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ADMINISTRATIVE
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12 January 1978

MEMORANDUM FOR: Lee H. Wigren
VIA : Head of Career Service
FROM : B. DeFelice
Acting Director of Personnel
SUBJECT : Retirement Planning

1. In order to assist employees in planning for their eventual retirement, it is the practice of the Agency to inform each employee, well in advance of retirement, of the services the Agency provides for retirement planning.

2. The prospect of retirement deserves serious thought and careful planning so that you may make the transition to the next phase of life with purpose and confidence. To assist you in this regard, the Agency offers various resources which are attuned to the needs of prospective retirees. You will, in the future, be invited by a Retirement Counselor to an individual pre-retirement counseling session, or more than one if you wish. This phase of retirement planning will be tailored solely to your own particular situation and circumstances and will be within the context of the retirement system under which you will retire. The individual counseling sessions are intended to give you a wide range of information on such matters as estimates of your annuity, survivor benefits, life and health insurance, Social Security, taxes, and assistance in obtaining other employment. In addition, you will be invited to attend a Retirement Information Seminar that will be offered in the autumn of 1978.

3. Experience has amply demonstrated that advance preparation eases the transition to retirement. I recommend, strongly, that you avail yourself of the services the Agency offers you in planning your own retirement.

B. DeFelice
B. DeFelice

ADMINISTRATIVE
INTERNAL USE ONLY

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION				DATE PREPARED				
1 SERIAL NUMBER 006198 ✓		2 NAME (Last-First-Middle) WIGREN, LEE H. ✓		19 AUGUST 1976				
3 NATURE OF PERSONNEL ACTION REASSIGNMENT			4 EFFECTIVE DATE REQUESTED MONTH DAY YEAR 08 29 76		5 CATEGORY OF EMPLOYMENT REGULAR			
6 FUNDS XX ✓ V TO V CF TO V		7. FAN AND RTCA T227-0171 0002		8 LEGAL AUTHORITY (Completed by Office of Personnel)				
9 ORGANIZATIONAL OPERATIONS DDO/CI STAFF ✓ RESEARCH AND ANALYSIS GROUP OFFICE OF THE CHIEF			10 LOCATION OF OFFICIAL STATION WASH., D.C.					
11 POSITION TITLE OPERATIONS OFFICER SAS (14)		12 POSITION NUMBER EQ15		13 CAREER SERVICE DESIGNATION DAA ✓				
14 CLASSIFICATION GRADE (GS, TB, etc.) GS		15 OCCUPATIONAL SERIES 0136.01 ✓		17 SALARY OR RATE \$30,441 ✓				
16 REMARKS FROM: CIS EQ27								
18A SIGNATURE OF REQUESTING OFFICIAL <i>W. D. McCallum</i> W. D. MCCALLUM, C/CI/SG		DATE SIGNED 08/23/76		18B SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>W. K. Seale</i> W. K. SEALE				
				DATE SIGNED 8/24/76				
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL								
19 ACTION CODE 37	20 EMPLOY CODE 16	21 OFFICE CODING NUMERIC ALPHABETIC 3350 C13	22 STATION CODE 75C13	23 INTEGRITY CODE	24 HQ/OP CODE 1	25 DATE OF BIRTH MO. DA. YR. 12 10 23	26 DATE OF GRADE MO. DA. YR.	27 DATE OF LST MO. DA. YR.
28 WTE EXPIRES MO. DA. YR.	29 SPECIAL REFERENCE	30 RETIREMENT DATA CODE	31 SEPARATION DATA CODE	32 REJECTION/CANCELLATION DATA TYPE	33 SECURITY RIG. NO.		34 SEX	
35 VET. PREFERENCE CODE 0-None 1-1 PT 2-10 PT		36 SERV. COMP. DATE MO. DA. YR.	37 LONG COMP. DATE MO. DA. YR.	38 CAREER CATEGORY CODE (CAR. RES. PROF. TEMP)	39 FEGLI/HEALTH INSURANCE CODE 0-WAIVER 1-REG 2-REC/OPT 3-INELIGIBLE		40 SOCIAL SECURITY NO.	
41 PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)		42 LEAVE CAT. CODE	43 FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS		44 STATE TAX DATA FORM EXECUTED CODE NO. TAX EXEMPT. STATE CODE			
45 POSITION CONTROL CERTIFICATION 81 100 1010 8-25-76			46 C.S. APPROVAL <i>Robert H. Z...</i>		DATE APPROVED 08/31/76			

FORM 1152 USE PREVIOUS EDITION 8-72

SECRET

E2, IMPDET CL. BY: 007622 (1)

SECRET
(When Filled In)

REQUEST FOR PERSONNEL ACTION						DATE PREPARED 23 MARCH 1976	
1. SERIAL NUMBER 006198		2. NAME (Last-First-Middle) WIGREN, LEE H.					
3. NATURE OF PERSONNEL ACTION PROMOTION			4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 03 28 76		5. CATEGORY OF EMPLOYMENT REGULAR		
6. FUNDS XX		Y TO V	Y TO CF	7. PAY RATE 6227-0171 0002		8. LEGAL AUTHORITY (Completed by Office of Personnel)	
9. ORGANIZATIONAL DESIGNATIONS DDO/CI STAFF RESEARCH AND ANALYSIS GROUP EXTERNAL RESEARCH BRANCH			10. LOCATION OF OFFICIAL STATION WASHINGTON, D.C.				
11. POSITION TITLE OP'S OPERATIONS OFFICER CH (15)			12. POSITION NUMBER EQ27	13. CAREER SERVICE DESIGNATION DAA			
14. CLASSIFICATION SCHEDULE (GS, FS, etc.) GS		15. OCCUPATIONAL SERIES 0136.01	16. GRADE AND STEP 14 5	17. SALARY OR RATE \$ 30,441			
18. REMARKS From GS-12/K							
18A. SIGNATURE OF REQUESTING OFFICIAL <i>M. B. McCallum</i> M. B. MCCALLUM, C/CI/SG			DATE SIGNED 03/24/76	18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>Richard L. Schmidt</i> RICH/13		DATE SIGNED 4 March 1976	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING NUMERIC ALPHABETIC		22. STATION CODE	23. INTEGRITY CODE	24. HGT/PT CODE	
25. DATE OF BIRTH MO. DA. YR.	26. DATE OF GRADE MO. DA. YR.	27. DATE OF LSI MO. DA. YR.					
28. NTE EXPIRES MO. DA. YR.	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1-CC 2-COM 3-FIC 4-NONE	31. SEPARATION DATA CODE	32. OFFICE/COMPLETION DATA TYPE MO. DA. YR.	33. SECURITY SIG. NO.	34. SEX	
35. VET PREFERENCE CODE 0-NO PRE 1-5 PT 2-10 PT	36. SERV COMP DATE MO. DA. YR.	37. LONG COMP DATE MO. DA. YR.	38. CAREER CATEGORY CODE (AM, BS, PRCY, TEMP)	39. FECS, HEALTH INSURANCE CODE (A-RECOVER 1-BEC 2-REG/OPT 3-UNRELIABLE)	40. SOCIAL SECURITY NO.		
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)		42. LEAVE CAT CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE INC TAX EXEMPTIONS	44. STATE TAX DATA FORM EXECUTED CODE INC TAX STATE CODE			
45. POSITION CONTROL CERTIFICATION OK 3/25/76			46. O/P APPROVAL <i>John W. King</i>		DATE APPROVED 3/26/76		

FORM 1152 USE PREVIOUS EDITION

SECRET

E.2. IMPDET CL. BY: 007622 (4)

CONFIDENTIAL

75-6718

21 NOV 1975

MEMORANDUM FOR: John P. O'Reilly
Lee H. Wigren

SUBJECT : Letter of Commendation

We have just completed a high level, sensitive conference of considerable importance to both this Directorate and the Agency. You had the responsibility for virtually every aspect of its organization and administration. The planning and execution had to be done with comprehensive attention to detail without losing sight of our overall objectives. For weeks in advance and, particularly, during the conference itself you carried out your duties with energy, skill and competence which have reflected very creditably upon the Agency. You showed considerable tact and alertness in anticipating problems before they could arise. The close and cooperative relationship you established with the command and support personnel at the meeting site, and your obvious rapport with our various guests, also contributed to the efficient yet cordial environment in which the conference was conducted. You faced demanding and often complex responsibilities, and I commend you for your excellent performance in meeting them.

W. William E. Nelson

William E. Nelson
Deputy Director for Operations

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CL BY 365248

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24 APR 73

CI 535-75

MEMORANDUM FOR: Chairman, DDO Evaluation Boards
FROM : Chief, Counterintelligence Staff
SUBJECT : Promotion Recommendation for Lee H. Wigren

1. I recommend that Lee H. Wigren be promoted from GS-13 to GS-14. Mr. Wigren has been in grade since May 1962 and is now a GS-13, Step 8. He currently occupies a GS-15, Operations Officer, Branch Chief position.

2. Mr. Wigren was born 1 December 1923. He received a BA degree in Russian Studies from Yale University in 1947 and an MA degree in History from Harvard University in 1950. He entered on duty with CIA as a GS-06 clerk in March 1951. He subsequently attained professional status as an Intelligence Officer in 1952 and since that time has served variously as Intelligence Officer, Area Operations Officer, Biographics Officer, Instructor, and Operations Officer in DIV/D, Europe Division, SE Division, OTR, and since 1968 the Counterintelligence Staff.

3. Most of Mr. Wigren's career has involved CE and CI matters. He has been primarily concerned with various aspects of the Counterintelligence research and analysis activity of SE Division and, since 1968, the Counterintelligence Staff. In the course of his various assignments, he has developed a broad and deep substantive knowledge of the Soviet intelligence and security organs and their activities which has made him one of our more knowledgeable and effective CI analysts. He is careful and thorough in his research, he writes well, and he has an established reputation within and without CIA as an interesting and effective lecturer concerning counterintelligence matters. His career record reflects a consistently professional performance of above-average quality in his various CIA assignments. Additionally, that record is documented by several letters of appreciation from other US Government agencies and foreign liaison services for the highly professional assistance provided them by Mr. Wigren in the counterintelligence field.

SECRET CL BY 012205

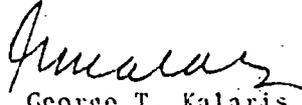
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4. Mr. Wigren is currently Chief of the External Research Branch of the CI Research and Analysis Group. He is performing the duties and responsibilities of this GS-15 position in a satisfactory manner. He manages the complex activities of six staff officers and nine contract personnel associated with this Branch and is responsible for the several research programs in which they are involved. He strives to direct and combine the best talents of the personnel under his supervision toward the achievement of his Branch's objectives while remaining sensitive to the personal and career interests of his employees. He is especially effective in dealing with the several contract personnel (including former defectors) under his supervision who, because of their professional status and diverse ethnic backgrounds, sometimes require especially understanding treatment.

5. In summary, Mr. Wigren is effectively and satisfactorily performing the duties of a GS-15 Branch Chief in a position which requires specialized substantive knowledge and the ability to manage activities and supervise personnel. I believe that his demonstrated ability in this position and his sustained record of job performance at an above-average level since his last promotion clearly merit his promotion to GS-14 at this time.


George T. Kalaris
Chief
Counterintelligence Staff

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(When Filled In)

REQUEST FOR PERSONNEL ACTION						DATE PREPARED	
1. SERIAL NUMBER: 006198						28 NOVEMBER 1975	
2. NAME (Last-First-Middle): WIGREN, LEE H.							
3. NATURE OF PERSONNEL ACTION: DELEGATION OF NSCA				4. EFFECTIVE DATE REQUESTED: 11 28 75		5. CATEGORY OF EMPLOYMENT: REGULAR	
6. FUNDS: XX		V TO V		V TO CF		7. PAY AND GRADE: 6227-0170 0002	
CF TO V		CF TO CF		8. LEGAL AUTHORITY (Completed by Office of Personnel)			
9. ORGANIZATIONAL DESIGNATIONS: CIS DDO/C/STAFF RESEARCH AND ANALYSIS GROUP EXTERNAL RESEARCH BRANCH				10. LOCATION OF OFFICIAL STATION: WASHINGTON, D.C.			
11. POSITION TITLE: OPS OPERATIONS OFFICER CH (15)				12. POSITION NUMBER: EQ27		13. CAREER SERVICE DESIGNATION: DAA	
14. CLASSIFICATION SCHEDULE (GS, LB, etc.): GS		15. OCCUPATIONAL SERIES: 0136.01		16. GRADE AND STEP: 13 8		17. SALARY OR RATE: \$ 28,254	
18. REMARKS							
19A. SIGNATURE OF REQUESTING OFFICIAL: M.D. MCCALLUM, C/CF/SG				DATE SIGNED: 11/28/75		19B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER: CMG/13	
						DATE SIGNED: 28/11/75	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL							
19. SECTION CODE: 37	20. EMPLOY CODE: 10	21. OFFICE CODING: NUMERIC 01500 ALPHABETIC CIS		22. STATION CODE: 75813	23. INTEGRITY CODE: 1	24. DATE OF BIRTH: 12 01 23	
25. DATE OF GRADE		26. DATE OF LES		27. SECURITY REQ. NO.		28. SEC	
29. NET PREFERENCE		30. SERV COMP DATE		31. LONG COMP DATE		32. CAREER CATEGORY	
33. PREVIOUS CIVILIAN GOVERNMENT SERVICE		34. LEAVE CAT. CODE		35. FEDERAL TAX DATA		36. STATE TAX DATA	
37. POSITION CONTROL CERTIFICATION: 12-2-75		38. APPROVAL: HR		39. APPROVAL: Joney Rasmussen		40. DATE APPROVED: 12/2/75	

1152 USE PREVIOUS EDITION

SECRET

E.2. IMPDET CL. BY: 007632

11
C106302

SECRET
(When Filled In)

<p>0061 REQUEST FOR PERSONNEL ACTION</p>				<p>DATE PREPARED 15 SEPTEMBER 1975</p>					
<p>1. SERIAL NUMBER 006198</p>		<p>2. NAME (Last-First-Middle) WIGREN, LEE H.</p>							
<p>3. NATURE OF PERSONNEL ACTION REASSIGNMENT AND CANCELLATION OF NSCA</p>			<p>4. EFFECTIVE DATE REGISTERED 09 15 75</p>		<p>5. CATEGORY OF EMPLOYMENT REGULAR</p>				
<p>6. FUNDS XX V TO V CF TO V</p>		<p>7. FAN AND NSCA 6227-0170 0000</p>		<p>8. LEGAL AUTHORITY (Completed by Office of Personnel)</p>					
<p>9. ORGANIZATIONAL DESIGNATIONS DDO/CI STAFF RESEARCH & ANALYSIS GROUP EXTERNAL RESEARCH BRANCH</p>			<p>10. LOCATION OF OFFICIAL STATION WASHINGTON, D.C.</p>						
<p>11. POSITION TITLE OPS OPERATIONS OFFICER CH (15)</p>		<p>12. POSITION NUMBER EQ27</p>	<p>13. CAREER SERVICE DESIGNATION DAA</p>						
<p>14. CLASSIFICATION SCHEDULE (GS, LP, etc.) GS</p>		<p>15. OCCUPATIONAL SERIES 0136.01</p>	<p>16. GRADE AND STEP 15 8</p>	<p>17. SALARY OR RATE \$ 20,905</p>					
<p>18. REMARKS</p>									
<p>19A. SIGNATURE OF REQUESTING OFFICIAL M.D. MCCALLUM, C/CI/SG</p>		<p>DATE SIGNED 09/15/75</p>	<p>19B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER CNG/13</p>		<p>DATE SIGNED 17/9/75</p>				
<p>SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL</p>									
<p>19. ACTION CODE 37 10</p>	<p>20. EMPLOY. CODE 31500010</p>	<p>21. OFFICE CODING NUMERIC ALPHABETIC 75010</p>		<p>22. STATION CODE 75010</p>	<p>23. INTEGRITY CODE 1</p>	<p>24. MOBILE CODE 12/01/23</p>	<p>25. DATE OF BIRTH MO. DA. YR.</p>	<p>26. DATE OF GRADE MO. DA. YR.</p>	<p>27. DATE OF LEI MO. DA. YR.</p>
<p>29. BTE EXPIRES MO. DA. YR.</p>	<p>29. SPECIAL REFERENCE 1-ESC 2-ORCA 3-FICA 4-NONE</p>	<p>30. RETIREMENT DATA CODE</p>	<p>31. SEPARATION DATA CODE TYPE</p>	<p>32. CORRECTION CANCELLATION DATA NO. DA. YR.</p>		<p>33. SECURITY REQ. NO.</p>	<p>34. SEX</p>		
<p>35. VET PREFERENCE CODE 0-NONE 1-5 PT. 2-10 PT.</p>	<p>36. SERV. COMP. DATE MO. DA. YR.</p>		<p>37. LONG. COMP. DATE MO. DA. YR.</p>		<p>38. CAREER CATEGORY LAB/RES PROV/TEMP CODE</p>	<p>39. LEGAL/HEALTH IMPAIRMENT CODE 0-WAIVER 1-REG 2-REG/OPT 3-INVALID</p>	<p>40. SOCIAL SECURITY NO.</p>		
<p>41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 3 YEARS) 3-BREAK IN SERVICE (MORE THAN 3 YEARS)</p>			<p>42. LEAVE CAT CODE</p>	<p>43. FEDERAL TAX DATA FORM EXECUTED CODE 1-YES 2-NO</p>		<p>44. STATE TAX DATA FORM EXECUTED CODE 1-YES 2-NO</p>			
<p>45. POSITION CONTROL CERTIFICATION 9-18-75 JK 03 OCT 1975</p>				<p>46. O.P. APPROVAL Robert H. [Signature]</p>		<p>DATE APPROVED 18/9/75</p>			



CONFIDENTIAL

DEPARTMENT OF DEFENSE
DEFENSE INTELLIGENCE SCHOOL
NAVAL DISTRICT WASHINGTON
WASHINGTON, D. C. 20374

OFFICE OF THE COMMANDANT

001024-6450

C-2037/IS-2

25 JAN 1974

Mr. William E. Nelson
Deputy Director for Operations
Central Intelligence Agency
Washington, D.C. 20505

Dear Mr. Nelson:

(C) It is a distinct pleasure for me to express my sincere appreciation to Messrs. Raymond Rocca, William Decker, William Donnelly, John Bogart, Joseph Flaherty, Lee Wigren, Robert Thomas and Paul Johnson, all members of your staff, for their outstanding participation and support of our new "Soviet Intelligence Elective Seminar." This seminar provided an in-depth examination of the Soviet Intelligence and Security Services for twelve graduate degree candidates enrolled in the School's new Masters Degree Program in Strategic Intelligence.

(U) Each Agency participant displayed a thorough knowledge of the subject interlaced with personal experiences and analyses which made each presentation unique and extremely valuable for the seminar members. In addition to the participants' formal presentations, they also spent valuable time informally talking with individual members of the seminar and faculty. Our students and faculty were enthusiastic in their praise of all aspects for the program; and they especially appreciated the candid discussions of the problems Soviet intelligence poses both for the Agency and the Intelligence Community. Please convey to each participant our sincere thanks for his outstanding presentation and his interest in the School's Graduate Program.

(U) Your continued cooperation in assisting this School to educate students whose intelligence capabilities will be an asset to the Services and Intelligence Community is deeply appreciated.

Sincerely,

W. J. Furnas

W. J. FURNAS
Captain, USN
Commandant

Classified by IS-2
EXEMPT FROM GENERAL DECLASSIFICATION
SCHEDULE OF EXECUTIVE ORDER 11652
EXEMPTION CATEGORY Two (2)
DECLASSIFY ON cannot be determined
"Derivative information from material
governed by CIA Regulation 10-29"

CONFIDENTIAL

SECRET

(U.S. Gov. Printing Office)

REQUEST FOR PERSONNEL ACTION

DATE PREPARED

20 June 1968

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53

1. SERIAL NUMBER 006198		2. NAME (Last-First-Middle) WIGREN, LEE H.	
3. NATURE OF PERSONNEL ACTION REASSIGNMENT			4. EFFECTIVE DATE REQUESTED MONTH: 07, DAY: 14, YEAR: 68
6. FUNDS X V TO V CF TO V			5. CATEGORY OF EMPLOYMENT REGULAR
9. ORGANIZATIONAL DESIGNATIONS DDP/CI STAFF RESEARCH AND ANALYSIS GROUP			7. FINANCIAL ANALYSIS NO. CHARGEABLE 0227-0170
11. POSITION TITLE OPS OFFICER (14)			8. LEGAL AUTHORITY (Completed by Office of Personnel)
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS		13. OCCUPATIONAL SERIES 0136.01	10. LOCATION OF OFFICIAL STATION WASH., D.C.
16. GRADE AND STEP 13 5		17. SALARY OR RATE 16329 16329	
18. REMARKS FROM: DDS/OTR (Position No. 1238) CONCUR: <i>James D. O'Leary</i> OTR/Personnel cc: Finance & Security Security Approval Granted by Pers. SR/OS 6-24-68 6/27/68			

19. SIGNATURE OF REQUESTING OFFICIAL <i>Byron B. Jones</i> CI STAFF	DATE SIGNED 20 June 68	18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER <i>Paul M. G. [unclear]</i>	DATE SIGNED 27 June 1968
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SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE 37 10	20. EMPLOY CODE	21. OFFICE CODING NUMERIC: 31500 ALPHABETIC: CI	22. STATION CODE 75013	23. INTEGRITY CODE	24. MODIMS CODE	25. DATE OF BIRTH MO. DA. YR. 130/123	26. DATE OF GRADE MO. DA. YR.	27. DATE OF LEI MO. DA. YR.
28. NTE EXPIRES MO. DA. YR.	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1-YES 2-ORGN 3-FICA 4-BOH	31. SEPARATION DATA CODE	32. CORRECTION, CANCELLATION DATA TYPE MO. DA. YR.	EOD DATA →		33. SECURITY REG. NO.	34. SER
35. VET. PREFERENCE CODE 0-None 1-5 PT. 2-10 PT.	36. SERV. COMP. DATE MO. DA. YR.	37. LONG. COMP. DATE MO. DA. YR.	38. CAREER CATEGORY CODE 0-WAIVER 1-YES	39. FEGLI HEALTH INSURANCE CODE 0-WAIVER 1-YES	40. SOCIAL SECURITY NO.			
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0-NO PREVIOUS SERVICE 1-NO RESUME IN SERVICE 2-RESUME IN SERVICE (LESS THAN 3 YEARS) 3-RESUME IN SERVICE (MORE THAN 3 YEARS)	42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS 1-YES 2-NO	44. STATE TAX DATA FORM EXECUTED CODE NO. TAX EXEMPTIONS 1-YES 2-NO		45. STATE CODE			

D
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43. POSITION CONTROL CERTIFICATION From OTR	44. O.P. APPROVAL <i>[Signature]</i>	DATE APPROVED 6/27/68
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FORM 3-67 1152 USE PREVIOUS EDITION

SECRET

GROUP 1 EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION

(14)

Executive Agency
12-1576



South African Police Headquarters,
Private Bag 94,
Pretoria.

17th March, 1967.

Mr. R. Helms,
Central Intelligence Agency,
WASHINGTON, D.C.

Dear *Mr Helms,*

During a recent conversation with one of my officers in connection with the visit of Mr. Henry Plunko and Mr. Leo Wigren, it suddenly dawned on me that although I had, at the time, requested both Mr. John Mertz and Monarr Plunko and Wigren to convey my sincere thanks and good wishes to you - which I am sure they did - I had not yet written to you personally in connection with the matter.

Hank and Leo, as we affectionately remember them, proved themselves to be most worthy ambassadors of your country, as well as your service and I feel convinced that they left behind them a number of sincere new friends. They are both obviously experienced officers with a wide and thorough knowledge of their respective fields and we found their lectures highly instructive.

Fortunately, circumstances permitted the majority of my senior officers to attend the course in Pretoria and the lucid manner in which Hank and Leo delivered their lectures, brought us all under a new and deeper awareness of the vital role being played by the United States in the struggle against international communism, and for the very great need of unity and closer co-operation amongst the peoples of the free world if the communist onslaught is to be successfully withstood.

Please once again accept my sincere thanks for having made two such able and experienced officers as Hank and Leo available for the purpose of lecturing to us.

Kindest regards,
Sincerely,

Major-General.

H. J. VAN DEN BERGH.

/RVZ



DEPARTMENT OF THE ARMY
U. S. ARMY INTELLIGENCE SCHOOL
FORT HOLABIRD, MARYLAND 21219

IN REPLY REFER TO:

15 March 1967

Mr. John H. Richardson
Director of Training
Central Intelligence Agency
Langley, Virginia 20505

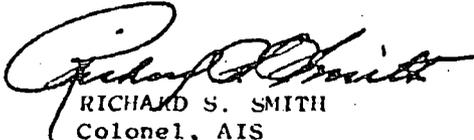
Dear Mr. Richardson:

It is a pleasure to express the appreciation of the Staff and Faculty of the U. S. Army Intelligence School for the presentation by Mr. Lee A. Wigren, at Fort Holabird, on 8 March 1967, to personnel attending Class 67-SO-2 of the Senior Foreign Officer Intelligence Course.

Mr. Wigren's discussion of current trends in Soviet foreign policy was factual and timely. His examples of Soviet activity in the foreign policy sphere in Vietnam, the Middle East and Africa were of definite value to this class. The talk was highly interesting and was enthusiastically received.

Thank you for your continued cooperation in our guest speaker program. Would you please convey to Mr. Wigren the appreciation of the Staff and Faculty.

Sincerely,


RICHARD S. SMITH
Colonel, AIS
Commandant

S E C R E T
(When Filled In)

8 August 1966

MEMORANDUM FOR: Mr. Lee H. Wigren

THROUGH : Head of ~~C3~~ Career Service

SUBJECT : Notification of Non-eligibility for Designation as a
Participant in the CIA Retirement and Disability System

1. As you may know, we are in the process of reviewing the employment history and current career field of all employees in the Agency to identify those who are eligible for designation as a participant in the new CIA Retirement and Disability System. In this process, the initial review of each case is made by the individual's Career Service. If the Head of his Career Service nominates him for participation in the System, this nomination is reviewed by the CIA Retirement Board which recommends final action to me. However, if the Head of the Career Service advises that the employee does not meet the basic requirements of HR 20-50 for participation, I have accepted this finding without further review by the CIA Retirement Board. This practice has been adopted in the interest of expediting this screening process so that those employees who are eligible to participate in the System may be designated participants as soon as possible.

2. In your case, the Head of your Career Service has advised me that you do not meet the requirements of HR 20-50 for designation as a participant and I have accordingly made the formal determination required by the regulation that you are not eligible for designation. From a review of your record it appears that the decision of your Career Service was based upon the fact that you have 15 years or more of Agency service, but have not as yet performed 60 months of qualifying service as required by regulation. My determination that you are not eligible at this time for designation in no way affects your current status under the Civil Service Retirement System, nor does it preclude reconsideration of your eligibility to participate in the CIA System if you should meet the requirements for designation in the future.

3. Should you desire further information concerning the requirements for designation as a participant in the CIA Retirement System, I suggest that you read paragraph c of HR 20-50 and paragraph 5 of the Employee Bulletin dated 30 July 1965, entitled "Public Law 88-643, The Central Intelligence Agency Retirement Act of 1964 for Certain Employees."

4. It is always possible that the records upon which the determination made in your case may have been incomplete or inaccurate regarding your actual employment history with the Agency. If, after studying the materials cited above, you have questions regarding the determination that you are not eligible to participate in the CIA Retirement System, please feel free to contact officials of your Career Service. They are familiar with the details of your case and will gladly discuss them with you. In addition, you may wish to discuss your case with the CIA Retirement Staff located in Room 205, Magazine Building (extension 2847). If such discussions do not resolve any questions you have regarding your eligibility, you may request that your case be formally considered by the CIA Retirement Board. However, this request must be made within 30 days of the date of this memorandum.


