFERENCES**

List three persons living in the United States or territories of the United States who are NOT RELATED TO YOU AND WHO HAVE DEFINITE KNOWLEDGE of your qualifications and fitness for the position for which you are applying. Do not repeat names of supervisors listed under item 19.

FULL NAME	PRESENT BUSINESS OR HOME ADDRESS (Number, Street, City, Zone, and State)	BUSINESS OR OCCUPATION
<b>Francis Williams,</b>	<b>16 hendig Rd, Hickory Hills, New Carlisle, Ohio</b>	<b>Govt Employee USAF</b>
<b>Arthur Gregor</b>	<b>160 Main St., Quincy 69, Mass.</b>	<b>Metalurgist, MIT</b>
<b>Sigmund Gutenko</b>	<b>1813 SW 13th St Miami, Fla.</b>	<b>US Navy (Retired)</b>

ANSWER ALL QUESTIONS BY PLACING "X" IN PROPER COLUMN

	YES	NO
25. Are you a citizen of the United States of America? If "No," give country of which you are a citizen: _____	<input checked="" type="checkbox"/>	<input type="checkbox"/>
26. Are you now, or have you ever been, a member of the Communist Party, U.S.A., the Communist Political Association, the Young Communist League, or any Communist organization?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
27. Are you now or have you ever been a member of any foreign or domestic organization, association, movement, group, or combination of persons which is totalitarian, fascist, Communist, or subversive, or which has adopted, or shows, a policy of advocating or approving the commission of acts of force or violence to deny other persons their rights under the Constitution of the United States, or which seeks to alter the form of government of the United States by unconstitutional means?  <i>If your answer to 26 and/or 27 above is "Yes," state on a separate sheet attached to and made a part of this application the names of all such organizations, associations, movements, groups or combination of persons and dates of membership. Give complete details of your activities therein and make any explanation you desire regarding your membership or activities. (See Instruction Sheet.)</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
28. Have you any physical handicap, chronic disease, or other disability?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
29. Have you ever had a nervous breakdown?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
30. Have you ever had tuberculosis? <i>If your answer to 28, 29, or 30 above is "Yes," give details in Item 39.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
31. Have you ever been barred by the U.S. Civil Service Commission from taking examinations or accepting civil service appointment? <i>If your answer is "Yes," give dates of and reasons for such barment in Item 39.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
32. Does the United States Government employ in a civilian capacity any relative of yours (by blood or marriage) with whom you live or have lived within the past 24 months? <i>If your answer is "Yes," give in Item 39 for EACH such relative (1) full name; (2) present address; (3) relationship; (4) department or agency by which employed; and (5) kind of appointment.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
33. Do you receive or have you applied for an annuity from the United States or District of Columbia Government under any retirement act or any pension or other compensation for military or naval service? <i>If your answer is "Yes," give details in Item 39.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
34. Are you an official or employee of any State, territory, county, or municipality? <i>If your answer is "Yes," give details in Item 39.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
35. Have you ever been discharged (fired) from employment for any reason?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
36. Have you ever resigned (quit) after being informed that your employer intended to discharge (fire) you for any reason? <i>If your answer to 35 or 36 above is "Yes," give details in Item 39. Show the name and address of employer, approximate date, and reasons, in each case. This information should agree with statements made in Item 19—Experience.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
37. Have you ever been arrested, taken into custody, held for investigation or questioning, or charged by any law enforcement authority? (You may omit: (1) Traffic violations for which you paid a fine of \$30.00 or less; and (2) anything that happened before your 16th birthday. All other incidents must be included, even though they were dismissed or you merely forfeited collateral.)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
38. While in the military service were you ever arrested for an offense which resulted in a trial by deck court or by summary, special, or general court-martial? <i>If your answer to 37 or 38 is "Yes," give details in Item 39, showing for each incident: (1) date, (2) charge, (3) place, (4) law enforcing authority or type of court or court-martial, and (5) action taken.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

39. SPACE FOR DETAILED ANSWERS TO OTHER QUESTIONS. Indicate item numbers to which answers apply.

Item No.	Item No.
22 Panama, 1942-44, Military	Guatemala, 4 months, 1954
Guatemala, 1947, 1948-49, Military	Cuba, 1954-55
Panama, 1946-49, Military	Mexico, 1956-60
Costa Rica, 1949-53, Education	

If more space is required, use full sheets of paper approximately the same size as this page. Write on each sheet your name, date of birth, and examination file. Attach on inside of this application.

**ATTENTION: READ THE FOLLOWING PARAGRAPH CAREFULLY BEFORE SIGNING THIS APPLICATION**

A false or dishonest answer to any question in this application may be grounds for rating you ineligible for Federal employment, or for dismissing you after appointment, and may be punishable by fine or imprisonment (U.S. Code, Title 18, Sec. 1001). All statements made in the application are subject to investigation, including a check of your fingerprints, police records, and former employers. All information will be considered in determining your present fitness for Federal employment.

**CERTIFICATION**

I CERTIFY that all of the statements made in this application are true, complete, and correct to the best of my knowledge and belief and are made in good faith.

Signature of applicant: Rosa L. Cruz Date: 28 JULY 63

(Sign in ink)

ATTACHMENT

No. 19 - Experiences:

Ross L. Crozier, FDCB DeKalb, Illinois, 20 June 1922.

From June 1957 to Present. Performed Intelligence Officer duties specializing in Latin American countries and areas. Supervised approximately ten indigenous intelligence personnel engaged in collecting information of possible intelligence use. Prepared intelligence reports on a wide variety of subjects primarily in the economic, political and military areas. Developed intelligence sources on own initiative and obtained information from native channels utilizing techniques of interviewing, eliciting, interrogation, briefing and debriefing.

For approximately three years of this period, served as an Intelligence Operations Officer on sensitive intelligence operations projects. (Classified information relating to this aspect of experience may be obtained from CIA through cleared channels)

From June 1949 to May 1957. Performed duties similar to those described in foregoing paragraph. Emphasis was on the detection of likely sources and maintaining substantial contacts with foreign government officials. Extensive use was made of native language - Spanish.

From 29 August 1940 to 18 April 1949. As recorded on WD AGO Form 100, Separation Qualification Record - Intelligence Specialist MCS 631: Assists in collection, evaluation, interpretation and distribution of information of enemy and counterintelligence activities and safe-guarding

ATTACHMENT - No. 19 - Experience - Continued.

of military information.

Maintains situation maps with order of battle, flak and radar maps, aerial photographs, and records regarding enemy location, strength and probably intentions. Maintains liaison with other intelligence services and establishes intelligence observation posts. May assist in the preparation for briefing and interrogation of flying personnel.

Familiar with the use of drafting instruments, balopticons, projectors and mimeograph machines.

Capable of instructing others in these subjects, preparing maps, sketches, and recognition of enemy forces. Also familiar with interpretation of aerial photographs.

During the period 1946 - 1949. Served in Staff Intelligence, Headquarters, Caribbean Air Command, Albrook Field, C.Z. Prepared studies and analyses of a military, economic and political nature on all Latin American republics as compiled from Military Attache's reports, CIA and State Department reports. Supervised two to four non-coms in the establishment and maintenance of reference files for Geographical, Political, Economical and Military Intelligence sections.

APPLICATION FOR FEDERAL EMPLOYMENT

57-103

**NO OBJECTION**  
GS/0509/SAB  
1/24/63

DO NOT WRITE IN THIS SPACE

ANNOUNCEMENT NO. 147

Position applied for, or name of examination		Announcement No.
Position for which you wish to be considered (if listed in examination)		
1. Primary place(s) of employment applied for (City and State)		
4. Name (First, middle, maiden, if any, last) <b>Ross Lester GRCZIER</b>		
5. Address (Number, Street, City, Zone, State) <b>1607 S. 26th St., Arlington 6, Va.</b>		
6. Home phone <b>681-6630</b>	7. Office phone <b>(None at present)</b>	
8. Legal or voting residence (State) <b>None - Outside U.S. since voting age.</b>		
9. Height without shoes <b>6 feet 3 inches</b>	10. Weight <b>210 lbs.</b>	
11. Sex <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	12. Marital status <input checked="" type="checkbox"/> Married <input type="checkbox"/> Single (Incl. widowed, divorced)	
13. Birthplace (City and State, or foreign country) <b>DeKalb, Illinois</b>		
14. Birth date (Month, day, year) <b>June 20, 1922</b>	15. Social Security Number <b>331 12 9652</b>	
16. If you have ever been employed by the Federal Government, indicate last grade and job title: <b>CONTRACT EMPLOYEE Career Agent - GS-12</b>		
Dates of service in that grade From <b>15 April 1958</b> To <b>Present</b>		

**DO NOT WRITE IN THIS BLOCK**  
For Use of  
Examining Office Only

<input type="checkbox"/> Appoe.	Material	Entered Register:		
<input type="checkbox"/> Nonappoe.	<input type="checkbox"/> Submitted			
	<input type="checkbox"/> Returned			
Notations:				
App. Reviewed:				
App. Approved:				
Open	Grade	Earned Rating	Preference	Augm. Rating
			<input type="checkbox"/> 5 points (Tent.)	
			<input type="checkbox"/> 10 points Comp. Dis.	
			<input type="checkbox"/> Other 10 Point	
			<input type="checkbox"/> Disal.	
			<input type="checkbox"/> Being Investigated	
Initials and date				

**17. AVAILABILITY INFORMATION**

A. Lowest grade or pay you will accept: \$ Per or grade	B. Will you accept temporary appointment? (Acceptance or refusal of temporary employment will not affect your consideration for other appointments.) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes," indicate by "X" in appropriate box or boxes. <input type="checkbox"/> 1 mo. or less <input type="checkbox"/> 1 to 4 months <input type="checkbox"/> 4 to 12 months
C. Will you accept less than full-time employment (less than 40 hours per week)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	D. Are you willing to travel? <input type="checkbox"/> Not at all <input type="checkbox"/> Occasionally <input checked="" type="checkbox"/> Frequently
E. Will you accept employment: In Washington, D.C.? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Outside U.S.? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	F. Will you accept appointment only in certain locations? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes," list locations:

**18. ACTIVE MILITARY SERVICE AND VETERAN PREFERENCE**

A. List Dates, Branch, and Serial or Service Number of All Active Service		Branch of Service	Serial or Service Number
From <b>29 Aug 1940</b>	To <b>8 Sep 1941</b>	<b>FA - US Army</b>	
<b>9 Sep 1941</b>	<b>6 Jul 1945</b>	<b>USAF</b>	<b>15001300</b>
<b>18 Apr 1946</b>	<b>18 Apr 1949</b>	<b>USAF</b>	
B. Have you ever been discharged from the armed forces under other than honorable conditions? <input type="checkbox"/> Yes (Give details in Item 39) <input checked="" type="checkbox"/> No			
C. Do you claim 5-point preference based on wartime military service? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		D. Do you claim 5-point preference based on service during peacetime campaign? <input type="checkbox"/> Yes (Complete and attach Standard Form 151) <input checked="" type="checkbox"/> No	
E. Do you claim 10-point preference? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes," check type of preference claimed and complete and attach Standard Form 15, "Veteran Preference Claim" TYPE: <input type="checkbox"/> Compensable disability <input type="checkbox"/> Disability <input type="checkbox"/> Wife <input type="checkbox"/> Widow <input type="checkbox"/> Mother			

**THIS SPACE FOR USE OF APPOINTING OFFICER ONLY**

The information given in answer to Question 18 has been verified with the discharge certificate and/or other proof which shows that the separation was under honorable conditions.

VETERAN PREFERENCE ALLOWED:  5-point  10-point Comp. Disab.  Other 10-point  None

Signature and title	Agency	Date
---------------------	--------	------

PLEASE BE SURE TO READ ATTACHED INSTRUCTIONS BEFORE COMPLETING ITEM 19

19. EXPERIENCE (Start with your PRESENT position and work back)

May inquiry be made of your present employer regarding your character, qualifications, and record of employment? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				
1	Dates of employment (month, year) From June 1, 1957 To present time		Exact title of position Intelligence Officer	Number and kind of employees you supervise 2-3 Govt Emp/10 Agents
Salary or earnings Starting \$ 3,500 per YEAR Final \$ 9,500 per YEAR		Classification Grade (If in Federal service) Contract Employee	Place of employment (City & State)	Kind of business or organization (Manufacturing, accounting, insurance, etc.) U.S. Government.
Name and address of employer (firm, organization, etc.) Central Intelligence Agency, Washington 25, D.C.			Name, title, and present address of immediate supervisor Director of Personnel, ATTENTION: Mr. F. Johns	
Reason for wanting to leave <u>Seek non-sensitive Government employment.</u>				
Description of work <u>See Attachment</u>				
2	Dates of employment (month, year) From June 1949 to 31 May 1957		Exact title of position Intelligence Officer	Number and kind of employees you supervised 5 to 10 Agents.
Salary or earnings Starting \$ 1,500 per year Final \$ 3,500 per YEAR		Classification Grade (If in Federal service) Contract Employee	Place of employment (City & State)	Kind of business or organization (Manufacturing, accounting, insurance, etc.) U.S. Government
Name and address of employer (firm, organization, etc.) Central Intelligence Agency, Washington 25, D.C.			Name, title, and present address of immediate supervisor Director of Personnel, ATTENTION: Mr. F. Johns	
Reason for leaving <u>Change in career status.</u>				
Description of work <u>See Attachment</u>				
3	Dates of employment (month, year) From 29 Aug 1940 to 13 April 1949		Exact title of position Intelligence NCO	Number and kind of employees you supervised 3-4 Enlisted Men
Salary or earnings Starting \$ 50.00 per month Final \$ 20.00 per month		Classification Grade (If in Federal service) Technical Sergeant	Place of employment (City & State) HQ 2nd Air Commando Gp HQ CAirG, C.Z.	Kind of business or organization (Manufacturing, accounting, insurance, etc.) Military
Name and address of employer (firm, organization, etc.) HQ 2nd Air Commando Gp, IET HQ Caribbean Air Command, Albrook Field, CZ			Name, title, and present address of immediate supervisor T. KEVIN MAULEN, Major, USAF JOHN C. MARCHANT, Brig. Gen., Pentagon	
Reason for leaving <u>Steady under G.I. Bill</u>				
Description of work <u>See attachment</u>				

IF YOU NEED ADDITIONAL EXPERIENCE BLOCKS USE STANDARD FORM 57-A OR BLANK SHEETS  
SEE INSTRUCTION SHEET



**ATTACH SUPPLEMENTAL SHEETS OR FORMS HERE**  
**• ANSWER ALL QUESTIONS CORRECTLY AND FULLY**

**20. SPECIAL QUALIFICATIONS AND SKILLS**

A. Kind of license or Certificate (For example, pilot, teacher, licensed nurse, lawyer, radio operator, C.P.A., etc.) <b>None</b>	B. State or other licensing authority <b>NA</b>	C. Year of first license or certificate <b>NA</b>	D. Year of latest license or certificate <b>NA</b>
E. Special skills you possess and machines and equipment you can use. (For example, short wave radio, flashlight, compass, key punch, turret lathe, transmuting machine, scientific or professional devices) <b>Concrete, projectors, photo-copying, wireless telegraphy about 10 wpm.</b>		F. Approximate number of words per minute: Typing <b>50 wpm</b>	Shorthand <b>None</b>
G. Other qualifications not covered in application. (For example, your most important publications (do not submit copies unless requested); your patents or other marks; patents; speaking and publication experience; membership in professional or scientific societies, etc.; and honors and fellowships received.)			

**21. EDUCATION**

A. Place "X" in column indicating highest grade completed	B. If you graduated from high school, give date	C. Name and location of last high school attended							
1 2 3 4 5 6 7 8 9 10 11 12	<b>1940</b>	<b>DeKalb Township High School DeKalb, Illinois</b>							
D. Name and location of college or university		Dates attended		Years completed		Credit hours		Degree received	Year received
		From	To	Day	Night	Semester	Quarter		
<b>University of Costa Rica, San Jose, C.R.</b>		<b>1949</b>	<b>1953</b>	<b>1</b>		<b>64</b>		<b>None</b>	
<b>University of Havana, Cuba</b>		<b>1954</b>	<b>1954</b>	<b>2</b>		<b>32</b>		<b>None</b>	
E. Chief undergraduate college subjects		Semester Hours Credit	Quarter Hours Credit	F. Other graduate college subjects				Semester Hours Credit	Quarter Hours Credit
<b>Political Economy I &amp; II</b>		<b>16</b>		<b>UNICEF</b>					
<b>Principles of Administration I &amp; II</b>		<b>16</b>		<b>Public Theory of Employment - Rodrigo FAGIO, International Monetary Fund</b>					
<b>Financial Mathematics II</b>		<b>8</b>		<b>Public Treasury I</b>				<b>8</b>	
<b>Money, Credit &amp; Banking</b>		<b>8</b>		<b>Higher Algebra</b>				<b>8</b>	
G. State major field of study at highest level of college work									
<b>Economic Theory - General Theory of Employment - Rodrigo FAGIO, International Monetary Fund</b>									
H. Other schools or training (for example, trade, vocational, Armed Forces, or business). Give for each the name and location of school, dates attended, subjects studied, certificates, and any other pertinent data. <b>Palmer Institute of Authorship, 1600 N. Sycamore, Hollywood 28, Calif. (18-month correspondence course in journalism) May 1955 to Dec 1955.</b>									

**22. FOREIGN TRAVEL**

Have you ever traveled in any foreign countries?  
 Yes     No

If "Yes," give in last 59 names of countries, dates and length of time spent there and reason or purpose (military service, business, education, or recreation).