Emmett D. Echols
Director of Personnel

GROUP 1
Excluded from automatic
downgrading and
declassification

S E C R E T

ORIGINAL	SERVICE COMPLETION DATE (MO. DA. YR.)
CORRECTION	
THIS DATE	SIGNATURE (Office of Personnel)

FORM NO. 171

CONFIDENTIAL

SECRET

REQUEST FOR PERSONNEL ACTION				DATE PREPARED 7 April 1965	
SERIAL NUMBER 006198		NAME (Last-First-Middle) WIGREN, Lee H.			
3. NATURE OF PERSONNEL ACTION Reassignment			4. EFFECTIVE DATE REQUESTED MONTH DAY YEAR 04 21 65		5. CATEGORY OF EMPLOYMENT Regular
6. FUNDS X		V TO V	V TO CF	7. COS CENTER NO. CHARGE AREA 5275-2500	
CF TO V		CF TO CF	8. LEGAL AUTHORITY (Completed by Office of Personnel)		
9. ORGANIZATIONAL DESIGNATIONS DDS/OTR School of International Communism Faculty			10. LOCATION OF OFFICIAL STATION Washington, D. C.		
11. POSITION TITLE Instructor Intel		12. POSITION NUMBER (13) 1238	13. CAREER SERVICE DESIGNATION D		
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS		15. OCCUPATIONAL SERIES 1712.31	16. GRADE AND STEP 13 X 3	17. SALARY OR RATE 12915	
18. REMARKS Security Approval Granted by Pers. SD/OS 4/14/65 Vice Henry Samoriski 4/21/65 CONCUR: [Signature] 4/20/65 SR Personnel CONCUR: CSPO/B lcc forwarded to Payroll; 1 cc forwarded to Security					
18A. SIGNATURE OF REQUESTING OFFICIAL		DATE SIGNED		18B. SIGNATURE OF CAREER SERVICE APPROVING OFFICER Matthew Baird, Director of Trng	
DATE SIGNED		DATE SIGNED		DATE SIGNED	
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL					
19. ACTION CODE 37	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC ALPHABETIC 17500 OTR		22. STATION CODE 7501	23. INTELLIGENCE CODE
24. MOOTHS CODE	25. DATE OF BIRTH MO. DA. YR. 12 21 23		26. DATE OF GRADE MO. DA. YR.		27. DATE OF LEI MO. DA. YR.
28. NIE EXPIRES MO. DA. YR.	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1-CSI 2-FICA 3-NONE		31. SEPARATION DATA CODE	32. CORRECTION CANCELLATION DATA MO. DA. YR.
33. SECURITY REQ NO.	34. SEX	35. VET. PREFERENCE CODE 0-NONE 1-5 PT. 2-10 PT.	36. SERV. COMP. DATE MO. DA. YR.		37. LONG. COMP. DATE MO. DA. YR.
38. CAREER CATEGORY CODE	39. FEGLI HEALTH INSURANCE CODE 0-WAIVER 1-FES	40. SOCIAL SECURITY NO.	41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0-NO PREVIOUS SERVICE 1-NO BREAK IN SERVICE 2-BREAK IN SERVICE (LESS THAN 2 YEARS) 3-BREAK IN SERVICE (MORE THAN 2 YEARS)	42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED: CODE NO. TAX EXEMPTIONS 1-FES 2-NO
44. STATE TAX DATA FORM EXECUTED: CODE NO. TAX EXEMPTIONS 1-FES 2-NO	45. POSITION CONTROL CERTIFICATION	46. O.P. APPROVAL A. Baird	47. DATE APPROVED 4-21-65		

4-00000

SECRET

5 March 1962

MEMORANDUM FOR: Clandestine Services Career Service Board,
Secretary

SUBJECT : Promotion Recommendation for Mr. Lee H. Wigren

1. In recommending most strongly Mr. Wigren's promotion from GS-12 to GS-13, I feel it is only necessary to emphasize Mr. Wigren's educational background at Yale and Harvard, where he received a B.A. and M.A. in History and Russian; his ten years of work in the Agency on Soviet intelligence in the CI Staff, FI/D, and SR Division; his ability during the past three years in SR to supervise a group of over twelve people performing a variety of research functions, ranging from major studies to operational aids, on the RIS; his appreciation of the counter-intelligence role of the Agency and his furtherance of our mission in that respect by the high standards of excellence of his production; and his vigor in assuming and carrying out the duties of a job formerly held by a GS-15.

2. Mr. Wigren has been in grade for almost four years. He has had responsibilities and performed duties far above his grade level for three of those years while dealing with practically all of the DD/P, other agencies of the government, and foreign intelligence and security services. He is an acknowledged expert in his field and equalled in it by no one else in the Agency, and possibly in the government as a whole. His fitness reports have reflected superior performance in every important respect and outstanding performance in many ways, with the highest personal characteristics possible, doing a job on a uniquely difficult subject, while using and training personnel who all too often have had little or no background for their positions.

3. In my opinion, Mr. Wigren is the most qualified GS-12 in the Division for promotion to GS-13, and I believe that the above comments and our four previous promotion recommendations amply support me.

John H. Mabry

JOHN H. MABRY,
Chief, SR Division

SECRET

2 September 1959

MEMORANDUM FOR: Chief, SR/CE

SUBJECT: Promotion Request,
Leo H. WIGREN

1. It is requested that Mr. Wigren be promoted to GS-13.

2. Mr. Wigren received his BA from Yale in 1947, majoring in history and Russian language and area studies, and his MA from Harvard in 1948 in history. He came on duty with the Soviet Intelligence Branch of what was then Staff C in March 1951, and stayed with that branch as a research analyst on Soviet Intelligence until after its transfer to SR/CE in early 1955, when he transferred to WE Division in search of a field assignment. Such assignment having become increasingly doubtful by 1957, he transferred to FI/D where he remained until assignment to this Division in April 1959 as Chief of SR/CE/Research.

3. I might as well admit at the start that I have known Mr. Wigren since we were in high school together and I have always been impressed with his ability, particularly in the research field. Additionally, he has been in or close to research on Soviet Intelligence for the past 8 1/2 years. This, combined with his academic background in research methodology, history in general and Russian history in particular, made him my natural choice for his present job although I had never worked directly with him before. In the past five months, I have had reason to be happy about my choice. The main need in SR/CE/Research has been for an established program of studies which we might expect to be produced in regular order; this has been a need, to my personal knowledge, since 1955. Mr. Wigren has quietly set up such a schedule with realistic target dates, is in touch with each study at each point during its production, and shows every indication of meeting his deadlines. He has a long-range interest in counter-intelligence, knows what he is doing and why, and is able to orient his subordinates properly and direct their efforts.

4. Although Mr. Wigren has been in grade only a relatively short time, since April 1958, I feel that he is doing a difficult job excellently and that his promotion is justified on the basis of academic background, Agency experience and current performance.

Edward W. Knowles

EDWARD W. KNOWLES
SR/COF/CE

SECRET
SECURITY INFORMATION

PERSONNEL EVALUATION REPORT				
<i>Items 1 through 6 will be completed by Administrative or Personnel Officer</i>				
1. NAME (LAST)	(FIRST)	(MIDDLE)	2. GRADE	3. POSITION TITLE
WIGREN	Lee	H	GS-7	Intell. Off.
4. OFFICE	STAFF OR DIVISION	BRANCH	<input checked="" type="checkbox"/> DEPT'L.	IF FIELD, SPECIFY STATION
DLP	FI	Staff c - CE	<input type="checkbox"/> FIELD	
5. PERIOD COVERED BY REPORT		6. TYPE OF REPORT		
From	To	<input type="checkbox"/> Initial	<input checked="" type="checkbox"/> Annual	<input type="checkbox"/> Special
4-19-52	4-19-53	<input type="checkbox"/> Reassignment	<input type="checkbox"/> Reassignment of Supervisor	
<i>Items 7 through 10 will be completed by the person evaluated</i>				
7. LIST YOUR MAJOR DUTIES IN APPROXIMATE ORDER OF IMPORTANCE, WITH A BRIEF DESCRIPTION OF EACH. OMIT MINOR DUTIES.				
<ol style="list-style-type: none"> Under general supervision, examine the structure and operational methods of Soviet intelligence services, and prepare studies based on this examination. Conduct research to determine current relationships between Soviet intelligence services and those of the Soviet satellite countries. Prepare analyses of special counterespionage problems for use in the field, headquarters and training. Prepare counterespionage studies dealing with specific areas, and based on systematic analyses of espionage cases in those areas. Assist in the review of Country Plans from the counterespionage viewpoint. 				
8. LIST COURSES OF INSTRUCTION COMPLETED DURING REPORT PERIOD.				
Name of Course	Location	Length of Course	Date Completed	
The following courses were completed during the period April to July 1951, and have not been previously reported:				
1. Basic Orientation Course; 2. Basic Intelligence Course; 3. Operations Course; and 4. Advanced Operations Course.				
9. IN WHAT TYPE OF WORK ARE YOU PRIMARILY INTERESTED?				
Research, analysis, and support -- all mainly in the field of counterespionage.				
IF DIFFERENT FROM YOUR PRESENT JOB, EXPLAIN YOUR QUALIFICATIONS (APTITUDE, KNOWLEDGE, SKILLS).				
10.				
21 April 1953				
DATE		SIGNATURE		
<i>Items 11 through 13 will be completed by Supervisor</i>				
11. BRIEFLY DESCRIBE THIS PERSON'S PERFORMANCE ON THE MAJOR DUTIES LISTED UNDER ITEM 7 ABOVE.				
Highly satisfactory. Has displayed conspicuous good judgment, accuracy, and cooperation.				

SECRET
SECURITY INFORMATION

12. IN WHAT RESPECT IS THIS PERSON'S PERFORMANCE ON PRESENT JOB MOST NOTICEABLY GOOD OR OUTSTANDING?

Judgment

13. ON WHAT ASPECT OF PERFORMANCE SHOULD THIS PERSON CONCENTRATE EFFORT FOR SELF IMPROVEMENT?

Knowledge of Soviet Int. Affairs, especially operational analysis, for which he has shown a special aptitude.

14. COMMENT ON THIS PERSON'S ABILITY TO HANDLE GREATER RESPONSIBILITIES NOW OR IN THE FUTURE.

Show ability for improvement and eventual leadership.

15. ARE THERE OTHER DUTIES WHICH BETTER SUIT THIS PERSON'S QUALIFICATIONS? (Recommend appropriate reassignment, if possible.)

No.

16. WHAT TRAINING OR ROTATION DO YOU RECOMMEND FOR THIS PERSON?

Training adequate, eventual operational experience, preferably in Scandinavian area, desirable.

17. IF PERFORMANCE DURING REPORT PERIOD HAS BEEN UNSATISFACTORY, THERE IS ATTACHED COPY OF MEMORANDUM JUSTIFYING THIS PERSON OF UNSATISFACTORY PERFORMANCE.

18. THIS PERSONNEL EVALUATION REPORT HAS BEEN DISCUSSED WITH THE PERSON EVALUATED. ADDITIONAL COMMENTS INCLUDING COMMENT ON ITEMS 7, 8 AND 9, ARE SHOWN BELOW UNDER ITEM 20.

DATE 21 April 1953 SIGNATURE OF SUPERVISOR George E. [Signature]

19. I HAVE REVIEWED THE ABOVE REPORT. (Comments, if any, are shown in _____)

DATE 21 April '53

20. COMMENT/S: (if necessary, may be continued on reverse side of cover sheet.)

SECRET
SECURITY INFORMATION

ITEMS 1 THROUGH 8 WILL BE COMPLETED BY TRANSACTIONS AND RECORDS BRANCH WHEN ACTION IS INITIATED IN PERSONNEL DIVISION

ROUTING AND ACTION SLIP FOR PERSONNEL EVALUATION REPORT					DATE	MAR 9 1953
1. NAME (Last)	FIRST	MIDDLE	2. GRADE	3. POSITION TITLE		
WILLIAMS	Leo	H	GS-7	Intell. Off.		
4. OFFICE	STATE OR DIVISION	BRANCH	<input checked="" type="checkbox"/> DEPT'L.	IF FIELD, SPECIFY STATION		
DDP	SI	STC	<input type="checkbox"/> FIELD			
5. PERIOD COVERED BY REPORT		6. TYPE OF REPORT				
From	To	<input type="checkbox"/> Initial	<input checked="" type="checkbox"/> Annual	<input type="checkbox"/> Special		
4-19-52	4-19-53	<input type="checkbox"/> Reassignment	<input type="checkbox"/> Reassignment of Supervisor			
7. DATE REPORT DUE IN PERSONNEL OFFICE				8. AUTHENTICATION (IF APPLICABLE)		
4-19-53						

ROUTING AND ACTION			
REQUIRED ACTION	PERSON TO TAKE ACTION	DATE ACTION COMPLETED	INITIALS
9. a. Obtain two copies of CIA Form 37-151. b. Enter data in Items 1 through 6, above, in corresponding spaces of FER forms. c. Attach this action form and pamphlet "Your Evaluation Report" to FER forms. d. Deliver forms to immediate supervisor of person to be evaluated.	Evaluations Officer	20 Apr 53	BBP
10. a. Deliver forms to person to be evaluated. b. Offer advice and assistance.	Supervisor	21 Apr 53	RSB
11. a. Complete Items 7 through 10. b. Deliver forms to supervisor.	Person to be Evaluated	21 Apr 53	LHW
12. a. Complete Items 11 through 17. b. Attach warning memo, if required. c. Deliver forms to reviewing official (supervisor next in line).	Supervisor	21 April 53	BSB
13. a. Review the evaluation. b. Discuss complete evaluation and recommendations with supervisor. c. Record additional comments on forms. d. Sign forms in Item 19. e. Deliver forms to supervisor.	Reviewing Official	21 Apr 53	LHW
14. a. Discuss all aspects of evaluation with person being evaluated. (Explain right of appeal, if warning memo is prepared.) b. Sign forms in Item 18. c. Deliver forms to Evaluations Officer.	Supervisor	21 Apr 53	BSB
15. a. Deliver original copy of evaluation form to Transactions and Records Branch, Personnel Division. b. Retain the carbon copy for use of operating office and Office Career Service Board. c. Detach Instruction Sheet of Form 37-151 if Item 20 (continued) is unused.	Evaluations Officer	APR 21 1953	BBP

SECRET														
REQUEST FOR PERSONNEL ACTION														
VOUCHERED														
8 AUGUST 1959														
1. Serial No.	2. Name (Last-First-Middle)					3. Date Of Birth			4. Sex		5. SSN			
106198	WILGREN LEE H					Mo.	Da.	Yr.	Male	Code		Mo.	Da.	Yr.
						12	01	23		1		03	19	51
7. CSC	8. CSC No.		9. CSC Or Other Legal Authority		10. App. Affidav.			11. H.C.I.		12. LCD		13. Civil Serv. Act.		
Mo.	Da.	Yr.	Yes-1	Code	Mo.	Da.	Yr.	Yes-1	Code	Mo.	Da.	Yr.	Yes-1	Code
07	24	43	No-2	1	50	USCA	403			03	19	51	No-8	2

PREVIOUS ASSIGNMENT

14. Organizational Designations				Code		15. Location Of Official Station				Station Code			
DDP SR CHIEF OF OPERATIONS COUNTER ESPIONAGE STAFF RESEARCH SECTION				4824		WASH., D. C.				75013			
16. Dept. - Field		17. Position Title		18. Position No.		19. Serv.		20. Occup. Series					
Dept. - USHD - Fgn -		Code		OPS OFFICER		0400		CS		0136.01			
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade				25. Pay Due		26. Appropriation Number	
12 1		\$ 8330		01		Mo. Da. Yr.		Mo. Da. Yr.		0234 1000 1000		XXXXXXXXXX	

ACTION

27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Date	
REASSIGNMENT		516		08 1 23 59		REGULAR		01			

PRESENT ASSIGNMENT

31. Organizational Designations				Code		32. Location Of Official Station				Station Code			
DDP SR CHIEF OF OPERATIONS COUNTER ESPIONAGE STAFF RESEARCH SECTION				4824		WASH., D. C.				75013			
33. Dept. - Field		34. Position Title		35. Position No.		36. Serv.		37. Occup. Series					
Dept. - USHD - Fgn -		Code		OPS OFFICER		D.14		351		08 0136.01			
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade				42. Pay Due		43. Appropriation Number	
12 1		\$ 8330		DI		Mo. Da. Yr.		Mo. Da. Yr.		0234 1000 1000			

SOURCE OF REQUEST

A. Requested By (Name And Title)		C. Request Approved By (Signature And Title)	
ANDREW L. BUSBY CH/OP/PERSONNEL		<i>[Signature]</i>	
B. For Additional Information Call (Home & Telephone Ext.)			
E. C. JOHNSON 24107			

CLEARANCES

Clearance		Signature		Date		Clearance		Signature		Date	
A. Career Board		<i>[Signature]</i>		5/17/59		D. Placement					
B. Pos. Control		<i>[Signature]</i>		5/26/59		E.					
C. Classification						F. Approved By					

Remarks PER NEW T/O

SECRET

SECRET
(When Filled In)

V to V		V to UV		REQUEST FOR PERSONNEL ACTION				DATE PREPARED				
UV to V		UV to UV						Mo	Da	Yr		
03		26						59				
1. Serial No.		2. Name (Last-First-Middle)			3. Date Of Birth		4. Vet. Prof.		5. Sex		6. CS - EOU	
106198		WIGREN, LEE H.			12 01 23		None-0 5 Pr-1 10 Pr-2		1 M 1		03 19 51	
7. CSC Rating		8. CSC Jr Under Legal Authority			10. Agent Affid.		11. FEGLI		12. LCD		13. ...	
SCD												
Mo Da Yr		Yes - 1 Code		Mo Da Yr		Yes - 1 Code		Mo Da Yr		Yes - 1 Code		
03 24 43		1		50 USC 1014				03 19 51		2		

CURRENT ASSIGNMENT

14. Organizational Designations				Code		15. Location Of Official Station				Station Code	
DDP FI STAFF DIV D COUNTER ESPIONAGE SECTION BIOGRAPHIC UNIT						WASH., D. C.					
16. Dept. Field		17. Position Title				18. Position No.		19. Serv.		20. Occup. Series	
2		BIOGRAPHIC OFF				712		GS		0132.21	
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade		25. PSI Due		26. Appropriation Number	
12 1		8330		EI						9 2305 23	

ACTION

27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Date	
REASSIGNMENT				01/19/59		REGULAR					

PROPOSED ASSIGNMENT

31. Organizational Designations				Code		32. Location Of Official Station				Station Code	
DDP SR CHIEF OF OPERATIONS COUNTER ESPIONAGE STAFF RESEARCH AND SUPPORT SECTION						WASH., D. C.					
33. Dept. Field		34. Position Title				35. Position No.		36. Serv.		37. Occup. Series	
IO CI						400 1-12		GS		0136.53	
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade		42. PSI Due		43. Appropriation Number	
12 1		8330		EI		4/20/59		10/1/59		9 3400 20 001	

SOURCE OF REQUEST

A. Requested By (Name And Title)		C. Request Approved By (Signature And Title)		Date Approved	
ANDREW L. BUSBY CH/SP/PERSONNEL		[Signature]		1/19/59	
B. For Additional Information Call (Name & Telephone Ext.)		CONCURRENCE: [Signature] FI/PEPS 1/19/59			
CHARLES B. REDMOND 44407					

CLEARANCES

Clearance		Signature		Date		Clearance		Signature		Date	
A. Career Board		[Signature]		1/19/59		D. Placement					
E. Pos. Control						E. Release					
F. Approved By		[Signature]		1/19/59							

Remarks: Two copies of this action have been forwarded to the Office of Security. One copy has been furnished vouchered Payroll.

CONCURRENCE: [Signature]

W. N. [Signature] FI/PEPS 1/19/59

Continued on reverse side

3/3/59

REQUEST FOR PERSONNEL ACTION

1. Serial No. 10712		2. Name (Last-First-Middle) WILSON LEE H			3. Date Of Birth Mo. Da. Yr. 10 1 1935			4. Vot. Prof. Non-0 5 Pt.1 10 Pt.2		5. Sex M	6. CS - EOD Mo. Da. Yr. 10 1 1935		
7. SCD Mo. Da. Yr. 10 1 1935		8. CSC Reamt. Yes-1 No-2		9. CSC Or Other Legal Authority 1	10. Apmt. Affidav. Mo. Da. Yr.			11. FEGLI Yes-1 No-2		12. LCD Mo. Da. Yr.		13. Ann. Serv. Credit Yes-1 No-2	

PREVIOUS ASSIGNMENT

14. Organizational Designations DEPT. FI STAFF DIVISION D COUNTER ESPIONAGE SECTION BIOGRAPHIC UNIT				Code 4103	15. Location Of Official Station WASH. D. C.			Station Code 75013	
16. Dept. - Field Dept. - Code USfld - Frqn -		17. Position Title 2 BIOGRAPHIC OFF			18. Position No. 712		19. Serv. 05	20. Occup. Series 0132.31	
21. Grade & Step 11 3		22. Salary Or Rate \$ 6820	23. SD 51	24. Date Of Grade Mo. Da. Yr. 01 16 55		25. PSI Due Mo. Da. Yr. 01 12 55		26. Appropriation Number 0 2303 23	

ACTION

27. Nature Of Action Promotion		Code 30	28. Eff. Date Mo. Da. Yr. 30 APR 1958		29. Type Of Employee Regular		Code 01	30. Separation Data
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PRESENT ASSIGNMENT

31. Organizational Designations				Code 4109	32. Location Of Official Station			Station Code	
33. Dept. - Field Dept. - Code USfld - Frqn -		34. Position Title			35. Position No. 12 32		36. Serv.	37. Occup. Series	
38. Grade & Step 12 1		39. Salary Or Rate \$ 7570	40. SD	41. Date Of Grade Mo. Da. Yr. 11 14 58		42. PSI Due Mo. Da. Yr. 11 12 58		43. Appropriation Number	

SOURCE OF REQUEST

A. Requested By (Name And Title) Frank B. Rowlett - C/FI/Div D		C. Request Approved By (Signature And Title) <i>[Signature]</i> FI/PO	
B. For Additional Information Call (Name & Telephone Ext.) Lee Shields - 8312			

CLEARANCES

Clearance		Signature	Date	Clearance		Signature	Date
A. Career Board		<i>[Signature]</i>		D. Placement		<i>[Signature]</i>	4/12/58
B. Pos. Control		<i>[Signature]</i>	11 1958	E.			
C. Classification				F. Approved By		ROBERT	
Remarks							

Approved by ES L...
Service Panel
10 APR 4/5/58

14 February 1958

MEMORANDUM FOR: Chief, FI
VIA: FI/Personnel
SUBJECT: Personnel Action (Promotion)

1. It is recommended that Mr. Lee WIGREN be promoted from GS-11 to GS-12. Mr. Wigren has been in his present grade since 16 January 1955. Since he was assigned to Division D on 23 September 1957, he has been under my supervision. His performance during this time has been at least at a GS-12 level.

2. Mr. Wigren's duties warrant a GS-12. He is primarily engaged in research of a complex and tedious nature which requires a high degree of professional competence.

3. Mr. Wigren deserves a promotion on the basis of his job performance. Since coming under my supervision, he has consistently shown himself to be a conscientious, diligent and capable employee; and the high quality of his reports are indicative of his intelligence, flair for research, and ability to write effectively.

Albert P. Kergel

ALBERT P. KERDEL
Chief, Special Activities Br., FI/D

APPROVED:

Frank B. Robert

FRANK B. ROBERT, Chief, FI/Division D

MEMORANDUM FOR: Personnel Folder

SUBJECT : Career Development Plan - for WIGREN, Lee H.

An individual career plan has been developed on
the above subject, approved on 20 November 1956
and is on file in the FI Career Management Office.

Robert K. Skeels
ROBERT K. SKEELS

FI Career Management Officer

STANDARD FORM 52
FORM DESIGNED BY THE
U. S. GOVERNMENT PRINTING OFFICE
JANUARY 1954 - FEDERAL PERSONNEL
MANUAL CHAPTER 21

SECRET

REQUEST FOR PERSONNEL ACTION

VOUCHERED

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.
If applicable, obtain resignation and fill in separation data on reverse.

1. NAME (Mr - Miss - Mrs. - One given name, initials, and surname) Mr. Lee H. WIGREN	2. DATE OF BIRTH 1 Dec 1923	3. REQUEST NO.	4. DATE OF REQUEST 7 July 55
--	---------------------------------------	----------------	--

A. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) Reassignment	B. POSITION (Specify whether establish, change grade or title, etc.)	5. EFFECTIVE DATE A. PROPOSED: ASAP	7. C. S. OR OTHER LEGAL AUTHORITY
		D. APPROVED:	

FROM-- Area Ops. Officer BB 67-11 GS-0136.01-11 \$5940.00 p.a. DDP/WE Scandinavian Branch FI, PP, PM Sweden Washington, D. C. <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL	8. POSITION TITLE AND NUMBER 9. SERVICE, GRADE, AND SALARY 10. ORGANIZATIONAL DESIGNATIONS 11. HEADQUARTERS	TO-- Area Ops Officer BB 55 GS-0136.01-11 \$5940.00 p.a. DDP/WE Scandinavian Branch FI, PP, PM Sweden Washington, D. C. <input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL DP
--	--	--

A. REMARKS (Use reverse if necessary)
Incumbent, Carter, to be reassigned to field slot in WE.

Approved
JUL 26 1955
DM Collins
PP/Career Service

B. REQUESTED BY (Name and title) <i>Ann Gregg</i> A. M. GREGG, Personnel Officer, WE	D. REQUEST APPROVED BY Signature: <i>[Signature]</i> Title: <i>[Title]</i>
C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) H. E. ETSSNER, x 3124	

13. VETERAN PREFERENCE NONE <input type="checkbox"/> 5-YEAR <input type="checkbox"/> 10-YEAR <input checked="" type="checkbox"/> 15-YEAR <input type="checkbox"/> DISAB <input type="checkbox"/> OTHER <input type="checkbox"/>	14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> L.A. <input type="checkbox"/> REAL <input type="checkbox"/>
---	--

15. SEX M	16. RACE W	17. APPROPRIATION FROM: 5-3600-20 TO: 8888	18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) Yes	19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY)	20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input checked="" type="checkbox"/> PROVED STATE: Mass.
---------------------	----------------------	--	--	---	---

21. STANDARD FORM 50 REMARKS

22. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS
A.			
B. CEIL ON POS CONTROL			
C. CLASSIFICATION		JUL 1955	
D. PLACEMENT OR EMPL	<i>OC</i>	26 July 55	
E.			
F. APPROVED BY	<i>[Signature]</i> SECRET		

STANDARD FORM 82 PROCESSED BY THE U. S. CIVIL SERVICE COMMISSION BUREAU OF PERSONNEL REQUIREMENTS		SECRET	
REQUEST FOR PERSONNEL ACTION		VOUCHERED	
REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.			
1. NAME (Mr., Miss, Mrs., One given name, initial(s), and surname)		2. DATE OF BIRTH	3. REQUEST NO.
Mr. Lee H. WIGGEL		1 Dec. 1923	
4. DATE OF RESIST		5. EFFECTIVE DATE A. PROPOSED:	6. C. S. OR OTHER LEGAL AUTHORITY
23 Feb 55		ASAP	
7. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.)		B. APPROVED: -	
Reassignment		13 MAR 1955	
8. POSITION (Specify whether establish, change grade or title, etc.)			
FROM—	A. POSITION TITLE AND NUMBER	TO—	
Intell. Off. (FI) BV 227 GS-0136.51-11 \$5940.00 p.a.		Area Ops. Officer EB 67-11 GS-0136.01-11 \$5940.00 p.a.	
DDP/FI Staff C Soviet Intelligence Branch Soviet Intell. Ops. Guidance Sec. Washington, D. C.	B. SERVICE, GRADE, AND SALARY	DDP/WE Scandinavian Branch, FI, PP, PM Sweden	
FIELD <input type="checkbox"/> DEPARTMENTAL <input checked="" type="checkbox"/>	10. ORGANIZATIONAL DESIGNATIONS	FIELD <input type="checkbox"/> DEPARTMENTAL <input checked="" type="checkbox"/>	
	11. HEADQUARTERS		
	12. FIELD OR DEPARTMENTAL		
A. REMARKS (Use reverse if necessary)			
Fitness report of October 1954 is current, adequate and needs no change or reclassification.			
D. REQUESTED BY (Name and title)		D. REQUEST APPROVED BY	
A. M. GREGG, Personnel Officer		Signature: James P. Humphries (w/mt)	
C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension)		Title: Lt Col 1 March 55	
H. F. BURNER, X 2422			
13. VETERAN PREFERENCE		14. POSITION CLASSIFICATION ACTION	
NONE WWII OTHER 5 PT. 10 POINT DISAB. OTHER		NEW VICE I. A. REAL	
X		SD - DI	
15. SEX	16. RACE	17. APPROPRIATION	18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO)
M	W	FROM: 5-2305-23 TO: 5-3600-20	YES
		19. DATE OF APPOINTMENT AFFIDAVIT'S (ACCESSIONS ONLY)	20. LEGAL RESIDENCE STATE
			CLAIMED <input type="checkbox"/> PROVED <input checked="" type="checkbox"/> STATE: VA
21. STANDARD FORM 60 REMARKS			
<i>Copy of Dec 3-3-55 Revised 15-16-55</i> Certify funds available: Genl. Ref. No. _____ Charge A/c No. 5-3600-20 Auth. Officer <i>G. Marting</i>			
22. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS:
A.			
B. CEIL. OR POS. CONTROL	AKC	3/10	
C. CLASSIFICATION			
D. PLACEMENT OR ENPL	AKC	3/11	
E.			
F. APPROVED BY			
R. A. Strickler		R. A. Strickler 11 MAR 1955	

23 February 1955

TO: Chief, WS/1

FROM: SR/CE/Holbrook *not*

SUBJECT: Transfer of Personnel

1. This is to notify you that Lee H. Wigren, currently assigned to SR/CE, is available for release to WS/1.

STANDARD FORM 52 AS PREPARED BY THE U. S. CIVIL SERVICE COMMISSION FOR THE USE OF FEDERAL PERSONNEL MANUAL CHAPTER VI		SECRET		VOUCHERED	
REQUEST FOR PERSONNEL ACTION					
REQUESTING OFFICE: Fill in Items 1 through 12 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.					
1. NAME (Mr., Miss, Mrs. - One given name, initial(s), and surname)		2. DATE OF BIRTH	3. REQUEST NO.	4. DATE OF REQUEST	
Mr. Lee H. WIGREN		12/1/23		9 Dec. 1954	
5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.)			6. EFFECTIVE DATE A. PROPOSED:	7. C. S. OR OTHER LEGAL AUTHORITY	
PROMOTION					
8. POSITION (Specify whether establish, change grade or title, etc.)			B. APPROVED:		
			JL		
FROM - Intell. Off. (FI) EV 227 GS-0136.51-9 \$5185 p.a. DDP/FI Staff C Soviet Intelligence Branch Soviet Intell. Ops. Guidance Sec. Washington, D.C.		9. POSITION TITLE AND NUMBER A. SERVICE GRADE AND SALARY B. ORGANIZATIONAL DESIGNATIONS C. HEADQUARTERS	TO - Intell. Off. (FI) EV 227 * GS-0136.51-11 \$5940 p.a. DDP/FI Staff C Soviet Intelligence Branch Soviet Intell. Ops. Guidance Sec. Washington, D.C.		
<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL	<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		
A. REMARKS (Use reverse if necessary)					
* This slot recently upgraded					
B. REQUESTED BY (Name and title) C. W. Tenney, Acting C/BEC C. W. Tenney, Acting C/BEC			D. REQUEST APPROVED BY Signature: J. P. Humphreys Title: F/127MO		
C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) Marguerite Roney Ext. 3525			E. SIGNATURE: J. P. Humphreys Title: F/127MO		
13. VETERAN PREFERENCE			14. POSITION CLASSIFICATION ACTION		
NONE <input type="checkbox"/> WITH OTHER S. PT. <input type="checkbox"/> 10 POINT <input type="checkbox"/> DISAD. OTHER <input type="checkbox"/>			NEW <input type="checkbox"/> REUSE <input type="checkbox"/> I. A. <input type="checkbox"/> REAL <input type="checkbox"/> SD:FI		
15. SEX <input type="checkbox"/> M <input checked="" type="checkbox"/> W	16. RACE <input type="checkbox"/> N <input checked="" type="checkbox"/> W	17. APPROPRIATION FROM: 5-2305-23 TO:	18. SUBJECT TO U. S. RETIREMENT ACT (YES-NO) Yes	19. DATE OF APPOINTMENT (AGGLSSIONS ONLY)	20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:
21. STANDARD FORM 50 REMARKS					
22. CLEARANCES		INITIAL OR SIGNATURE	DATE	REMARKS:	
A.					
B. CEIL. OR POS. CONTROL		C. W.	1/15		
C. CLASSIFICATION					
D. PLACEMENT OR EMPL.		C. W.	1/7/54		
E.					
F. APPROVED BY Reginald S. Rogers SECRET R. S. Rogers -7 JAN 1955					

SECRET

CUMULATIVE TRAINING RECORD					DATE
NAME					10, December 1950
Leo H. Wigren					PROJECTED PERSONNEL ACTION
					<input checked="" type="checkbox"/> PROMOTION <input type="checkbox"/> REASSIGNMENT <input type="checkbox"/> OTHER (Specify)
					<input type="checkbox"/> ROTATION <input type="checkbox"/> TRAVEL
FROM: Intell. Off. GS-9 Staff C Wash.			TO: Intell. Off. GS-11 Staff C Wash.		AOS
X	COURSE	DATE TAKEN	X	DATE TAKEN	REMARKS
	BIGIES), ALSO BIC, BITC, SSC, BTP AND BDC	5/1			1. CONSTRUCTIVE CREDIT (CC) HAS BEEN AUTHORIZED FOR COURSES SO MARKED BASED UPON SUBJECT'S PREVIOUS <input type="checkbox"/> BACKGROUND <input checked="" type="checkbox"/> EXPERIENCE <input type="checkbox"/> TRAINING. 2. SUBJECT HAS COMPLETED TRAINING OR RECEIVED CONSTRUCTIVE CREDIT AS SHOWN AT THE LEFT.
	BTP II, ALSO CC BTP III, ALSO AIC, AITC, AOC AND CAI	5/1			
	PO, ALSO PM I, II, III AND RAFT				STAFF TRAINING OFFICE COMMENTS: <input checked="" type="checkbox"/> A. THIS <input type="checkbox"/> DOES <input type="checkbox"/> DOES NOT MEET MINIMUM TRAINING STANDARDS RE QUALIFICATION FOR THE PROJECTED ACTION. <input type="checkbox"/> B. SUBJECT IS CURRENTLY ENROLLED IN COURSES MARKED WITH AN S, THE COMPLETION OF WHICH WILL SATISFY MINIMUM STANDARDS. <input type="checkbox"/> C. UNLESS SUBJECT HAS HAD PREVIOUS HQ OR FIELD EXPERIENCE, WHICH CAN BE ACCEPTED IN LIEU OF TRAINING, SUBJECT SHOULD BE REQUIRED TO TAKE <input type="checkbox"/> QUALIFYING <input type="checkbox"/> REFRESHER TRAINING AS CHECKED AT THE LEFT.
	ITC ALSO CI TECH ADMIN SIC SUP CEA HMIS QB OSC (A) <i>ACE</i> E. B. C. CPW WP40C CPO SFB CEW IF CW SAB AO MO SUB BFOI DOC LOCKS S/W F. A. 2 SAF				
TO: Personnel Officer, M. RONEY			FROM: Career Management Officer J. P. HUMPHRIES		
The above projected personnel action has been <input type="checkbox"/> approved <input type="checkbox"/> disapproved by the Career Service Board. Additional training as indicated above has been recommended by the Training Officer to satisfy requirements of the proposed personnel action.					
Please schedule these courses as soon as possible through your Division Training Officer who will coordinate with the Senior Staff Training Officer.					
DATE					SIGNATURE OF CAREER MANAGEMENT OFFICER

FORM NO. 59-77
 1 JAN 54 PREVIOUS EDITION MAY BE USED
 REPLACES FORM NO. 59-112
 AUG 1953 WHICH MAY BE USED

SECRET

(2-4-45)



APPLICATION FOR MEMBERSHIP
in the CAREER STAFF of the
CENTRAL INTELLIGENCE AGENCY

To the Director of Central Intelligence
Sir:

I submit herewith my application for membership in the Career Staff of the Central Intelligence Agency as defined below:

"The Career Staff of the Central Intelligence Agency is a group of carefully selected and trained individuals who accept an obligation to devote themselves to the needs of the Agency, and who intend to make a career with the Agency."

In accordance with this definition, I desire to devote myself to the faithful performance of duty in the Central Intelligence Agency, and I accept the obligations and conditions of that service which are determined to be essential to the furtherance of its mission.

I am aware of the many restrictions necessarily placed upon me by virtue of the security requirements inherent in my employment by the Central Intelligence Agency. I am also aware that as a member of the Career Staff, it will be my obligation to serve anywhere and at any time and for any kind of duty as determined by the needs of the Agency, and I have been assured that in order to carry out this policy, full consideration will be given to my particular capabilities, interests, and personal circumstances. By virtue of this application for membership and upon my acceptance in the Career Staff, I am assured that, with continuing satisfactory work performance and conduct on my part, just and equitable attention will be accorded my personal progress during my tenure in the Career Staff. I am also assured that, on my satisfactory completion of any assignments, I will be offered reassignments which are compatible insofar as possible with my abilities and career interests, and that I shall be entitled to the benefits now available or to be made available in the future to members of the Career Staff of the Central Intelligence Agency.

MEMBERSHIP IN THE CAREER STAFF OF
THE CENTRAL INTELLIGENCE AGENCY
APPROVED, TO TAKE EFFECT 1 SEP 1954
FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:
EXECUTIVE DIRECTOR
THE CIA SELECTION BOARD

[Signature]
(Signature)
20 September 1954
(Date)

[Signature]

SECRET

STANDARD FORM 52
 FORM 52-1
 U. S. CIVIL SERVICE COMMISSION
 EMPLOYEES AND OTHER PERSONNEL
 MANUAL CHAPTER 10
REQUEST FOR PERSONNEL ACTION

REQUESTING OFFICE: Fill in items 1 through 12 and A through D except 6B and 7 unless otherwise instructed.
 If applicable, obtain resignation and fill in separation data on reverse.

1. NAME (Mr., Miss, Mrs., One given name, initial(s), and surname) Mr. Lee H. Wigren	2. DATE OF BIRTH 1 Dec 23	3. REQUEST NO.	4. DATE OF REQUEST
5. NATURE OF ACTION REQUESTED: A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) Reassignment		6. EFFECTIVE DATE A. PROPOSED: 20 Feb 54	7. C. S. OR OTHER LEGAL AUTHORITY
8. POSITION (Specify whether establish, change grade or title, etc.):		B. APPROVED: 14 Feb 54	

FROM Intelligence Officer BV 227 GS 132 9 \$5060 per annum DIR/FI Staff-C Soviet Intelligence Branch Soviet Intell. Ops. Guidance Sect. Washington, D.C.	9. POSITION TITLE AND NUMBER 10. SERVICE, GRADE, AND SALARY 11. ORGANIZATIONAL DESIGNATIONS 12. HEADQUARTERS 13. FIELD OR DEPARTMENTAL	TO Intelligence Officer (FI) 37227 GS 136.51-9 \$5060 per annum DIR/FI Staff C Soviet Intelligence Branch Soviet Intell. Ops. Guidance Sect. Washington, D.C.
<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL	<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL	

A. REMARKS (Use reverse if necessary)

B. REQUESTED BY (Name and title)	D. REQUEST APPROVED BY Signature: <i>Edward C. MacNamara</i> Title: <i>Asst FI/PO</i>
C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension):	

13. VETERAN PREFERENCE NONE <input type="checkbox"/> WWII <input type="checkbox"/> OTHER 5-PT. <input type="checkbox"/> 15 POINT <input type="checkbox"/> DISAB. OTHER <input type="checkbox"/>	14. POSITION CLASSIFICATION ACTION NEW <input type="checkbox"/> VICE <input type="checkbox"/> L.A. <input type="checkbox"/> REAL <input type="checkbox"/> CO-FI
---	--

15. SEX <input checked="" type="checkbox"/> M <input type="checkbox"/> F	16. RACE <input checked="" type="checkbox"/> W <input type="checkbox"/> O	17. APPROPRIATION FROM: 4-2305-23 TO:	18. SUBJECT TO C. S. RETIREMENT ACT (YES-AD)	19. DATE OF APPOINTMENT AFFIDAVITS (ACCESSIONS ONLY)	20. LEGAL RESIDENCE STATE: <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED
--	---	--	--	--	---

21. STANDARD FORM 50 REMARKS

22. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS
A.			
B. CEIL. OR POS. CONTROL	<i>DE</i>	<i>11-2-53</i>	
C. CLASSIFICATION			
D. PLACEMENT OR ENPL	<i>MH</i>	<i>11-2-53</i>	
E.			

F. APPROVED BY *J. P. Humphrey* *2/10/54*

STANDARD FORM 52 FORM 5275 OF THE U. S. CIVIL SERVICE COMMISSION PROPERTY OF - FEDERAL GOVERNMENT SERIAL OFFICE USE		REQUEST FOR PERSONNEL ACTION	
REQUESTING OFFICE: Fill in items 1 through 18 and A through D except 6B and 7 unless otherwise instructed. If applicable, obtain resignation and fill in separation data on reverse.			
1. NAME (Mr., Miss, Mrs., One given name, initials, and surname) Mr. Lee H. Wigron		2. DATE OF BIRTH 1 Dec 1923	3. REQUEST NO.
4. RATION OF ACTION REQUESTED A. PERSONNEL (Specify whether appointment, promotion, separation, etc.) Promotion		5. EFFECTIVE DATE A. PROPOSED:	6. DATE OF REQUEST 12 May 53
B. POSITION (Specify whether establish, change grade or title, etc.)		B. APPROVED: <i>24 May 53</i>	7. C. S. OR OTHER LEGAL AUTHORITY
FROM - Intelligence Officer BV 227-7 GS 132 7 4505 p.e. DDP/FI 7330 STAFF C Soviet Intelligence Branch Soviet Intel. Operations Guid. Sec. Washington, DC	8. POSITION TITLE AND SERIAL	TO - Intelligence Officer BV 227 GS 132 9 4506 p.e. DDP/FI STAFF C Soviet Intelligence Branch Soviet Intel. Operations Guid. Sec. Washington, DC	9. SERVICE GRADE AND SALARY
<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL	
10. ORGANIZATIONAL DESIGNATION		11. HEADQUARTERS	
12. FIELD OR DEPARTMENTAL			
A. REMARKS (Use reverse if necessary)			
B. REQUESTED BY (Name and title) <i>R. P. Hawley, Col. Sec.</i> R. P. Hawley, Col. Sec.		D. REQUEST APPROVED BY Signature: <i>Edward C. McManis</i> Title: <i>DDP/FI</i>	
C. FOR ADDITIONAL INFORMATION CALL (Name and telephone extension) IP: <i>3535</i>			
13. VETERAN PREFERENCE NONE <input type="checkbox"/> WITH OTHER <input type="checkbox"/> 5-PT. <input type="checkbox"/> 15 POINT <input type="checkbox"/> DISAB. <input type="checkbox"/> OTHER <input type="checkbox"/>		14. POSITION CLASSIFICATION ACTION REG <input type="checkbox"/> VPO <input type="checkbox"/> L.A. <input type="checkbox"/> REAL <input type="checkbox"/> CD-FI	
15. SEX <input type="checkbox"/> M <input type="checkbox"/> F	16. RACE	17. APPROPRIATION FROM: 2305-20 TO:	18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO)
19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY)		20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:	
21. STANDARD FORM 50 REMARKS <i>[Handwritten mark]</i>			
22. CLEARANCES	INITIAL OR SIGNATURE	DATE	REMARKS:
A.			
B. CER. OR POS. CONTROL			
C. CLASSIFICATION			
D. PLACEMENT OR ENPL.			
E.			
F. APPROVED BY <i>[Signature]</i> 5/21/53			

RESTRICTED
Security Information

ad 2884

11 November 1952

MEMORANDUM:

TO: PEG

THROUGH: Admin Personnel

FROM: GD/PI

SUBJECT: Change of Beneficiary.

1. It is requested that the name presently listed as beneficiary on my retirement policy be removed, and that the following name be listed as the sole beneficiary:

Mrs. Alice Ellen (Maier) Wigren (wife)
Apt #140
2700 Qic Street, Northwest
Washington 7, D.C.

2. This change is to be effective immediately.

Lee H. Wigren

Lee H. Wigren
x 2482

RESTRICTED
Security Information

PERSONNEL ACTION REQUEST

REGISTER NO.

NAME Lee H. Wixen	REQUIRED EFFECTIVE DATE asap	11 May 52
NATURE OF ACTION Promotion	WHEN LEAVING (VOUCHERED)	
	LAST WORKING DAY:	
	EMPLOYEE'S SIGNATURE:	
TITLE Clerk	Intelligence officer	
GRADE AND SALARY GS-6 \$3920 p.a.	GS-7 \$4205 p.a.	
OFFICE OSO	OSO	
DIVISION STC	STC	
BRANCH AND SECTION SIB	SIB	
OFFICIAL STATION Washington, D.C.	Washington, D.C.	
DEPARTMENTAL <input checked="" type="checkbox"/> FIELD <input type="checkbox"/>	DEPARTMENTAL <input checked="" type="checkbox"/> FIELD <input type="checkbox"/>	

REMARKS: **(SIP #106) JW** **132**

APPROVED: *Richard P. Harris*
RICHARD P. HARRIS, A/Chief, STC

RECOMMENDED: _____

 (SIGNATURE OF OFFICE CHIEF, DIVISION CHIEF OR FOR. OFFICER)

FOR USE OF PERSONNEL ONLY

PLACEMENT APR 23 1952 W. B. Sedford	TRANSACTIONS AND RECORDS APPROPRIATION: 2123200 ALLOTMENT: 3000 C. S. C. AUTHORITY: Ad. A. 6. 11600
CLEARANCE REQUESTED DATE TYPE DATE TYPE	DATE SIGNATURE SIGNATURE 11 May 52 <i>M. [Signature]</i>
CLASSIFICATION BUREAU NO. 1803 C. S. C. NO. DATE APPROVED 149/47	PERSONNEL RELATIONS DATE SIGNATURE
APPROVALS DATE SIGNATURE OF EXECUTIVE	APPROVALS DATE SIGNATURE OF DIVISION CHIEF 11 May 52 <i>R. [Signature]</i>

CONFIDENTIAL

11 September 1951

MEMORANDUM

TO: Chief, CPD

VIA: ADMIN/Personnel

FROM: Chief, Staff C/O30

SUBJECT: Change in T/O

It is requested that Lee A. Wigren be moved from Slot 117, Clerk, International Communism Branch, to Slot 106, Clerk, Soviet Intelligence Branch.

Eric W. Timm
ERIC W. TIMM

CONFIDENTIAL

SECRET

CONFIDENTIAL

RESTRICTED

ENTRANCE ON DUTY RECORD		DATE 19 March 1951	
TO: OSD, ST. C.		BUILDING	ROOM
FROM: PERSONNEL OFFICER		EOD DATE 19 March 1951	
NAME OF EMPLOYEE Lou H. Wigren			
POSITION TITLE Clerk	GRADE GS-6	SALARY \$3150.	
PAYROLL Vouchered	DUTY STATION Washington, D. C.		
DATE SECURITY CLEARED Proc. 26 Feb. 1951 Full (Verbal) 1951	DATE OATH OF OFFICE ADMINISTERED 19 March 1951		
DATE PERMANENT IDENTIFICATION REQUESTED 19 March 1951	DATE FINGERPRINTED 19 March 1951		
DATE BRIEFED BY SECURITY 19 March 1951	DATE OF PHYSICAL EXAMINATION 19 March 1951		
DATE 24 MONTH AGREEMENT SIGNED NA			
EMPLOYEE'S EMERGENCY ADDRESS A. H. Wigren, 218 Belmont Ave., Brockton, Mass.			
EMPLOYEE'S LOCAL ADDRESS 3200 16th St. N. W., Washington, D. C. Apt. 319			
REMARKS: PC 26 Feb Sec 23 Mar			
			
SIGNATURE OF PERSONNEL OFFICER G. CLINKSCALE <i>HM</i>			

Dragon - files

31 March 1951

The Honorable Richard E. Wigglesworth
U. S. House of Representatives
Washington 25, D. C.

Dear Mr. Wigglesworth:

This is in reference to your interest in
the application of Mr. Lee Wigren for employment
with this Agency.

I am glad to inform you that Mr. Wigren
entered on duty with us on 19 March 1951.

We appreciate both your interest in the
Central Intelligence Agency and your recommendation
of Mr. Wigren.

Sincerely yours,

Walter L. Forsheimer
Legislative Counsel

des
Central Records
Personnel
Stayback - 2

TO: Medical Division
FROM: Transactions & Records
SUBJECT: Lee H. Wigren

Request that above named subject be given a physical examination.

POSITION: Clerk

GRADE: GS-6

BRANCH: OSC, ST. C.

SERVICE: DEPT.

NATURE OF APPOINTMENT: EXC. APPT.

*OK
3-19-51
Joad*

FORM NO. 37-110
MAY 1950

PERSONNEL ACTION REQUEST				REGISTER NO.
NAME [Redacted], Lee		REQUESTED EFFECTIVE DATE 19 March 1951		
NATURE OF ACTION Exempted [Redacted]		WHEN LEAVING (VOUCHERED) LAST WORKING DAY: EMPLOYEE'S SIGNATURE:		
FROM		TO		
TITLE		CLASS: [Redacted]		
GRADE AND SALARY		[Redacted] \$31.00 p.a.		
OFFICE		[Redacted]		
DIVISION		Staff C		
BRANCH AND SECTION		I.C. Branch		
OFFICIAL STATION		Washington, D. C.		
DEPARTMENTAL <input type="checkbox"/>		FIELD <input type="checkbox"/>		DEPARTMENTAL <input checked="" type="checkbox"/>
REMARKS: Slot - 6 Security initiated 16 November 1950. 301 #9018				
RECOMMENDED: 12 February 1951 (DATE) [Signature] (SIGNATURE OF OFFICE CHIEF, DIVISION CHIEF OR ADM. OFFICER)				
FOR USE OF PERSONNEL ONLY				
PLACEMENT		TRANSACTIONS AND RECORDS		
DATE QUALIFICATIONS APPROVED 2/20/51 FG [Redacted]		APPROPRIATION: 2115400		
CLEARANCE REQUESTED		ALLOTMENT: 901-101		
DATE	TYPE	DATE	TYPE	C. S. C. AUTHORITY: [Redacted]
DATE	SIGNATURE		DATE SIGNATURE	SIGNATURE
			2-22-51	[Signature]
CLASSIFICATION		PERSONNEL RELATIONS		
BUREAU NO. 6799	C. S. C. NO.	DATE APPROVED [Redacted]	DATE	SIGNATURE
NEW	VICE	L.A.	DATE	SIGNATURE
DATE 19 Feb 51	SIGNATURE [Redacted]		DATE	SIGNATURE OF DIVISION CHIEF
EFFECTIVE DATE			DATE	SIGNATURE OF EXECUTIVE

March 7

McLean
Wagner

Mass

6 - 3452

subject to completion of the report and the report shall
to report on the progress of the work and the results of the
reference to the report and the results of the work.

see 19 3700

subject to further necessary

Wagner m.b.

CENTRAL INTELLIGENCE AGENCY

2450 E STREET NW.

WASHINGTON 25, D. C.

1 March 1951

In reply refer to: ED-4

Mr. Leo H. Wigren
213 Belmont Avenue
Brockton, Massachusetts

Dear Mr. Wigren:

In reference to your application for employment, this letter is to assure you that the processing of your papers as a GS 6, \$8,000 per annum is being continued by this agency. A definite offer of employment cannot be made, however, until such time as all processing has been completed.

The processing is a rather lengthy one; but when further information is available, we shall get in touch with you immediately.

In the meantime, it would be appreciated if you would advise us of any change in your present status, such as change of address, etc.

Your continued interest and patience are appreciated.

Very truly yours,


H.C. CLINEBORN
Personnel Division

440000

21 February 1951

The Honorable Richard B. Wigglesworth
U. S. House of Representatives
Washington 25, D. C.

Dear Mr. Wigglesworth:

This will acknowledge receipt of your letter of 10 February 1951, in behalf of Mr. Lee Wigren, who has applied for a position with this Agency.

We are seriously considering Mr. Wigren for employment; however, security clearance necessary for this Agency is of such a detailed nature that considerable time is necessary before the checks are completed. On the information available to me I would say that it will take approximately three more weeks before the necessary checks will have been completed in Mr. Wigren's case.

Thanking you for your continued interest in the Central Intelligence Agency, I am

Sincerely yours,

Walter L. Pforzheimer
Legislative Counsel

WLPforzheimer:blc
Central Records
Personnel W/basic
Stayback - 2

14-00000
RICHARD B. WIGGLESWORTH
12th District, Massachusetts

COMMITTEE ON
APPROPRIATIONS

Congress of the United States
House of Representatives
Washington, D. C.

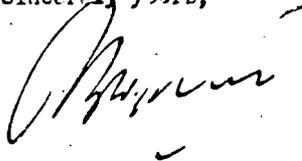
February 10, 1951.

Mr. Walter L. Pforzheimer,
Legislative Counsel,
Central Intelligence Agency,
Washington, D. C.

Dear Mr. Pforzheimer:

Referring to my letter of November 27,
1950, I should greatly appreciate it if you would advise
me what action, if any, has been taken on the application
for employment with the Central Intelligence Agency filed
by my constituent, Mr. Lee Wigren of 218 Belmont Avenue,
Brockton, Massachusetts.

Sincerely yours,



218 Belmont Avenue
Brockton, Massachusetts

January 15, 1961

Mr. D.V. Mulcahy
2430 E Street, NW
Washington, D.C.
attn. Miss Limbocker

Dear Mr. Mulcahy:

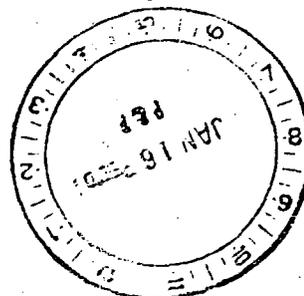
It has been some time since I have had any word regarding my application for a position with the C.I.A. At the time of my interview last fall, I understood that I would probably hear about it by the first of the year.

I should greatly appreciate a word as to the progress in processing of my application, and, if possible, the probable date on which I shall have to report to Washington. Such information would help me greatly in planning my course of action in the coming weeks.