**23. FOREIGN LANGUAGES**

Enter foreign language and indicate your knowledge of each by placing "X" in proper column	Reading		Speaking		Understanding		Writing	
	Exc.	Good Fair	Exc.	Good Fair	Exc.	Good Fair	Exc.	Good Fair
<b>Spanish</b>	X		X		X			

**24. REFERENCES**

List three persons living in the United States or territories of the United States who are NOT RELATED TO YOU AND WHO HAVE DEFINITE KNOWLEDGE of your qualifications and fitness for the position for which you are applying. Do not repeat names of supervisors listed under Item 19.

FULL NAME	PRESENT BUSINESS OR HOME ADDRESS (Number, Street, City, Zone, and State)	BUSINESS OR OCCUPATION
<b>Francis Williams,</b>	<b>16 Mendig Rd, Hickory Hills, New Carlisle, Ohio</b>	<b>Govt Employee USAF</b>
<b>Arthur Gregor</b>	<b>160 Main St., Quincy 69, Mass.</b>	<b>Metalurgist, MIT</b>
<b>A. Gutenko</b>	<b>1913 St. 13th St Miami, Fla.</b>	<b>US Navy (Retired)</b>

ANSWER ALL QUESTIONS BY PLACING "X" IN PROPER COLUMN

	YES	NO
25. Are you a citizen of the United States of America? If "No," give country of which you are a citizen: _____	X	
26. Are you now, or have you ever been, a member of the Communist Party, U.S.A., the Communist Political Association, the Young Communist League, or any Communist organization? _____		X
27. Are you now or have you ever been a member of any foreign or domestic organization, association, movement, group, or combination of persons which is totalitarian, Fascist, Communist, or subversive, or which has adopted, or shows, a policy of advocating or approving the commission of acts of force or violence to deny other persons their rights under the Constitution of the United States, or which seeks to alter the form of government of the United States by unconstitutional means? _____ <i>If your answer to 26 and/or 27 above is "Yes," state on a separate sheet attached to and made a part of this application the names of all such organizations, associations, movements, groups or combination of persons and dates of membership. Give complete details of your activities therein and make any explanation you desire regarding your membership or activities. (See Instruction Sheet.)</i>		X
28. Have you any physical handicap, chronic disease, or other disability? _____		X
29. Have you ever had a nervous breakdown? _____		X
30. Have you ever had tuberculosis? _____ <i>If your answer to 28, 29, or 30 above is "Yes," give details. Item 39.</i>		X
31. Have you ever been barred by the U.S. Civil Service Commission from taking examinations or accepting civil service appointment? (If your answer is "Yes," give dates of and reasons for such debarment in Item 39.)		X
32. Does the United States Government employ in a civilian capacity any relative of yours (by blood or marriage) with whom you live or have lived within the past 24 months? _____ <i>If your answer is "Yes," give in Item 39 for EACH such relative (1) full name; (2) present address; (3) relationship; (4) department or agency by which employed; and (5) kind of appointment.</i>		X
33. Do you receive or have you applied for an annuity from the United States or District of Columbia Government under any retirement act or any pension or other compensation for military or naval service? _____ <i>If your answer is "Yes," give details in Item 39.</i>		X
34. Are you an official or employee of any State, territory, county, or municipality? _____ <i>If your answer is "Yes," give details in Item 39.</i>		X
35. Have you ever been discharged (fired) from employment for any reason? _____		X
36. Have you ever resigned (quit) after being informed that your employer intended to discharge (fire) you for any reason? _____ <i>If your answer to 35 or 36 above is "Yes," give details in Item 39. Show the name and address of employer, approximate date, and reasons, in each case. This information should agree with statements made in Item 19—Experience.</i>		X
37. Have you ever been arrested, taken into custody, held for investigation or questioning, or charged by any law enforcement authority? (You may omit: (1) Traffic violations for which you paid a fine of \$10.00 or less; and (2) anything that happened before your 16th birthday. All other incidents must be included, even though they were dismissed or you merely forfeited collateral.) _____		X
38. While in the military service were you ever arrested for an offense which resulted in a trial by court-martial or by summary, special, or general court-martial? _____ <i>If your answer to 37 or 38 is "Yes," give details in Item 39, showing for each incident: (1) date, (2) charge, (3) place, (4) law enforcing authority or type of court or court-martial, and (5) action taken.</i>		X

39. SPACE FOR DETAILED ANSWERS TO OTHER QUESTIONS. Indicate item numbers to which answers apply.

Item No.	Item No.
22	Guatemala, 4 months, 1954
	Cuba, 1954-58
	Mexico, 1958-60

If more space is required, use full sheets of paper approximately the same size as this page. Write on each sheet your name, date of birth, and examination title. Attach on inside of this application.

ATTENTION: READ THE FOLLOWING PARAGRAPH CAREFULLY BEFORE SIGNING THIS APPLICATION.

A false or dishonest answer to any question in this application may be grounds for rating you ineligible for Federal employment, or for dismissing you after appointment, and may be punishable by fine or imprisonment (U.S. Code, Title 18, Sec. 1001). All statements made in the application are subject to investigation, including a check of your fingerprints, police records, and former employers. All information will be considered in determining your present fitness for Federal employment.

CERTIFICATION

I CERTIFY that all of the statements made in this application are true, complete, and correct to the best of my knowledge and belief and are made in good faith.

Signature of applicant: ROSS L. CURTIS Date: 28 JULY 63

ATTACHMENT

No. 19 - Experience:

Ross L. Crozier, FRCB DeKalb, Illinois. 20 June 1922.

From June 1957 to Present. Performed Intelligence Officer duties specializing in Latin American countries and areas. Supervised approximately ten indigenous intelligence personnel engaged in collecting information of possible intelligence use. Prepared intelligence reports on a wide variety of subjects primarily in the economic, political and military areas. Developed intelligence sources on own initiative and obtained information from native channels utilizing techniques of interviewing, eliciting, interrogation, briefing and debriefing.

For approximately three years of this period, served as an Intelligence Operations Officer on sensitive intelligence operations projects. (Classified information relating to this aspect of experience may be obtained from CIA through cleared channels)

From June 1949 to May 1957. Performed duties similar to those described in foregoing paragraph. Emphasis was on the detection of likely sources and maintaining substantial contacts with foreign government officials. Extensive use was made of native language - Spanish.

From 29 August 1940 to 18 April 1949. As recorded on FD A30 Form 100, Separation Qualification Record - Intelligence Specialist MOS 631: Assists in collection, evaluation, interpretation and distribution of information of enemy and counterintelligence activities and safe-guarding

ATTACHMENT - No. 19 - Experience - Continued.

of military information.

Maintains situation maps with order of battle, flak and radar maps, aerial photographs, and records regarding enemy location, strength and probable intentions. Maintains liaison with other intelligence services and establishes intelligence observation posts. May assist in the preparation for briefing and interrogation of flying personnel.

Familiar with the use of drafting instruments, balopticons, projectors and mimeograph machines.

Capable of instructing others in these subjects, preparing maps, sketches, and recognition of enemy forces. Also familiar with interpretation of aerial photographs.

During the period 1946 - 1949. Served in Staff Intelligence, Headquarters, Caribbean Air Command, Albrook Field, C.Z. Prepared studies and analyses of a military, economic and political nature on all Latin American republics as compiled from Military Attache's reports, CIA and State Department reports. Supervised two to four non-coms in the establishment and maintenance of reference files for Geographical, Political, Economical and Military Intelligence sections.

REQUEST FOR PRELIMINARY EMPLOYMENT DATA

6075-101

PART I. TO BE COMPLETED BY THE ACTIVITY REQUESTING INFORMATION

- Check only the items in PART II that are essential to complete the employment process; request any additional data under remarks.
- Send this form only to the latest Federal employing agency; do not send it to the Federal Records Center for any information.
- If used after an Official Personnel Folder has left an agency, request only information that is not included in the Official Personnel Folder, such as that covered by Item 27.
- If the form is to be mailed, complete both address blocks on reverse.

1. NAME (Last) ROSS (First) Leo (Middle) (Number, if any)

2. DATE OF BIRTH June 20 1922 3. DATE OF REQUEST Nov. 2 1964

4. THE PERSON NAMED IS TENTATIVELY SELECTED FOR (Check one):  
 CHANGE TO A NEW APPOINTING OFFICE  REINSTATEMENT  
 OTHER (Specify)

5. POSITION HELD AND BUREAU, SERVICE OR DIVISION OF AGENCY  
I.O. GS 12 Contract GS 12 15 Apr 58

6. SEPARATED, GIVE DATE OF SEPARATION: 28 Nov 1963

7. TEL. NO. OR CODE AND EXT. 177-6316

8. SIGNATURE AND TITLE OF PERSON REQUESTING (or forwarding) INFORMATION:  
Mrs Anderson

PART II. TO BE COMPLETED BY THE ACTIVITY GIVING INFORMATION

- Insofar as possible, complete the items checked below and give any additional data requested under remarks. Unchecked items need not be completed. Return the form at an early date.
- Items 11, 16, 20, and 25 need not be completed for employees of the Postal Field Service.
- If the Official Personnel Folder is not in the office to which this form is addressed, forward the form to the office in your agency that maintains the folder.
- If the folder is in the Records Center, so indicate, give data that would not be available in the folder, such as Item 27, and return to the requesting office.

9. DATE AND TYPE OF CURRENT OR LAST APPOINTMENT  
Contract Employee June 1957

10. IF NOW SERVING AS CAREER-COND., GIVE BEGINNING DATE OF SERVICE COUNTING TOWARD CAREER TENURE.

11. TITLE, GRADE (or level), SERIES AND SALARY OF PRESENT OR LAST POSITION  
I.O. GS 12 -136.51  
15 Apr 1958

12. IN GRADE (or level) FROM:

13. NAME AND LOCATION OF OFFICE IN WHICH EMPLOYED:  
Central Intelligence Agency  
Washington D.C. 20505

14. HIGHEST CLASSIFICATION ACT GRADE HELD—GRADE  
SA 7570 HELD GRADE FROM 15 Apr 58 to Nov 28 63

15. IF NOT COVERED IN ITEM 11, GIVE HIGHEST SALARY HELD UNDER A FEDERAL APPOINTMENT NOT LIMITED TO 90 DAYS OR LESS.  
SALARY \$10420 HELD FROM 14 Oct 62 to Nov 28 63

16. COMPLETED A PROBATIONARY PERIOD?  YES  NO

17. IF NOW SERVING PROBATION, GIVE DATE IT BEGAN.

18. IF SEPARATED, GIVE DATE AND REASON FOR SEPARATION:  
Nov 28 63 REASON Resigned to get out of  
Covert type employment

19. TYPE OF APPT., INCLUSIVE DATES, AND AGENCY UNDER WHICH COMPETITIVE STATUS (or eligibility for status) WAS ACQUIRED: (Omit if same as given on Form 5)

20. CIVIL SERVICE OR OTHER LEGAL AUTHORITY FOR APPOINTMENT:

21. IF THE OFFICIAL PERSONNEL FOLDER AND LEAVE RECORD CANNOT BE OBTAINED FROM THE OFFICE TO WHICH THIS FORM IS ADDRESSED, GIVE ADDRESS TO WHICH REQUEST SHOULD BE SENT  
Director of Personnel  
Central Intelligence Agency

22. NAME AND PHONE NUMBER OF PERSON TO BE CONTACTED FOR RELEASE DATE  
N.A.

23. IMPORTANT: IF YOU CANNOT OBTAIN THE DATA IN ITEM 25, 26, OR 27, REFER TO YOUR LOCAL PERSONNEL SECURITY OFFICE FOR COMPLETION

24. HAS A FBI FIELD (or background) INVESTIGATION BEEN COMPLETED?  
 NO  YES—DATE COMPLETED 3 July 1957  
 BY CIA (Agency)

25. Pending in (Agency)

26. NAC & I INVESTIGATION COMPLETED 5/15/57 (Date)  
 (CHECK AS APPLICABLE)  
 EO 9835 SEC. 3(A)—E.O. 10450 RESULTS SENT TO AGENCY

27. IF AN INVESTIGATION IS PENDING, SPECIFY TYPE, INVESTIGATIVE AGENCY AND DATE INITIATED. IF SENT TO CSC, SPECIFY CENTRAL OFFICE OR REGION NO.

28. IS THERE ADVERSE SUITABILITY INFORMATION ABOUT THIS PERSON IN FILES OTHER THAN THE OFFICIAL PERSONNEL FOLDER? (See I.P.M. A-6)  NO  YES  
 NOT KNOWN IF "YES" OR "NOT KNOWN" IS CHECKED, GIVE THE NAME AND ADDRESS (or phone No.) OF THE OFFICE OR PERSON TO CONTACT FOR THE INFORMATION.

29. IF PERSON COMPLETED 3-YEARS OF SUBSTANTIALLY CONTINUOUS SERVICE THAT IS CREDITABLE FOR CAREER TENURE (GIVE TYPE OF APPT(S) AND INCLUSIVE DATES OF PERIODS). (Limit if 3-year period began with the current or last appt.)

30. VET. PREP.  NO  1 PT  10 PT DSAB  10 PT OTHER

31. INSURED UNDER FEGLI?  YES  NO

32. IF WAIVED, GIVE DATE OF UNCANCELLED WAIVER

33. SUBJECT TO CS RETIREMENT ACT?  YES  NO

34. SERVICE COMPUTATION DATE

35. DATE OF LAST MED. CERT. ON FILE 28 Jan 1963

36. IS THERE ADVERSE INFORMATION IN THE OFFICIAL PERSONNEL FOLDER SUCH AS REMOVAL OR SUSPENSION ON SECURITY OR OTHER GROUNDS, CHARGES PENDING, UNSATS. PER. RATING, LETTERS OF WARNING OR REPRIMAND?  NO  YES  
 If "Yes", explain under Remarks, unless covered by Item 14.

28. REMARKS (Continue on reverse if necessary)

29. HAS THIS PERSON EVER SERVED IN AN APPOINTED POSITION UNDER A STATUS APPT. (i.e., career, career-cond., probational, etc.)?  NO  YES. (Request this information only when the position to be filled is appointed. REPLY to this question is not required if person is now a career employee or has veteran preference.)

30. COMPLETE ALL ITEMS BELOW

31. NAME OF PERSON GIVING INFORMATION Harold O. Jenkins 32. DATE Nov 3 1964

33. TITLE Admin. Officer

34. TEL. NO. OR CODE AND EXT. 173-3295

4 October 1963

**MEMORANDUM FOR:** Chief, Contract Personnel Division  
**SUBJECT** : Termination of Contract - Ross L.  
Crozier

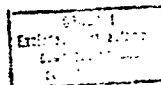
1. Attached is the original of Form 1689, Clearance Sheet for Termination of Contract Personnel, for retention in your file. A copy has been forwarded to the Office of Security for their records.

2. Also attached is Mr. Crozier's letter of resignation. In accordance with the provision of his contract providing for a ninety day notice, the resignation becomes effective close of business 28 November 1963.

**Desmond FitzGerald**  
Chief, Special Affairs Staff

**Attachments:**  
Form 1689 h/v  
Letter of Resignation

**SECRET**



EMPLOYMENT

Reason for Leaving:

- 1954 - 1956 - Grant completed
- 1957 - 1960 - Firm went out of business
- 1960 - 1961 - Contract completed
- 1961 - 1963 - Completed contract for which hired.
- 1963 - date - Desire to relocate.

Page 2:

Re para 2 - Change "recruitment" to "employment"

NO ASSIGNMENT  
OS/OSD/SAB

*J. M. ...*  
9/20/63

*By phone - Per Gabriel in OS &  
Balladon - cover - no objection  
to address Henryan Employment  
Agency in use of resume - association with  
John S. 1964*

1 BOX  
Bulldozer

RESUME

Ross L. Crozier  
1607 S. 26th St  
Arlinton 6, Va.  
Tel. 684-6830.

EDUCATION

University of Costa Rica Economic & Social Sciences,  
Specialized Economic Theory  
(1-49 - 1953)

University of Havana, Cuba Economic & Social Sciences,  
(1954 - 1956)

EMPLOYMENT

MILITARY:

U.S. Army, Field Artillery 1940-41  
U.S. Air Force, 1941 - 49 (Canal Zone and India-Burma Theatre)

EMPLOYMENT

Jan 1963 to date: U.S. Army Element, Joint Operations Group  
7753, The Pentagon, Wash 25, D.C.  
Latin American Consultant.  
*Rec'd for exam - Desires to relocate*

Sep 61 - Jan 63 : Zenith Technical Enterprises, Inc.,  
Bldg 25, Coral Reef Drive,  
Miami 56, Fla.  
(Research Analyst)  
*Rec'd for exam - Completed contract for*

Sep 60 - Sep 61 : Clarence A. DeFew & Sons, *which hired*  
230 Park Ave., N.Y.C.  
Branch Office: Coral Gables, Fla.  
(Research Analyst)  
*Rec'd for exam - Contract completed*

Feb 57 - Aug 60 : Public Surveys Institute,  
1511 Bryant St., Dallas, Texas.  
(Havana Office: Feb 57 to Apr 58)  
(Mexico Office: June 58 to Apr 60)  
(Latin American Consultant)  
*Rec'd for exam - Form part of DeFew*

Sep 54 - Sep 56 : Pan American Foundation, U. of Florida,  
Gainesville, Fla. Scholarship Grant to  
U. of Havana.  
*Rec'd for exam - Grant completed*



RESUME - Ross L. Crozier - Continued.