If you should desire any additional information for my application, please let me know.

Sincerely,

Lee H. Wigren
Lee H. Wigren



1
RICHARD B. WIGGLESWORTH
17th DISTRICT, MASSACHUSETTS

COMMITTEE ON
APPROPRIATIONS

*To
Alone*

Congress of the United States
House of Representatives
Washington, D. C.

November 27, 1950.

Mr. Donald V. Mulcahy,
Chief of Procurement,
Central Intelligence Agency,
Washington, D. C.

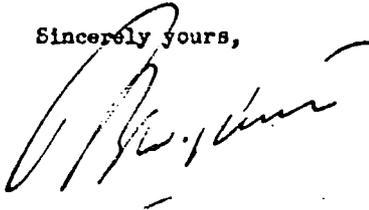
Dear Mulcahy:

I have been asked to write you on behalf
of a constituent of mine, Mr. Lee Wigren of 218 Belmont Avenue,
Brockton, Massachusetts, who is most anxious to secure an ap-
pointment with the Central Intelligence Agency.

You no doubt are familiar with Mr. Wigren's
experience and qualifications as I understand that he has filed
an application for employment with your office and that he was
recently interviewed by you.

I have known his father personally for many
years and should be happy for his son's sake if his experience
and qualifications fit him for some position in your organization.

Sincerely yours,



In 21 November 1950-4

PROCESSED AND APPROVED BY

Dr. Leo H. Wigton
213 Belmont Avenue
Brookton, Massachusetts

Dear Dr. Wigton:

This is to advise that actual processing of your application for employment with this Agency has been initiated. Specific details as to the type of appointment and salary will be contained in subsequent correspondence. Please direct all future correspondence to the undersigned.

The attached form should be completed and returned within two weeks. Thank you for your prompt attention to this matter.

Very truly yours,

ROBERT S. J. HOPKINS
Chief, Employees Division

Enclosure

CONFIDENTIAL

REPORT OF INTERVIEW

1950

Name of Candidate Lee H. Wilgoren

Position Considered for STC Office OSO Interviewer P. W. Turner

Personal Appearance	Dignified.....	Natural.....	Awkward.....
	Well-groomed... <input checked="" type="checkbox"/>	Clean..... <input checked="" type="checkbox"/>	Slovenly....
	Wide-Awake..... <input checked="" type="checkbox"/>	Stolid.....	Apathotic...
	Impressive.....	Ordinary....	Insignificant
Personality	Persuasive.....	Responsive.. <input checked="" type="checkbox"/>	Taciturn....
	Importurbable..	Steady.....	Excitable...
	Cheerful..... <input checked="" type="checkbox"/>	Tranquil ...	Dojected....
	Straight-forward <input checked="" type="checkbox"/>	Reserved....	Evasive.....
	Modest..... <input checked="" type="checkbox"/>	Complacent..	Conceited....
	Dominant.....	Confident... <input checked="" type="checkbox"/>	Submissive...

Is education adequate? Yes (x) No () Is language facility adequate? Yes (x) No ()

Area Knowledge None

Previous intelligence or related experience Only Research - Special Studies of Education

Salary level requested \$ 95-6 Lowest salary acceptable \$ _____

GENERAL RECOMMENDATION:

- Candidate is not recommended for employment. Reasons: _____
- Candidate is recommended for employment. Justification: He is enthusiastic - bright & obviously has a flair for writing & research.

SPECIFIC RECOMMENDATION for employment:

Position: Intel. Off. Branch STC Division OSO

Location: Wash.

Salary level: 95-6

RECOMMENDATION as to potential value of candidate to the organization in other than the position immediately under consideration: will be used on research & file review work, until can be trained for more responsible duties.
(Enter any additional remarks on reverse side.)

P. W. Turner
Signature of Interviewer

File

DATE 14 November 1949

TO : IX
FROM : Mr. Rosen
SUBJECT : Employees Division
RE: [REDACTED]

Attached hereto are Personal History Statements
in duplicate submitted by subject in application for a posi-
tion with 350 05-0 In-Call Off V Washington, D.C.

Please initiate security investigation as soon as
possible and notify this office of the results.

Atch: 2 PHC
2 photos

S. H. J. [REDACTED]
Employee Division *ck*

[Handwritten signature]

14 November 1950

MEMORANDUM

TO: OMD

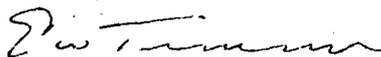
FROM: Chief, Staff C

SUBJECT: Lee W. WIGREN

1. It is requested that the above-named applicant be processed with a view toward appointing him to the position of Intelligence Officer, GS-6, in Staff C/CNO. Inasmuch as he is presently unemployed, it would be appreciated if this could be handled as soon as possible.

2. It is noted that, although it appears in subject's file that he was on limited service in the Army, this was caused as a result of polio at an early age, and he has since suffered no ill effects. It is also noted that upon interview he readily agreed to overseas service if necessary, although he prefers service in Washington, at least for the time being.

3. In the event it is not contemplated that the applicant will be informed within the next week or ten days that his application is receiving favorable consideration, please let us know and we will write to him directly.



SECRET

1309

Room 7

Comptroller's Office
for R. N. M. M. M.

Lee H. Wigman
Director

If it should be impossible for me to have interviews on November 3 and 4, please notify me by letter or telegram. I shall leave Boston for Washington at about 8:45 A.M. on Tuesday, November 2.

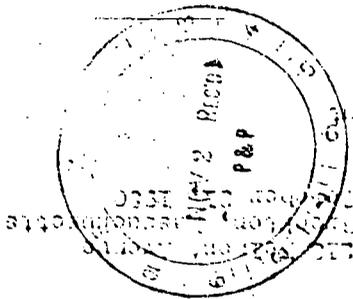
I shall plan to be in Washington on Wednesday and Thursday, November 3 and November 4, 1950 for the interviews which you suggested. I shall plan to report to Temporary I Building on the fourth floor of the reflecting pool adjacent to the Lincoln Hospital at 8:30 A.M. of Wednesday, November 3, 1950.

I have completed the three copies of Form #31-1, and am returning them to you under separate cover by registered mail.

Thank you for your letter (RM-2), dated 18 October, 1950, which informed me that interest had been expressed in my qualifications.

Dear Mr. Maloney:

Mr. Donald A. Maloney
Chief, Recruitment & Placement
Employee Division
Central Intelligence Agency
Washington 25, D.C.



23 October 1950
In reply please refer to LD -3

Mr. Lee H. Wigren
213 Belmont Avenue
Brockton, Massachusetts

Dear Mr. Wigren:

Reference is made to your application for employment with this agency.

This is to advise you that interest has been expressed in your qualifications. However, before any commitment can be made, it will be necessary for you to appear for personal interviews in Washington. If you are interested in pursuing this matter, please arrange to be in Washington for two full days. It would be appreciated if you would complete and return the enclosed forms prior to your arrival.

It is requested that you report to Temporary L Building which is located on the south side of the Reflecting Pool adjacent to the Lincoln Memorial.

This is not to be construed as an offer of employment nor as an invitation to come to Washington at Government expense.

Very truly yours,

DONALD V. MULCAHY
Chief, Procurement & Placement
Employees Division

Encl.: 3 Forms 38 - 1

DMB/tax

18 September 1950

Mr. Lee H. Wigren
218 Belmont Avenue
Brockton, Massachusetts

Dear Mr. Wigren:

Reference is made to your correspondence regarding possible employment with this organization.

If you will complete the enclosed forms, and return them to this office at your earliest convenience, we will be able to review your experience and education for consideration for any possible employment opportunity. Upon completion of this process, we will communicate with you regarding the decision reached in your case.

Your interest in our organization is appreciated.

Very truly yours,

APF
A. P. FLYNN
Chief, Procurement & Placement
Personnel Division

Encl: 2 Forms 57

ros

X

44033

216 Belmont Avenue
Proctor, Massachusetts
September 11, 1960

Central Intelligence Agency
National Security Council
2430 E Street NW
Washington, D.C.

Dear Sir:

I wish to inquire about openings with the Central Intelligence Agency for a man of my qualifications.

I am a graduate of Yale University (A.B., 1947), and have an M.A. degree from Harvard University (1948). In addition, I have completed two years of work toward a degree of Ph.D. at Harvard.

My major studies have been in history, government, and related subjects, with concentration in United States history. Part of my work at Yale was done under the wartime Army Specialized Training Program in Russian area and language studies. The graduate work which I have done has included research and writing in seminars as well as class study.

During World War II, I had approximately two years of administrative and teaching experience with the Information and Education Branch of the Army. After serving as a lecturer, I was sent to the School for Personnel Services, Washington and Lee University, Lexington, Virginia, and was promoted to Administrative Non-Commissioned Officer in the Information and Education Office, Camp Pickett, Virginia. For one and one-half years in that position, I aided in the development of an education program for all permanent personnel at that camp. I was in direct charge of the program of weekly classes and discussion groups on history and current events. These classes covered such topics as: the progress of the war, the U.S. and its allies, and information about the enemy. My duties included supervising and inspecting classes, training instructors, doing research and preparation of class material, lecturing, planning displays, developing news dissemination media, and doing educational counselling. This work necessitated close cooperation with the Intelligence and Security officers of the camp.

I am twenty-six years of age and unmarried. I am a veteran of World War II, but not a member of any reserve.

I should prefer a position involving historical research or some related field, but would be interested in any opportunity that might be available. If there should be an opening for which

44083

my education and experience would qualify me, I should appreciate being considered for it. My academic records, personal and academic recommendations, or further details concerning my military work will be supplied if desired.

Sincerely,

Lee H. Wigren

Lee H. Wigren

SECRET

SECRET

REPRODUCTION MASTERS

BIOGRAPHIC PROFILE

BIOGRAPHIC PROFILE

SECRET

H a n d l e W i t h C a r e



14-00000
"PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF TITLE 5, U.S.C. AND EXECUTIVE ORDER 11941 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 OCTOBER 1978

NAME	SERIAL	CRG.	PLNS	GR-STEP	NEW SALARY
WIGREN LEE H	000198	CIS	GS	14 5	\$32,857

All

LCS 100 090

"PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF TITLE 5 U.S.C. AND EXECUTIVE ORDER 12010 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 09 OCTOBER 1978

NAME	ID NUMBER	CRG.	SCH-GR-STEP	NEW SALARY
WIGREN LEE H	000198	CIS	GS 14 5	\$34,850

15573

KKK: 7 SEP 76

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION									
1. SERIAL NUMBER		2. NAME (LAST FIRST MIDDLE)							
006198		WIGREN LEE H							
3. NATURE OF PERSONNEL ACTION					4. EFFECTIVE DATE		5. CATEGORY OF EMPLOYMENT		
REASSIGNMENT					08 29 76		REGULAR		
6. FUNDS		7. VAN AND NSCA		8. CODE OR OTHER LEGAL AUTHORITY					
X		V TO V		T227 0171 0002			50 USC 403 J		
		CF TO V							
		V TO CF							
		CF TO CF							
9. ORGANIZATIONAL DESIGNATIONS					10. LOCATION OF OFFICIAL STATION				
DDO/CI STAFF RESEARCH AND ANALYSIS GROUP OFFICE OF THE CHIEF					WASH., D.C.				
11. POSITION TITLE					12. POSITION NUMBER		13. SERVICE DESIGNATION		
OPS OFFICER SAS					EQ15		DAA		
14. CLASSIFICATION SCHEDULE (GS, FS, etc.)			15. OCCUPATIONAL SERIES		16. GRADE AND STEP		17. SALARY OF RATE		
GS			0136.01		14 5		30441		
19. REMARKS									
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL									
20. ACTION CODE									
37 10									
21. OFFICE CODING		22. STATION CODE		23. INTEGREE CODE		24. MONTHS Code		25. DATE OF BIRTH	
NUMERIC ALPHABETIC		CODE		CODE		Code		MO DA YR	
31500 CIS		75013				1		12 01 23	
26. DATE EXPIRES		29. SPECIAL REFERENCE		30. RETIREMENT DATA		31. SEPARATION DATA CODE		32. Correction / Cancellation Data	
MO DA YR		1 - CSC 2 - CIA 3 - PCA 4 - NAME		CODE		TYPE		MO DA YR	
								EOD DATA	
34. VET. PREFERENCE		36. SERV. COMP. DATE		37. LONG COMP. DATE		38. CAREER CATEGORY		39. FEGLI / HEALTH INSURANCE	
CODE		MO DA YR		MO DA YR		CAP RESV EPOV IEMP		CODE CODE	
0 - NONE 1 - 5 YR. 3 - 10 YR.								0 - WAIVER 1 - YES	
								HEALTH INS CODE	
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE				42. LEAVE CAT. CODE		43. FEDERAL TAX DATA		44. STATE TAX DATA	
CODE				CODE		FORM EXECUTED		FORM EXECUTED	
0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)						1 - YES 2 - NO		1 - YES 2 - NO	
						NO TAX EXEMPTIONS		CODE NO. TAX EXEMPT STATE CODE	
SIGNATURE (OR OTHER AUTHENTICATION)									

SECRET
GPD

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER	2. NAME (LAST FIRST MIDDLE)
------------------	-----------------------------

3. NATURE OF PERSONNEL ACTION	4. EFFECTIVE DATE MO DA YE	5. CATEGORY OF EMPLOYMENT
ADDITIONAL	7. FAN AND NSCA	8. CSC OR OTHER LEGAL AUTHORITY
4. FUNDS	V TO V CF TO V	V TO CF CF TO CF

9. ORGANIZATIONAL DESIGNATIONS	10. LOCATION OF OFFICIAL STATION
DDO/CIS RESEARCH AND ANALYSIS GROUP INTERNAL SECURITY BRANCH	WASH., D.C.

11. POSITION TITLE	12. POSITION NUMBER	13. SERVICE DESIGNATION
OPS OFFICER CI	5003	DDA

14. CLASSIFICATION SCHEDULE (GS, LB, etc)	15. OCCUPATIONAL SERIES	16. GRADE AND STEP	17. SALARY OR RATE
GS	7531.1	14-5	7100

18. REMARKS

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE	20. EMPLOY CODE	21. OFFICE CODING NUMERIC ALPHABETIC	22. STATION CODE	23. INTEGRITY CODE	24. Hdqtrs Code	25. DATE OF BIRTH MO DA YE	26. DATE OF GRADE MO DA YE	27. DATE OF LEI MO DA YE
00	3	22200 CIS	7531.1		1	17 11 77	11 11 77	11 11 77
28. NTE EXPIRES MO DA YE	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1 - CSC 2 - CIA 3 - FICA 5 - NGRR	31. SEPARATION DATA CODE	32. Correction/Cancellation Data TYPE MO DA YE	33. SECURITY REQ NO.	34. SEX	EOD DATA	
35. VET. PREFERENCE CODE 0 - NONE 1 - 5 PT 2 - 10 PT	36. SERV. COMP. DATE MO DA YE	37. LONG COMP DATE MO DA YE	38. CAREER CATEGORY CAR RESV. PROV IMP.	39. FEHLI, HEALTH INSURANCE CODE CODE 0 - WAIVER 1 - YES	40. SOCIAL SECURITY NO.	44. STATE TAX DATA FORM EXECUTED CODE NO TAX EXEMPTIONS 102M EXECUTED 1 - YES 2 - NO		
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)	42. LEAVE CAT CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE NO TAX EXEMPTIONS	44. STATE TAX DATA FORM EXECUTED CODE NO TAX EXEMPTIONS			45. STATE TAX DATA FORM EXECUTED CODE NO TAX EXEMPTIONS		

SIGNATURE OR OTHER AUTHENTICATION

BP
JH

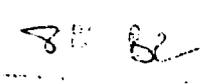
"PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF TITLE 5, U.S.C. AND EXECUTIVE ORDER 11883 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 12 OCTOBER 1975

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
WIGREN LEE H.	006198	31	500	CF GS 13 B	\$28,254

DDJ: 4 DEC 75

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION										
1. SERIAL NUMBER 676198		2. NAME (LAST-FIRST-MIDDLE) MICHAEL LEE W								
3. NATURE OF PERSONNEL ACTION DELEGATION OF NSCA					4. EFFECTIVE DATE MO DA YR 11 20 75		5. CATEGORY OF EMPLOYMENT REGULAR			
6. FUNDS <input checked="" type="checkbox"/> V TO V <input type="checkbox"/> CF TO V		<input type="checkbox"/> V TO CF <input type="checkbox"/> CF TO CF		7. TAN AND NSCA 6227 1178 170		8. CSC OR OTHER LEGAL AUTHORITY 52 USC 447 J				
9. ORGANIZATIONAL DESIGNATIONS DDO/CI STAFF RESEARCH AND ANALYSIS GROUP EXTERNAL RESEARCH BRANCH					10. LOCATION OF OFFICIAL STATION WASH., D.C.					
11. POSITION TITLE OPS OFFICER CI					12. POSITION NUMBER EQ77		13. SERVICE DESIGNATION DAA			
14. CLASSIFICATION SCHEDULE (GS, LH, etc.) GS			15. OCCUPATIONAL SERIES 3135.01		16. GRADE AND STEP 13 8		17. SALARY OR RATE 26254			
18. REMARKS										
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL										
19. ACTION CODE 37	20. EMPLOY CODE 10	21. OFFICE CODING DIVISION: 31574 ALPHABETIC: CJS		22. STATION CODE 75013	23. INTEGRAL CODE	24. INITIALS CODE 1	25. DATE OF BIRTH MO DA YR 12 01 23		26. DATE OF GRADE MO DA YR	27. DATE OF LEI MO DA YR
28. NTE EXPIRES MO DA YR		29. SPECIAL REFERENCE	30. RETIREMENT DATA 1 - CSC 2 - CIA 3 - INCA 9 - NONE		31. SEPARATION DATA CODE	32. CORRECTION/COMPLETION DATE TYPE MO DA YR		33. SECURITY REQ. NO.	34. SEN	
35. VET. PREFERENCE CODE 0 - NONE 1 - 5 PT. 2 - 10 PT.	36. SERV. COMP. DATE MO DA YR		37. LONG. COMP. DATE MO DA YR		38. CAREER CATEGORY LAW RESV. CODE PROV EMP		39. HEALTH INSURANCE CODE 0 - WAIVER 1 - YES		40. SOCIAL SECURITY NO.	
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)			42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE 1 - YES 2 - NO		44. STATE TAX DATA FORM EXECUTED CODE 1 - YES 2 - NO		NO TAX EXEMPT	STATE CODE	
SIGNATURE OR OTHER AUTHENTICATION										
										

Handwritten initials

01 OCT 75

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER 000170		2. NAME (LAST-FIRST-MIDDLE) WIGREN TER H	
3. NATURE OF PERSONNEL ACTION REASSIGNMENT AND CANCELLATION OF HSCA			4. EFFECTIVE DATE MO DA YR 07 19 75
5. CATEGORY OF EMPLOYMENT REGULAR			6. FUNDS X V TO V CF TO V
7. PAY AND GRADE E227 \$176 \$188			8. CODE FOR FEDERAL AUTHORITY 50 USC 483 J
9. ORGANIZATIONAL DESIGNATIONS DDO/CI STAFF RESEARCH AND ANALYSIS GROUP INTERNAL RESEARCH BRANCH		10. LOCATION OF OFFICIAL STATION WASH., D.C.	
11. POSITION TITLE OPS OFFICER CI		12. POSITION NUMBER E027	13. SERVICE DESIGNATION DAA
14. CLASSIFICATION SCHEDULE (GS, LS, etc.) GS	15. OCCUPATIONAL SERIES 0136.01	16. GRADE AND STEP 13 2	17. SALARY OR RATE 2E785
18. REMARKS			

SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

19. ACTION CODE 37	20. EMPLOY CODE 1A	21. OFFICE CODING NUMERIC ALPHABETIC 31500 CIS	22. STATION CODE 75013	23. INTER-OFFICE CODE	24. WORKING CODE 1	25. DATE OF BIRTH MO DA YR 12 21 25	26. DATE OF GRADE MO DA YR	27. DATE OF HI MO DA YR
28. HIS EXPIRES MO DA YR	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1. CS 2. CA 3. HCA 4. NCHP	31. SEPARATION DATA CODE	32. CORRECTION/CONSOLIDATION DATA TYPE MO DA YR	33. SECURITY REG. NO. EOD DATA		34. SEX	35. SOCIAL SECURITY NO.
36. SERV. COMP. DATE MO DA YR	37. LEAVE COMP. DATE MO DA YR	38. CAREER CATEGORY CAR: 0507 ECON: 1100	39. FEGLI / HEALTH INSURANCE 0 - WAIVER 1 - YES	40. STATE TAX DATA FORM EXECUTED 1 - YES 2 - NO	41. FEDERAL TAX DATA FORM EXECUTED 1 - YES 2 - NO	42. STATE TAX DATA FORM EXECUTED 1 - YES 2 - NO	43. STATE TAX DATA FORM EXECUTED 1 - YES 2 - NO	44. STATE TAX DATA FORM EXECUTED 1 - YES 2 - NO
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS.) 3 - BREAK IN SERVICE (MORE THAN 3 YRS.)				42. LEAVE CAL. CODE	43. SIGNATURE OF OTHER AUTHENTICATION			

POSTED
07-30

4-5
JH

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

NOV 11/20/74

1 SERIAL NUMBER J00190		2 NAME (LAST-FIRST-MIDDLE) HIGGINS LEE H	
3 NATURE OF PERSONNEL ACTION ASSIGNMENT			4 EFFECTIVE DATE MO DA YR 11 07 74
5 FUNDS X		V TO V	V TO CF
		CF TO V	CF TO CF
6 ORGANIZATIONAL DESIGNATIONS DDO/C IOP DDO/C IOP/R AND AG/LWS		7 ESC OR OTHER (LEGAL AUTHORITY)	
		8 LOCATION OF OFFICIAL STATION WASH., D.C.	
9 POSITION TITLE SERS OFFICER-CH		10 POSITION NUMBER 0327	11 EARLIER SERVICE DESIGNATION DAA
12 CLASSIFICATION SCHEDULE (GS, LB, etc.) GS	13 OCCUPATIONAL SERIES 0130.01	14 GRADE AND STEP 13	15 SALARY OR RATE

16 REMARKS

SIGNATURE OR OTHER AUTHENTICATION

POSTED
NOV 26 1974
2

YOU ARE DESIGNATED LEVEL.
EFFECTIVE DATE OF DESIGNATION: 01 MAY 1974.

WIGREN LEE H

006198

42210170

PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF TITLE 5, U.S.C. AND EXECUTIVE ORDER 11811 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 08 OCTOBER 1962.

EFFECTIVE DATE OF PAY ADJUSTMENT: 13 OCTOBER 1974

NAME
WIGREN LEE H

SERIAL LGCH. FUNDS GR-STEP
006198 31 500 CF GS 13 8

NEW SALARY
\$26,905

1-52

1. SERIAL NO		2. NAME		3. ORGANIZATION		4. FUNDS		5. LWOP HOURS	
006198		WIGREN LEE H		31 500		CF			
6. OLD SALARY RATE				7. NEW SALARY RATE				8. TYPE ACTION	
Grade	Step	Salary	Last Eff Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADJ.
GS 13 7		\$24,811	05/02/71	GS 13 8		\$25,500	04/28/74		
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.									
SIGNATURE <i>[Signature]</i>							DATE 1/7/74		
<input checked="" type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD									
CLERKS INITIALS <i>[Initials]</i>									
FORM 7-66 560E Use previous editions PAY CHANGE NOTIFICATION (4-51)									

COMMISSIONER OF SOCIAL SECURITY

"PAY ADJUSTMENT IN ACCORDANCE WITH THE PROVISIONS OF SECTION 5305 OF TITLE 5, U.S.C. AND EXECUTIVE ORDER 11739 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 02 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 14 OCTOBER 1973

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
WIGREN LEE H	006198	31	500	CF GS 13 7	\$24,611

"PAY ADJUSTMENT IN ACCORDANCE WITH 5 U.S.C. 5305 AND EXECUTIVE ORDER 11691 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND DCI DIRECTIVE DATED 09 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 07 JANUARY 1973

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
WIGREN LEE H	006198	31	500	CF GS 13 7	\$23,642

EFFECTIVE DATE OF PAY ADJUSTMENT CORRECTED FROM 7 JAN 1973 TO 1 OCT 1973 UNDER EXECUTIVE ORDER 11777, DATED 12 APR 1974.

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 92-210 AND EXECUTIVE ORDER 11637 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 9 JANUARY 1972

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
WIGREN LEE H	006198	31	500	CF GS 13 7	\$22,487

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 90-261 AND EXECUTIVE ORDER 11474 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 13 JULY 1969

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
WIGREN LEE H	006198	31	500	CF GS 13 6	\$18,447

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 91-658 AND EXECUTIVE ORDER 11576 PURSUANT TO AUTHORITY OF DCI AS PROVIDED BY THE CIA ACT OF 1949, AS AMENDED, AND A DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 JANUARY 1971

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	NEW SALARY
WIGREN LEE H	006198	31	500	CF GS 13 6	\$21,721

153

227-9770

TAX 1 APR 17 1971

1. SERIAL NO.		2. NAME		3. ORGANIZATION		4. FUNDS		5. LWOP HOURS			
006198		WIGREN LEE H		31 500		CF					
6. OLD SALARY RATE				7. NEW SALARY RATE				8. TYPE ACTION			
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADJ.		
GS	13	6	\$20,721	05/04/69	GS	13	7	\$21,313	05/02/71		
CERTIFICATION AND AUTHENTICATION											
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.											
SIGNATURE					DATE						
<i>Donovan E. Holt</i>					<i>12 March 1971</i>						
<input checked="" type="checkbox"/> NO EXCESS LWOP <input checked="" type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD											
CLERK'S INITIALS					AUDITED BY						
<i>[Handwritten initials]</i>					<i>[Handwritten initials]</i>						
FORM 560 E Use previous editions PAY CHANGE NOTIFICATION											

6/11/71
6/11/71
6/11/71

I53

1. SERIAL NO.		2. NAME		3. ORGANIZATION		4. FUNDS		5. LWOP HOURS	
006198		WIGREN LEE H		31 500		CF			
6. OLD SALARY RATE				7. NEW SALARY RATE				8. TYPE ACTION	
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	EFFECTIVE DATE	SI	ADJ.
GS	13	9	\$16,329	05/07/67	GS	13	6	\$16,809	05/04/69
CERTIFICATION AND AUTHENTICATION									
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF ACCEPTABLE LEVEL OF COMPETENCE.									
SIGNATURE <i>R. Spacca</i>						DATE <i>5/3/69</i>			
<input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD									
CLERKS INITIALS <i>ML</i>						AUDITED BY <i>DH</i>			
FORM 7-60 560 E		Use previous editions		PAY CHANGE NOTIFICATION				(4-51)	

DB

PLW: 15 JUL 68

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION													
1. SERIAL NUMBER 006198		7. NAME (LAST, FIRST, MIDDLE) WIGREN LEE H											
3. NATURE OF PERSONNEL ACTION REASSIGNMENT						4. EFFECTIVE DATE MO DA YR 07 14 68		5. CATEGORY OF EMPLOYMENT REGULAR					
6. FUNDS X		V TO V		V TO CF		7. Financial Analysis No. Chargeable 9227 0170 0000		8. CSC OR OTHER LEGAL AUTHORITY 50 USC 403 J					
CF TO V		CF TO CF		9. ORGANIZATIONAL DESIGNATIONS DDP/CI STAFF RESEARCH AND ANALYSIS GROUP								10. LOCATION OF OFFICIAL STATION WASH., D.C.	
11. POSITION TITLE OPS OFFICER						12. POSITION NUMBER 0213		13. SERVICE DESIGNATION D					
14. CLASSIFICATION SCHEDULE (GS, LB, etc.) GS			15. OCCUPATIONAL SERIES 0136.01			16. GRADE AND STEP 13 5		17. SALARY OR RATE 16329					
18. REMARKS													
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL													
19. ACTION CODE 37	20. EMPLOY CODE 10	21. OFFICE CODING NUMERIC ALPHABETIC 31500 CI		22. STATION CODE 75013	23. INTEGRITY CODE	24. HOURS CODE 1	25. DATE OF BIRTH MO DA YR 12 01 23		26. DATE OF GRADE MO DA YR		27. DATE OF LET MO DA YR		
28. DATE EXPIRES MO DA YR		29. SPECIAL REFERENCE	30. RETIREMENT DATA 1 - CSC 2 - CA 3 - PCA 4 - OTHER		31. SEPARATION DATA CODE	32. Correction / Cancellation Data TYPE MO DA YR		33. SECURITY REQ NO		34. SER			
35. VET PREFERENCE CODE 0 - NONE 1 - 5 YR 2 - 10 YR		36. SERV. COMP. DATE MO DA YR		37. LONG. COMP. DATE MO DA YR		38. CAREER CATEGORY CODE CAR PROV TEMP		39. FEGLI / HEALTH INSURANCE CODE D - WAIVER 1 - YES		40. SOCIAL SECURITY NO.			
41. PREVIOUS CIVILIAN GOVERNMENT SERVICE CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS) 3 - BREAK IN SERVICE (MORE THAN 3 YRS)				42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED 1 - YES 2 - NO		44. STATE TAX DATA CODE NO. TAX EXEMPTIONS FORM EXECUTED 1 - YES 2 - NO		NET TAX STATE CODE				
SIGNATURE OR OTHER AUTHENTICATION													
FROM OTR													

POSTED

07-31-68

(When Filled In)

NSF 1150
340 May 1967

Use Previous Edition

SECRET

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 89-504
PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,
AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 3 JULY 1966

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
WIGREN LEE H	006198	17	500	V GS 13 4	\$13,815	\$14,217

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 90-206
PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949,
AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 8 OCTOBER 1967

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
WIGREN LEE H	006198	17	500	CF GS 13 5	\$14,665	\$15,307

D-4

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours				
006198		WIGREN LEE H		17 500 V						
5. OLD SALARY RATE				6. NEW SALARY RATE				7. TYPE ACTION		
Grade	Step	Salary	Last Eff Date	Grade	Step	Salary	Effective Date	PSI	LSI	ADJ.
GS 13	4	\$14,217	05/09/65	GS 13	5	\$14,665	05/01/67			
8. Remarks and Authorization										
<input checked="" type="checkbox"/> NO EXCESS LWOP <input checked="" type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input checked="" type="checkbox"/> LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS _____ AUDITED BY _____										
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.										
SIGNATURE: <i>T. J. ...</i>						DATE: 21 Nov 67				
PAY CHANGE NOTIFICATION										

1111

"PAY ADJUSTMENT IN ACCORDANCE WITH SECTIONS 212 AND 216 OF PL 90-206 AND EXECUTIVE ORDER 11413 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962"

EFFECTIVE DATE OF PAY ADJUSTMENT: 14 JULY 1966

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
WIGREN LEE H	000198	31	500	CF GS 13 5	\$15,307	\$16,329

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL 90-206 PURSUANT TO AUTHORITY OF DCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A-DCI DIRECTIVE DATED 8 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 8 OCTOBER 1967

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
WIGEN CHRISTINE ANN	498475	48	100	V GS 06 1	\$ 5,867	\$ 6,137

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION					
1 SERIAL NUMBER 006198		2 NAME (LAST, FIRST, MIDDLE) WIGREN LEE M			
3 NATURE OF PERSONNEL ACTION REASSIGNMENT			4 EFFECTIVE DATE 09 19 66		5 CATEGORY OF EMPLOYMENT
6 FUNDS	<input checked="" type="checkbox"/>	V TO V		V TO CF	7 FINANCIAL ANALYSIS NO (CHARGEABLE)
		(F TO V)		(F TO CF)	
					8 USE OR OTHER LEGAL AUTHORITY
9 ORGANIZATIONAL DESIGNATIONS DUS/TRAINING			10 LOCATION OF OFFICIAL STATION WASH., D.C.		
11 POSITION TITLE INSTR INT&L			12 POSITION NUMBER 1298		13 CAREER SERVICE DESIGNATION D
14 CLASSIFICATION SCHEDULE (GS, BR, etc) GS		15 OCCUPATIONAL SERIES 1712, J1		16 GRADE AND STEP 13	17 SALARY OR RATE
18 REMARKS					
SIGNATURE OF OTHER AUTHENTICATION					

"PAY ADJUSTMENT IN ACCORDANCE WITH SALARY SCHEDULES OF PL. 89-361 PURSUANT TO AUTHORITY OF LCI AS PROVIDED IN THE CIA ACT OF 1949, AS AMENDED, AND A-DCI POLICY DIRECTIVE DATED 4 OCTOBER 1962."

EFFECTIVE DATE OF PAY ADJUSTMENT: 10 OCTOBER 1965

NAME	SERIAL	ORGN.	FUNDS	GR-STEP	OLD SALARY	NEW SALARY
HIGREN LEE F	006198	17	500	V GS 13 4	\$12,915	\$13,815

53

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours				
006198		HIGREN LEE H		48 200 V		—				
5. OLD SALARY RATE				6. NEW SALARY RATE				7. TYPE ACTION		
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date	PSI	LSI	ADJ.
GS	13	3	\$12,915	05/10/64	GS	13	4	\$13,335	05/09/65	
8. Remarks and Authentication										
/ / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS <i>[Signature]</i> AUDITED BY <i>[Signature]</i>										
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.										
SIGNATURE: <i>[Signature]</i> DATE 15 Mar 65										
PAY CHANGE NOTIFICATION										

100-200000

MAR 12 4 22 PM '65

1 APR 65

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER 000198		7. NAME (LAST-FIRST-MIDDLE) WIGREN LEE H	
3. NATURE OF PERSONNEL ACTION REASSIGNMENT			4. EFFECTIVE DATE MO. DA. YR. 04 21 65
6. FUNDS X			5. CATEGORY OF EMPLOYMENT REGULAR
V TO V CF TO V		V TO CF CF TO CF	
7. COST CENTER NO. CHARGEABLE 5275 2500 0000		8. CSC OR OTHER LEGAL AUTHORITY 50 USC 403 J	
9. ORGANIZATIONAL DESIGNATIONS DJS/OTR SCHOOL OF INTERNATIONAL COMMUNISM FACULTY		10. LOCATION OF OFFICIAL STATION WASH., D.C.	
11. POSITION TITLE INSTR INTEL		12. POSITION NUMBER 1238	13. SERVICE DESIGNATION D
14. CLASSIFICATION SCHEDULE (GS, LO, etc.) GS	15. OCCUPATIONAL SERIES 1712.31	16. GRADE AND STEP 13 3	17. SALARY OR RATE 12915
18. REMARKS			
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL			
19. ACTION CODE 37	20. EMPLOY CODE 10	21. OFFICE CODING NUMERICAL ALPHABETIC 17500 OTR	22. STATION CODE 75013
23. INTERSEE CODE	24. MO. DA. YR. 1 12 01 23	25. DATE OF BIRTH	26. DATE OF GRADE
27. DATE OF LEI	28. NTE EXPIRES MO. DA. YR.	29. SPECIAL REFERENCE	30. RETIREMENT DATA 1 - CSC 2 - FICA 3 - NONE
31. SEPARATION DATA CODE	32. CORRECTION/CANCELLATION DATA TYPE MO. DA. YR.	33. SECURITY REQ NO.	34. SEX
35. VET. PREFERENCE CODE 0 - NONE 1 - 5 PT. 2 - 10 PT.	36. SERV. COMP. DATE MO. DA. YR.	37. LONG. COMP. DATE MO. DA. YR.	38. CAREER CATEGORY CAH CIV PHYS TEMP
39. FEGLI / HEALTH INSURANCE CODE 0 - WAIVER 1 - YES	40. SOCIAL SECURITY NO.	41. PREVIOUS GOVERNMENT SERVICE DATA CODE 0 - NO PREVIOUS SERVICE 1 - NO BREAK IN SERVICE 2 - BREAK IN SERVICE (LESS THAN 3 YRS.) 3 - BREAK IN SERVICE (MORE THAN 3 YRS.)	
42. LEAVE CAT. CODE	43. FEDERAL TAX DATA FORM EXECUTED CODE NO TAX EXEMPTIONS 1 - YES 2 - NO	44. STATE TAX DATA FORM EXECUTED CODE NO TAX EXEMPT. STATE CODE 1 - YES 2 - NO	
SIGNATURE OR OTHER AUTHENTICATION			
FROM: SR - 2		<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <p style="margin: 0;">POSTED</p> <p style="margin: 0; font-family: cursive;">0034/22/65</p> </div>	

FORM 11-62 1150

Use Previous Edition

SECRET

Jga

GROUP 1
Excluded from automatic
downgrading and
declassification

(When Filled In)

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

ADPD 02/30/64					
1 SERIAL NUMBER		2 NAME (LAST FIRST MIDDLE)			
706198		WIGNEN LFE H			
3 NATURE OF PERSONNEL ACTION			4 EFFECTIVE DATE		5 CATEGORY OF EMPLOYMENT
REASSIGNMENT			09 3 64		
6 FUNDS		X	Y TO V	V TO CF	7 COST CENTER NO (CHARGEABLE)
			CF TO V	CF TO CF	8 CSC OR OTHER LEGAL AUTHORITY
					5234 1573 0000
9 ORGANIZATIONAL DESIGNATIONS			10 LOCATION OF OFFICIAL STATION		
DDP/CH DIVISION COUNTERINTELL WHP RES DP			WASH., D. C.		
11 POSITION TITLE		12 POSITION NUMBER		13 CAREER SERVICE DESIGNATION	
OPS OFFICER CH		101A		D	
14 CLASSIFICATION SCHEDULE (GS 18 etc)		15 OCCUPATIONAL SERIES		16 GRADE AND STEP	
GS		0136.01		13	
17 SALARY OR RATE					
18 REMARKS					
SIGNATURE OR OTHER AUTHENTICATION					
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <p>POSTED 5/2/64 <i>[Signature]</i></p> </div>					

Form 1150B
1-63 MFG. 1-63

Use Previous
Edition

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification

(When Filled In)

254/1160

OFFICE
MAY 5 4 51 PM '64

1. Serial No.		2. Name			3. Cost Center Number		4. LWOP Hours				
006198		WIGPEN LEE W			48 DR0 V						
OLD SALARY RATE				NEW SALARY RATE				TYPE ACTION			
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date	PS	LSJ	ADJ.	
GS 13	2	\$12,110	05/12/63	GS 13	3	\$12,495	05/10/64				
B. Remarks and Authorization											
/ / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS AUDITED BY											
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.											
SIGNATURE: <i>[Signature]</i> DATE: <i>[Date]</i>											
PAY CHANGE NOTIFICATION											

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

ADPC 24/23/64

1 SERIAL NUMBER	2 NAME (LAST-FIRST-MIDDLE)
006190	WIGREN LEE M

3 NATURE OF PERSONNEL ACTION	4 EFFECTIVE DATE	5 CATEGORY OF EMPLOYMENT
	MO DA YR	
REASSIGNMENT	04 12 64	

6 FUNDS	<input checked="" type="checkbox"/> V TO V	<input type="checkbox"/> V TO CF	7 COST CENTER NO. (CHARGEABLE)	8 CSC OR OTHER LEGAL AUTHORITY
	<input type="checkbox"/> CF TO V	<input type="checkbox"/> CF TO CF		
			4234 1000 1000	

9 ORGANIZATION/SPECIFICATIONS	10 LOCATION OF OFFICIAL STATION
BDP/SR 2 DIVISION DDP SR CI GR RESEARCH BR	WASH., D.C.

11 POSITION TITLE	12 POSITION NUMBER	13 CAREER SERVICE DESIGNATION
BPS OFFICER CH	1017	D

14 CLASSIFICATION SCHEDULE (GS, LB, etc.)	15 OCCUPATIONAL SERIES	16 GRADE AND STEP	17 SALARY OR RATE
GS	0136.01	13	

18. REMARKS

SIGNATURE OR OTHER AUTHENTICATION

POSTED
27 APR
1964

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 87-793 AND DCI MEMORANDUM DATED 1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS, EFFECTIVE 14 OCTOBER 1964.

NAME: WIGREN LEE H
 SERIAL: 006198 ORGN: 40080 FUNDS: V 13 1 GR-ST: GS 13 1 OLD SALARY: \$10633 NEW SALARY: \$11150

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours				
006198		WIGREN LEE H		60 080 2 V						
5. OLD SALARY RATE				6. NEW SALARY RATE				7. TYPE ACTION		
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date	PSI	LSI	ADJ.
GS 13	1	\$11,150	05/13/62	GS 13	2	\$11,519	05/12/63			
8. Remarks and Authentication										
/ / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / LWOP STATUS AT END OF WAITING PERIOD CLERKS INITIALS <i>pkh</i> AUDITED BY										
I CERTIFY THAT THE WORK OF THE ABOVE NAMED EMPLOYEE IS OF AN ACCEPTABLE LEVEL OF COMPETENCE.										
SIGNATURE: <i>[Signature]</i>						DATE: 14 Mar 1963				
PAY CHANGE NOTIFICATION										

Form 9-61 350 Obtain Previous Edition

IN ACCORDANCE WITH THE PROVISIONS OF PUBLIC LAW 87-793 AND DCI MEMORANDUM DATED 1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS, EFFECTIVE 5 JANUARY 1964.

NAME: WIGREN LEE H
 SERIAL: 006198 ORGN: 49 080 FUNDS: V GR-ST: GS 13 2 OLD SALARY: \$11,519 NEW SALARY: \$12,150

PSC: 11 MAY 62

SECRET
(When Filled In)

16

GCF NOTIFICATION OF PERSONNEL ACTION

1. SERIAL NUMBER: 006198 2. NAME (LAST-FIRST-MIDDLE): WIGREN LEE H

3. NATURE OF PERSONNEL ACTION: PROMOTION 4. EFFECTIVE DATE: 05 13 62 5. CATEGORY OF EMPLOYMENT: REGULAR

6. FUNDS: X V TO V V TO CF CF TO V CF TO CF 7. COST CENTER NO. CHARGEABLE: 2234 1000 1000 8. CSC OR OTHER LEGAL AUTHORITY: 50 USC 403 J

9. ORGANIZATIONAL DESIGNATIONS: DDP SR CHIEF, OPERATIONS AND PLANS COUNTERINTELLIGENCE BRANCH RESEARCH SECTION 10. LOCATION OF OFFICIAL STATION: WASH., D.C.

11. POSITION TITLE: OPS OFFICER CH 12. POSITION NUMBER: 0351 13. CAREER SERVICE DESIGNATION: D

14. CLASSIFICATION SCHEDULE (GS, LB, etc.): GS 15. OCCUPATIONAL SERIES: 0136.01 16. GRADE AND STEP: 13 1 17. SALARY OR RATE: 10635

18. REMARKS

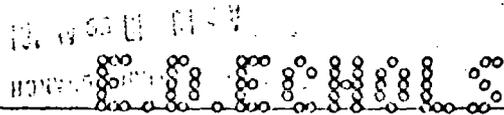
SPACE BELOW FOR EXCLUSIVE USE OF THE OFFICE OF PERSONNEL

20. ACTION CODE: 22 21. OFFICE CODING: 10 60080 SR 22. STATION CODE: 75013 23. INTEGREE CODE: 1 24. MGRS. CODE: 12 01 23 25. DATE OF BIRTH: 05 13 62 26. DATE OF GRADE: 05 13 62 27. DATE OF LET: 05 13 62 28. DFE EXP. DATE: 29. SPECIAL REFERENCE: 30. RETIREMENT DATA: 31. SEPARATION DATA CODE: 32. CORRECTION/CANCELLATION DATA: EOD DATA 33. PFT PREFERENCE: 34. SERV. COMP. DATE: 35. LONG COMP. DATE: 36. MIL. SERV. CREDIT/LCD: 37. FEGLI / HEALTH INSURANCE: 38. SOCIAL SECURITY NO.: 39. PREVIOUS GOVERNMENT SERVICE DATA: 40. LEAVE CAT CODE: 41. FEDERAL TAX DATA: 42. STATE TAX DATA:

SIGNATURE OR OTHER AUTHENTICATION

POSTED
F. Allen

SECRET
(When Filled In)

1. Serial No.		2. Name		3. Cost Center Number		4. LWOP Hours				
106198		WIGREN LEE H		DDP/SR 2 V-20						
5. OLD SALARY RATE				6. NEW SALARY RATE				7. TYPE ACTION		
Grade	Step	Salary	Last Eff. Date	Grade	Step	Salary	Effective Date	FEI	LSI	ADJ.
GS	12	2	\$ 8,215	10/14/59	12	3	\$ 9,475	06/16/60		
8. Remarks and Authentication										
/ X / NO EXCESS LWOP / / IN PAY STATUS AT END OF WAITING PERIOD / / IN LWOP STATUS AT END OF WAITING PERIOD										
										
PAY CHANGE NOTIFICATION										

Form 7-60 560. Obsolete Previous Edition SECRET (4-51)

IN ACCORDANCE WITH THE PROVISIONS OF P. L. 86-568 AND DCI MEMO DATED 1 AUGUST 1956, SALARY IS ADJUSTED AS FOLLOWS EFFECTIVE 10 JULY 1960.

SD	NAME	SERIAL	ORGN	GR-ST	OLD SALARY	NEW SALARY
DI	WIGREN LEE H	106198	48 24	GS-12 2	\$ 8,570	\$ 9,215

/S/ EMMETT D. ECHOLS
DIRECTOR OF PERSONNEL

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION														
BS 21 AUGUST 59														
1. Serial No.		2. Name (Last-First-Middle)				3. Date Of Birth			4. Vet. Prst.		5. Sex		6. CS-EGD	
106198		WIGREN LEE H				12 01 23			5 Pt-1 10 Pt-2		M I		03 19 51	
7. SCD		8. CSC Patent		9. CSC Or Other Legal Authority		10. Appt. Allidrv.			11. FEGLI		12. LCD		13. P. Code	
03 24 43		Yes-1 No-2		1 50 USCA 403 J		Mo. Da. Yr.			Yes-1 No-2		03 19 51		Yes-1 No-2	

PREVIOUS ASSIGNMENT

14. Organizational Designations				Code		15. Location Of Official Station				Station Code	
DDP SR CHIEF OF OPERATIONS COUNTER ESPIONAGE STAFF RESEARCH & SUPPORT SECTION				4824		WASH., D. C.				75013	
16. Dept. - Field		17. Position Title				18. Position No.		19. Serv.		20. Occup. Series	
Dept - 2 USHD - 4 Frgn - 6		2 10 CI				0400		GS		0136.53	
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade		25. Pst Due		26. Appropriation Number	
12 1		\$ 8330		DI		04 20 58 10 18 59		9 3400 20 001			

ACTION

27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Data	
REASSIGNMENT		56		08 23 59		REGULAR		01			

PRESENT ASSIGNMENT

31. Organizational Designations				Code		32. Location Of Official Station				Station Code	
DDP SR CHIEF OF OPERATIONS COUNTER ESPIONAGE STAFF RESEARCH SECTION				4824		WASH., D. C.				75013	
33. Dept. - Field		34. Position Title				35. Position No.		36. Serv.		37. Occup. Series	
Dept - 2 USHD - 4 Frgn - 6		2 OPS OFFICER				0351		GS		0136.01	
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade		42. Pst Due		43. Appropriation Number	
12 1		\$ 8330		DI		04 20 58 10 18 59		0274 1000 1000			

44. Remarks											
<div style="border: 1px solid black; padding: 10px; display: inline-block;"> <p>POSTED</p> <p><i>[Signature]</i></p> </div>											

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

MCM 17 APRIL 59 X XM

1. Serial No. 106198		2. Name (Last-First-Middle) WIGREN LEE H			3. Date Of Birth Mo. Da. Yr. 12 01 23			4. Vet. Prof. Non-0 5 Pt-1 10 Pt-2 1		5. Sex M 1		6. CS - EOD Mo. Da. Yr. 03 19 51		
7. SCD Mo. Da. Yr. 03 24 43		8. CSC Rmt. Yes - 1 No - 2 1		9. CSC Or Other Legal Authority 50 USCA 403 J		10. Appt. Affidav. Mo. Da. Yr.			11. FEGLI Yes - 1 No - 2		12. LCD Mo. Da. Yr. 03 19 51		13. ... Yes - 1 No - 2 2	

PREVIOUS ASSIGNMENT

14. Organizational Designations DDP FI STAFF DIV D COUNTER ESPIONAGE SECT. BIOGRAPHIC UNIT				Code 4109		15. Location Of Official Station WASH., D. C.				Station Code 75013		
16. Dept. - Field Dept - 2 USfld - 4 Frgn - 6		17. Position Title BIOGRAPHIC OFF		18. Position No. 0712		19. Serv. GS		20. Occup. Series 0132.31				
21. Grade & Step 12 1		22. Salary Or Rate \$ 8330		23. SD DI		24. Date Of Grade Mo. Da. Yr. 04 20 58		25. PSI Due Mo. Da. Yr. 10 18 59		26. Appropriation Number 0 2305 23		

ACTION

27. Nature Of Action REASSIGNMENT		Code 57		28. Eff. Date Mo. Da. Yr. 04 19 59		29. Type Of Employee REGULAR		Code 01		30. Separation Data	
--------------------------------------	--	------------	--	--	--	---------------------------------	--	------------	--	---------------------	--

PRESENT ASSIGNMENT

31. Organizational Designations DDP SR CHIEF OF OPERATIONS COUNTER ESPIONAGE STAFF RESEARCH & SUPPORT SECTION				Code 4824		32. Location Of Official Station WASH., D. C.				Station Code 75013		
33. Dept. - Field Dept - 2 USfld - 4 Frgn - 6		34. Position Title 10 CI		35. Position No. 0400		36. Serv. GS		37. Occup. Series 0136.53				
38. Grade & Step 12 1		39. Salary Or Rate \$ 8330		40. SD DI		41. Date Of Grade Mo. Da. Yr. 04 20 58		42. PSI Due Mo. Da. Yr. 10 18 59		43. Appropriation Number 9 3400 20 001		

44. Remarks

POSTED

[Signature]

21 APR 1959

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION															
MCM 18 APRIL 58															
1. Serial No.		2. Name (Last-First-Middle)				3. Date Of Birth			4. Vol. Prof.		5. Sex		6. CS - EOD		
106193		WIGREN LEE H				12 01 23			Non-0 5 Pt-1 10 Pt-2		1 M 1		03 19 51		
7. SCD		8. CSC Rmtnt.		9. CSC Or Other Legal Authority		10. Apmt. Affidav.			11. FEGLI		12. LCD		13. MIL. SERV. Credit, Gen		
Mo. Da. Yr.		Yrs - 1 No - 2		Coda		Mo. Da. Yr.			Yrs - 1 No - 2		Coda		Mo. Da. Yr. Yrs - 1 No - 2		
03 24 43		1		50 USCA 403 J					03		19 51		2		

PREVIOUS ASSIGNMENT

14. Organizational Designations				Code		15. Location Of Official Station				Station Code	
DDP FI STAFF DIVISION D COUNTER-ESPIONAGE SECTION BIOGRAPHIC UNIT				4109		WASH. D. C.				75013	
16. Dept. - Field		17. Position Title				18. Position No.		19. Serv.		20. Occup. Series	
Dept - 2 USStd - 4 Frgn - 6		BIOGRAPHIC OFF				712		GS		0132.31	
21. Grade & Step		22. Salary Or Rate		23. SD		24. Date Of Grade		25. PSI Due		26. Appropriation Number	
11 3		\$ 6820		DI		01 16 55		01 12 58		8 2305 23	

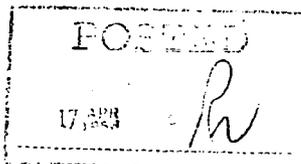
ACTION

27. Nature Of Action		Code		28. Eff. Date		29. Type Of Employee		Code		30. Separation Data	
PROMOTION		30		04 20 58		REGULAR		01			

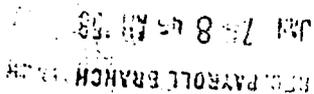
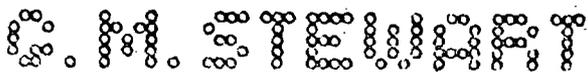
PRESENT ASSIGNMENT

31. Organizational Designations				Code		32. Location Of Official Station				Station Code	
DDP FI STAFF DIV D COUNTER ESPIONAGE SECT. BIOGRAPHIC UNIT				4109		WASH., D. C.				75013	
33. Dept. - Field		34. Position Title				35. Position No.		36. Serv.		37. Occup. Series	
Dept - 2 USStd - 4 Frgn - 6		BIOGRAPHIC OFF				0712		GS		0132.31	
38. Grade & Step		39. Salary Or Rate		40. SD		41. Date Of Grade		42. PSI Due		43. Appropriation Number	
12 1		\$ 7570		DI		04 20 58		10 18 59		8 2305 23	

44. Remarks



SECRET
(WHEN FILLED IN)

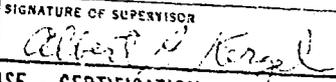
1. EMP. SERIAL NO. 106198		2. NAME WIGREN LEE H			3. ASSIGNED ORGAN. DDP/WE E1		4. FUNDS V-2		5. ALLOTMENT 2385		
6. OLD SALARY RATE					7. NEW SALARY RATE						
GRADE	STEP	SALARY	LAST EFFECTIVE DATE			GRADE	STEP	SALARY	EFFECTIVE DATE		
			MO.	DA.	YR.				MO.	DA.	YR.
11	2	\$ 6,605	07	15	56	11	3	\$ 6,820	01	12	58
TO BE COMPLETED BY THE OFFICE OF COMPTROLLER											
9. CHECK ONE <input type="checkbox"/> NO EXCESS LWOP <input type="checkbox"/> EXCESS LWOP						9. NUMBER OF HOURS LWOP					
IF EXCESS LEAVE LWOP, CHECK FOLLOWING: <input type="checkbox"/> IN PAY STATUS AT END OF WAITING PERIOD <input type="checkbox"/> IN LWOP STATUS AT END OF WAITING PERIOD						10. INITIALS OF CLERK			11. APPROVED BY		
TO BE COMPLETED BY THE OFFICE OF PERSONNEL											
12. PROJECTED SALARY RATE AND EFFECTIVE DATE						13. REMARKS					
GRADE	STEP	SALARY	MO.	DA.	YR.						
14. AUTHENTICATION											
 											

FORM NO. 560b
1 MAR. 58

SECRET

PERSONNEL FOLDER

SECRET
(WHEN FILLED IN)

1. EMP. SERIAL NO. 106198		2. NAME WIGREN LEE H			3. ASSIGNED ORGAN. DDP/WE E1-14		4. FUNDS V-20		5. ALLOTMENT 2385		
6. OLD SALARY RATE					7. NEW SALARY RATE						
GRADE	STEP	SALARY	LAST EFFECTIVE DATE			GRADE	STEP	SALARY	EFFECTIVE DATE		
			MO.	DA.	YR.				MO.	DA.	YR.
11	2	\$ 6,605	07	15	56	11	3	\$ 6,820	01	12	58
REMARKS											
CERTIFICATION											
I CERTIFY THAT THE SERVICE AND CONDUCT OF THE ABOVE NAMED EMPLOYEE ARE SATISFACTORY.											
TYPED, OR PRINTED, NAME OF SUPERVISOR ALBERT A. KENNEL				DATE 9 Dec. 57		SIGNATURE OF SUPERVISOR 					