ANALYSIS OF EXPERIENCE:

1. Latin American Consultant -

Area knowledge and Spanish language fluency dates back to 1946-49 when I engaged in preparation of economic and political studies and analyses of Latin American republics for U.S. Air Force staff and command dissemination. After studies in Economic and Social Sciences at universities of Costa Rica and Havana, I contributed to, or supervised, research, analysis and preparation of investment and marketing studies in Mexico and Cuba. Because of language fluency I have frequently maintained business and social contacts with ~~xxx~~ government agencies and indigenous organizations.

2. Training, Administration and Management: -

At various times, I have supervised two to five company personnel and up to twenty or thirty indigenous field agents. This also involved selection, ~~xxx~~ ~~and~~ and training of indigenous personnel as well as funding their field survey operations. Training usually ~~xxx~~ included the techniques of interviewing as attuned with the field of study or survey. ~~ix~~ The compilation of studies and publications frequently required editorial supervision and graphic presentation, using skills in maps, photography, reproduction methods, and some knowledge of printing.

FOREIGN LANGUAGE

Spanish - Reading - Writing - Speaking: Fluent.

PERSONAL DATA

Age	41
Health	Excellent
Marital Status	Married, two children
Geographical Preference	U.S. and Latin America
Salary	Open
Availability	On 30 days notice.

1 December 1964

Mr. B. E. Eryant  
Chief Transactions and Records Branch  
Departmental Personnel Division  
Post Office Department  
Washington, D.C.

Dear Mr. Eryant:

This is in reply to your request for a transcript of Mr. Ross L. Crozier's service with the Central Intelligence Agency. The transcript is as follows:

Contract Appointment	1 June 1949		
Salary Increase	1 Nov. 1949	\$400 per month	
End of Contract	31 Aug. 1953	500 per month	
New Contract Appointment	1 Sept. 1953	500 per month	
Salary Increase	1 Aug. 1954	4,200 per annum	
Salary Increase	1 Apr. 1956	5,060 per annum	
End of Contract	31 May 1957	5,915 per annum	
(Agent for Internal info.)	Conversion to Career Employee		
	1 June 1957	6,390 per annum	
	Salary Increase	15 Apr. 1958	8,330 per annum
	Salary Increase	18 Oct. 1959	8,570 per annum
	Salary Increase	10 Jul. 1960	9,215 per annum
	Salary Increase	16 Apr. 1961	9,475 per annum
	Salary Increase	14 Oct. 1962	10,420 per annum
	Termination	28 Nov. 1963	10,420 per annum

All of the above service is creditable for leave purposes, and all except the period of 1 January 1955 through 31 May 1957, which is covered by Social Security, is creditable for Civil Service retirement.

Standard Form 1150, Record of Leave Data Transferred, is enclosed in accordance with your request.

Very truly yours,

E. E. Echols  
Director of Personnel

Enclosure

DISTRIBUTION:

- 0 - Addressee
- 1 - Contract Div.
- 1 - D/Pers
- 1 - SA/C/POD

OP/POD/OUTPLACEMENT:DLL:mlw

1. LAST NAME <b>CROZIER</b>		PAY GRADE <b>FA-6</b>		INITIALS <b>L</b>		3. APPOINTMENT DATE <b>10/1/63</b>		5. TOTAL SERVICE FOR LEAVE (List of dates of separations)						
4. DATE AND NATURE OF SEPARATION <b>RESIGNATION 28 Nov. 1963</b> <b>(Amended Copy)</b>						<input checked="" type="checkbox"/> Subject to Sec. 2022a <input type="checkbox"/> Leave Act <input type="checkbox"/> No <input type="checkbox"/> Yes Covered to be subject to Sec. 2020f <input type="checkbox"/> Annual Leave Act		Years _____ Months _____ Days _____ <input checked="" type="checkbox"/> More than 13 years						
SUMMARY OF ANNUAL AND SICK LEAVE (HOURS)					SUMMARY OF HOME LEAVE (DAYS)					REMARKS				
1. Balance from prior leave year ended <b>5 JAs</b> 10 <b>63</b>					ANNUAL		SICK		14. Date arrival abroad for HS purposes <b>N/A</b>					
					360		652		15. Current balance as of _____ 19 _____					
6. Current leave year accrued through <b>23 Nov.</b> 10 <b>63</b>					18A		92		16. 12-month accrual rate _____					
					544		964		17. Dates leave used, prior 12 months _____					
7. Total					=		=		18. Monthly accrual date _____					
8. Reduction in credits, if any (current year)					16		00		19. Calendar days credit for next accrual date _____					
9. Total leave taken					=		=		20. Date basic service period completed _____					
10. Balance					528		564		MILITARY LEAVE 21. Dates during current calendar yr _____ to _____ 22. Dates during preceding calendar yr _____ to _____					
11. Total hours paid in lump sum <b>360 + 16 Hrs. Holiday</b>					ABSENCE WITHOUT PAY 23. During leave year in which separated _____ 24. During stop-instruction training period which began on _____ 25. During 12 month 12 accrual period (dates) _____						A COPY OF A WRIT OF FORFEITURE (Hours) <table border="1"> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </table>			
12. Salary, interest <b>\$10,420.00 PER ANNUM</b>														
13. Lump sum leave dates from <b>29 Nov. '63</b> to <b>3 Feb. 1964</b> (Hours)														
26. Certified correct by (Signature) _____ (Date) _____ (Title) _____ (Telephone) _____														

Standard Form No. 1130  
GSA GEN. REG. NO. 27  
1130-105

**RECORD OF LEAVE DATA TRANSFERRED**

POST OFFICE DEPARTMENT  
BUREAU OF PERSONNEL  
WASHINGTON, D.C. 20006

November 6, 1964

Central Intelligence Agency  
Personnel Office  
2430 E Street  
Washington, D. C. 20503

Gentlemen:

Mr. Ross L. Crosier, Job 6/20/22, presently employed in the Post Office Department, claims service in Central Intelligence Agency from 1949 to 1963.

In order that proper credit for leave and retirement may be given Mr. Crosier, it will be appreciated if your office will furnish verification of this service.

Sincerely yours,

*W. E. Bryant*

Chief, Transactions & Records Branch  
Departmental Personnel Division

SECRET

NOTIFICATION OF ESTABLISHMENT OF MILITARY COVER BACKSTOP		DATE 27 June 1963
CONTRACT PERSONNEL TO: <input checked="" type="checkbox"/> CHIEF, <del>XXXXXXXXXXXXXXXXXXXX</del> DIVISION		ESTABLISHED FOR Harold Noemayr
CHIEF, OPERATING COMPONENT, WH		FILE NO. K-7210
ATTN: WH/SS Mr. Mullane		IO CARD NO.
REF: Form 1322 Requesting Cover, 14 May 1963		
MILITARY COVER BACKSTOP ESTABLISHED		
US Army Element, Joint Operations Group		
<input checked="" type="checkbox"/> BLOCK RECORDS: <small>(OPMEMO 20-800.11)</small> a. TEMPORARILY FOR _____ DAYS, EFFECTIVE _____ <input checked="" type="checkbox"/> CONTINUING, EFFECTIVE <u>EOD</u> _____		
<input type="checkbox"/> SUBMIT FORM 642 TO CHANGE LIMITATION CATEGORY TO 3. <small>(HB 20-300.2)</small>		
<input type="checkbox"/> ASCERTAIN THAT ARMY W-2 BEING ISSUED. <small>(HB 20-661.1)</small>		
<input type="checkbox"/> SUBMIT FORM 1322 FOR ANY CHANGE AFFECTING THIS COVER. <small>(R 240-350)</small>		
<input type="checkbox"/> SUBMIT FORM 1323 FOR TRANSFERRING COVER RESPONSIBILITY. <small>(R 240-350)</small>		
<input type="checkbox"/> REMARKS:		
<input type="checkbox"/> COPY TO CPD/OP		
<i>James H. Franklin</i> CD/S1 CHIEF, MILITARY COVER, CCB		Extended 10/17/63 (15-20-44) 108

20 Nov 1964

MEMORANDUM FOR: Chief, Outplacement Service

ATTENTION : Mr. Jenkins

SUBJECT : Verification of Contract Service--  
Ross L. CROZIER

1. Attached is a request from the Post Office Department for the leave record and verification of service of Ross L. Crozier.

2. Mr. Crozier's record of service as contained in files of Contract Personnel Division is as follows:

<u>Date</u>	<u>Action</u>	<u>Compensation</u>
1 June 1949	Hired Under Contract	\$ 400 per month
1 November 1949	Salary Increase	\$ 500 per month
1 September 1953	Salary Increase	\$ 4,200 per annum
1 August 1954	Salary Increase	\$ 5,060 per annum
1 April 1956	Salary Increase	\$ 5,915 per annum
1 June 1957	Career Agent	\$ 6,390 per annum
15 April 1958	Salary Increase	\$ 8,330 per annum
18 October 1959	Salary Increase	\$ 8,570 per annum
10 July 1960	Salary Increase	\$ 9,215 per annum
16 April 1961	Salary Increase	\$ 9,475 per annum
14 October 1962	Salary Increase	\$10,420 per annum
28 November 1963	Terminated	\$10,420 per annum

3. All of the above service is creditable for leave purposes. Staff Agent Payroll Section should be requested to furnish the required leave data. Other than the period 1 January 1955 through 31 May 1957 when subject was mandatorily covered by Social Security the entire service is creditable for Civil Service Retirement purposes.

4. It is suggested that Central Cover Staff be contacted prior to releasing information to the requesting agency.

Joseph B. Ragan  
Chief, Contract Personnel Division

Distribution:  
Orig & 1 - Addressee  
3 - CPD

SECRET

*Contract Pers*

MEMORANDUM FOR: The Comptroller

SUBJECT : Verification of Agency Service on Individual Retirement Record, S. F. 2306  
~~████████████████████~~

REFERENCE : Memorandum from the Comptroller to the Director of Personnel, dated 27 August 1953

1. It is requested that the following service of ~~████████████████████~~ be recorded on his Individual Retirement Record, S. F. 2306, as verified service for which no deductions were taken:

Hired Under Contract	1 June 1949	\$ 400 per month
Salary Increase	1 Nov. 1949	\$ 500 per month
Salary Increase	1 Sept. 1953	\$4200 per annum
Salary Increase	1 Aug. 1954	\$5060 per annum
Termination of Creditable Service	31 Dec. 1954	\$5060 per annum

2. It is further requested that a receipted copy of this memorandum be returned to Benefits and Services Division, Room 1 J 37, Headquarters when Subject's service has been entered upon your records.

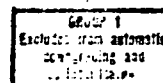
B. DeFelice  
Chief, Benefits and Services Division

Distribution:

- 0 & 1 - Addressee
- 1 - D/Pers
- 1 - C/ESD
- ✓ 1 - OPF
- 1 - BCB Retirement

OP/ESD/BCB/RSage:emt (7 October 1963)

SECRET



SECRET

NOTIFICATION OF ESTABLISHMENT OF MILITARY COVER BACKSTOP		DATE 8 October 1963
TO: (Check) <input checked="" type="checkbox"/> CHIEF, <del>XXXXXXXXXXXXXXXXXX</del> DIVISION	ESTABLISHED FOR <i>Nalman</i>	
	CHIEF, OPERATING COMPONENT, SAS (Prov.)	CROZIER, ROSS L.
ATTN: Mr. Dawson	FILE NO. K-7210	ID CARD NO.
REF: Resignee Backstop Briefing		
MILITARY COVER BACKSTOP ESTABLISHED		
See remarks.		
<input type="checkbox"/> BLOCK RECORDS: RESIGNATION DATE: 28 November 1963 <small>(OPMEMO 20-800-11)</small> a. TEMPORARILY FOR _____ DAYS, EFFECTIVE _____ <input checked="" type="checkbox"/> CONTINUING, EFFECTIVE EOD		
<input type="checkbox"/> NA SUBMIT FORM 642 TO CHANGE LIMITATION CATEGORY TO 3. <small>(RB 20-300-2)</small>		
<input type="checkbox"/> NA ASCERTAIN THAT ARMY W-2 BEING ISSUED. <small>(RB 20-501-1)</small>		
<input type="checkbox"/> NA SUBMIT FORM 1322 FOR ANY CHANGE AFFECTING THIS COVER. <small>(R 240-250)</small>		
<input type="checkbox"/> NA SUBMIT FORM 1323 FOR TRANSFERRING COVER RESPONSIBILITY. <small>(R 240-250)</small>		
<input checked="" type="checkbox"/> REMARKS: Cover History: 1953 - Jul 54 - NOC, overseas; Aug 54 - Feb 57 - NOC, overseas; May 57 - Sept 60 - NOC, CONUS; Sept 60 - Aug 61 - NOC, CONUS; Sept 61 - Jan 63 - NOC, CONUS; Jan 63 - Jul 63 - DAC, Hdqs.  Subject will use above information for back-stopping and use for commercial use only. Should he ever have need to apply for a governmental position, he will contact this office and will ignore above information and use CIA from 25x 1953 on.  <input type="checkbox"/> Fwdg address not known. <input type="checkbox"/> COPY TO CPD/OP		
CD/s1 CHIEF, MILITARY COVER, CCR <i>James H. Franklin</i>		(13-20-43)
DISTRIBUTION: 1-OSD/OC, 1-PSD/OS, 1-ADPD/COMPT		



SECRET

4 October 1963

MEMORANDUM FOR: Chief, Contract Personnel Division

SUBJECT : Termination of Contract - Ross L.  
Crozier

1. Attached is the original of Form 1689, Clearance Sheet for Termination of Contract Personnel, for retention in your file. A copy has been forwarded to the Office of Security for their records.

2. Also attached is Mr. Crozier's letter of resignation. In accordance with the provision of his contract providing for a ninety day notice, the resignation becomes effective close of business 28 November 1963.

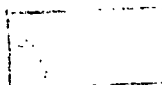
Charles J. Francis /s/

Desmond FitzGerald  
Chief, Special Affairs Staff

Attachments:  
Form 1689 h/w  
Letter of Resignation

Joseph T.

SECRET



SECRET

CLEARANCE SHEET FOR TERMINATION OF CONTRACT PERSONNEL			DATE	
THIS FORM MUST BE SIGNED AND SUBMITTED IN DUPLICATE			30 Aug. 1963	
PERSONAL DATA				
NAME (Last, First, Middle - true or pseudonym)		OFFICE AND BRANCH OF ASSIGNMENT		
Crozier, Ross L.		Special Affairs Staff		
LOCAL ADDRESS		PERMANENT ADDRESS		
Apt. 9 1607 So 26th St Arlington Va		Same		
PERMANENT STATION OR BASE		POSITION OR FUNCTIONAL TITLE		
Washington D.C.		Ops Officer		
CONTRACT DATA				
DATE CONTRACT EFFECTIVE	DATE CONTRACT LAST RENEWED	DATE CONTRACT EXPIRES	DATE OF CONTRACT TERMINATION	
1 June 1957	original contract	contract for	28 November 1963	
REASON FOR CONTRACT TERMINATION: indefinite term      indefinite term				
<b>RESIGNATION</b>				
INTERNAL STAFF OR DIVISION CLEARANCES (Add or delete as applicable)				
COMPONENT	CLEARED BY	DATE	REMARKS	
FINANCE	<i>OPZ</i>	8/30/63		
LOGISTICS	<i>AT</i>	8/30		
PERSONNEL	<i>DCD</i>	8/30/63		
CONTRACT APPROVING OFFICER		CLEARED BY (Signature)	DATE	
		<i>Charles J. Francis</i>	30 Aug 63	
SCHEDULE OF INTERVIEWING OFFICES				
(OFFICES NOT REQUIRING INTERVIEW WILL SO INDICATE)				
OFFICE	SCHEDULE			INTERVIEWING OFFICIAL
	DATE	TIME	LOCATION	
CENTRAL COVER DIVISION			already briefed no interview rec.	CLEARED BY (Signature) <i>P. Beladone</i> DATE 23 Sep '63
OFFICE OF SECURITY SSD			no interview messing	CLEARED BY (Signature) <i>P. Beladone</i> DATE 9/30/63
OFFICE OF PERSONNEL CPD				CLEARED BY (Signature) <i>P. Beladone</i> DATE Aug 30, 1963
REMARKS (Please initial)				
STAFF OR DIVISION AND BRANCH OF ASSIGNMENT		SIGNATURE OF STAFF OR DIVISION RESPONSIBLE OFFICER		DATE
SAS/EOB		<i>Charles J. Francis</i>		30 Oct. 63

30 August 1963

Washington 25, D.C.

DIRECTOR,  
Central Intelligence Agency,  
Washington 25, D.C.

I hereby tender my resignation from the Central Intelligence Agency as a Career Agent. In accordance with the termination clause in my contract, request that all salary be continued for a period of 90 days from this date. I understand that my services are to be available to the Agency during the period of 90 days.

Ross L. Crozier

1607 S. 26th St  
Arlington 6, Va.

SECRET

13 March 1963

MEMORANDUM FOR: Chief, Finance Division  
 Chief, Staff Agent Accounts Section

THROUGH : Chief, Contract Personnel Division

SUBJECT : Reassignment of Career Agent -  
 Harold R. NOEMAYR

This is to advise you that Career Agent Harold R. NOEMAYR was reassigned PCS from JMWAVE to the Washington, D. C. area on 21 January 1963.

*Howard J. Preston*  
 HOWARD J. PRESTON  
 Chief, SAS/Support

REVIEWED:  
*Joseph B. Bagshaw*  
 Special Contracting Officer

SECRET

GROUP 1  
 EXCLUDED FROM AUTOMATIC  
 DOWNGRADING AND  
 DECLASSIFICATION

MEMORANDUM FOR: Chief, Finance Division

VIA : Chief, Contract Personnel Division/CP

SUBJECT : Qualification for Premium Pay

REFERENCES : (A) Memorandum to ALCI from General Counsel, dated 29 May 1962. Subject: Delegation of Authority (UGC 62-1131)

(B) Memorandum to DC/S from Chief, Task Force 2, dated 17 August 1962. Subject: Application of Raising Allowance and Premium Pay to Certain JMWAVE Contract Personnel

1. This is to certify that Harold R. NOEMAYR, a Career Agent, assigned PCS to the geographic area of JMWAVE and JMWAVE, qualifies for premium payment according to the authorization contained in the referenced memorandums. This certification is based upon the following conditions of subject's employment during his PCS assignment.

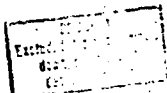
(a) Subject's hours of duty cannot be controlled administratively.

(b) In order to satisfactorily discharge his duties, subject is required to perform substantial amounts of irregular, unscheduled, overtime duty, and duty at night and on holidays.

(1) A substantial amount of irregular, unscheduled, overtime duty means an average of at least six hours of such overtime duty a week.

(2) The irregular, unscheduled, overtime duty is a continual requirement, generally averaging more than once a week.

SECRET



Page 2

(3) Night and Holiday duty will be performed from time to time.

(c) Subject is responsible for recognizing, without supervision, circumstances which require him to remain on duty.

2. The effective date for this premium payment will be the beginning of the first pay period following 1 September 1962.

WILLIAM K. HARVEY -  
Chief, Task Force B

APPROVED:

/s/ Emmet D. Echols

Director of Personnel

29 JAN 1963

Date

To Finance Division:

\*APPROVED:

/s/ Joseph D. ...

Special Contracting Officer

\*Approved as an amendment to the compensation paragraph of subject's current contract authorizing Premium Pay in conformance with and subject to the policies of this organization.



CONFIDENTIAL

U. S. GOVERNMENT PRINTING OFFICE: 1954-320030

1. Agency and organizational designations

DDP/TFW

2. Payroll period

3. Block No.

4. Slip No.

5. Employee's name (and social security account number when appropriate)

NOEMAYER, Harold R. (F) CAREER AGENT

5. Grade and salary

\$10,105

PAYROLL CHANGE DATA

	BASE PAY	OVERTIME		GROSS PAY	RET.	FEDERAL TAX	BOND	F. I. C. A.	STATE TAX	GROUP LIFE INS.			NET PAY
7. Previous normal													
8. New normal													
9. Pay this period													

10. Remarks

I CERTIFY THAT THE WORK OF THE ABOVE NAMED IS OF AN ACCEPTABLE LEVEL OF COMPETENCE

11. Appropriation(s)

12. Prepared by  
Jlv 23 Oct 62

13. Audited by

Periodic step-increase.  Pay adjustment.  Other step-increase.

14. Effective date

15. Date last equivalent increase

16. Old salary rate

17. New salary rate

18. Performance rating is satisfactory or better.

14 Oct 62

16 Apr 61

\$10,105

\$10,420

(Signature or other authentication)

No excess LWOP. Total excess LWOP.

(Check applicable box in case of excess LWOP)

in pay status at end of waiting period.

in LWOP status at end of waiting period.

(Initials of Clerk)

STANDARD FORM NO. 11264-Rev'd

Form prescribed by Comp. Gen., U. S.

October 20, 1954, General Regulations No. 102

CONFIDENTIAL

PAYROLL CHANGE SLIP — PERSONNEL COPY

25 September 1962

MEMORANDUM FOR: Chief, Contract Personnel Division

SUBJECT : Application of Housing Allowance for Certain  
Contract Personnel

It is requested that the contracts for the following named  
Contract Employees and Career Agents be amended to include, in the  
applicable paragraph, the provision:

"You are herein authorized housing assistance in  
conformance with and subject to the policies of this  
organization."

CADICK, Irving G. (Career Agent)  
DEVUOSO, Irving G. (Career Agent)  
HOGSWAY, Harold R. (Career Agent)  
CLAVARCO, Phillip B. (Contract Employee)  
HEARN, Bruce R. (Contract Employee)

HOWARD J. PRESTON  
Chief, TPN/Support

\*APPROVED:

\_\_\_\_\_  
Special Contracting Officer

\*Approved as amendment effective  
1 September 1962 to the contracts for the  
individuals listed above.



SECRET

30 November 1961

MEMORANDUM FOR: Contract Personnel Division

SUBJECT : Harold R. NOEMAYR (ps)

1. Effective 1 January 1962 Harold R. NOEMAYR is being transferred to WH/4/Personnel, Mr. Juul, 1905 Quarters Eye, ext. 8350. He was transferred PCS to WAVE on 20 October 1961.

2. The LIESGE Project is being terminated and starting on 1 January 1962 he will be paid from allotment #2335-5452-1000.

NED P. HOLMAN  
C/WH/3

/s/ Joseph B. T. ...

11 Dec 1961  
Louis W. Armstrong

SECRET

15 September 1961

MEMORANDUM TO: Career Agent Panel

SUBJECT : Assignment of Harold E. Boenyer

Approval is requested for the PCS assignment of Boenyer to JMAVE, a domestic base. Subject will be utilized as an Ops Officer in PA/Propaganda activities in support of Project JKATS. It is anticipated that Boenyer will receive a cover salary (offset) during the period of this assignment. Such offset would not exceed his net Agency compensation.

J. C. KING  
Chief

Western Hemisphere Division

Approved by CS/CS Agent Panel  
23 Sept 1961

Louis W. Armstrong  
Secretary, CS/CS Agent Panel

14-00000

Mr. Harold R. Noemayr

Dear Mr. Noemayr:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 June 1957, as amended.

Effective close of business 10 June 1961, that portion of Paragraph two (2) entitled "Compensation" which pertains to the authorization of additional compensation in the amount of \$80 per month is deleted in its entirety.

All other terms and conditions of the contract, as amended, remain in full force and effect.

UNITED STATES GOVERNMENT

BY \_\_\_\_\_

Contracting Officer

*R. H. [unclear] / 10 Jul 61*

*A. M. [unclear]*

SECRET

28 June 1961

MEMORANDUM FOR: Contract Personnel Division  
SUBJECT : Amendment of Contract, case of Harold R. NOEMAYER

It is requested that the Contract for Subject, as amended, be further amended to discontinue that portion of the "Compensation" section which states "You will receive additional compensation, amounting to \$90.00 per month, effective 8 January 1961, in lieu of payment of the regular overtime rates for irregular, unscheduled and frequent overtime, for the duration of this assignment". It is requested that this discontinuance be effected C.O.B. 10 June 1961.

*Ernest J. Hull*  
for HERBERT V. JUUL  
Chief, WH/4/Personnel

APPROVED:

*Fred F. Cyrus*  
FRED F. CYRUS  
Chief, WH/4/Support

Approved by CS/CS Agent Panel  
(Date) *12 July 1961*  
*Levin W. Armstrong*  
Secretary, CS/CS Agent Panel

SECRET

## Office Memorandum • UNITED STATES GOVERNMENT

TO : SCO (Mr. Leutscher)

FROM : Operations Division, Medical Staff

SUBJECT: NOEMAYR, Harold R. (p)

DATE: 7 June 61

Subject has been evaluated by the Medical Staff and found physically qualified for departmental duties only. The Medical Staff recommends that Subject receive annual medical evaluations.

*Donald W. Farley*  
Donald W. Farley  
Administrative Officer

Distribution:  
Original - Addressee  
1 - WH/4 (Hardt)  
1 - OD/TS

SECRET

CONFIDENTIAL

U. S. GOVERNMENT PRINTING OFFICE: 1954-320039

1. Agency and organizational designation DDP/WH		2. Payroll period		3. Back No.		4. Slip No.	
5. Employee's name (and social security account number when appropriate) NOEMAYER, HAROLD R. (P) CAREER AGENT				6. Grade and salary \$9,215			
PAYROLL CHANGE DATA							
7. Previous normal	BASE PAY	OVERTIME	GROSS PAY	RET.	FEDERAL TAX	BOND	NET PAY
8. New normal							
9. Pay this period							
10. Remarks						11. Appropriation(s)	
						12. Prepared by Jlv 22 March 61	
						13. Audited by	
<input checked="" type="checkbox"/> Periodic step-increase <input type="checkbox"/> Pay adjustment <input type="checkbox"/> Other step-increase							
14. Effective date 16 Apr 61	15. Date last equivalent increase 18 Oct 59	16. Old salary rate \$9,215	17. New salary rate \$9,475	18. Performance rating is satisfactory or better.			
19. LWOP data (Fill in appropriate spaces covering LWOP during following periods):							
<input checked="" type="checkbox"/> No excess LWOP. Total excess LWOP.							
<input type="checkbox"/> In pay status at end of waiting period. <input type="checkbox"/> In LWOP status at end of waiting period.							
STANDARD FORM NO. 1125a—Revised						Form prescribed by Comp. Gen., U. S. October 26, 1954, General Regulations No. 102	
Confidential						PAYROLL CHANGE SLIP — PERSONNEL COPY	

SECRET

Mr. Harold R. Noemayr

Dear Mr. Noemayr:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 June 1957, as amended.

Effective 8 January 1961, and to continue for the duration of your current assignment, paragraph two (2) of subject contract, entitled "Compensation" is amended to authorize additional compensation in the amount of \$80.00 per month in recognition and compensation of the irregular, unscheduled and frequent requirement of hours of duty over and above the regular and daily schedule.

All other terms and conditions of the contract, as amended, remain in full force and effect.

UNITED STATES GOVERNMENT

BY \_\_\_\_\_

Contracting Officer

*RECEIVED May 61  
W.H. Lidge  
Cav. Sgt.*

SECRET

4 May 1961

MEMORANDUM FOR: Contract Personnel Division  
SUBJECT: Amendment of Contract, case of Harold R. HOLMES

It is requested that the Contract for Subject, as amended, be further amended to reflect the following addition: "Compensation". "You will receive additional compensation, amounting to \$30.00 per month, effective 9 January 1961, in lieu of payment of the regular overtime rates for irregular, unscheduled and unannounced overtime, for the duration of this assignment."

*Herbert J. ...*  
Chief, J. H. Personnel

APPROVED

*William D. ...*  
Chief, J. H. Support

Approved by CS/CS Acctg Panel

*Louis W. Armstrong*  
6/1  
Secret

SECRET

Mr. **Harold R. Noemayr** \_\_\_\_\_

Dear Mr. **Noemayr**: \_\_\_\_\_

Reference is made to your letter of 26 November 1960, titled "Letter to the Director, Federal Bureau of Investigation, dated 26 November 1960."

The Bureau has advised you that the date of the meeting was **1 June 1957**.

The Bureau has also advised you that the date of the meeting was **26 November 1960**.

The Bureau has also advised you that the date of the meeting was \_\_\_\_\_

The Bureau has also advised you that the date of the meeting was \_\_\_\_\_ for \_\_\_\_\_

\_\_\_\_\_ ~~XXXXXXXXXXXXXXXXXXXX~~ \_\_\_\_\_  
\_\_\_\_\_ the \_\_\_\_\_ \_\_\_\_\_  
\_\_\_\_\_ this program \_\_\_\_\_  
\_\_\_\_\_ of the program \_\_\_\_\_  
\_\_\_\_\_ the \_\_\_\_\_ \_\_\_\_\_  
\_\_\_\_\_ the \_\_\_\_\_ \_\_\_\_\_

All other terms \_\_\_\_\_

*Handwritten:*  
**Al/IC Nov 60**  
**R**



Mr. Harold H. Mcemays

Dear Mr. Mcemays:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 June 1957, as amended.

Effective 15 February 1960 said contract, as amended, is further amended by adding after subparagraph (c) of paragraph four (4) entitled "Allowances" the following:

"(d) You will be entitled to a home service transfer allowance in conformance with applicable Government regulations."

All other terms and conditions of the contract, as amended, remain in full force and effect.

UNITED STATES GOVERNMENT

BY \_\_\_\_\_  
Contracting Officer

DHL/LL/17 Feb 60  
FE/WH/Lienage  
Co. H. D. Puckett x 2555  
C. A.

SECRET

15 February 1960

MEMORANDUM FOR: Chief, Contract Personnel Division  
SUBJECT : Harold R. NOEMAYR (ps)

It is requested that the contract for Harold R. NOEMAYR,  
Career Agent, be amended to include a "Home Service Transfer  
Allowance."

*J. C. King*  
J. C. King  
Chief, WID

SECRET

SECRET

23 November 1959

MEMORANDUM FOR: Chief, Finance Division  
VIA: Chief, Contract Personnel Division  
SUBJECT: Request for Periodic Step Increase  
Harold R. NOEMAYR (Career Agent)

It is requested that Subject's contract be amended to show a periodic step increase from \$8,330 to \$8,570, retroactive to 18 October 1959. NOEMAYR's performance during the period 15 April 1958 to 18 October 1959 has been satisfactory.

J. C. KING,  
Chief, WMD

CONCURRENCE:

*D. W. [Signature]*  
Chief, Contracting Officer

SECRET

SECRET

4718

Chief of Station, Mexico City

301-32783

Chief of Station, Havana

Chief, WFO

Commodation for Harold S. Rosmyr

See Paragraph 2

1. On 30 August 1950, the Deputy Chief of SIS signed a commendation addressed to Harold S. Rosmyr (formerly principal agent of AMBASSADOR) which is being retained in Rosmyr's file at Headquarters. The commendation reads as follows:

"In March of this year, you volunteered for and effectively carried out a special assignment which required you to enter the rebel-held territory of eastern Cuba.

"By working your way into the mountain strongholds of the Cuban rebel forces, with no their frictions, and bringing out a quantity of significant and timely intelligence, under conditions of variable and hazardous risk, you displayed initiative, resourcefulness and courage in the best tradition of our organization.

"You are commended for a job well done. A copy of this letter will be placed in your personal file."

2. It is requested that Rosmyr be advised of the above.

CLARENCE G. SULLIVAN

Distribution:

- 3 - Mexico City
- 1 - Havana

22 August 1950

SECRET

20 AUG 1958

*Harold R. Noemayr*

Mr.  
Mexico, D. F.  
Mexico *Noemayr*  
Dear Mr.

In March of this year, you volunteered for and effectively carried out an Agency assignment which required you to enter the rebel-held territory of eastern Cuba.

By working your way into the mountain stronghold of the Cuban rebel forces, winning their friendship, and bringing out a quantity of significant and timely intelligence, under conditions of hardship and personal risk, you displayed initiative, resourcefulness and courage in the best tradition of our organization.

You are commended for a job well done. A copy of this letter will be placed in your personnel file.

Sincerely,

SECRET

C. P. Cabell  
General, USAF  
Deputy Director

SECRET

SECRET

Mr. Harold E. Noe mayr

Dear Mr. Noe mayr:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 June 1957, as amended.

Effective 1 May 1962, said contract, as amended, is further amended in the following manner:

a. The first sentence of sub-paragraph (b) of paragraph four (4), entitled "Allowances," is revised to read as follows:

"In addition to the above payments, you will be entitled to an equalization allowance computed in conformance with applicable Government regulations and policies. (For your information, the equalization allowance for Mexico City is presently \$900.00)"

b. The following sub-paragraph is added after sub-paragraph (c) of paragraph five (5), entitled "Travel":

"(d) For you, your dependents, your personal automobile and your household effects between permanent posts of assignment."

All other terms and conditions of the contract, as amended, remain in full force and effect.

You will please indicate your approval by signing in the space provided below.

UNITED STATES OF AMERICA

BY \_\_\_\_\_  
Contracting Officer

ACCEPTED:

\_\_\_\_\_  
Harold E. Noe mayr

WITNESS: \_\_\_\_\_

APPROVED: \_\_\_\_\_

DHL/xc/- 9 years

72/411/Lodge

CRS-CGT

G.O. H.A.

RECORDED

SECRET

SECRET

Mr. Harold R. Noemayr

Dear Mr. Noemayr:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 June 1957, as amended.