FORM NO. 560
1 MAR. 58

SECRET

PERSONNEL FOLDER

GENERAL SCHEDULE SALARY INCREASES RETROACTIVELY EFFECTIVE
 12 JANUARY 1953 AUTHORIZED BY P. L. 80 - 462 AND DSI
 IMPROVED SALARY PLAN OF 15 JUNE 1948 ADJUSTED AS FOLLOWS

NAME	SERIAL	GRADE-STEP	OLD SALARY	NEW SALARY
WIGREN LEE H	106198	GS-12-1	\$ 7,570	\$ 8,330

GINDY W. STEWART
 ASST. DIRECTOR OF PERSONNEL

SECRET

SECRET
(When Filled In)

NOTIFICATION OF PERSONNEL ACTION

1. Serial No. 1061-50												2. Name (Last-First-Middle) WIGREN LEE H						3. Date Of Birth Mo. Da. Yr. 12 01 23			4. Vet. Prof. Nono-0 5 Pt-1 10 Pt-2 1		5. Sex M 1		6. CS - EOD Mo. Da. Yr. 03 19 51		
7. SCD Mo. Da. Yr. XX XX XX			8. CSC Rmt. Yes-1 No-2			9. CSC Or Other Legal Authority Code 1			10. Apmt. All. Job. Mo. Da. Yr.			11. FEGLI Yes-1 No-2		12. LCD Mo. Da. Yr. 03 19 51			13. All. Emp. Yes-1 No-2		Code 2								

PREVIOUS ASSIGNMENT

14. Organizational Designations DOP WE SCANDINAVIAN BR, FI, PP, PM SWEDEN				Code	15. Location Of Official Station WASH. D. C.				Station Code			
16. Dept. - Field Dept - 2 USStd - 4 Frgn - 6		Code 2		17. Position Title AREA OPS OFF				18. Position No. 55		19. Serv. GS	20. Occup. Series 0136.01	
21. Grade & Step 11 2		22. Salary Or Rate \$ 6605		23. SD DI	24. Date Of Grade Mo. Da. Yr.		25. PSI Due Mo. Da. Yr.		26. Appropriation Number 8 3000 20			

ACTION

27. Nature Of Action REASSIGNMENT		Code 57	28. Eff. Date Mo. Da. Yr. 11 17 57		29. Type Of Employee REGULAR		Code 01	30. Separation Data	
--------------------------------------	--	------------	--	--	---------------------------------	--	------------	---------------------	--

PRESENT ASSIGNMENT

31. Organizational Designations DOP FI STAFF DIVISION D COUNTER ESPIONAGE SECTION BIOGRAPHIC UNIT				Code 4103	32. Location Of Official Station WASH. D. C.				Station Code 75013			
33. Dept. - Field Dept - 2 USStd - 4 Frgn - 6		Code 2		34. Position Title BIOGRAPHIC OFF				35. Position No. 712		36. Serv. GS	37. Occup. Series 0132.31	
38. Grade & Step 11 2		39. Salary Or Rate \$ 6605		40. SD DI	41. Date Of Grade Mo. Da. Yr. 01 11 55		42. PSI Due Mo. Da. Yr. 01 11 55		43. Appropriation Number 8 2305 23			

44. Remarks

1061-50

201057

[Signature]

DO NOT INCLUDE INFORMATION

CONFIDENTIAL

U. S. GOVERNMENT PRINTING OFFICE: 1964 O-270080

1. Employee's name (and social security account number when appropriate)
 2. Payroll period
 3. Block No.
 4. Sig. No.
 5. Grade and salary

PAYROLL CHANGE DATA											
	BASE PAY	OVERTIME		GROSS PAY	RET.	FEDERAL TAX	BOND	F.I.C.A.	STATE TAX	DEDUCTIONS	NET PAY
7. Previous amount											
8. New amount											
9. Pay this period											

10. Remarks
 11. Appropriation
 12. Prepared By
 13. Awarded by

14. Effective date
 15. Date last equivalent increase
 16. Old salary rate
 17. New salary rate
 18. Particulars (fill in appropriate spaces covering L.W.O.P. during intervening periods)
 19. Signature or other authentication
 20. In the case of L.W.O.P. during intervening periods

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

cab

1. NAME (LAST-FIRST-MIDDLE-INITIALS) AND SURNAMES Mr. Leo N. Wilson		2. DATE OF BIRTH 106198 1 Dec 1923	3. JOURNAL OR ACTION NO.	4. DATE 79 July 1955														
This is to notify you of the following action affecting your employment:																		
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) Reassignment		6. EFFECTIVE DATE 31 July 1955	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY 50 USC 903 J															
FROM		TO																
Area Ops. Officer BB 67-11 GS-0136.01-11 \$6390.00 p.a. DDP/VE Scandinavian Branch FI, PP, PM Sweden		8. POSITION TITLE Area Ops Officer BU 55 9. SERVICE, SERIES, GRADE, SALARY GS-0136.01-11 \$6390.00 p.a. DDP/VE 10. ORGANIZATIONAL DESIGNATIONS Scandinavian Branch FI, PP, PM Sweden 11. HEADQUARTERS Washington, D. C.																
<input type="checkbox"/> FIELD	<input type="checkbox"/> DEPARTMENTAL	12. FIELD OR DEPT'L	<input type="checkbox"/> FIELD	<input checked="" type="checkbox"/> DEPARTMENTAL														
13. VETERAN'S PREFERENCE <table border="1"> <tr> <td>ROSI</td> <td>WW</td> <td>VTNLS</td> <td>TYPE</td> <td>10-POINT</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td>DISAB OTHER</td> </tr> </table>		ROSI	WW	VTNLS	TYPE	10-POINT					DISAB OTHER	14. POSITION CLASSIFICATION ACTION <table border="1"> <tr> <td>REG</td> <td>VICE</td> <td>I. A.</td> <td>REAL</td> </tr> </table>			REG	VICE	I. A.	REAL
ROSI	WW	VTNLS	TYPE	10-POINT														
				DISAB OTHER														
REG	VICE	I. A.	REAL															
15. SER. RACE	16. SEX	17. APPROPRIATION FROM: 5-3600-20 TO: 5-3600-20	18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO) Yes	19. DATE OF APPOINTMENT AT FIDAVITS (ACCESSIONS ONLY) SU-DT														
		20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:																
21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements.																		
<div style="border: 2px solid black; padding: 5px; display: inline-block;"> <p>POSTED</p> <p>16 AUG 1955</p> </div>																		
NAME PERFORMANCE RATING:		22. SIGNATURE AND AUTHENTICATION																

4. PERSONNEL FOLDER COPY

rw2 8-5-55

1. Agency and organizational assignments		2. Pay roll no.		3. Stock no.		4. Sub no.	
3. Employee's name (and social security account number when appropriate)		5. Grade and salary		6. Stock no.		7. Sub no.	
WIGREN, Ivo H.		GS-9		\$5060.00			
PAY ROLL CHANGE DATA							
	BASE PAY	OVERTIME		GROSS PAY	RET.	TAX	NET PAY
7. Previous normal							
8. New normal							
9. Pay this period							
10. Remarks				11. Appropriation(s)		12. Prepared by	
				DDP/PI/Staff C 20		dms 2 Apr 54	
						13. Audited by	
<input checked="" type="checkbox"/> Periodic step increase <input type="checkbox"/> Pay adjustment <input type="checkbox"/> Other step increase							
14. Effective date	15. Date last equivalent	16. Old salary rate	17. New salary rate	18. Performance rating is satisfactory or better.			
23 May 54	24 May 53	\$5060.00	\$5185.00				
19. LWOP data (Fill in appropriate spaces covering LWOP during following period(s))				(Check applicable box in case of excess LWOP) <input type="checkbox"/> No excess LWOP. Total excess LWOP _____ <input type="checkbox"/> Excess LWOP. Total excess LWOP _____			
				(Signature or other authentication) _____ Initials of Clerk			
STANDARD FORM NO. 1125d—Revised				PAY ROLL CHANGE SLIP—PERSONNEL COPY			
Form prescribed by Comp. Gen., U. S.				pū			
Nov. 8, 1950, General Regulations No. 102							

STANDARD FORM 50
REV. APRIL 1951
PROMULGATED BY
U. S. CIVIL SERVICE COMMISSION
CHAPTER XI, FEDERAL PERSONNEL MANUAL

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

mbh

1. NAME (MR.-MISS-MRS.-ONE GIVEN NAME, INITIAL(S), AND SURNAME) Mr. Lee H. Wigren		2. DATE OF BIRTH 1 Dec 23		3. JOURNAL OR ACTION NO. 4. DATE 23 May 53	
This is to notify you of the following action affecting your employment:					
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) Promotion			6. EFFECTIVE DATE 24 May 53		7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY Schedule A-6.116(b)
FROM			TO		
Intelligence Officer EV 227-7		8. POSITION TITLE Same		BV 227	
GS 132 7 \$4330.00 per annum		9. SERVICE, SERIES, GRADE, SALARY		GS 132 9 \$5060.00 per annum	
DDP/VI STAFF C Soviet Intelligence Branch Soviet Intel. Operations Guid. Sec. Washington, D.C.		10. ORGANIZATIONAL DESIGNATIONS		Same Same Same Same	
11. HEADQUARTERS		Same			
<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL		12. FIELD OR DEPT'L		<input type="checkbox"/> FIELD <input checked="" type="checkbox"/> DEPARTMENTAL	
13. VETERAN'S PREFERENCE			14. POSITION CLASSIFICATION ACTION		
NONE WWII OTHER S-PF 15-POINT DISAB. OTHER <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>			NEW VICE L.A. REEL <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
15. SEX M		16. RACE W		17. APPROPRIATION 11X2100 FROM: 2305-00 TO: 2305-20	
18. SUBJECT TO C.S. RETIREMENT ACT (YLS-NO) Yes			19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY)		20. LEGAL RESIDENCE <input type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE:
21. REMARKS: This action is subject to all applicable laws, rules, and regulations and may be subject to investigation and approval by the United States Civil Service Commission. The action may be corrected or canceled if not in accordance with all requirements.					
ENTRANCE PERFORMANCE RATING: Chief, Personnel Division					
SIGNATURES OR OTHER AUTHENTICATION					

SECRET
Security Information

CONTAINED PERSONNEL ACTION VOUCHERS TO VOUCHERS

(1) Staff or Division FI (2) Date T/O approved 11/17/52 (3) Effective date of action 12/7/52
FROM TO

(4)	NAME	(5) POS. TITLE	(6) SCHEDULE	(7) SLOP NOS.	(8) ACTION	(9) POS. TITLE	(10) SCHEDULE	(11) SLOP NOS.
Staff - C								
	<u>Soviet Intell. Fr.</u>					<u>SSA PT/CE</u>		
	[Redacted]	Intel.off.	GS 12	100	C	<u>SS 136 Intell. Fr.</u>	GS 132 12	220
	<u>Admin Pool</u>							
	<u>Frederick S. Youkstetter</u>	intel.off.	GS 9	25	C	<u>Soviet Intell. Ops. Sec</u>	GS 132 9	222
Staff - C								
	<u>Soviet Intell. Fr.</u>					<u>Soviet Intell. Ops. Sec.</u>		
	<u>G. Elliot Gilstrap</u>	intel.off.	GS 7	104	C	Intel.off.	GS 132 7	223
	<u>Soviet Intell. Fr.</u>					<u>Soviet Intell. Ops. Guidance Section</u>		
	<u>George B. Bromway</u>	intel.off.	GS 13	99	C	Intel.off.	GS 132 13	225
	<u>W. D. Woods</u>	intel.off.	GS 11	102	C	intel.off.	GS 132 11	226
	<u>W. M. Wilson</u>	intel.off.	GS 7	106	C	intel.off.	GS 132 7	227
	[Redacted]	intel.off.	GS 7	105	C	intel.off.	GS 132 7	228
	<u>Support & Protect. Fr.</u>					<u>Soviet Intell. Ops. Guidance</u>		
	[Redacted]							
FI								
	<u>Admin Pool</u>					<u>Sov. Intell. Agent Ident. Sec.</u>		
	<u>Edward G. Duncan</u>	intel.off.	GS 7	41	C	intel. off.	GS 132 7	230

(12) APPROVED BY: R. P. Howes Staff or Division Chief (13) APPROVED BY: [Signature] Clerks. & Wage Div. (14) APPROVED BY: [Signature] Personnel Div.

STANDARD FORM NO. 63
GSA FPMR (41 CFR) 101-11.6
OFFICE OF PERSONNEL MANAGEMENT
U. S. CIVIL SERVICE COMMISSION

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

(al)

1. NAME (MR, MISS, MRS, DR, SGT, CAPT, MAJOR, COLONEL, GENERAL, AND OTHER)		2. DATE OF BIRTH	3. JOURNAL OR ACTION NO.	4. DATE																							
Mr. Leo H. Wigren		1 Dec. '23		2 May '52																							
This is to notify you of the following action affecting your employment:																											
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY)		6. EFFECTIVE DATE	7. CODE, SERVICE OR OTHER LEGAL AUTHORITY																								
Promotion		11 May '52	Schedule - 6.11(b)																								
FROM		TO																									
Clerk		Intelligence Officer																									
GS-6 \$3920.00 per. annua.		GS-7-132 \$4205.00 per. annua.																									
OSO		OSO																									
Staff O		ETC																									
Soviet Intelligence		SIB																									
Washington, D. C.		FIELD																									
13. VETERAN'S PREFERENCE		14. POSITION CLASSIFICATION ACTION																									
<table border="1"> <tr> <td>NONE</td> <td>WAR</td> <td>OTHER</td> <td>5-PT.</td> <td>10-POINT</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td>DISAB. OTHER</td> </tr> <tr> <td></td> <td>X</td> <td></td> <td>X</td> <td></td> </tr> </table>		NONE	WAR	OTHER	5-PT.	10-POINT					DISAB. OTHER		X		X		<table border="1"> <tr> <td>NEW</td> <td>AGE</td> <td>UP</td> <td>DOWN</td> </tr> <tr> <td></td> <td></td> <td>X</td> <td></td> </tr> </table>			NEW	AGE	UP	DOWN			X	
NONE	WAR	OTHER	5-PT.	10-POINT																							
				DISAB. OTHER																							
	X		X																								
NEW	AGE	UP	DOWN																								
		X																									
15. SUBJECT TO C. S. RETIREMENT ACT		16. DATE OF APPOINTMENT AFFIDAVIT		17. LEGAL RESIDENCE																							
Yes		12/9/47		CLAIMED <input type="checkbox"/> PROVED <input checked="" type="checkbox"/>																							
18. FROM: 2123900		19. TO: 3005		20. STATE: Mass.																							
21. REMARKS: THIS ACTION IS SUBJECT TO ALL APPLICABLE LAWS, RULES AND REGULATIONS AND MAY BE SUBJECT TO INVESTIGATION AND APPROVAL BY THE UNITED STATES CIVIL SERVICE COMMISSION. THE ACTION MAY BE CORRECTED OR CANCELLED IF NOT IN ACCORDANCE WITH ALL REQUIREMENTS.																											
(106)																											
Chief, Personnel Division ENTRANCE EFFICIENCY RATING:																											
U. S. GOVERNMENT PRINTING OFFICE : 1950-059078																											

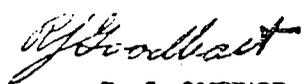
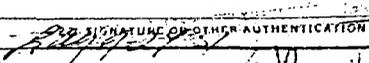
4. PERSONNEL FOLDER COPY

1. Agency and organizational designation CENTRAL INTELLIGENCE AGENCY		2. All period		3. Block No.	4. Slip No.		
5. Employee's name [Handwritten Name]				6. Grade and salary			
PAY ROLL CHANGE DATA							
	BASE PAY	OVERTIME	GROSS PAY	TAX	RET.	BOND	NET PAY
7. Previous normal							
8. New normal							
9. Pay this period							
10. Remarks [Handwritten: REB, 11/20/52, 3]			11. Appropriation(s)		12. Prepared by		
					13. Audited by		
<input type="checkbox"/> Probable step increase			<input type="checkbox"/> Pay adjustment				
14. Effective date 30 Mar 52	15. Date last equivalent 17 Feb 52	16. Old salary rate \$3775	17. New salary rate \$3925	18. (a) Efficiency conduct rating (b) [Handwritten Signature]		19. Purpose date 27 Mar 52	
20. LWOP days (Fill in appropriate spaces covering LWOP during following periods) Period(s):				<input checked="" type="checkbox"/> No excess LWOP. Total excess LWOP: [Handwritten: 0000] <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. 1124 Form prescribed by Comp. Gen., U. S. P. S. A. 1950, General Regulations No. 102				PAY ROLL CHANGE SLIP—PERSONNEL COPY [Handwritten Initials]			

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION

(a1)

1. NAME (MR., MISS, MRS., ONE GIVEN NAME, INITIALS, AND SURNAME) Mr. Lee H. Wigren		2. DATE OF BIRTH 1 Dec. 1923	3. JOURNAL OR ACTION NO. 8081	4. DATE 24 Sept. 1951
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) Intra-Agency Transfer		6. EFFECTIVE DATE 30 Sept. 1951	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY Schedule A-6.116(b)	
FROM Clerk, GS-6		TO OSO Staff C Soviet Intelligence		
8. POSITION TITLE Clerk, GS-6		9. POSITION TITLE OSO Staff C Soviet Intelligence		
10. SERVICE, SERIES, GRADE, SALARY GS-6-301 \$3450.00 per. annua. Bu.#6799		10. ORGANIZATIONAL DESIGNATION OSO Staff C Soviet Intelligence		
11. HEADQUARTERS Washington, D. C.		11. HEADQUARTERS OSO Staff C Soviet Intelligence		
12. FIELD OR DEPT'L <input checked="" type="checkbox"/> DEPARTMENTAL		12. FIELD OR DEPT'L <input type="checkbox"/> FIELD <input type="checkbox"/> DEPARTMENTAL		
13. VETERAN'S PREFERENCE NONE <input type="checkbox"/> WWI <input type="checkbox"/> OTHER <input type="checkbox"/> B-PT. <input type="checkbox"/>		14. POSITION CLASSIFICATION ACTION Bu.#7803 9/7/51		
15. SEX <input type="checkbox"/> M <input type="checkbox"/> F		16. POINT DISAP <input type="checkbox"/> OTHER <input type="checkbox"/>		
17. APPROPRIATION FROM: 2123900 TO: 3088		18. SUBJECT TO C. S. RETIREMENT ACT <input type="checkbox"/>		19. DATE OF APPOINTMENT AFFIDAVIT (EXCEPTIONS ONLY) 9/7/51
20. LEGAL RESIDENCE <input checked="" type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: MOSS.		21. REMARKS: THIS ACTION IS SUBJECT TO ALL APPLICABLE LAWS, RULES, AND REGULATIONS AND MAY BE SUBJECT TO INVESTIGATION AND APPROVAL BY THE UNITED STATES CIVIL SERVICE COMMISSION. THE ACTION MAY BE CORRECTED OR CANCELLED IF NOT IN ACCORDANCE WITH ALL REQUIREMENTS.		
(117) to (106)				
PURSUANT TO DCI DIRECTIVE EFFECTIVE 24 OCT. 1951 SALARY ADJUSTED TO \$ 3795⁰⁰				
 R. J. GOODHART Personnel Division				
ENTRANCE EFFICIENCY RATING:				
SIGNATURE OF OTHER AUTHORITY  * U. S. GOVERNMENT PRINTING OFFICE: 1950-033070				

4. PERSONNEL FOLDER COPY

STANDARD FORM NO. 50 (REV. 1-27-50)
GSA FPMR (41 CFR) 101-11.6
U. S. CIVIL SERVICE COMMISSION

CENTRAL INTELLIGENCE AGENCY

NOTIFICATION OF PERSONNEL ACTION P.C. 8/26/51 (21)

1. NAME (MR., MISS, MRS. — ONE GIVEN NAME, INITIALS, AND SURNAME) Mr. Lee H. Wigren		2. DATE OF BIRTH 1 Dec. 1923	3. JOURNAL OR ACTION NO. 77018	4. DATE 19 March 1951
This is to notify you of the following action affecting your employment:				
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) Excepted Appointment		6. EFFECTIVE DATE 19 March 1951	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY Schedule A-6.116(b)	
FROM		TO		
8. POSITION TITLE Clerk, GS-6		9. SERVICE STATUS, GRADE, SALARY GS-6-301 \$3450.00 per. annum.		
10. ORGANIZATIONAL DESIGNATIONS OSO Staff C I C Branch		11. HEADQUARTERS Washington, D. C.		
<input type="checkbox"/> FIELD	<input type="checkbox"/> DEPARTMENTAL	<input checked="" type="checkbox"/> FIELD OR DEPT.	<input type="checkbox"/> FIELD	<input checked="" type="checkbox"/> DEPARTMENTAL
13. VETERAN'S PREFERENCE		14. POSITION CLASSIFICATION ACTION		
None	50% (DIA)	100% (DIA)	Bu. #6799 2/1/51	
15. BEA	16. HAGE	17. APPROPRIATION FROM: 2119900 TO: 901-101	18. SUBJECT TO C. S. RETIREMENT ACT (YES—NO) Yes	19. DATE OF APPOINTMENT AFFIDAVIT (ACCESSIONS ONLY) 19 March 1951
				20. LEGAL RESIDENCE <input checked="" type="checkbox"/> CLAIMED <input type="checkbox"/> PROVED STATE: Utah
21. REMARKS: THIS ACTION IS SUBJECT TO ALL APPLICABLE LAWS, RULES, AND REGULATIONS AND MAY BE SUBJECT TO INVESTIGATION AND APPROVAL BY THE UNITED STATES CIVIL SERVICE COMMISSION. THE ACTION MAY BE CORRECTED OR CANCELLED IF NOT IN ACCORDANCE WITH ALL REQUIREMENTS.				
This appointment is subject to the satisfactory completion of a trial period of one year.				
DOG - 05/24/53 CSED. 03/19 51 LCA - 03/14/51				
CLEARING STATES VERIFIED BY: <i>[Signature]</i> H. C. CLINESCALE PERSONNEL SEARCH ENTRANCE EFFICIENCY RATING: <i>[Signature]</i>				

U. S. GOVERNMENT PRINTING OFFICE: 1950-65979

4. PERSONNEL FOLDER COPY

CLASSIFICATION

FITNESS REPORT

SECTION A GENERAL INFORMATION					
1. EMPLOYEE NUMBER 006198	2. NAME (last, first, middle) Wigren, Lee H.	3. DATE OF BIRTH 12/01/25	4. SEX M	5. GRADE GS-14 DAA	6. DD
7. OFFICIAL POSITION TITLE Operations Officer		8. OFF/DIV/BN OF ASSIGNMENT PROG/CI/REACT	9. CURRENT STATION Headquarters		10. CODE (if any) NOS. DP
11. TYPE OF APPOINTMENT			12. TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> CONTRACT	<input type="checkbox"/> OTHER (Spec)	<input type="checkbox"/> TEMPORARY	<input checked="" type="checkbox"/> ANNUAL
13. REPORTING PERIOD (from-to) 1 Nov 1976 - 31 Oct 1977			14. DATE REPORT DUE IN O.P. 15 Nov 1977		

SECTION B QUALIFICATIONS UPDATE

IF QUALIFICATIONS UPDATE FORM IS BEING SUBMITTED WITH CHANGES, AND IS ATTACHED TO THIS REPORT, PLACE THE WORD "YES" IN THE BOX TO THE RIGHT. IF NO CHANGES ARE REQUIRED, PLACE THE WORD "NO" IN THE BOX TO THE RIGHT.

SECTION C PERFORMANCE EVALUATION

U-Unsatisfactory Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section D.

M-Marginal Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section D and remedial actions taken or recommended should be described.

P-Proficient Performance is satisfactory. Desired results are being produced in the manner expected.

S-Strong Performance is characterized by exceptional proficiency.

O-Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

SPECIFIC DUTY NO. 1 Manage the production, publication, and dissemination of CI studies and papers.	RATING LETTER S
SPECIFIC DUTY NO. 2 Supervise directly three professional and one clerical, and indirectly other officers, involved in CI publications work.	RATING LETTER S
SPECIFIC DUTY NO. 3 Prepare and edit CI research and analysis for publication.	RATING LETTER S
SPECIFIC DUTY NO. 4 Liaison with foreign intelligence services, other agencies and other CIA components to sponsor and promote CI production and exchange.	RATING LETTER P
SPECIFIC DUTY NO. 5 Conduct training seminars and lectures, personally or in conjunction with CI defectors, for foreign services, other agencies, and CIA components.	RATING LETTER P
SPECIFIC DUTY NO. 6	RATING LETTER

OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, of employee's overall performance during the rating period, traits of habits, and particular limitations. Insert the statement which most accurately reflects his level of performance.

RATING LETTER
S

CLASSIFICATION

E2. WPDCT CL BY 012208

Handwritten initials and date: 7887

CLASSIFICATION

SECTION D	NARRATIVE COMMENTS
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section C to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personal space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section D, attach a separate sheet of paper.</p>	
<p>In August 1976 Mr. Wigren agreed to be responsible for establishing and managing a counterintelligence production element for the CI Staff. He has continued in that capacity up to the present time, in addition to serving as the nominal focal point for one of our more important CI defectors. Although he took the publication assignment with some reservations, he has done an excellent job of sponsoring, processing and publishing a variety of important counterintelligence documents for use with foreign and domestic intelligence and security services. He is well aware of the widespread respect and admiration for his achievements in this position, both in the processing of written studies and presentations which he makes based on his extensive counterintelligence background and knowledge. While he might find better acceptance with some operational background, there are also special advantages and strengths which derive from the depth of headquarters staff experience which constitutes his career. He is a very cooperative and responsive officer and is now felt to be the best candidate to take over counterintelligence training for the Agency, which he will phase in to in the near future.</p>	

SECTION E		CERTIFICATION AND COMMENTS	
1. BY SUPERVISOR		IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
32	6 December 1977	Chief, CI/R&A	Leonard McCoy
2. BY EMPLOYEE		SIGNATURE OF EMPLOYEE	
STATEMENT CONCERNING THIS EVALUATION OF MY PERFORMANCE	DATE	SIGNATURE OF EMPLOYEE	
HAVE ATTACHED <input checked="" type="checkbox"/> HAVE NOT ATTACHED	7 December 1977	[Signature]	

3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
<p>I endorse the rating officer's comments on Mr. Wigren's performance. One of the things that has impressed me most during my nine months as Chief of the Counterintelligence Staff has been the impact of the publications program on the intelligence community at large. In the CI field, there is nothing in the U.S. Government comparable to it. With the current intensification of interest in counterintelligence, it affords the Agency a means of speaking to a wide audience on issues and problems of abiding concern. Mr. Wigren has done excellent work in drawing upon the resources of the Staff to collect and then to present counterintelligence materials in a way calculated to serve their purpose admirably. I have also drawn heavily on Mr. Wigren to prepare special briefing materials for my own</p>		

4. BY EMPLOYEE		SIGNATURE OF EMPLOYEE	
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
23 December 1977	Chief, CI Staff	B. Hugh Tovar	
I CERTIFY THAT I HAVE BEEN THE ENTRIES IN ALL SECTIONS OF THIS REPORT.		DATE	SIGNATURE OF EMPLOYEE
		3 January 1978	[Signature]

CLASSIFICATION

[REDACTED]

SECTION E REVIEWING COMMENTS (continued)

Lee H. Wigren

use in dealing with senior echelons of the Agency and other government components. He is a fine officer, whom I expect to rely upon heavily in the counterintelligence training program. The latter I rank among the most important responsibilities of the Staff.