Effective 1 May 1958, said contract, as amended, is further amended in the following manner:

(a) The first sentence of sub-paragraph (b) of Paragraph four (4), entitled "Allowances," is revised to read as follows:

"In addition to the above payments, you will be entitled to an equalization allowance computed in conformance with applicable Government regulations and policies. (For your information, the equalization allowance for Mexico City is presently \$00.)"

(b) The following sub-paragraph is added after sub-paragraph (c) of Paragraph five (5), entitled "Travel":

"(d) For you, your dependents, your personal automobile and your household effects between permanent posts of assignment."

All other terms and conditions of the contract, as amended, remain in full force and effect.

UNITED STATES GOVERNMENT

BY \_\_\_\_\_  
Contracting Officer

APPROVED:

\_\_\_\_\_

*not executed*  
D.H.A./AK - 3 June 1958  
JI/WH/LI EDGE  
Career Agent  
C.O. J. S. Fickett, X-2535m 3162

SECRET

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO : SCO (Mr. Luetscher)

DATE: 19 May 1958

FROM : Operations Division, Medical Staff

SUBJECT: Harold R. BOEMAYR (P)

Subject has been evaluated by the Medical Staff and found qualified for proposed overseas assignment.

*James R. Fearon*  
James R. Fearon  
Administrative Officer

MS/JRF:alp

Distribution:

- Orig. - Addresses
- 1 - MS/3 (Puckett)
- 1 - MS

SECRET



2555  
SECRET 3162 - *Less, Cuba*

<b>CONTRACT INFORMATION AND CHECK LIST</b>		1. OFFICER <b>L. D. Puckett</b>	DIVISION <b>WHI</b>
INSTRUCTIONS: Complete all items, inserting "NA" when items are not applicable. Forward original and one copy for preparation of contract.		TELEPHONE EXTENSION <b>2555 or 3162</b>	DATE <b>16 April 1958</b>
SECTION I GENERAL			
1. NAME <input checked="" type="checkbox"/> PERSONNEL <input type="checkbox"/> FOOD <b>Harold R. NOEMAYR</b>	2A. PROJECT <b>LIERGE</b>	3. ALLOTMENT NO.	4. SLOT NO.
5. PREVIOUS CIVIL EMPLOYMENT OR ADDRESS <b>Arthur G. VAIVADA</b>	2B. PERMANENT STATION <b>MEXICO CITY - <i>Less, Cuba</i></b>	6. INDIVIDUAL IS PRESENTLY ENGAGED, OR HAS BEEN ENGAGED BY CIA OR ITS ALLIED ACTIVITIES IN SOME CAPACITY <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO (If yes, describe and include salary) <b>Career Agent GS-12 \$7,570.00</b>	
7. SECURITY CLEARANCE (Type and date) <b>CSA 3 July 1957 (Amendment in process to include Mexico City)</b>		8. CONTRACT IS TO BE WRITTEN IN STERILE FORM I.E., "U.S. GOVERNMENT" <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
9. INDIVIDUAL WILL WORK UNDER "CONTROLLED CONDITIONS" I.E., REGULAR OFFICE HOURS AWAY FROM SUBJECT'S HOME AND PERFORMED UNDER THE SUPERVISION OF A STAFF EMPLOYEE OR STAFF AGENT <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		10. PROPOSED CATEGORY (Contract agent, contract employee, etc.) <b>Career Agent</b>	
SECTION II PERSONAL DATA			
11. CITIZENSHIP <b>USA</b>	12. IF NOT U.S. CITIZEN, INDIVIDUAL IS A PERMANENT RESIDENT ALIEN <input type="checkbox"/> YES <input type="checkbox"/> NO	13. AGE <b>35</b>	14. DATE OF BIRTH (Month, day, year) <b>20 June 1922</b>
15. LEGAL RESIDENCE (City and state or country) <b>Omaha, Nebraska</b>		16. CURRENT RESIDENCE (City and state or country) <b>Alexandria, Virginia</b>	
17. MARITAL STATUS (Check as appropriate) <input type="checkbox"/> SINGLE <input checked="" type="checkbox"/> MARRIED <input type="checkbox"/> MARRIED <input type="checkbox"/> ANNULLED <input type="checkbox"/> SEPARATED <input type="checkbox"/> DIVORCED			
18. NUMBER OF DEPENDENTS (Not including individual) RELATIONSHIP AND AGE: <b>Three, wife and two children</b>		19. INDIVIDUAL IS RELATED TO A STAFF EMPLOYEE, STAFF AGENT OR AN INDIVIDUAL CURRENTLY WORKING FOR THE AGENCY IN SOME CAPACITY <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO RELATIONSHIP:	
SECTION III U.S. MILITARY STATUS			
20. RESERVE <b>NO</b>	21. VETERAN <b>Yes</b>	22. IF RETIRED, INDICATE CATEGORY (Longevity, combat disability, service disability non-combat)	
23. BRANCH OF SERVICE <b>US Army &amp; US Air Force</b>	24. RANK OR GRADE <b>Tech Sgt</b>	25. DRAFT ELIGIBLE <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	26. DRAFT DEFERMENT OBTAINED BY CIA <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
SECTION IV COMPENSATION			
27. BASIC SALARY <b>\$7,570.00 p/a</b>	28. POST DIFFERENTIAL <b>None</b>	29. COVER (Breakdown, if any) <b>Income derived from cover will be turned in to Station</b>	30. TAXES TO BE WITHHELD BY <input type="checkbox"/> COVER <input checked="" type="checkbox"/> CIA <input type="checkbox"/> NOT WITHHELD
SECTION V ALLOWANCES (NORMALLY GRANTED ONLY TO RESIDENTS OF THE UNITED STATES)			
31. QUARTERS <b>\$2,200.00 p/a</b>	32. POST <b>None</b>	33. OTHER <b>Educational (2 children) \$500.00 p/a</b>	
34. COVER (Breakdown, if any) <b>None</b>		34. COVER (Breakdown, if any) <b>Temporary living allowance, if required, not to exceed additional \$186.00</b>	
SECTION VI TRAVEL			
35. TYPES <input checked="" type="checkbox"/> PCS <input type="checkbox"/> DOMESTIC OPERATIONAL <input checked="" type="checkbox"/> FOREIGN OPERATIONAL			36. WITH DEPENDENTS <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
37. HOUSEHOLD EFFECTS TO BE SHIPPED <b>Havana, Cuba to Mexico <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO</b>	38. PERSONAL VEHICLE TO BE SHIPPED <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	39. TRANSPORTED VEHICLE TO BE USED FOR OPERATIONAL TRAVEL <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
40. IF WITH DEPENDENTS STATE RELATIONSHIP, CITIZENSHIP, AGE AND DATE OF BIRTH <b>Wife, Costa Rican citizen, born 15 March 1918</b> <b>Son, <del>REDACTED</del> born 4 September 1949 - US citizen</b> <b>Daughter, <del>REDACTED</del> born 24 June 1951 - US citizen</b>			
41. PAYMENT AND ACCOUNTABILITY WILL BE IN CONFORMANCE WITH <input checked="" type="checkbox"/> CIA REGULATIONS <input type="checkbox"/> COVER POLICIES AND PROCEDURES			
SECTION VII OPERATIONAL EXPENSES			
42. PURCHASE OF INFORMATION <b>Yes as provided for in</b>	43. ENTERTAINMENT <b>Yes, as provided for in</b>	44. OTHER OP travel in Mexico. Yes, as provided for in project LIERGE	

<b>CONTRACT INFORMATION AND CHECK LIST (CONTINUED)</b>		CASE OFFICER <b>L. D. Puckett</b>	DIVISION <b>WID</b>
NOTE: SEE INSTRUCTIONS ON FIRST SHEET.		TELEPHONE EXTENSION <b>2555 or 3162</b>	DATE <b>16 April 1958</b>
SECTION VIII OTHER BENEFITS			
45. BENEFITS (See Part XIV of Confidential Fund Regulations or successor regulations for benefits applicable to various categories of contract personnel. If medical benefits are requested, see R 15-230 or successor regulations.)			
Annual leave <i>Legislative pay increases &amp; in-grade</i> Sick leave Death and disability benefits equal to those authorized under Federal Employees Compensation Act. Missing Persons Act. <i>Educational allowance</i> Civil Service Retirement Regular Staff Employees medical benefits for employee and dependents as stated in R-15-230 (Subject will meet requirements when completes covert medical on 21 April 1958) <i>etc.</i>			
SECTION IX COVER ACTIVITY			
47. STATUS (Check)	<input checked="" type="checkbox"/> PROPOSES	48. TYPE (Check)	<input type="checkbox"/> PROPRIETARY <input type="checkbox"/> CULTURAL <input checked="" type="checkbox"/> COMMERCIAL <input type="checkbox"/> TOURIST <input type="checkbox"/> ESTABLISHED <input type="checkbox"/> SUBSIDIZED <input type="checkbox"/> EDUCATIONAL <input type="checkbox"/> MILITARY <input checked="" type="checkbox"/> OTHER <i>National</i>
49. IF COVER PAYMENTS ARE CONTINGENT, THEY WILL BE EFFECTED ON REIMBURSABLE BASIS <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL			
SECTION X OFFSET OF INCOME			
50. OFFSET OF INCOME AND OTHER EMOLUMENTS DERIVED FROM COVER ACTIVITIES (If less than total, justify in separate memo attached hereto.) <input checked="" type="checkbox"/> TOTAL <input type="checkbox"/> PARTIAL <input type="checkbox"/> NONE			
SECTION XI TERM			
51. DURATION	52. EFFECTIVE DATE	53. RENEWABLE	
DAYS: _____ MONTHS: <i>1</i> YEARS: <i>1</i>	<b>1 May 1958</b>	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
54. TERMINATION NOTICE (Number of days)		55. FORFEITURE OF RETURN TRAVEL FOR RESIGNATION PRIOR TO CONTRACT TERMINATION	
<b>30</b>		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
SECTION XII FUNCTION			
56. PRIMARY FUNCTION (PI, PP, other) <b>PI</b>			
SECTION XIII DUTIES			
57. GENERAL DESCRIPTION OF DUTIES TO BE PERFORMED  <b>Case officer for Communist Party operations in Mexico.</b>			
SECTION XIV QUALIFICATIONS			
58. EXPERIENCE <b>Contract and career agent since June 1949. Intelligence assignments in Costa Rica, Guatemala, and Cuba.</b>			
59. EDUCATION			
(Check Highest Level Attained)	<input type="checkbox"/> GRADUATE SCHOOL	<input checked="" type="checkbox"/> HIGH SCHOOL GRADUATE	<input type="checkbox"/> TRADE SCHOOL GRADUATE
	<input type="checkbox"/> BUSINESS SCHOOL GRADUATE	<input type="checkbox"/> COLLEGE (No degree)	<input type="checkbox"/> COLLEGE DEGREE
(Check Appropriate Degree Competency)	LANGUAGE	SPEAK	READ
	English	<input checked="" type="checkbox"/> FLUENT <input type="checkbox"/> AVERAGE <input type="checkbox"/> POOR	<input checked="" type="checkbox"/> FLUENT <input type="checkbox"/> AVERAGE <input type="checkbox"/> POOR
	Spanish	<input checked="" type="checkbox"/> FLUENT <input type="checkbox"/> AVERAGE <input type="checkbox"/> POOR	<input checked="" type="checkbox"/> FLUENT <input type="checkbox"/> AVERAGE <input type="checkbox"/> POOR
60. LANGUAGE COMPETENCY			61. INDIVIDUAL'S COUNTRY OF ORIGIN <b>USA</b>
62. AREA KNOWLEDGE <b>Extensive area knowledge of Central America and Caribbean areas. Has resided in Latin America since 1940.</b>			
SECTION XV PRIOR EMPLOYMENT			
63. JOB AND SALARY <b>1945-1949</b> <b>[REDACTED]</b>			
SECTION XVI ADDITIONAL INFORMATION			
64. ADDITIONAL OR UNUSUAL REQUIREMENTS, JUSTIFICATIONS OR EXPLANATIONS (Use other side if necessary)			

OVER

SECRET

*Harold C. Norman*

Mr. ~~██████████~~

Dear Mr. ~~██████████~~

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 June 1957.

Effective 1 June 1957, said contract is amended by adding after subparagraph (b) of Paragraph four (4), entitled "Allowances," the following:

"(c) You will be entitled to an educational allowance in conformance with and at the rates prescribed in applicable Government regulations."

All other terms and conditions of the contract remain in full force and effect.

UNITED STATES GOVERNMENT

BY \_\_\_\_\_

Contracting Officer

APPROVED:

*DHK/jak - 16 May 58*  
*Career Agent*  
*WH/FI/Amphibarch*

SECRET

SECRET

12 May 1958

MEMORANDUM FOR: Chief, Contract Personnel Division

VIA: FI/OPS (Miss Paxton)

SUBJECT: ~~Amendment of Contract~~  
Amendment of Contract

*Harold R. Gentry*

1. It is requested that Subject's contract effective 1 June 1957 be amended to include under Paragraph 4, Allowances, that Subject be entitled to the Educational Allowance for his children, effective from the initial date of the contract.

2. The above provision was inadvertently omitted from Subject's contract by the Area Desk, and since the Station notified Subject he was entitled to this allowance, it would be appreciated if this matter be corrected and the contract amended accordingly. The error came to the attention of the Area Desk when Subject's claim for educational allowance dated 18 April 1958, was turned down by Finance Division because of the aforementioned omission from the contract.

*Robert W. Robinson*  
for J. C. King  
Chief, Western Hemisphere Division

SECRET

SECRET

*Harold Q. Hoemay*

Dear ~~\_\_\_\_\_~~

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 June 1957.

Effective 15 April 1958, said contract is amended by revising the first sentence of paragraph two (2) entitled "Compensation" to read as follows:

"In full consideration for your services as a Career Agent, you will be compensated at the rate of \$7570 per annum, GS-12."

All other terms and conditions of the contract, as amended, remain in full force and effect.

You will please indicate your approval by signing in the space provided below.

UNITED STATES GOVERNMENT

BY \_\_\_\_\_  
Contracting Officer

ACCEPTED:

\_\_\_\_\_

WITNESS: \_\_\_\_\_

APPROVED:

\_\_\_\_\_

*DH/lt/signed 58*  
*Career Agent*  
*WH/PT/Amey & Oland*

SECRET

SECRET

15 April 1958

MEMORANDUM FOR: Chief, Contract Personnel Division

THROUGH: FI/OPS/Projects  
Attention: Miss Paxton

SUBJECT: ~~Arthur S. Wadswade~~ - Amendment of Contract

*Harold R. Hoeman*

1. It is requested that ~~Arthur S. Wadswade's~~ contract, effective 1 June 1957, be amended by deleting the first sentence of Paragraph 2 (Compensation) and substituting in lieu thereof the following:

"2. Compensation. In full consideration for your services as a Career Agent, you will be compensated at the rate of \$7570 per annum, GS-12."

2. All other terms and conditions of the original contract remain in full force and effect.

*J. C. King*  
J. C. King  
Chief, Western Hemisphere Division

*EpmeC*  
DATE 17 April '58

SECRET

SECRET

Office Memorandum • UNITED STATES GOVERNMENT

TO : SCO (Mr. Luetscher)

DATE: 1 May 1957

FROM : Special Support Staff, Medical Staff

SUBJECT: ~~XXXXXXXXXX~~ (p)

*Harold C. Meyer*

Subject has been evaluated by the Medical Staff and found qualified for proposed PCS overseas assignment.

*Vincent J. Ford*  
Vincent J. Ford  
Administrative Officer

MS/VJF:clp

Distribution:

Orig. - Addressee

1 - WH/3 (Noland)

1 - MS

SECRET

Date:

Mr. ~~XXXXXXXXXX~~

Dear ~~XXXXXXXXXX~~

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 August 1954, as amended. Effective 31 Mar 1957, said contract, as amended, is hereby terminated by mutual consent of the parties thereto and in lieu thereof the following agreement is substituted:

The United States Government, as represented by the Contracting Officer, hereby contracts with you for your services as a Career Agent under the following terms and conditions:

1. Status. By virtue of your relationship with the United States Government in the performance of services under this agreement your legal status is that of a Government employee under contract. As such, you are entitled only to the rights, privileges and benefits stipulated herein. It is understood that you will act under cover suitable to disguise your relationship to the Government, but you will be subject to administrative and operational directions and control by the Government at all times.
  2. Compensation. In full consideration for your services as a Career Agent, you will be compensated at the rate of \$6390 per annum, GS-11. In addition, you will be entitled to within-grade promotions in a manner similar to the procedures prescribed for Government staff employees. In the event that the salary level of your indicated grade is altered by Federal legislation and adopted by the Government, the compensation authorized under this contract shall be altered accordingly. Payments will be made hereunder as directed by you in writing in a manner acceptable to the Government.
  3. Taxes. (a) In the event taxes are not withheld by your cover facility or in the event your cover facility withholds taxes on only part of the compensation due you hereunder, the Government, in view of security considerations involved, will withhold Federal income taxes from all or the remainder of taxable monies due you under this contract in an amount equivalent to the United States income tax withholding schedule based upon your taxable income under this agreement and present exemption(s). Sums so withheld by the Government will be paid over to the Internal Revenue Service. No Form W-2 will be issued you by the Government and you will be instructed as to the method to be followed in making timely filing of returns, estimates and payments in order to preserve security.  
  