[REDACTED]

SECRET

Still valid as of
6 December 1977.9 FEB
1977

MEMORANDUM FOR: Lee H. Wigren

FROM : Leonard McCoy
Chief, CI/R&A

SUBJECT : Letter of Instructions

1. The following letter of instructions is provided to outline your functions as Special Assistant to the Chief, CI Staff Research and Analysis Group.

2. The objectives of CI/R&A are:

a. To provide current and relevant counterintelligence support to operations being conducted by CI Staff and the operating divisions in the interests of furthering intelligence collection and preventing the frustration of our operations by adversary intelligence services.

b. To conduct research and analyze information to facilitate the detection of the efforts of adversary intelligence services to penetrate the US and friendly foreign governments.

3. Your functions as Special Assistant to Chief, CI Staff Research and Analysis Group are as follows:

a. Select information and research and analysis products of CIA, other agencies, and liaison services for publication by the CI Staff as CI guidance and references.

b. Initiate and supervise the conduct of CI research and analysis by assigned personnel for publication by the CI Staff.

c. Establish and implement publication procedures, including editing, rewriting, organizing, sanitizing, classifying, setting up dissemination channels and

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controls, and monitoring printing processes for CI Staff publications.

d. Initiate and coordinate the distribution of CI Staff publications as appropriate within the Agency, to other US government agencies, and to liaison services.

e. Maintain a record of CI Staff publications, including recipients, dates of distribution, responses and comments, related correspondence, and other pertinent information.

f. Conduct liaison with other government agencies and foreign intelligence services to promote the collection and dissemination of CI information.

g. Collect and maintain a library of past and present classified CI publications available from all sources for ready reference and consultation.

Leonard McCoy
Leonard McCoy

I have read and understand this letter of instructions.

Lee H. Wigren

Lee H. Wigren

9 February 1977

Date

Distribution:

Orig - Addressee
2 - CI/Personnel ✓
1 - C/CI/R&A

SECRET

CONFIDENTIAL
CLASSIFICATION

FITNESS REPORT

SECTION A GENERAL INFORMATION

1. EMPLOYEE NUMBER 006198	2. NAME (Last, first, middle) Wigren, Lee H.	3. DATE OF BIRTH 12/01/23	4. SEX M	5. GRADE GS-14	6. SD DAA
7. OFFICIAL POSITION TITLE Operations Officer		8. OFF/DIV/BR OF ASSIGNMENT DDO/CI/RGA	9. ASSIGNMENT STATION Headquarters		10. GRADE (CG, T) XX MOD OF
11. TYPE OF APPOINTMENT		12. TYPE OF REPORT			
<input checked="" type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> TEMPORARY	INITIAL	<input checked="" type="checkbox"/> ANNUAL	REASSIGNMENT (20-8-76)
<input type="checkbox"/> CONTRACT	<input type="checkbox"/> SPECIAL	<input type="checkbox"/> OTHER	13. REPORTING PERIOD (FROM-TO) 1 Oct 75 - 31 Oct 76		14. DA & REPORT DUE IN O.P. 30 Nov 76

SECTION B QUALIFICATIONS UPDATE

IF QUALIFICATIONS-UPDATE FORM IS BEING SUBMITTED WITH CHANGES, AND IS ATTACHED TO THIS REPORT, PLACE THE WORD "YES" IN THE BOX TO THE RIGHT. IF NO CHANGES ARE REQUIRED, PLACE THE WORD "NO" IN THE BOX AT RIGHT.

SECTION C PERFORMANCE EVALUATION

U—Unsatisfactory Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section D.

M—Marginal Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section D and remedial actions taken or recommended should be described.

P—Proficient Performance is satisfactory. Desired results are being produced in the manner expected.

S—Strong Performance is characterized by exceptional proficiency.

O—Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

SPECIFIC DUTY NO. 1 Manage a branch composed of six staff officers, seven contract personnel and a varying number of detailees.	RATING LETTER P
SPECIFIC DUTY NO. 2 Supervise the work of three Soviet intelligence officer defectors and their four contract employees.	RATING LETTER S
SPECIFIC DUTY NO. 3 Function as secretariat for an international research and analysis complex.	RATING LETTER S
SPECIFIC DUTY NO. 4 Conduct counterintelligence research and analysis.	RATING LETTER P
SPECIFIC DUTY NO. 5 Establish a counterintelligence publications system which will collect and sponsor counterintelligence studies, produce studies, and distribute them according to need and security considerations.	RATING LETTER S
SPECIFIC DUTY NO. 6	RATING LETTER

OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.

RATING LETTER
S

CONFIDENTIAL
CLASSIFICATION

E2, IMPDET CL BY 012208

Jan 1977

CONFIDENTIAL

CLASSIFICATION

SECTION D		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section C to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section D, attach a separate sheet of paper.</p>			
<p>Mr. Wigren received a well-deserved promotion during this reporting period and moved in August to become the Staff Publications Officer. He made solid progress in the early part of the reporting period in making the transition from the narrow sphere he occupied in the previous Staff organization to the much more varied and challenging duties of the External Branch. By the time he left that position he had mastered its peculiar problems and proven his capability to manage its unusual personnel effectively and productively. He has retained responsibility for exploitation of the most useful asset in that branch and recently conducted the asset on a series of liaison visits which has resulted in a significant advance of our CI relations with the services concerned.</p> <p>He has moved vigorously into the function of Publications Officer, which is one of the most important activities in the Staff. He was selected for this assignment because of his deep CI experience, writing ability, and his mature judgment in selecting and preparing CI information appropriate to various audiences. Cost-effective influences which he faces by participation in local government are also applied in his Agency work. He deals confidently with senior officers of the Staff and other components and gets the best effort out of his subordinates. His present assignment is tailor-made for him, and he exhibits no significant weakness in performing it.</p>			
SECTION E		CERTIFICATION AND COMMENTS	
1. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
20			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
6 December 1976	Chief, CI/R&A	Leonard McCoy	
2. BY EMPLOYEE			
I HAVE <input type="checkbox"/> OR HAVE NOT <input checked="" type="checkbox"/> ATTACHED A STATEMENT CONCERNING THE SUPERVISOR'S EVALUATION OF MY PERFORMANCE.	DATE	SIGNATURE OF EMPLOYEE	
	6 December 1976	Lee H. Wigren	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p>I concur with the present assessment of Mr. Wigren's performance by the rating officer. As chief of the External Branch he turned in a highly satisfactory performance. In his present capacity, Staff Publications Officer, he is off to an excellent start. I believe the passage of time will demonstrate that Mr. Wigren's strongest points, never heretofore fully exploited, are in writing and supervising publications of counterintelligence materials. Already one of the new CI Staff monthly publications which he initiated some time ago is earning us plaudits from both domestic and foreign counterintelligence services. Mr. Wigren's work comes to my attention several times a week. I am most pleased that he is a member of the staff at this time.</p>			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
29 Dec 76	Chief, CI Staff	George T. Kalaris	
4. BY EMPLOYEE			
I CERTIFY I HAVE SEEN THE ENTRIES IN ALL SECTIONS OF THIS REPORT. I HAVE <input type="checkbox"/> OR HAVE NOT <input checked="" type="checkbox"/> ATTACHED A STATEMENT CONCERNING THE REVIEWING OFFICIAL'S EVALUATION OF MY PERFORMANCE.	DATE	SIGNATURE OF EMPLOYEE	
	4 Jan 77	Lee H. Wigren	

CONFIDENTIAL

CLASSIFICATION

FITNESS REPORT

SECTION A						GENERAL INFORMATION									
1. EMPLOYEE NUMBER		2. NAME (Last, first, middle)			3. DATE OF BIRTH		4. SEX		5. GRADE		6. DD				
006198		NIGREN, Lee H.			12/01/23		M		13		DAA				
7. OFFICIAL POSITION TITLE				8. OFF/DIV/BR OF ASSIGNMENT		9. CURRENT STATION		10. CODE (if one)							
Operations Officer Ch				DDO/CI/RBA/E		Hqs		X HQB. DP							
11. TYPE OF APPOINTMENT						12. TYPE OF REPORT									
<input checked="" type="checkbox"/> CAREER		<input type="checkbox"/> RESERVE		<input type="checkbox"/> CONTRACT		<input type="checkbox"/> OTHER (Spec.)		<input type="checkbox"/> TEMPORARY		<input checked="" type="checkbox"/> ANNUAL		<input type="checkbox"/> REASSIGNMENT		<input type="checkbox"/> SPECIAL	
13. REPORTING PERIOD (From-To)						14. DATE REPORT DUE IN O.P.									
1 October 1974 - 30 September 1975						31 October 1975									

SECTION B QUALIFICATIONS UPDATE

IF QUALIFICATIONS UPDATE FORM IS BEING SUBMITTED WITH CHANGES, AND IS ATTACHED TO THIS REPORT, PLACE THE WORD "YES" IN THE BOX TO THE RIGHT. IF NO CHANGES ARE REQUIRED, PLACE THE WORD "NO" IN THE BOX TO THE RIGHT.

SECTION C PERFORMANCE EVALUATION

U—Unsatisfactory Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section D.

M—Marginal Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section D and remedial actions taken or recommended should be described.

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O—Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.

SPECIFIC DUTIES

List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).

SPECIFIC DUTY NO. 1	Manages a branch composed of six staff officers and nine contract personnel	RATING LETTER	P
SPECIFIC DUTY NO. 2	Supervises the work of three Soviet intelligence defectors and their six contract employees.	RATING LETTER	P
SPECIFIC DUTY NO. 3	Acts as secretariat for an international research and analysis complex	RATING LETTER	S
SPECIFIC DUTY NO. 4	Conducts counterintelligence research and analysis	RATING LETTER	P
SPECIFIC DUTY NO. 5		RATING LETTER	
SPECIFIC DUTY NO. 6		RATING LETTER	

OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.

RATING LETTER
P

CLASSIFICATION

SECTION D

NARRATIVE COMMENTS

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

Mr. Wigren is doing a quite satisfactory job of running the R&A External Research Branch. When the Group was reorganized he was almost fully committed to Duty No. 3 above. While maintaining that function at a commendable level of performance, he has accepted the assignment of running a new branch which is an amalgamation of components of several previous R&A branches. Comprising, as it does, the disparate elements of defector, contract, and staff officers, Mr. Wigren has done a very good job of assigning work and getting it done by this branch. He gets along well with the personnel and seems well-suited to the kind of bread-and-butter research and analysis which the branch carries out. He is very serious and purposeful in his approach and can be relied on to carry out assignments effectively and on time. His long experience in CI matters and his knowledge of past activities and events in the Staff are a valuable adjunct to the branch chief function which he now fulfills. He is one of very few officers of the former Staff who have been selected to participate in the reorganization and reorientation of the CI effort. He has shown by his performance and attitude a quite acceptable capability to adjust to the present Staff requirements in terms of methodology and intellectual approach. He is conscientious and enthusiastic, and is still feeling his way to some extent organizationally and functionally in his new position.

He reflects genuine consideration for the costs of performing his functions.

SECTION E

CERTIFICATION AND COMMENTS

1. BY SUPERVISOR

MONTHS EMPLOYER HAS BEEN UNDER MY SUPERVISION 8	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION: ON TDY. -	
DATE 31 October 1975	OFFICIAL TITLE OF SUPERVISOR Chief, CI/R&A	TYPED OR PRINTED NAME AND SIGNATURE Leonard McCoy

2. BY EMPLOYEE

STATEMENT CONCERNING THIS EVALUATION OF MY PERFORMANCE <input type="checkbox"/> HAVE ATTACHED <input checked="" type="checkbox"/> HAVE NOT ATTACHED	DATE 7 November 75	SIGNATURE OF EMPLOYEE See above
--	------------------------------	---

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL
I concur with the assessment and evaluation of Mr. Wigren as set forth in this Fitness Report. He found himself in the midst of a changing situation and not only has adjusted well but also has made a useful contribution to the reorganization and redirection of the Counterintelligence Staff. His current assignment requires a good deal of common sense, understanding of human nature and the ability to devise meaningful projects for individuals whose expertise and capabilities are quite circumscribed and limited. Success in that respect is important to the Agency for reasons not necessarily associated with the value of the product which emerges from these projects. In his frequent contacts with representatives of foreign liaison officials, Mr. Wigren has invariably created a favorable

DATE 3 November 1975	OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, CI Staff	TYPED OR PRINTED NAME AND SIGNATURE George T. Kalaris
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4. BY EMPLOYEE

CERTIFY THAT I HAVE BEEN THE ENTRIES IN ALL SECTIONS OF THIS REPORT. <input type="checkbox"/>	DATE 7 November 1975	SIGNATURE OF EMPLOYEE See above
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CLASSIFICATION

CONFIDENTIAL

Fitness Report - Wigren, Lee H.
006198

Reviewing Official Comments (continued)

impression which is also important to the Agency. In sum,
I regard him as a competent officer who is performing well
in his present assignment.

CONFIDENTIAL

CLASSIFICATION

FITNESS REPORT

SECTION A						GENERAL INFORMATION								
1. EMPLOYEE NUMBER		2. NAME (last, first, middle)			3. DATE OF BIRTH		4. SEX	5. GRADE		6. GD				
006198		WIGREN, Lee H.			12/01/23		M	13		DAA				
7. OFFICIAL POSITION TITLE				8. OFF/DIV/BR OF ASSIGNMENT			9. CURRENT STATION			10. CODE (if any)				
Ops Officer				DDO7CI OPS/R&A			Washington, DC			X MOB. DF				
11. TYPE OF APPOINTMENT						12. TYPE OF REPORT								
<input checked="" type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE		<input type="checkbox"/> CONTRACT		<input type="checkbox"/> OTHER (Spec.)		<input type="checkbox"/> TEMPORARY		<input checked="" type="checkbox"/> ANNUAL		<input type="checkbox"/> REASSIGNMENT		<input type="checkbox"/> SPECIAL	
13. REPORTING PERIOD (MM-DD-YY)						14. DATE REPORT DUE IN O.P.								
29 Sept 1973 - 30 Sept 1974						30 October 1974								

SECTION B QUALIFICATIONS UPDATE

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SPECIFIC DUTY NO. 1 The conduct of research into sensitive counterintelligence cases, primarily cases involving Soviet intelligence and security and Bloc operations.	RATING LETTER S
SPECIFIC DUTY NO. 2 Assembles, collates, and analyzes selected counterintelligence materials reflecting data on Soviet intelligence organization and activity; maintains files of such materials. Uses these materials in memorandums, reports, and commentaries utilized in sensitive DDO liaison with designated counterintelligence and security services.	RATING LETTER S
SPECIFIC DUTY NO. 3 Collects, organizes and maintains other basic data on Soviet intelligence and security for research purposes. Acts as CIOPS referent on Soviet intelligence and security matters.	RATING LETTER S
SPECIFIC DUTY NO. 4 Conducts, from time to time, counterintelligence source debriefings. Records, analyzes, and distributes the resulting data.	RATING LETTER S
SPECIFIC DUTY NO. 5 Lectures, participates in, and conducts briefings and presentations inside the Agency and under the auspices of the U.S. Intelligence Community on Soviet intelligence and security services and related USSR political developments and communist international and Soviet-directed subversion.	RATING LETTER O
SPECIFIC DUTY NO. 6	RATING LETTER

OVERALL PERFORMANCE IN CURRENT POSITION

Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.

RATING LETTER
S

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CLASSIFICATION

SECRET

E2. IMPDET CL BY 056274

27 10/15/74 J

SECRET
CLASSIFICATION

SECTION D NARRATIVE COMMENTS

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

Although Subject has only been under my supervision for some four months, I can but agree with earlier comments on his performance. Subject has an encyclopedic knowledge of the organization, function and history of the various Soviet intelligence and security organs. He is a highly skilled researcher and a gifted writer. His work in preparing classified studies on the various aspects of the Soviet intelligence services and operations has been consistently impressive.

Subject has not had the field experience usually associated with his age and grade, but the lack of this has not been a drawback in his chosen research duties. In the future Subject will profit from seeking out opportunities for further activity rather than, as at present, waiting until assignments are given to him.

In addition to his research abilities, Subject is a highly effective lecturer, much sought after by other agencies who are conducting training in the CI field.

Subject has encountered some slight problems with his staff during the reporting period, but these are essentially minor. In my opinion Subject is in the forefront of research personnel at his grade level.

SECTION E CERTIFICATION AND COMMENTS

1. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION
4	

DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
	AC/CIRA	W Hood William J. Hood

2. BY EMPLOYEE

STATEMENT CONCERNING THIS EVALUATION OF MY PERFORMANCE	DATE	SIGNATURE OF EMPLOYEE
<input checked="" type="checkbox"/> HAVE ATTACHED <input type="checkbox"/> HAVE NOT ATTACHED	16 Jan 75	Leo Wigren

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

I endorse Mr. Hood's Section D evaluation. I have found Mr. Wigren to be a very dependable and resourceful individual in undertaking the extensive research commitments that the staff has undertaken in meeting very heavy obligations of sensitive liaison exchanges over the past year. Mr. Wigren is above all a gentleman in his attitude toward and treatment of others. I would say in the long run this works to his disadvantage because his contribution and his modesty tend to be overridden by the pretensions and bluster of others. Mr. Wigren has what has now become a most precious commodity to the DDO in counterintelligence and that is a grasp on many of the aspects of the collegial memory. He is therefore in a position not only to contribute useful ideas for new projects, but to correct, amend, and modify suggestions and courses of action put up by others who do not have the facts. In other words, this is a man whose continued utility and potential are considerable in my judgment.

DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
17 Jan 75	AGC/CIOPS	Raymond G. Rocca

4. BY EMPLOYEE

VERIFY THAT I HAVE BEEN THE ENTRIES IN ALL SECTIONS OF THIS REPORT.	DATE	SIGNATURE OF EMPLOYEE
	17 Jan 75	Leo Wigren

CLASSIFICATION

SECRET
CLASSIFICATION

FITNESS REPORT							
SECTION A GENERAL INFORMATION							
1. EMPLOYEE NUMBER 006198	2. NAME (Last, first, middle) WIGREN, Lee H.	3. DATE OF BIRTH 12/01/23	4. SEX M	5. GRADE 13	6. SD D		
7. OFFICIAL POSITION TITLE Ops Officer		8. OFF/DIV/BR OF ASSIGNMENT DDO/CI/OPS/R&A		9. CURRENT STATION Washington, D.C.		10. CODE (ick one) HOB. DP	
11. TYPE OF APPOINTMENT				12. TYPE OF REPORT			
<input checked="" type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> CONTRACT	<input type="checkbox"/> OTHER (Spec.)	<input type="checkbox"/> TEMPORARY	<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT	<input type="checkbox"/> SPECIAL
13. REPORTING PERIOD (from-to) 1 November 1972 - 28 September 1973				14. DATE REPORT DUE IN O.P. October 1973			
SECTION B QUALIFICATIONS UPDATE							
IF QUALIFICATIONS UPDATE FORM IS BEING SUBMITTED WITH CHANGES, AND IS ATTACHED TO THIS REPORT, PLACE THE WORD "YES" IN THE BOX TO THE RIGHT. IF NO CHANGES ARE REQUIRED, PLACE THE WORD "NO" IN THE BOX AT RIGHT.							
SECTION C PERFORMANCE EVALUATION							
<p>U—Unsatisfactory Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section D.</p> <p>M—Marginal Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section D and remedial actions taken or recommended should be described.</p> <p>P—Proficient Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p>S—Strong Performance is characterized by exceptional proficiency.</p> <p>O—Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>							
SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
SPECIFIC DUTY NO. 1 The conduct of research into sensitive counterintelligence cases, primarily cases involving Soviet intelligence and security and Bloc operations.							RATING LETTER S
SPECIFIC DUTY NO. 2 Assembles, collates, and analyzes selected counterintelligence materials reflecting data on Soviet intelligence organization and activity; maintains files of such materials. Uses these materials in memorandums, reports, and commentaries utilized in sensitive DDO liaison with designated counterintelligence and security services.							RATING LETTER S
SPECIFIC DUTY NO. 3 Collects, organizes and maintains other basic data on Soviet intelligence and security for research purposes. Acts as CI/OPS referent on Soviet intelligence and security matters.							RATING LETTER S
SPECIFIC DUTY NO. 4 Conducts, from time to time, counterintelligence source debriefings. Records, analyzes, and distributes the resulting data.							RATING LETTER S
SPECIFIC DUTY NO. 5 Lectures, participates in, and conducts briefings and presentations inside the Agency and under the auspices of the U.S. Intelligence Community on Soviet intelligence and security services and related USSR political developments and communist international and Soviet-directed subversion.							RATING LETTER O
SPECIFIC DUTY NO. 6							RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION							
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.							RATING LETTER S

FORM 45 9-73

CLASSIFICATION
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E2. IMPDET CL BY 055431

111974

S E C R E T
CLASSIFICATION

SECTION D NARRATIVE COMMENTS

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

In the past six months the compartmented nature of Mr. Wigren's work has brought him more directly into the DC/CIOPS' cognizance rather than the Chief of the R&A component as has previously been the case.

I think Mr. Wigren's strengths and weaknesses have been winnowed thoroughly in previous reporting. He is a recognized expert in his topic and as such he represents a considerable capital investment by the Agency in that kind of expertise. He can write and he can speak with unusual fluency on his specialty and in consequence is a key man in the ongoing research and study of sensitive Soviet intelligence and security organization and operations, particularly penetrations and disinformation. This statement is backed up by ~~the~~ production, in the form of briefing papers, memoranda, and other production, which goes outside the Agency. I have found his work to be extremely satisfactory, and more particularly, it is if he is given the time and specifications which are ingredients of his meticulous and thoroughgoing approach to his work. Mr. Wigren could carry on in his specialty at a very high level of competence in any other part of the Agency, or for that matter anywhere in Government where there is any interest in Soviet intelligence and security. I am firm in the view that he merits the overall

SECTION E CERTIFICATION AND COMMENTS grading of "Strong."

1. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 11 JAN 74	OFFICIAL TITLE OF SUPERVISOR Deputy Chief, CI/OPS	TYPED OR PRINTED NAME AND SIGNATURE <i>Raymond G. Rocca</i> Raymond G. Rocca

2. BY EMPLOYEE	
STATEMENT CONCERNING THIS EVALUATION OF MY PERFORMANCE	DATE
HAVE ATTACHED <input type="checkbox"/> HAVE NOT ATTACHED <input checked="" type="checkbox"/>	11 Jan 74
SIGNATURE OF EMPLOYEE <i>Wigren</i>	

3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
I concur with the rating officer's comments above.		

DATE 11 JAN 74	OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, CI/OPS	TYPED OR PRINTED NAME AND SIGNATURE <i>James Angleton</i> James Angleton
-------------------	---	--

4. BY EMPLOYEE	
I CERTIFY THAT I HAVE SEEN THE ENTRIES IN ALL SECTIONS OF THIS REPORT.	DATE
	11 JAN 74
SIGNATURE OF EMPLOYEE <i>Wigren</i>	

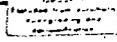
CLASSIFICATION
S E C R E T

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER			
				006198			
SECTION A				GENERAL			
1. NAME (Last) (First) (Middle) WIGREN, Lee H.			2. DATE OF BIRTH 12/01/23	3. SEX M	4. GRADE 13	5. SD D	
6. OFFICIAL POSITION TITLE Ops Officer			7. OFF/DIV/BR OF ASSIGNMENT DDP/CI/RGA		8. CURRENT STATION Washington, D.C.		
9. CHECK (X) TYPE OF APPOINTMENT				10. CHECK (X) TYPE OF REPORT			
<input checked="" type="checkbox"/>	CAREER	<input type="checkbox"/>	RESERVE	<input type="checkbox"/>	TEMPORARY	<input type="checkbox"/>	INITIAL
<input type="checkbox"/>	CAREER-PROVISIONAL (See instructions - Section C)			<input checked="" type="checkbox"/>	ANNUAL	<input type="checkbox"/>	REASSIGNMENT SUPERVISOR
<input type="checkbox"/>	SPECIAL (Specify)			<input type="checkbox"/>	REASSIGNMENT EMPLOYEE		
11. DATE REPORT DUE IN O.P. November 1972				12. REPORTING PERIOD (From - to) 1 November 1971 - 31 October 1972			
SECTION B				PERFORMANCE EVALUATION			
<p>U-Unsatisfactory Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>M-Marginal Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.</p> <p>P-Proficient Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p>S-Strong Performance is characterized by exceptional proficiency.</p> <p>O-Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>							
SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
SPECIFIC DUTY NO. 1 Analyzes and synthesizes materials dealing with both the history and current status of the Soviet intelligence and security services and with the operations directed by them against their major counter- (cont.)						RATING LETTER O	
SPECIFIC DUTY NO. 2 As a corollary of the above, serves as CI/RGA's principal point of contact with SB Division (except for ADP matters).						RATING LETTER S	
SPECIFIC DUTY NO. 3 Organizes and maintains basic CI data on the RIS, such as strength figures at home and abroad, changes in structure and functions, case histories, and other categories of facts. This information is (cont.)						RATING LETTER S	
SPECIFIC DUTY NO. 4 Conducts occasional, detailed counterintelligence debriefings of knowledgeable sources selected by the DC/CI. Records and reports the resultant information.						RATING LETTER S	
SPECIFIC DUTY NO. 5 Lectures and conducts briefings in various training courses both within CIA and in other governmental programs. The main topics dealt with are the Soviet intelligence and security services, political devel- (cont.)						RATING LETTER O	
SPECIFIC DUTY NO. 6						RATING LETTER	
OVERALL PERFORMANCE IN CURRENT POSITION							
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						RATING LETTER S	

Reviewed by **OWSPN PDS**

14 DEC 1972



CAC

SECRET
(When Filled In)

SECTION C	NARRATIVE COMMENTS
<p><small>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</small></p>	
<p>As was noted in the preceding fitness report, Mr. Wigren has a solid and broad knowledge of the USSR; its history, government, and intelligence services. He also has a useful working knowledge of Russian. Consequently he serves in CI/R&A as senior referent on the RIS, against which target most of the group's work is directed.</p> <p align="center">as</p> <p>A key responsibility in R&A is to serve the Staff's repository and memory for essential elements of information about the RIS. Mr. Wigren has organized this abundance of material effectively, has ensured its retrievability, and continues to update it.</p> <p>Mr. Wigren consistently shows sound and dispassionate judgment. He does not jump to conclusions but digs out the pertinent facts and brings them into proper focus. He is skeptical without being negative. He accepts tasks and responsibilities without quibbling, and he carries out these assignments successfully without needing further consultation or guidance.</p> <p>He is a quiet person who keeps a low profile; but when a significant issue is at stake, he is firm, even tenacious, when persuaded that the facts are on his side.</p> <p align="right">(continued)</p>	

SECTION D			CERTIFICATION AND COMMENTS
1.			BY EMPLOYEE
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE		
29 Nov 72	<i>Lee Hedgren</i>		
2.			BY SUPERVISOR
MONTHS EMPLOYER HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
46			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
29 November 1972	C/CI/R&A	<i>Donovan E. Pratt</i> Donovan E. Pratt	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
<p>Mr. Wigren is a solid methodical researcher and analyst. He possess developed skills in presentation both in writing and from the platform. He works quietly and effectively with a minimum of supervision required once the job has been blocked out. He is a most dependable and consistently productive.</p> <p>He is overly modest in personal demeanor and tends to prefer to concentrate his efforts on single tasks rather than to handle a range of simultaneous undertakings.</p>			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
		<i>R. J. Brown</i>	

SECRET

SECTION B (Cont.) SPECIFIC DUTIES

Lee H. WIGREN

SPECIFIC DUTY NO. 1

intelligence targets, especially the intelligence services of the non-Communist world.