(b) If for cover considerations your tax payments exceed your true tax liability under this agreement, the Government will make appropriate reimbursements in conformance with applicable policies and procedures.
4. Allowances. (a) You will be entitled to living quarters allowances in conformance with and at the rates prescribed in the Standardized Regulations (Government Code and Foreign Affairs).



(b) In addition to the above payments, you will be entitled to an equalization allowance calculated at the rate of \$2000 per annum. This allowance is in lieu of any present or future standardized post allowance established for your present permanent post of duty overseas, but is subject to the entitlement provisions applicable to standardized post allowances. It is understood and agreed that this allowance is predicated upon the comparative cost of living between Washington, D. C., and your overseas post, your unofficial cover, family status and basic compensation. Consequently, this allowance may be unilaterally adjusted or discontinued by the Government whenever warranted by a change in any of these factors. No accounting will be required for this allowance.

5. Travel. You will be advanced or reimbursed funds for the following travel and transportation expenses:

(a) For you alone for authorized operational travel. In addition, you will be entitled to reimbursement in accordance with standardized Government rates for the authorized official use of your private automobile.

(b) Upon the satisfactory completion of each two (2) years of successful overseas service under this contract, you will be entitled to home leave travel expenses for you and your dependents from your permanent post of duty overseas to your place of recorded residence in the United States and return travel expenses to your permanent post of duty overseas; provided, however, that you have fulfilled any other requirements relating to home leave which are applicable to Government staff employees.

(c) Upon the successful completion of your services under this agreement, for you, your dependents, your household effects and your private automobile from your permanent post of assignment overseas to your place of residence in the United States.

You will be entitled to per diem in lieu of subsistence in the course of all travel performed hereunder and, when authorized, for you alone while on temporary duty away from your permanent post of assignment. All travel, transportation and per diem provided for under this paragraph must be properly authorized and expenses incurred hereunder are subject to payment and accounting in compliance with applicable Government regulations.

6. Operational Expenses. You will be advanced or reimbursed funds for necessary operational expenses including, but not limited to, entertainment and the purchase of information, as specifically approved by the Government. Such funds will be subject to accounting in compliance with Government regulations.

7. Repayment. It is recognized that your failure to account for or refund any monies advanced you hereunder shall entitle the Government to withhold the total amount of such indebtedness or any portion thereof from any monies due you under the terms of this contract in such manner as it deems appropriate.

8. Benefits. (a) You will be entitled to death and disability benefits equal to those authorized under the Federal Employees' Compensation Act, as amended. Claims by you, your heirs, or legal representatives under this paragraph will be processed by the Government in accordance with its procedures in such manner as not to impair security.

(b) You will be entitled to continuance of pay and allowances in a manner similar to that set forth in the Missing Persons Act (50 U. S. C. A., App. 1001-1015).

(c) You will be entitled to sick and annual leave equal to and subject to the same rules and regulations applicable to Government staff employees. Such annual leave may only be taken at times and places approved in advance by appropriate representatives of the Government. All accrued but unused leave earned under your contract with the United States Government effective 1 August 1954, as amended, will be transferred to your leave account under this agreement in conformance with established crediting procedures.

(d) From the compensation paid you pursuant to this contract, there shall be deducted the appropriate rate percentage (presently 6 1/2%) for deposit and eventual crediting to the Civil Service Retirement Fund. If the conditions of your cover warrant or require that you make contributions to the Social Security fund, such contributions shall be at your expense.

9. Cover. It is anticipated that you will undertake certain cover employment in the course of your performance under this agreement. It is expressly understood and agreed that any and all documents which you may execute in the course of such cover employment are subordinate to this agreement and any contradiction in terms which may in any way amplify, extend or restrict your rights and/or obligations hereunder shall be resolved by this agreement which shall always be dominant.

10. Offset. Any and all compensation, allowances or other benefits (including benefits in kind) received from or through your cover activities will be used to offset amounts due you under this contract and will reduce accordingly the Government's direct payment obligation hereunder. Sums so offset are payment by the Government under this contract and for purposes of Federal income taxation. You will report every six (6) months during the term of this agreement all benefits received from or through your cover activities and, if such benefits exceed those due you under this contract, the report will be accompanied by said excess amount, which you hereby agree is the sole property of the Government. Failure to submit timely reports and, as appropriate, excess payments, may result in suspension of any payments due you hereunder. As an alternative to the above, the Government may at any time exercise its basic right to require payment over to it of the emoluments received by you from or through your cover activities which would otherwise be offset as described above. In such cases the Government will pay directly to you the emoluments called for by this contract.

11. Execution of Documents. If, in the performance of services under this contract, you assume the custody of Government funds or take title of record to property of any nature whatsoever and wherever situate, which property has in fact been purchased with monies of the U. S. Government, you hereby recognize and acknowledge the existence of a trust relationship, either express or constructive, and you agree to execute whatever documents may be required by the Government to evidence this relationship.

12. Secrecy. You will be required to keep forever secret this contract and all information which you may obtain by reason hereof (unless released in writing by the Government from such obligation), with full knowledge that violation of such secrecy may subject you to criminal prosecution under the Espionage Laws, dated 25 June 1948, as amended, and other applicable laws and regulations.

13. Instructions. Instructions received by you from the Government in briefing, training or otherwise are a part of this contract and are incorporated herein, provided that such instructions are not inconsistent with the terms hereof.

14. Unauthorized Commitments. No promises or commitments pertaining to rights, privileges or benefits other than those expressly stipulated in writing in this agreement or any amendment thereto shall be binding on the Government.

15. Term. This contract is effective as of June 17 and shall continue thereafter for an indefinite period unless sooner terminated either:

(a) By ninety (90) days' actual notice by either party hereto, or

(b) Without prior notice by the Government, in the event of a breach of this contract by your violation of the security provisions hereof or by your otherwise rendering yourself unavailable for acceptable service.

In the event of voluntary termination on your part or termination for cause by the Government you will not be entitled to the travel expenses set forth in paragraph five (5)(c) supra. Termination of this agreement will not release you from the obligations of any security oath you may be required to take.

UNITED STATES GOVERNMENT

BY \_\_\_\_\_  
Contracting Officer

ACCEPTED:

WITNESS: \_\_\_\_\_

APPROVED:

EHX/ja - 19 July 57  
Care Agent  
W/F I/Amphedone  
James Tolson, X-2056

30 January 1957

MEMORANDUM FOR: Chief, FI

SUBJECT : Request for Conversion of ~~VAINADA~~ from  
Contract to Career Agent Status.

REFERENCE : HKI-A-2577

1. Referenced dispatch from the field recommends the conversion of contract agent ~~VAINADA~~ to staff status and presents a strong case for such conversion. Upon receiving a formal WHD request for such action, however, your Plans Staff suggested that career agent status would be more appropriate in this case, and further indicated that staff status for ~~VAINADA~~ is virtually out of the question at this time. The request is being re-submitted, therefore, in revised form to provide for conversion to career rather than staff status.

2. ~~VAINADA~~ has served CIA in a contract capacity since 1949, with a continuous high level of performance; first in Costa Rica, later in Guatemala and Cuba. He is currently assigned to Cuba and is expected to remain there indefinitely. ~~VAINADA~~ is 34 years old and was promoted recently to the equivalent of a GS-10 rating. His expressed career interests lie in continued employment by CIA, more especially in the area of unofficial cover assignments, for which he is highly suited.

3. In view of VAINADA's outstanding record as a contract agent, his strong overall qualifications, and his expressed desire for a career with CIA, it is recommended that he be granted career agent status. A PHS and a new contract check list (in duplicate) are attached.

4. WH Division contemplates bringing ~~VAINADA~~ to the U.S. for covert training during the latter part of 1957.

5. Approval for the conversion of ~~VAINADA~~ from contract to career agent status, as indicated above, is hereby requested.

J. C. KING  
Chief, Western Hemisphere Division

Attachments  
PHS (2)  
Contract Check List (2)

SECRET

CONTRACT INFORMATION AND CHECK LIST		NAME OFFICER	DEVISION
INSTRUCTIONS: Complete all items, inserting "NA" when items are not applicable. Forward original and one copy for preparation of contract.		James B. Noland	WH/III
		TELEPHONE EXTENSION	DATE
		2056, 2971	30 January 1957
SECTION I GENERAL			
1. NAME <input checked="" type="checkbox"/> PSEUDO <input type="checkbox"/> TRUE <i>Harold P. Gorman</i>	2. PROJECT AMPHODARCH	3. ALLOTMENT NO. 3517-014	4. SLOT NO.
5. PREVIOUS CIA PSEUDONYM OR ALIASES NA	8. INDIVIDUAL IS PRESENTLY ENGAGED, OR HAS BEEN ENGAGED BY CIA OR ITS ALLIED (OVER) ACTIVITIES IN SOME CAPACITY. (If yes, describe and include dates) Subject first recruited in Panama as HYDROPHATIC in November 1948; transferred to Costa Rica in HUMANOID Project. Subsequently was transferred to BRADIAL Project and PESUCCESS.		
7. SECURITY CLEARANCE (Type and date) Operational Clearance - 19 July 1954		9. CONTRACT IS TO BE WRITTEN IN STERILE FORM I.E., "U.S. GOVERNMENT" <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
9. INDIVIDUAL WILL WORK UNDER "CONTROLLED CONDITIONS" I.E., REGULAR OFFICE HOURS AWAY FROM SUBJECT'S HOME AND PERFORMED UNDER THE SUPERVISION OF A STAFF EMPLOYEE OR STAFF AGENT <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		10. PROPOSED CATEGORY (Contract agent, contract employee, etc.) Career Agent	
SECTION II PERSONAL DATA			
11. CITIZENSHIP U.S.	12. IF NOT U.S. CITIZEN, INDIVIDUAL IS A PERMANENT RESIDENT ALIEN <input type="checkbox"/> YES <input type="checkbox"/> NO	13. AGE 34	14. DATE OF BIRTH (Month, day, year) 20 June 1922
15. LEGAL RESIDENCE (City and state or country) Sterling, Illinois		16. CURRENT RESIDENCE (City and state or country) Habana, Cuba	
17. MARITAL STATUS (Check as appropriate) <input type="checkbox"/> SINGLE <input checked="" type="checkbox"/> MARRIED <input type="checkbox"/> WIDOWED <input type="checkbox"/> ANNULLED <input type="checkbox"/> SEPARATED <input type="checkbox"/> DIVORCED			
18. NUMBER OF DEPENDENTS (Not including individual) RELATIONSHIP: Three dependents: wife and two children		19. INDIVIDUAL IS RELATED TO A STAFF EMPLOYEE, STAFF AGENT OR AN INDIVIDUAL CURRENTLY WORKING FOR THE AGENCY IN SOME CAPACITY <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO RELATIONSHIP:	
SECTION III U.S. MILITARY STATUS			
20. RESERVE	21. VETERAN World War II	22. IF RETIRED, INDICATE CATEGORY (Longevity, combat disability, service disability non-combat)	
23. BRANCH OF SERVICE USA and USAF	24. RANK OR GRADE T/Sgt.	25. DRAFT ELIGIBLE <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	26. DRAFT DEFERMENT OBTAINED BY CIA <input type="checkbox"/> YES <input type="checkbox"/> NO
SECTION IV COMPENSATION			
27. BASIC SALARY \$6,390.00 GS-11	28. POST DIFFERENTIAL	29. COVER (Breakdown, if any)	30. TAXES TO BE WITHHELD BY COVER <input type="checkbox"/> YES <input type="checkbox"/> NO
SECTION V ALLOWANCES (NORMALLY GRANTED ONLY TO RESIDENTS OF THE UNITED STATES)			
31. QUARTERS (non-taxable) \$2,400.00	32. POST	33. OTHER Equalization Allowance - \$2,620.00 (non-taxable)	
34. COVER (Breakdown, if any) NA			
SECTION VI TRAVEL			
35. TYPES <input checked="" type="checkbox"/> PCS <input type="checkbox"/> DOMESTIC OPERATIONAL <input type="checkbox"/> FOREIGN OPERATIONAL		36. WITH DEPENDENTS <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
37. HOUSEHOLD EFFECTS TO BE SHIPPED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	38. PERSONAL VEHICLE TO BE SHIPPED <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	39. TRANSPORTED VEHICLE TO BE USED FOR OPERATIONAL TRAVEL <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
40. IF WITH DEPENDENTS STATE RELATIONSHIP, CITIZENSHIP, AGE AND DATE OF BIRTH Wife - Costa Rican (expects obtain U.S. citizenship in near future) Born 15 March 1918 - 38 years of age. Married to Subject since 1945 Son - U.S. Citizen, 7 years of age. Daughter - U.S. Citizen, 5 years of age.			
41. PAYMENT AND ACCOUNTABILITY WILL BE IN CONFORMANCE WITH <input checked="" type="checkbox"/> CIA REGULATIONS <input type="checkbox"/> COVER POLICIES AND PROCEDURES			
SECTION VII OPERATIONAL EXPENSES			
42. PURCHASE OF INFORMATION	43. ENTERTAINMENT	44. OTHER Normal operational expenses of field	

<b>CONTRACT INFORMATION AND CHECK LIST</b> (CONTINUED)		CASE OFFICER James B. Noland	DIVISION WH/III
NOTES: SEE INSTRUCTIONS ON FIRST SHEET.		TELEPHONE EXTENSION 2971, 2056	DATE 30 January 1957
SECTION VIII OTHER BENEFITS			
48. BENEFITS (See Part III of Confidential Fund Regulations or successor regulations for benefits applicable to various categories of contract personnel. If medical benefits are requested, see R 15-230 or successor regulations.)			
FDCA Missing Persons Retirement - <i>Confidential</i> CIA Sick and Annual Leave		Home Leave Travel Periodic Step Increases <i>&amp; any federal cost of living raises</i> <i>eligibility for insurance</i>	
SECTION IX COVER ACTIVITY			
47. STATUS (Check)	<input checked="" type="checkbox"/> PROPOSED <input checked="" type="checkbox"/> ESTABLISHED	48. TYPE (Check)	<input checked="" type="checkbox"/> PROPRIETARY <input type="checkbox"/> SUBSIDIZED <input checked="" type="checkbox"/> CULTURAL <input type="checkbox"/> EDUCATIONAL <input type="checkbox"/> COMMERCIAL <input type="checkbox"/> MILITARY <input type="checkbox"/> TOURIST <input type="checkbox"/> OTHER
49. IF COVER PAYMENTS ARE CONTEMPLATED, THEY WILL BE EFFECTED ON REIMBURSABLE BASIS <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL			
SECTION X OFFSET OF INCOME			
50. OFFSET OF INCOME AND OTHER EMPLOYMENTS DERIVED FROM COVER ACTIVITIES (If less than total, justify in separate memo attached hereto.) <input checked="" type="checkbox"/> TOTAL <input type="checkbox"/> PARTIAL <input type="checkbox"/> NONE			
SECTION XI TERM			
51. DURATION	Indefinite DAYS MONTHS YEARS	52. EFFECTIVE DATE	Immediate
54. TERMINATION NOTICE (Number of days)		53. RENEWABLE	
Ninety Days		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
54. TERMINATION NOTICE (Number of days)		55. FORFEITURE OF RETURN TRAVEL FOR RESIGNATION PRIOR TO CONTRACT TERMINATION	
Ninety Days		<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
SECTION XII FUNCTION			
56. PRIMARY FUNCTION (FI, FP, other)			
FI Operations			
SECTION XIII DUTIES			
57. GENERAL DESCRIPTION OF DUTIES TO BE PERFORMED			
Principal agent engaged in collection of positive intelligence and CE information.			
SECTION XIV QUALIFICATIONS			
58. EXPERIENCE			
Army and Air Force Intelligence. CIA Training. Other as indicated in Number 6, above.			
59. EDUCATION (Check Highest Level Attained)	<input checked="" type="checkbox"/> GRADE SCHOOL <input checked="" type="checkbox"/> HIGH SCHOOL GRADUATE <input type="checkbox"/> BUSINESS SCHOOL GRADUATE <input type="checkbox"/> COLLEGE (No degree)	<input type="checkbox"/> TRADE SCHOOL GRADUATE <input type="checkbox"/> COMMERCIAL SCHOOL GRADUATE <input checked="" type="checkbox"/> COLLEGE DEGREE <input type="checkbox"/> POST GRADUATE	<input type="checkbox"/> MA <input type="checkbox"/> PHD
60. LANGUAGE COMPETENCY (Check Appropriate Degree Competency)	LANG. AGE Spanish	SPEAK FLUENT AVERAGE POOR X	WRITE FLUENT AVERAGE POOR X
		READ FLUENT AVERAGE POOR X	61. INDIVIDUAL'S COUNTRY OF ORIGIN
			U.S.A.
62. AREA KNOWLEDGE			
Very good.			
SECTION XV PRIOR EMPLOYMENT			
63. JOB AND SALARY PRIOR TO SERVICE FOR CIA			
1940-1945: T/Sgt. USA, USAF, Intelligence NCO. Jan. 1945 - April 1946: Leading man labor, \$12.88 per day, US Naval Air Station, Coco Solo Canal Zone April 1946 - April 1949: T/Sgt USAF, Intelligence NCO, Albrook Field, Canal Zone April 1949 - Present: Contact agent.			
SECTION XVI ADDITIONAL INFORMATION			
64. ADDITIONAL OR UNUSUAL REQUIREMENTS, JUSTIFICATIONS OR EXPLANATIONS (Use other side if necessary)			
65. PAYMENT AND ACCOUNTABILITY WILL BE IN CONFORMANCE WITH			
<input checked="" type="checkbox"/> CIA REGULATIONS <input type="checkbox"/> COVER POLICIES AND PROCEDURES			
SECTION XVII OPERATIONAL EXPENSE			
66. RE-USE OF INFORMATION			
I HEREBY GIVE A SIGNATURE OF DIVISION OFFICER		DATE	
TYPED NAME & SIGNATURE OF SENIOR STAFF OFFICER		DATE	

6. (Continued) Currently contract agent (principal agent) AMPHODARCH Project,  
\$5,915.00 p.a.

14-00000  
Mr. ~~Harold C. Klemm~~ <sup>SECRET</sup>

Dear ~~Mr. Klemm~~:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 August 1954, as amended.

Effective 14 May 1957, said contract, as amended, is further amended by deleting in its entirety Paragraph 1(b) and substituting in lieu thereof the following:

"1(b) Additional compensation calculated at the rate of \$5135 per annum."

All other terms and conditions of the original contract, as amended, remain in full force and effect.

UNITED STATES GOVERNMENT

BY \_\_\_\_\_

Contracting Officer

APPROVED:  
\_\_\_\_\_  
  
\_\_\_\_\_



SECRET

20 June 1957

MEMORANDUM FOR: Chief, Contract Personnel Division

SUBJECT: ~~XXXXXXXXXXXX~~ (Ps.)

*Frank C. Hemmings*

1. Subject's contract dated 1 August 1954 was amended to provide him with an additional compensation to cover quarters allowance for his family in Costa Rica from 21 February 1957, when he and his family were ordered to leave Habana for operational security reasons; and to cover the period Subject was on TDY for training purposes at Headquarters.
2. Subject returned to Habana with his wife on 14 May 1957, to resume his duties as Principal Agent of Project AMTHORARCH. His children joined him in Habana from Costa Rica on 21 May 1957.
3. It is requested that Subject's Habana allowances, as set forth in his contract dated 1 August 1954, and subsequently amended, be reinstated for the period 14 to 31 May 1957. His new contract converting him to Career Agent status was effective on 1 June 1957.

J. C. KING  
Chief, Western Hemisphere Division

SECRET

SECRET

*Charles E. Holmberg*  
Mr. ~~Arthur C. Kozlowski~~

Dear ~~Mr. Kozlowski~~:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 August 1954, as amended.

Effective \_\_\_\_\_, said contract, as amended, is further amended by the addition of sub-paragraph (e) to paragraph three (3) entitled "Travel" which reads as follows:

"(e) For temporary storage of your household effects while you are temporarily absent from your initial permanent post of duty hereunder."

Effective 19 February 1957, said contract is further amended by deleting paragraph one (1) entitled "Compensation" in its entirety and substituting in lieu thereof the following:

"1. Compensation. In full consideration for the purchase of certain information and services, you will receive from the Government, payable in such an approved manner as you may direct in writing, the following:

(a) Compensation calculated at the rate of \$5915 per annum; and

(b) Additional compensation for quarters procurement at San Jose, effective upon your arrival thereat in an amount calculated at the rate of \$3000 per annum. As this additional compensation is based upon quarters costs at said post, it is subject to unilateral adjustment by the Government whenever warranted by a change in the factors affecting its initial establishment. Quarters will not be furnished you by the Government nor will you accept quarters provided by your cover facility without prior amendment of this agreement."

All other terms and conditions of the contract, as amended, remain in full force and effect.

UNITED STATES GOVERNMENT

BY \_\_\_\_\_  
Contracting Officer

APPROVED:

SECRET

SECRET

18 April 1957

MEMORANDUM FOR: Chief, Contract Personnel Division

SUBJECT: ~~XXXXXXXXXXXXXXXXXXXX~~

*Harold C. Thompson*

1. ~~XXXXXXXXXXXXXXXXXXXX~~, Contract Agent, SS-10, assigned to Project ANTHORARCH in Habana, Cuba, was ordered by the station to leave Cuba for reasons of operational security following the killing of an indigenous member (ANTHORARCH-1) of his agent net by the Cuban authorities. Subject departed from Habana on 18 February 1957, and arrived in San Jose, Costa Rica, on or about 21 February 1957. He discontinued his residence in Habana, stored his household effects, and set up new quarters in San Jose for his family. He will maintain these quarters until about 6 May 1957, when he will be reassigned to Habana or PCS to another area. Subject, himself, is currently receiving training at Headquarters.

2. It is requested that authorization be granted to pay Subject quarters allowance to enable him to maintain residence for his family in Costa Rica for the time necessary to complete his training at Headquarters and be reassigned to the field.

*J. C. King*

J. C. KING  
Chief, Western Hemisphere Division

X 2056

SECRET

SECRET

MEMORANDUM FOR: Chief, Finance Division

FROM: Contract Personnel Division

SUBJECT: Contract Extension for ~~\_\_\_\_\_~~

*Harold P. Neuman*

1. Effective 1 August 1956, the contract (as amended) for the subject individual, effective 1 August 1954, is extended for a period of one (1) year.
2. All other terms and conditions of the contract (as amended) remain in full force and effect.

UNITED STATES OF AMERICA

BY \_\_\_\_\_  
Contracting Officer

APPROVED:

\_\_\_\_\_

SECRET

SECRET

23 July 1956

MEMORANDUM FOR: Contract Personnel Division

VIA : FI/Plans  
SUBJECT : ~~Amphodarch~~; Request for Extension  
of Contract

1. It is hereby requested that the contract of ~~Amphodarch~~  
~~Amphodarch~~, which expires on 31 July 1956, be extended for a period  
of one year. No changes in the present contract, as amended,  
are contemplated.
2. ~~Amphodarch~~ continues to serve as principal agent for the  
AMPHODARCH Project, and his performance has been outstanding.  
He has proved to be particularly adept at spotting and recruiting  
of agents. He was promoted to the equivalent of a GS-10,  
effective 1 April 1956.

*John T. Flynn*  
for F. P. HOLCOMB, AC/WHD

SECRET

Date:

*Harold P. Dainage*

Mr. ~~Arthur G. Vetsch~~

Dear ~~Mr. Vetsch~~:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 August 1954, as amended.

Effective 1 April 1956, said contract, as amended, is further amended as follows:

- (a) The figure \$5000 in the first sentence of paragraph 1(a) is increased to \$5915.
- (b) The figure \$2575 in the first sentence of paragraph 1(b) is increased to \$2960.
- (c) The figure \$1920 in the first sentence of paragraph 1(c) is increased to \$2175.

All other terms and conditions of the contract, as amended, remain in full force and effect.

UNITED STATES GOVERNMENT

BY \_\_\_\_\_  
Contracting Officer

APPROVED:

HL/LJG  
 15 May 1956  
 1041 JE  
 Amherst  
 Malcom - 2053  
 CH

SECRET

3 May 1956

MEMORANDUM FOR: Contract Personnel Division

VIA : FI/Plans/Projects

SUBJECT : Contract Amendment, ~~XXXXXXXXXX~~

*Arroll R. Newman*

1. It is requested that the contract of ~~XXXXXXXXXX~~ be amended to provide for an increase in salary from \$5000.00 to \$5915.00, effective 1 April 1956. *His further requested that the allowance be appropriately adjusted.*

2. ~~XXXXXXXXXX~~ entered on duty with this organization on 1 June 1949 as a contract agent. From June 1949 through August 1953 he was stationed in Costa Rica, where his record was outstanding and included the successful handling of a high level Communist Party penetration. He was subsequently given Headquarters training for several months and participated in PFSUCCESS.

3. ~~XXXXXXXXXX~~ has been in Cuba in his present capacity (P/A, AMERODARCH Project) since July 1954. His performance there has continued to be outstanding. He has proved to be particularly adept at spotting and recruiting of agents and his work has been highly praised by the Chief of Station, Habana. In recommending renewal of the AMERODARCH project recently, FI/Plans/Projects stated, with reference to ~~XXXXXXXXXX~~, that he "has obviously been a valuable, deep cover agent handler during six years of service for WH." He had been qualified previously as the most valuable agent of the San Jose Station.

4. There are sufficient funds in the AMERODARCH project (approved 13 December 1955 for the period 1 August 1955 through 31 July 1956) to provide for the above-requested increase in salary. Such an increase will be specifically provided for in the next project renewal request. ~~XXXXXXXXXX~~ has been at his present salary level since July 1954.

*J. C. King*  
J. C. KING

Chief, Western Hemisphere Division

*(Signature)*

*8 May 56*

SECRET

Masami  
 Lucille Yawada, H. ... B. ...  
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Date:

*Harold P. Hoima, Jr.*  
Mr. ~~Arthur J. [unclear]~~

Dear ~~Mr. [unclear]~~:

Reference is made to your contract with the United States Government, as represented by the Contracting Officer, effective 1 August 1954, as amended.

Effective 1 January 1956, said contract, as amended, is further amended by deleting paragraphs one (1) and two (2) and all reference to Federal taxes and substituting in lieu thereof the following:

1. **Compensation.** In full consideration for the purchase of certain information and services, you will receive from the Government, payable in such an approved manner as you may direct in writing, the following:

(a) Compensation calculated at the rate of \$5060 per annum; and

(b) Additional compensation for quarters procurement for you and your dependents presently calculated at the rate of \$2575 per annum and applicable only to your initial permanent post of assignment overseas. As this additional compensation is based upon quarters costs at said post, it is subject to unilateral adjustment by the Government whenever warranted by a change in the factors affecting its initial establishment. Quarters will not be furnished you by the Government nor will you accept quarters provided by your cover facility without prior amendment of this agreement; and

(c) Additional compensation for cost of living expenses (other than quarters) for you and your dependents presently calculated at the rate of \$1920 per annum and applicable only to your initial permanent post of assignment overseas. As this additional compensation is predicated upon the comparative cost of living between Washington, D. C. and your overseas post, your cover, family status and basic compensation, it is subject to unilateral adjustment by the Government whenever warranted by a change in the factors affecting its original establishment.

2. **Taxes.** (a) As your legal relationship to the Government is that of an independent contractor, all amounts paid directly or guaranteed by the Government under Paragraph one supra, are reportable as income under existing Federal income tax laws and regulations.

(b) In view of the security considerations involved, the Government agrees, at your request, to withhold Federal income taxes from the monies due you under this agreement in an amount equivalent to the United States income tax withholding schedule based upon your taxable income hereunder and \_\_\_\_\_ present exemption(s). Sums so withheld will be paid over to

14-00000

the Internal Revenue Service. You acknowledge that this is an accommodation on the part of the Government and does not release you from fulfilling your obligations under existing Federal income tax laws and regulations. You will be instructed as to the method to be followed in making timely filing of returns, estimates and payments in order to preserve security.

All other terms and conditions of the contract, as amended, remain in full force and effect.

You will please indicate your approval by signing in the space provided below.

UNITED STATES GOVERNMENT

BY \_\_\_\_\_  
Contracting Officer

ACCEPTED:

\_\_\_\_\_

WITNESS:

\_\_\_\_\_

APPROVED:

\_\_\_\_\_

SECRET

Mr. Harold R. Neimayr

Dear Mr. Neimayr:

Reference is made to your contract (~~as amended~~) effective 1 August 1954 with the United States Government, as represented by the Contracting Officer, for the (purchase) (~~the~~ ~~subject~~) of information and services of a confidential nature.

Effective 1 January 1955, said contract (~~as amended~~) is (~~contract~~) amended by deleting therein all reference to your payment of Federal taxes and substituting in lieu thereof the following:

"While it is recognized that you are an independent contractor, the Government at your request and in view of security considerations involved agrees to withhold from the monthly taxable income due you under this contract which is payable on and after 1 January 1955 amounts equivalent to the United States income tax withholding schedule based upon two present exemption(s). Sums so withheld will be paid over to the Internal Revenue Service. You acknowledge that this is an accommodation on the part of the Government and does not relieve you from fulfilling your obligations under existing Federal income tax law and regulations. You will be instructed as to the method to be followed in making timely filing of returns, estimates and payments in order to preserve security."

All other terms and conditions of the contract (~~as amended~~) remain in full force and effect.

You will please indicate your approval by signing in the space provided below.

UNITED STATES OF AMERICA

BY \_\_\_\_\_  
Contracting Officer

ACCEPTED:

\_\_\_\_\_  
WITNESS:

APPROVED:

*Handwritten notes:*  
WA/FF  
SECRET

SECRET

REF

CA

Office Memorandum • UNITED STATES GOVERNMENT

TO : SCO (Miller)

DATE: 29 July 1954

FROM : Special Support Staff, Medical Office

SUBJECT: *Harold R. Noesmayr*  
~~Harold R. Noesmayr~~ (p)

Subject has been evaluated by the Medical Office and found physically qualified for full duties (general).

*E. J. Corrigan*  
E. J. CORRIGAN  
Administrative Officer

NO/EJC:mjs

Distribution:

- Orig. - Addressee
- 1 - WH/3 (Malcolm)
- 1 - File

REF



SECRET

Date:

Mr. ~~Arthur G. Salysda~~

Dear ~~Arthur G. Salysda~~:

Reference is made to your contract, as amended, effective 1 September 1953 with the United States Government, as represented by the Central Intelligence Agency, for the purchase of information and services of a confidential nature.

Effective 31 July 1954, said contract is hereby terminated by mutual consent of the parties thereto and in lieu thereof the following contract is substituted:

The United States Government, as represented by the Central Intelligence Agency, hereby contracts with you for the purchase of certain information and related services of a confidential nature under the following terms and conditions:

1. Compensation. In full consideration for the purchase of such information and services, you will be paid an amount calculated at the rate of \$5060.00 per annum. Payments will be made as directed by you in writing in a manner acceptable to CIA. No taxes will be withheld from this amount, but it will be your responsibility to report such income under existing Federal income tax laws and regulations.

2. Allowances. Effective upon your arrival at your permanent post of duty overseas, you will be entitled to: (a) A Quarters allowance equivalent to that granted a GS-9 Government employee stationed at the same permanent post of duty. This allowance will be at the maximum rates prescribed in the Standardized Regulations (Government Civilians, Foreign Areas). No accounting for this allowance will be required by CIA. In the event that Quarters are provided by your cover facility, you will not be entitled to the Quarters allowance herein indicated.

(b) Cost of living allowances in conformance with the Standardized Regulations (Government Civilians, Foreign Areas).

3. Travel. You will be advanced or reimbursed funds for the following travel and transportation expenses:

(a) For you from Washington, D. C. to your permanent post of duty overseas.

(b) For your dependents and your household effects from your old to your new permanent post of duty overseas.

(c) For you alone for authorized travel within your operational area.

(d) For you, your dependents and your household effects from your permanent post of duty overseas to your place of recorded residence upon the satisfactory completion of the terms of this contract or any renewal thereof.

SECRET

14-00000

You will be entitled to per diem in lieu of subsistence in the course of such travel. All travel, transportation and per diem provided for under this paragraph must be properly authorized, and expenses incurred hereunder are subject to payment and accounting in compliance with CIA regulations.

4. Operational Expenses. You will be advanced or reimbursed funds for necessary operational expenses including, but not limited to, tuition, books, entertainment and the purchase of information as specifically approved by CIA. Such funds will be subject to accounting in substantial compliance with CIA regulations.

5. Benefits. (a) You will be entitled to death and disability benefits equal to those authorized under the Federal Employees' Compensation Act, as amended. Claims by you, your heirs, or legal representatives under this paragraph will be processed by CIA in accordance with its procedures in such manner as not to impair security.

(b) You will be entitled to continuance of pay and allowances in a manner similar to that set forth in the Missing Persons Act (50 U.S.C.A., App. 1001-1015).

(c) You will be entitled to fourteen (14) calendar days' leave per contract year. Such leave may be accrued during the term of this contract or any renewal hereof but payment in lieu of unused leave will not be authorized. Such leave may only be taken at times and places approved in advance by appropriate representatives of CIA.

6. Cover. It is anticipated that you will undertake certain cover employment in the course of your performance under this agreement. It is expressly understood and agreed that any and all documents which you may execute in the course of such cover employment are subordinate to this agreement and any contradiction in terms which may in any way amplify, extend or restrict your rights and/or obligations hereunder shall be resolved by this agreement which shall always be dominant.

7. Offset. Any sums or substantially similar benefits or allowances received from your cover facility (if you use the G.I. Bill of Rights any allowances received by you under said bill except tuition payments) will be used to offset those due under this contract by the Government. Sums, similar benefits or allowances thus received are acknowledged and agreed to be payment by the Government within the provisions of this contract. You will report all sums or substantially similar benefits received at least every six (6) months during the term of this contract.

8. Execution of Documents. If, in the performance of your cover service, you assume the custody of government funds or take title of record to property of any nature whatsoever and wherever situate, which property has in fact been purchased with monies of the U.S. Government, you hereby recognize and acknowledge the existence of a trust relationship, either express or constructive, and you agree to execute whatever documents may be required by CIA to evidence this relationship.

9. Status. You are not an employee of the United States Government under this agreement and are not entitled to any benefits normally incident to an employee status, except as specifically enumerated herein.

10. Secrecy. You will be required to keep forever secret this contract and all information which you may obtain by reason hereof (unless released in writing by CIA from such obligation), with full knowledge that violation

of such secrecy may subject you to criminal prosecution under the Espionage Laws, dated 25 June 1948, as amended, and other applicable laws and regulations.

11. Instructions. Instructions received by you from CIA in briefing, training or otherwise are a part of this contract and are incorporated herein, provided that such instructions are not inconsistent with the terms hereof.

12. Unauthorized Commitments. No promises or commitments pertaining to rights, privileges or benefits other than those expressly stipulated in writing in this agreement or any amendment thereto shall be binding on the Government.

13. Term. This contract is effective as of 1 August 1954 and shall continue thereafter for a period of two (2) years unless sooner terminated by CIA either:

- (a) By thirty (30) days' actual notice to you from CIA, or
- (b) Without prior notice, in the event of a breach of this contract by your violation of the security provisions hereof or by your otherwise rendering yourself unavailable for acceptable service.

Subject to the availability of appropriations, this agreement may be renewed for successive periods of one year each upon notice from CIA accepted by you. In the event of voluntary termination for cause by CIA prior to expiration of this agreement or any renewal thereof, you will not be entitled to return travel expenses to the United States. Termination of this agreement will not release you from the obligations of any security oath you may be required to take.

UNITED STATES OF AMERICA

BY \_\_\_\_\_  
Special Contracting Officer

ACCEPTED:

~~ACCEPTED:~~  
WITNESS:

APPROVED:

210/pt  
27.1.54

SECRET

(11)

Date: Carroll P. Hoimayr

Mr. ~~XXXXXXXXXX~~

Dear ~~XXXXXXXXXX~~:

Reference is made to your contract effective 1 September 1953 with the United States Government, as represented by the Central Intelligence Agency, for the purchase of information and services of a confidential nature.

Effective 11 December 1953 said contract is amended by adding the following paragraphs to said contract:

14. Benefits. (a) You will be entitled to death and disability benefits equal to those authorized under the Federal Employees' Compensation Act, as amended. Claims by you, your heirs, or legal representatives under this paragraph will be processed by CIA in accordance with its procedures in such manner as not to impair security.

(b) You will be entitled to continuance of pay and allowances in a manner similar to that set forth in the Missing Persons Act (50 U. S. C. A., App. 1001-1015). "

All other terms and conditions of the contract remain in full force and effect.

You will please indicate your approval by signing in the space provided below.

*not executed*

UNITED STATES OF AMERICA

BY \_\_\_\_\_  
Special Contracting Officer

ACCEPTED:

~~XXXXXXXXXX~~

APPROVED:

\_\_\_\_\_

MLE/pr  
11 Dec 53  
C. A.



SECRET

CA

Special Contracting Officer

5 March 1954

FD/O&L/Agent Service Section

*Harold R. Hoernig*

~~Attachment~~ - Offset Clause

1. Forwarded herewith is a copy of a memorandum received in this office from WH Division which reflects that the Subject is attending school under the GI bill.
2. In light of the Veterans Administration regulations regarding entitlement to allowance benefits under this bill, it appears that the offset clause of Subject's contract should be amended to reflect that any sums received (excepting tuition payments) due to his student cover are to be offset from compensation and allowances due under the terms of his contract.

O. B. KLEIN  
Chief/Agent Service Section

ATTACHMENT-1

cc: Memo dated 26 Feb. 1954

FD/O&L/Agent Service Section/OBK/is

SECRET

Date:

Mr. ~~██████████~~ *Harold R. Norman*

Dear ~~██████████~~:

Reference is made to your contract effective 1 September 1953 with the United States Government, as represented by the Contracting Officer, for the purchase of information and services of a confidential nature.

Effective 1 September 1953, said contract is amended by deleting paragraph 7 entitled "Offset" in its entirety and substituting in lieu thereof the following:

"7. Offset. Any sums or substantially similar benefits or allowances received from your commercial cover and any allowances received by you under the GI Bill of Rights except tuition payments will be used to offset those due under this contract by the Government. Sums, similar benefits or allowances thus received are acknowledged and agreed to be payment by the Government within the provisions of this contract. You will report all sums or substantially similar benefits received at least every six (6) months during the term of this contract."

All other terms and conditions of the contract remain in full force and effect.

You will please indicate your approval by signing in the space provided below.

UNITED STATES OF AMERICA

BY \_\_\_\_\_  
Special Contracting Officer

ACCEPTED:

~~██████████~~

APPROVED:

\_\_\_\_\_

*JW/2A(23 Mar 54)  
PBSUCCESS/WH/FI+PP  
CO-7obline X 2600  
C.A.*

SECRET

SECRET

## Office Memorandum • UNITED STATES GOVERNMENT

TO : Special Contracting Officer

DATE: 5 March 1954

FROM : FD/C&amp;L/Agent Service Section

SUBJECT: *Harold R. Noemayr*  
~~SECRET~~ Offset Clause

1. Forwarded herewith is a copy of a memorandum received in this office from WH Division which reflects that the Subject is attending school under the GI bill.

2. In light of the Veterans Administration regulations regarding entitlement to allowance benefits under this bill, it appears that the offset clause of Subject's contract should be amended to reflect that any sums received (excepting tuition payments) due to his student cover are to be offset from compensation and allowances due under the terms of his contract.

O. B. KLEIN  
Chief/Agent Service Section

ATTACHMENT-1

cc: Memo dated 26 Feb. 1954

SECRET

26 February 1954

MEMORANDUM FOR: Chief, Agent Service Section  
SUBJECT : *David R. Hanke*  
~~Arthur G. WAIVADA~~ (IS) Finances  
REFERENCE : Discussion between Mr. Hanke and Mr. Kline  
on 26 Feb 54.

1. Contract agent Arthur G. WAIVADA, a veteran of World War II, is presently under an official cover for WH during which he is attending school under his GI benefits.
2. It is requested that your office inform WH, and the Contract Division if necessary, as to the necessity of deducting his GI allowances (but not tuition payments) from his salary paid by CIA.
3. Further questions concerning this request should be directed to Mr. Esterline or Mr. Hanke (x3501).

J. C. KING

CWH

13318

C-1240 (Youngblood)

5 January 1953

Chief, Special Contracting Allowances  
and Processing Staff

Chief, PI/Plans/Cover

MPA and FECA Protection for Vincent C. PIVALL (p)

1. Cover Division approves MPA and FECA protection for Vincent C. PIVALL (p) since a logical plan for channeling any proceeds to his beneficiaries has been agreed upon.

2. We are not in a position at this time to approve such protection for Arthur G. VAIVADA under Project PBSUCCESS, since it is our understanding he is not presently operating under that project and no cover plan has been devised for him as yet.

3. Cover Division approval will be contingent upon the cover plan developed and the feasibility of secure channeling of possible proceeds to VAIVADA'S beneficiaries.

*Timothy A*

0-00000

O.A.

Mr. ~~James R. [unclear]~~ *James R. [unclear]* Date:

Dear ~~[unclear]~~

Reference is made to your contract effective 1 June 1949 with the United States Government for the purchase of information and services of a confidential nature.

Effective 31 August 1953 said contract is hereby terminated by mutual consent of the parties thereto and in lieu thereof the following contract is substituted:

The United States Government, as represented by the Central Intelligence Agency, hereby contracts with you for the purchase of certain information and related services of a confidential nature under the following terms and conditions:

1. Compensation. In full consideration for the purchase of such information and services, you will be paid an amount calculated at the rate of \$4200 per annum. Payments will be made as directed by you in writing in a manner acceptable to CIA. No taxes will be withheld from this amount, and it will be your responsibility to report such income under existing Federal income tax laws and regulations.

2. Allowance. Effective upon your arrival at your permanent post of duty overseas, you will be entitled to a Quarters allowance equivalent to that granted a GS-7 Government employee stationed at the same permanent post of duty. This allowance will be at the maximum rates prescribed in the Standardized Regulations (Government Civilians, Foreign Areas). No accounting for this allowance will be required by CIA. In the event that Quarters are provided by your cover company, you will not be entitled to the Quarters allowance herein indicated.

3. Travel. You will be advanced or reimbursed funds for travel and transportation expenses for you, your dependents and your household effects to and from your permanent post of duty overseas and for you alone for authorized travel within your operational area. You will be entitled to per diem in lieu of subsistence during such travel and while in training in the United States. All travel, transportation and per diem provided for under this paragraph must be properly authorized, and expenses incurred hereunder are subject to payment and accounting in compliance with CIA regulations.

4. Operational Expenses. In addition to the allowance indicated above, you will be advanced or reimbursed funds for necessary operational expenses including, but not limited to, entertainment and the purchase of information as specifically approved by CIA. Such funds will be subject to accounting in substantial compliance with CIA regulations.

5. Leave. You will be entitled to fourteen (14) calendar days' leave per contract year. Such leave may be accrued during the term of this contract or any renewal hereof but payment in lieu of unused leave will not be authorized. Such leave may only be taken at times and places approved in advance by appropriate representatives of CIA.

6. Cover. It is anticipated that you will undertake certain cover employment in the course of your performance under this agreement. It is expressly understood and agreed that any and all documents which you may execute in the course of such cover employment are subordinate to this agreement and any contradiction in terms which may in any way amplify, extend or restrict your rights and/or obligations hereunder shall be resolved by this agreement which shall always be dominant.

7. Offset. Any sums or substantially similar benefits or allowances received from your commercial cover as differentiated from your student cover will be used to offset those due under this contract by CIA. Some, similar benefits or allowances thus received through your commercial cover are acknowledged and agreed to be payment by CIA within the provisions of this contract. You will report all sums or substantially similar benefits received from said commercial cover at least every six months during the term of this contract.

8. Execution of Documents. If, in the performance of your cover service, you assume the custody of government funds or take title of record to property of any nature whatsoever and wherever situate, which property has in fact been purchased with monies of the U. S. Government, you hereby recognize and acknowledge the existence of a trust relationship, either express or constructive, and you agree to execute whatever documents may be required by CIA to evidence this relationship.

9. Status. You are not an employee of the United States Government under this agreement and are not entitled to any benefits normally incident to an employee status.

10. Secrecy. You will be required to keep forever secret this contract and all information which you may obtain by reason hereof (unless released in writing by CIA from such obligation), with full knowledge that violation of such secrecy may subject you to criminal prosecution under the espionage laws dated 25 June 1943, as amended, and other applicable laws and regulations.

11. Instructions. Instructions received by you from CIA in briefing or training are a part of this contract and are incorporated herein, provided that such instructions are not inconsistent with the terms hereof.

12. Unauthorized Commitments. No promises or commitments pertaining to rights, privileges or benefits other than those expressly stipulated in writing in this agreement or any amendment thereto shall be binding on the Government.

13. Term. This contract is effective as of 1 September 1953, and shall continue thereafter for a period of two (2) years unless sooner terminated by CIA either

(a) By thirty (30) days' actual notice to you from CIA, or

(b) Without prior notice, in the event of a breach of this contract by your violation of the security provisions hereof or by your otherwise rendering yourself unavailable for acceptable service.

Subject to the availability of appropriations, this agreement may be renewed for successive periods of one year each upon notice from CIA accepted by you. In the event of voluntary termination on your part or termination for cause by CIA prior to expiration of this agreement or any renewal thereof, you will not be entitled to return travel expenses to the United States. Termination of this agreement will not release you from the obligations of any security oath you may be required to take.

ACCEPTED:

UNITED STATES OF AMERICA

BY

Special Contracting Officer

APPROVED:

DHL/pr  
8 Sept 53

C. A.

**SECRET**  
SECURITY INFORMATION

**COVERT PERSONNEL SERVICES FORM**  
**JOB SUMMARY**

Pseudonym *Harold R. Noemay*  
Division WH/III  
Project AMPHIDARECH  
Case Officer R. L. Malcolm  
Date 22 July 1954

(If this information is contained in an approved Project, this form need not be completed.)

- I. Duties: (General Description of the Duties to be performed)  
Penetration of the Cuban Communist Party and Communist fronts at the University of Havana.
  
- II. Qualifications: (Indicate qualifications applicable to assigned duties)
  - a. Experience: Four years experience as a contract agent in WHD
  - b. Education: (Check) High School \_\_\_ College x Post Graduate \_\_\_
  - c. Language: English and Spanish - fluent
  - d. Other:
  
- III. Present job and salary:  
Formerly received \$4205 plus allowances. This is to be raised to \$5060 per annum plus allowances under new contract.
  
- IV. Cover Activity: PROPOSED ESTABLISHED (Cross out one). Give general description, i.e., Proprietary, Subsidized, Cultural, Educational, Commercial, Nominal, Military, etc.  
Subject was under student cover in previous project. This cover will be continued in the new project

SIGNATURE OF PROJECT OFFICER

R. L. Malcolm, WHD/III

**SECRET**  
SECURITY INFORMATION



Case Officer R. L. Malcoln  
 Division WHD  
 Tel. Ext. 2555  
 Date 22 July 1954

**CONTRACT INFORMATION AND CHECK LIST**

**I. General**

*Harold Malmgren*  
 A. Pseudonym Harold Malmgren B. Project VAIVADA C. Allot. No. 3517-114  
 D. Previous CIA Pseudonyms or Aliases \_\_\_\_\_  
 E. Category (Contract Employee, Contract Agent, etc.) Contract Agent  
 F. Is individual presently engaged or has he ever been engaged by CIA or its allied activities in any capacity? Yes Describe Contract Agent since 1949  
 G. Security Clearance: Type Operational Date O.C. #25507 21 July 1954  
 H. Permanent Post (City and Country) Havana, Cuba

**II. Personal Data**

A. Citizenship U.S. B. Age 32 C. Military Status Veteran  
 D. Legal Residence (City and Country) Sterling, Illinois  
 E. Current Residence (City and State) Washington, D.C.  
 F. Previous Years of Government Service (Military and Civilian) over 12 years  
 G. Has a draft deferment been obtained by CIA? None needed

**III. Compensation**

	CIA	COVER
A. Basic	\$ <u>5060.00</u>	\$ _____ ( )
B. Additional (Post Differential)	\$ _____	\$ _____ ( )
C. Profit participation or bonus	\$ _____	\$ _____ ( )
D. Total	\$ <u>5060.00</u>	\$ _____ ( )

**IV. Allowances:** (Normally granted only to residents of the United States)

	CIA	COVER
A. Living - Quarters	\$ <u>1800</u>	\$ _____ ( )
B. Cost-of-Living	\$ _____	\$ <u>1450</u> ( )
C. Other	\$ _____	\$ <u>150 (Transfer)</u> ( )
D. Total	\$ _____	\$ _____ ( )
E. Basis (1) _____	(2) _____	(3) _____

**V. Payments**

What portion of compensation and/or allowances will be paid by cover? None

**VI. Operational Expenses**

A. Purchase of Information: \_\_\_\_\_ B. Entertainment \_\_\_\_\_  
 C. Use of Personal Vehicle Basis \_\_\_\_\_  
 D. Other Cover Expenses (Univ. Edition Books, etc.) Opera, Travel

**VII. Travel**

A. With/Without Dependents B. Household Effects \_\_\_\_\_ C. Personal Vehicle \_\_\_\_\_  
 D. If With Dependents, state Relationship, Citizenship and birthdate of children:  
 1. Two children, both U. S. citizens.  
 3. born in 1949 and 1951 respectively.  
 E. Expenses will be paid by: Cover \_\_\_\_\_ CIA X  
 F. Basis: 1. Per CIA Regs X 2. Sub. Compliance \_\_\_\_\_ 3. Other \_\_\_\_\_  
Transportation to Cuba for VAIVADA and family

**VIII. Miscellaneous Benefits**

A. Death Benefits: Per F.E.C.A. X Other \_\_\_\_\_  
 B. Disability Benefits: Per F.E.C.A. X Other \_\_\_\_\_  
 C. Missing Persons Act X D. Life Insurance \_\_\_\_\_ E. Hospitalization \_\_\_\_\_  
 F. Annual Leave X G. Sick Leave X H. Creditable Service \_\_\_\_\_  
 I. Rehabilitation Rights \_\_\_\_\_ J. Other \_\_\_\_\_

**IX. Term**

A. Duration (Days, months, years) two years B. Effective Date Aug 1954  
 C. Renewable: Yes X No \_\_\_\_\_ D. Termination Notice (No. of days) 30  
 E. Forfeiture of return travel for resignation prior to Contract Term: Yes X No \_\_\_\_\_

X. Will individual take title to CIA property? Yes X No \_\_\_\_\_

XI. Will individual work under "controlled conditions", i.e. set office hours, supervision, etc? Yes \_\_\_\_\_ No X

XII. Additional or unusual requirements, justifications or explanations

Eyes Only  
Personal Info