SPECIFIC DUTY NO. 3

provided to other Agency components, to other U.S. departments and agencies (principally the FBI), and to selected liaison services as appropriate.

SPECIFIC DUTY NO. 5

operations in the USSR, and Communist subversion.

SECRET

SECRET

SECTION C - NARRATIVE COMMENTS - (Continued)

Lee H. WIGREN

His supervisory responsibility is limited to providing guidance to one secretary whom he shares with others. I should not hesitate, however, to assign other employees to his supervision if our T/O permitted. His past record and his current performance (which demonstrates an ability to look ahead, to grasp essentials, to get along with others, and to be both fair and firm) show that he can handle a manager's role very well.

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				006198	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle) WIGREN, Lee H.			2. DATE OF BIRTH (M) (D) (Y) 12/01/23 M	4. GRADE 13	5. SS D
5. OFFICIAL POSITION OPS Officer			7. OFF/DIV/BR OF ASSIGNMENT DDP/CI/R&A	8. CURRENT STATION Washington, D.C.	
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/>	CAREER	<input type="checkbox"/>	RESERVE	<input type="checkbox"/>	TEMPORARY
<input type="checkbox"/>	CAREER-PROVISIONAL (See Instructions - Section C)	<input checked="" type="checkbox"/>	INITIAL	<input type="checkbox"/>	REASSIGNMENT SUPERVISOR
<input type="checkbox"/>	SPECIAL (Specify)	<input type="checkbox"/>	ANNUAL	<input type="checkbox"/>	REASSIGNMENT EMPLOYEE
11. DATE REPORT DUE IN O.P. 30 November 1971			12. REPORTING PERIOD (From - to) 1 January 1971 - 31 October 1971		
SECTION B PERFORMANCE EVALUATION					
<p>U-Unsatisfactory Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>M-Marginal Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.</p> <p>P-Proficient Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p>S-Strong Performance is characterized by exceptional proficiency.</p> <p>O-Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 Analyzes and synthesizes materials dealing with both the history and current status of the Soviet intelligence and security services and with the operations directed by them against their major counter- (cont.)					RATING LETTER O
SPECIFIC DUTY NO. 2 As a corollary of the above, serves as CI/R&A's principal point of contact with SB Division (except for ADP matters).					RATING LETTER S
SPECIFIC DUTY NO. 3 Organizes and maintains basic counterintelligence data on the RIS, such as strength figures, case histories, counteraction (e.g., the results of the AESMITE defection), etc.					RATING LETTER S
SPECIFIC DUTY NO. 4 Engages from time to time in counterintelligence interrogations/debriefings at the direction of the DC/CI. Records data thus obtained and prepares detailed reports.					RATING LETTER S
SPECIFIC DUTY NO. 5 Lectures and conducts briefings in various training courses both within CIA and in other governmental programs. The main topics dealt with are the Soviet intelligence and security services, political devel- (cont.)					RATING LETTER O
SPECIFIC DUTY NO. 6					RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER S

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

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

Mr. Wigren's responsibilities have broadened during the reporting period and will continue to grow. In part this change has resulted from the assignment of Mr. Edward Knowles to CI/OPS, but in equal or greater measure it is the product of Mr. Wigren's demonstrated ability to carry added responsibility with equanimity and resourcefulness.

Mr. Wigren has a very sound knowledge of the Soviet Union: its history, government, intelligence services, etc. He reads widely to keep his knowledge current. He maintains an excellent balance between a respect for the importance of facts and a creative faculty. Recently he has been increasingly concerned with ways to ensure a more regular, orderly flow of essential counterintelligence into this office and with restructuring the organization of this information to make it more readily responsive to our needs. His approach has been both imaginative and sound.

His work shows a very high level of organizational ability. This is reflected in his structuring of a report or speech, in the lucidity of his expression, and in his grasp of the inter-relatedness of the functions of this group. He is thoughtful and temperate; he does not jump to conclusions, show

(continued)

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

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

DATE: 9 November 1971 SIGNATURE OF EMPLOYEE: Lee H. Wigren

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION: 34 IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE: 9 November 1971 OFFICIAL TITLE OF SUPERVISOR: Chief, CI/R&A TYPED OR PRINTED NAME AND SIGNATURE: Donovan E. Pratt

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

Mr. Wigren is a very knowledgeable research specialist in Soviet Bloc counterintelligence matters. He also is an excellent expositor of that kind of information from a lecture platform. He has done a good job. I am in agreement with the rating but would want this man to show more dynamism.

DATE: 18 NOV 1971 OFFICIAL TITLE OF REVIEWING OFFICIAL: Deputy Chief, CI Staff TYPED OR PRINTED NAME AND SIGNATURE: Raymond G. Rocca

SECRET

SPECIFIC DUTY NO. 1 - (Continued)

intelligence targets, especially the intelligence services of the non-Communist world.

SPECIFIC DUTY No. 5 - (Continued)

operations in the USSR, and Communist subversion.

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Section C - Narrative Comments - (Continued)

bias, or push pet theories. He is flexible, broad-gauged, and genuinely interested in his work. He reads Russian and uses this facility in his work.

Mr. Wigren does not need close supervision. He carries out tasks without seeking additional guidance or support when he encounters the usual difficulties. He relates well to others, and his creative abilities are frequently sparked by discourse and an exchange of views. He is exceptionally considerate and tactful in his dealings with other Agency employees.

At present he does not have supervisory responsibilities. Both his past record and his present performance show, however, that he is fully capable of quiet, competent leadership.

He has shown no deficiencies of any sort in respect to security or economy.

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SECRET

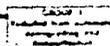
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER			
				006198			
SECTION A GENERAL							
1. NAME (Last) (First) (Middle) WIGREN, LEE H.			2. DATE OF BIRTH 12/01/23	3. SEX M	4. GRADE GS-13	5. SO D	
6. OFFICIAL POSITION TITLE OPS OFFICER			7. OFF. DIV/BR OF ASSIGNMENT DDP/CI/R&A		8. CURRENT STATION Wash., D.C.		
9. CHECK (X) TYPE OF APPOINTMENT				10. CHECK (X) TYPE OF REPORT			
<input type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> TEMPORARY		<input type="checkbox"/> INITIAL	<input type="checkbox"/> REASSIGNMENT SUPERVISOR		
<input type="checkbox"/> CAREER-PROVISIONAL (See instructions - Section C)				<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT EMPLOYEE		
SPECIAL (Specify):				SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P.				12. REPORTING PERIOD (From - to) 1 January 1970 - 31 December 1970			
SECTION B PERFORMANCE EVALUATION							
<p>U-Unsatisfactory Performance is unacceptable. A rating in this category requires immediate and positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>M-Marginal Performance is deficient in some aspects. The reasons for assigning this rating should be stated in Section C and remedial actions taken or recommended should be described.</p> <p>P-Proficient Performance is satisfactory. Desired results are being produced in the manner expected.</p> <p>S-Strong Performance is characterized by exceptional proficiency.</p> <p>O-Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>							
SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
SPECIFIC DUTY NO. 1 Obtains sensitive counterintelligence data from varied (including live) sources at the direction of the DC/CI. Records and prepares analyses of such data. The topics range from operations of primarily historical significance to current matters.							RATING LETTER S
SPECIFIC DUTY NO. 2 In the course of carrying out specific duty No. 1, establishes and maintains relationships, as appropriate and directed, with non-CIA personnel.							RATING LETTER S
SPECIFIC DUTY NO. 3 Analyzes and synthesizes materials dealing with the growth and development of the Soviet intelligence and security services and with the counterintelligence operations directed by them against the non-Communist services.							RATING LETTER S
SPECIFIC DUTY NO. 4 Lectures and conducts briefings in OTR courses and in the training programs of other U.S. Government agencies. The main topics covered are the Soviet intelligence and security services, political developments in the USSR, and Communist subversion.							RATING LETTER S
SPECIFIC DUTY NO. 5							RATING LETTER
SPECIFIC DUTY NO. 6							RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION							
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.							RATING LETTER S

FORM 7-65

45 OBSOLETE PREVIOUS EDITIONS

SECRET



Reviewed by: [Signature] B

SECRET

(When Filled In)

SECTION C NARRATIVE COMMENTS		
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable. If extra space is needed to complete Section C, attach a separate sheet of paper.</p>		
<p>Mr. Wigren continued ^{Mar 15 9 12 AM '71} to maintain the high quality of performance noted in his preceding fitness report.</p>		
<p>His analytic work is characterized chiefly by his ability to view a case in perspective. He brings extensive experience to bear upon current undertakings and thus looks at a given RIS operation or project not as a picture in a frame but rather as one part of the history of Soviet intelligence.</p>		
<p>His work is further characterized by flexibility, thoroughness, and sound judgement. He has a knack for getting at facts; he does not jump to conclusions. He organizes material well and writes with lucidity.</p>		
<p>Mr. Wigren is also genuinely interested in his field. He reads and studies publications about the USSR during off-duty hours. He is able to read Russian and uses this language skill in his work.</p>		
<p>Although he does not need close supervision, he is very responsive to guidance. He is also a congenial person whose relationships with his colleagues are uniformly cordial. Although he has no present supervisory responsibilities, both his past record (continued)</p>		
SECTION D CERTIFICATION AND COMMENTS		
1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE	SIGNATURE OF EMPLOYEE	
4 December 1970	<i>Lee H. Wigren</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
24		
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE
4 December 1970	Chief, CI/R&A	<i>Donovan E. Pratt</i> Donovan E. Pratt
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL		
<p>I concur with the high evaluation given Subject by his supervisor, Mr. Pratt. Mr. Wigren handles extremely sensitive operations in a competent, thoroughly professional manner. He relates well with his co-workers and is respected by them. I too believe he is performing his duties in an exceptionally proficient manner.</p>		
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE
11 March 1971	Deputy Chief, CI Staff	<i>Raymond C. Rocca</i> Raymond C. Rocca

SECRET

Section C - Narrative Comments (continued)

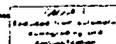
and his present performance demonstrate the he is able to direct the work of others effectively. He has shown no deficiencies of any kind in respect to economy or security.

Reviewed by 02/07/72

SECRET

(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				006198	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle) WIGREN, LEE H.		2. DATE OF BIRTH 12/01/23	3. SEX M	4. GRADE GS-13	5. SD D
6. OFFICIAL POSITION TITLE Ops Officer		7. OFF/DIV/BR OF ASSIGNMENT DDP/CI/RGA		8. CURRENT STATION Washington, D.C.	
9. CHECK IN TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/>	CAREER	<input type="checkbox"/>	RESERVE	<input type="checkbox"/>	TEMPORARY
<input type="checkbox"/>	CAREER-PROVISIONAL (See Instructions - Section C)	<input checked="" type="checkbox"/>	ANNUAL	<input type="checkbox"/>	REASSIGNMENT SUPERVISOR
<input type="checkbox"/>	SPECIAL (Specify):	<input type="checkbox"/>	SPECIAL (Specify):	<input type="checkbox"/>	REASSIGNMENT EMPLOYEE
11. DATE REPORT DUE IN O.P. January 1969			12. REPORTING PERIOD (From - To) 14 July 1968 - 31 Dec 1969		
SECTION B PERFORMANCE EVALUATION					
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1 Analyzes sensitive counterintelligence cases as directed by the C/CI/RGA. These analyses range from operations of primarily historical significance to current and pressing matters.				RATING LETTER S	
SPECIFIC DUTY NO. 2 Analyzes and synthesizes materials dealing with the growth and development of the Soviet intelligence and security services and with the counterintelligence operations directed by them against the non-Communist services.				RATING LETTER S	
SPECIFIC DUTY NO. 3 Conducts substantial reviews of summary reports on overt publications dealing with the past and present of Soviet intelligence. This assignment does not consist merely of editing				RATING LETTER S	
SPECIFIC DUTY NO. 4 Lectures and conducts briefings in OTR courses and in the training programs of other U.S. Government agencies. The main topics covered are the Soviet intelligence and security services, political developments in the USSR, and Communist subversion.				RATING LETTER S	
SPECIFIC DUTY NO. 5				RATING LETTER	
SPECIFIC DUTY NO. 6				RATING LETTER	
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.				RATING LETTER S	



SECRET

(When Filled In)

SECTION C NARRATIVE COMMENTS

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

Mr. Wigren joined CI/RGA on 14 July 1968, so that this fitness report is his first in his present assignment. Consequently a significant part of his time has been used, during the period of this report, in familiarizing himself with his job and its potential. His performance, nonetheless, has been consistently strong.

He brings to his assignment an excellent background, both academically and in terms of Agency experience. He shows consistently sound judgment and equanimity, an ability to sort out facts and to reach decisions on a factual basis. He seeks and welcomes guidance but is also fully capable of acting independently within his limits of responsibility.

Mr. Wigren has an excellent potential in the area of research and analysis. He has no present supervisory responsibilities. He is consistently aware of the significance of the cost factor.

SECTION D CERTIFICATION AND COMMENTS

1. BY EMPLOYEE
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE: 19 Aug 69 SIGNATURE OF EMPLOYEE: [Signature]

2. BY SUPERVISOR
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION: 1 Year
IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION:

DATE: 31 AUG 1969 OFFICIAL TITLE OF SUPERVISOR: Chief, CI/RGA
TYPED OR PRINTED NAME AND SIGNATURE: [Signature] Donovan E. Pratt

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL:
Highly competent, professional employee. Combines a capacity to do the research job and to articulate the results in a training setting, authoritatively. These are skills that are uncommon, they want recognition, and management. Tends to prefer settled, agreed-upon work load situations.

DATE: OFFICIAL TITLE OF REVIEWING OFFICIAL: Deputy Chief, Counter Intelligence Staff
TYPED OR PRINTED NAME AND SIGNATURE: [Signature] Raymond G. Rocca

Section B - Specific Duty #3

these summaries, which are compiled by another element of CI/RGA; the principal purpose is to carry out analyses designed to ensure that the relevance of the material to a broad RGA program is made fully explicit.

SECRET

(When Filled In)

FITNESS REPORT						EMPLOYEE SERIAL NUMBER
SECTION A						GENERAL
1. NAME (Last)		(First)		(Middle)	2. DATE OF BIRTH	3. SEX
WIGREN,		Lee		H.	1 Dec 1923	M
4. OFFICIAL POSITION TITLE				7. OFF DIV OR OF ASSIGNMENT		8. CURRENT STATION
Instr Intel				O. S.		QTR/SIC
9. CHECK (X) TYPE OF APPOINTMENT				10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input type="checkbox"/> SPECIAL (Specify):				<input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P.				12. REPORTING PERIOD (From - to)		
31 January 1968				1 January 1967 - 31 December 1967		
SECTION B						PERFORMANCE EVALUATION
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>						
SPECIFIC DUTIES						
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).						
SPECIFIC DUTY NO. 1						RATING LETTER
Instructs in <u>Introduction to Communism, USSR Survey, and CT courses.</u>						S
SPECIFIC DUTY NO. 2						RATING LETTER
Supervises <u>Introduction to Communism</u> course.						S
SPECIFIC DUTY NO. 3						RATING LETTER
Conducts covert tutorial training programs for foreign nationals.						S
SPECIFIC DUTY NO. 4						RATING LETTER
Participates as guest in programs of other U.S. government agencies.						S
SPECIFIC DUTY NO. 5						RATING LETTER
SPECIFIC DUTY NO. 6						RATING LETTER
OT						
OVERALL PERFORMANCE IN CURRENT POSITION						RATING LETTER
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						S

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

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

Mr. Wigen has continued to broaden and strengthen his contribution to SIC activities. For most of this reporting period he has assumed the responsibility for supervision of the Introduction to Communism course -- a role which he has carried out with a high degree of success. He has a firm, disciplined, inquiring mind -- and appears to have found in this instructional assignment a function for which his talents and personality are well suited.

In addition, his contacts in SB division, which he maintains closely, are a valuable asset to SIC.

Mr. Wigen was one of two instructors who were the subjects of a highly complimentary letter from the Director of the South African service to the DCI resulting from a training TDY in that country.

Subject -- in his supervisory capacity as chief instructor of Introduction to Communism is efficient and cost conscious in the use of personnel and equipment.

I strongly urge that his stated desire to transfer into a Training career status be given favorable consideration.

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

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

DATE: 15 January 1968 SIGNATURE OF EMPLOYEE: [Signature]

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION: 18 IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE: 15 January 1968 OFFICIAL TITLE OF SUPERVISOR: Chief, SIC/CTD TYPED OR PRINTED NAME AND SIGNATURE: John W. Morrison

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

Wigen has done very well during this reporting period. He makes a fine contribution to SIC. Insure in this rating.

DATE: 22 January 1968 OFFICIAL TITLE OF REVIEWING OFFICIAL: Deputy Director of Training TYPED OR PRINTED NAME AND SIGNATURE: Alfonso Rodriguez

SECRET

SECRET
(When Filled In)

FITNESS REPORT					EMPLOYEE SERIAL NUMBER				
					006198				
SECTION A				GENERAL					
1. NAME (Last)		(First)		(Middle)		2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD
WIGREN,		Lee		H.		1 Dec 1923	M	GS-13	D
6. OFFICIAL POSITION TITLE				7. OFF/DIV/BR OF ASSIGNMENT		8. CURRENT STATION			
Instr Intel				OTR/SIC		Hqs.			
9. CHECK (X) TYPE OF APPOINTMENT				10. CHECK (X) TYPE OF REPORT					
<input checked="" type="checkbox"/> CAREER		<input type="checkbox"/> RESERVE		<input type="checkbox"/> TEMPORARY		<input type="checkbox"/> INITIAL		<input type="checkbox"/> REASSIGNMENT SUPERVISOR	
<input type="checkbox"/> CAREER PROVISIONAL (See Instructions - Section C)				<input checked="" type="checkbox"/> ANNUAL		<input type="checkbox"/> REASSIGNMENT EMPLOYEE			
SPECIAL (Specify):				SPECIAL (Specify):					
11. DATE REPORT DUE IN O.P.				12. REPORTING PERIOD (From - To)					
31 January 1967				1 January 1966 - 31 December 1966					
SECTION B				PERFORMANCE EVALUATION					
W - Weak		Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.							
A - Adequate		Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.							
P - Proficient		Performance is more than satisfactory. Desired results are being produced in a proficient manner.							
S - Strong		Performance is characterized by exceptional proficiency.							
D - Outstanding		Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.							
SPECIFIC DUTIES									
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (Indicate number of employees supervised).									
SPECIFIC DUTY NO. 1							RATING LETTER		
Instructs in <u>Introduction to Communism</u> , <u>USSR Survey</u> , and <u>CT</u> courses.							S		
SPECIFIC DUTY NO. 2							RATING LETTER		
Conducts covert tutorial training programs for foreign nationals.							S		
SPECIFIC DUTY NO. 3							RATING LETTER		
Participates as guest in programs of other U.S. government agencies.							S		
SPECIFIC DUTY NO. 4							RATING LETTER		
SPECIFIC DUTY NO. 5							RATING LETTER		
SPECIFIC DUTY NO. 6							RATING LETTER		
OVERALL PERFORMANCE IN CURRENT POSITION								RATING LETTER	
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.								S	
10 FEB 1967									

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS

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

OFFICE OF PERSONNEL
9 08 AM '67

Mr. Wigren has made a significant contribution to SAC's program during this reporting period -- his first complete one with this staff. I believe that my comment of last January that he "has excellent potential for further development as a senior instructor" has been validated. He has greatly broadened his scope, has participated actively in external programs, and, although he has not been assigned any to date, is ready to assume course supervisory responsibility. I strongly recommend this his request for an extension of his tour in OTR be accepted.

SECTION D CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

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

DATE: 24 January 1967

SIGNATURE OF EMPLOYEE: *Walter Wigren*

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION: 12

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

DATE: 23 January 1967

OFFICIAL TITLE OF SUPERVISOR: Chief, SIC/OTR

TYPED OR PRINTED NAME AND SIGNATURE: *John W. Morrison*
JOHN W. MORRISON

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL:
No appropriate reviewing official.

DATE:

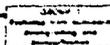
OFFICIAL TITLE OF REVIEWING OFFICIAL:

TYPED OR PRINTED NAME AND SIGNATURE:

SECRET

SECRET
(When Filled In)

FITNESS REPORT						EMPLOYEE SERIAL NUMBER	
						006198	
SECTION A - GENERAL							
1. NAME (Last) (First) (Middle) WIGREN, Lee H.			2. DATE OF BIRTH 1 Dec 1923	3. SEX M	4. GRADE GS-13	5. DD D	
6. OFFICIAL POSITION TITLE Instr Intel			7. OFF/DIV BR OF ASSIGNMENT QTR/SIC		8. CURRENT STATION Hqs.		
9. CHECK (X) TYPE OF APPOINTMENT				10. CHECK (X) TYPE OF REPORT			
<input checked="" type="checkbox"/> CAREER		<input type="checkbox"/> RESERVE		<input type="checkbox"/> TEMPORARY		<input type="checkbox"/> INITIAL	
REASSIGNMENT SUPERVISOR				REASSIGNMENT EMPLOYEE			
CAREER-PROVISIONAL (See Instructions - Section C)				<input checked="" type="checkbox"/> ANNUAL		SPECIAL (Specify):	
SPECIAL (Specify):				SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P. 31 January 1967				12. REPORTING PERIOD (From - to) 1 January 1966 - 31 December 1966			
SECTION B - PERFORMANCE EVALUATION							
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>							
SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
SPECIFIC DUTY NO. 1						RATING LETTER	
Instructs in Introduction to Communism, USSR Survey, and CT courses.						S	
SPECIFIC DUTY NO. 2						RATING LETTER	
Conducts covert tutorial training programs for foreign nationals.						S	
SPECIFIC DUTY NO. 3						RATING LETTER	
Participates as guest in programs of other U.S. government agencies.						S	
SPECIFIC DUTY NO. 4						RATING LETTER	
SPECIFIC DUTY NO. 5						RATING LETTER	
SPECIFIC DUTY NO. 6						RATING LETTER	
OVERALL PERFORMANCE IN CURRENT POSITION							
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						RATING LETTER	
						S	



SECRET

(When Filled In)

SECTION C			NARRATIVE COMMENTS		
Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. <u>Manner of performance of managerial or supervisory duties and cost consciousness in the use of personnel, space, equipment and funds, must be commented on, if applicable.</u> If extra space is needed to complete Section C, attach a separate sheet of paper.					
<p>Mr. Wigren has made a significant contribution to SIC's program during this reporting period -- his first complete one with this staff. I believe that my comment of last January that he "has excellent potential for further development as a senior instructor" has been validated. He has greatly broadened his scope, has participated actively in external programs, and, although he has not been assigned any to date, is ready to assume course supervisory responsibility. I strongly recommend this his request for an extension of his tour in OTR be accepted.</p>					
SECTION D			CERTIFICATION AND COMMENTS		
1. BY EMPLOYEE					
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT					
DATE	SIGNATURE OF EMPLOYEE				
24 January 1967	<i>Lee H. Wigren</i>				
2. BY SUPERVISOR					
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION				
12					
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE			
23 January 1967	Chief, EIC/OTR	<i>John W. Morrison</i> JOHN W. MORRISON			
3. BY REVIEWING OFFICIAL					
COMMENTS OF REVIEWING OFFICIAL					
No appropriate reviewing official.					
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE			

SECRET

SECRET
(When Filled In)

FITNESS REPORT				EMPLOYEE SERIAL NUMBER	
				006198	
SECTION A GENERAL					
1. NAME (Last) (First) (Middle)		2. DATE OF BIRTH	3. SEX	4. GRADE	5. SD
WIGREN, Lee H.		1 Dec 1923	M	GS-13	D
6. OFFICIAL POSITION TITLE			7. OFF/DIV/GR OF ASSIGNMENT	8. CURRENT STATION	
Instr Intell			OTR/SIC	Hqs.	
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT		
<input checked="" type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> TEMPORARY	<input type="checkbox"/> INITIAL	<input type="checkbox"/> REASSIGNMENT SUPERVISOR	
<input type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C)			<input checked="" type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT EMPLOYEE	
<input type="checkbox"/> SPECIAL (Specify):			<input type="checkbox"/> SPECIAL (Specify):		
11. DATE REPORT DUE IN O.P.			12. REPORTING PERIOD (From - to)		
31 January 1965			3 May 1965 - 31 December 1965		
SECTION B PERFORMANCE EVALUATION					
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counselling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>					
SPECIFIC DUTIES					
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).					
SPECIFIC DUTY NO. 1		Instructs in <u>Introduction to Communism</u> , <u>USSR Basic Country Survey</u> , and <u>CI</u> courses.			RATING LETTER B
SPECIFIC DUTY NO. 2		Conducts covert tutorial training programs.			RATING LETTER B
SPECIFIC DUTY NO. 3					RATING LETTER
SPECIFIC DUTY NO. 4					RATING LETTER
SPECIFIC DUTY NO. 5					RATING LETTER
SPECIFIC DUTY NO. 6					RATING LETTER
OVERALL PERFORMANCE IN CURRENT POSITION					
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER B
27 JAN 1965					

GROUP 1
Excluded from automatic
downgrading and
declassification

SECRET

(When Filled In)

SECTION C NARRATIVE COMMENTS REGARDING PERSONNEL

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain rating given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties, if applicable.

JAN 27 1966

Mr. Wigren has been a member of SIC staff for eight months. He brought to us a knowledge in depth of the Soviet intelligence services and Soviet methods of clandestine activities which have been a distinct asset, and which have provided most useful judgments and insights.

Mr. Wigren appears to have a sound, disciplined, scholarly attitude toward substantive problems, and a searching, imaginative approach to pedagogical problems. He has developed as a team member easily and effectively, and has been willing to take on increasing responsibility. I feel that Mr. Wigren has excellent potential for further development as a senior instructor.

Mr. Wigren has not--at this time--been assigned any supervisory responsibilities.

SECTION D CERTIFICATION AND COMMENTS

1. BY EMPLOYEE
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT

DATE 14 January 66 SIGNATURE OF EMPLOYEE [Signature]

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 8 IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION

DATE 14 January 1966 OFFICIAL TITLE OF SUPERVISOR Chief, SIC/OTR TYPED OR PRINTED NAME AND SIGNATURE John W. Morrison JOHN W. MORRISON

3. BY REVIEWING OFFICIAL

COMMENTS OF REVIEWING OFFICIAL

No appropriate reviewing official.

DATE OFFICIAL TITLE OF REVIEWING OFFICIAL TYPED OR PRINTED NAME AND SIGNATURE

SECRET

SECRET
(When Filled In)

FITNESS REPORT					EMPLOYEE SERIAL NUMBER	
					006198	
SECTION A GENERAL						
1. NAME (Last) (First) (Middle) WIGREN, Lee H.			2. DATE OF BIRTH 12-1-23	3. SEX M	4. GRADE GS-13	5. SD D
6. OFFICIAL POSITION TITLE Ops Officer			7. OFFICER OF ASSIGNMENT DDP/SR/CI		8. CURRENT STATION Hqs	
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT			
<input type="checkbox"/> CAREER <input type="checkbox"/> RESERVE <input type="checkbox"/> TEMPORARY <input checked="" type="checkbox"/> CAREER-PROVISIONAL (See Instructions - Section C) <input type="checkbox"/> SPECIAL (Specify):			<input type="checkbox"/> INITIAL <input checked="" type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT SUPERVISOR <input type="checkbox"/> REASSIGNMENT EMPLOYEE <input type="checkbox"/> SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P. 31 January 1964			12. REPORTING PERIOD (From - to) 1 January 1963 to 31 December 1963			
SECTION B PERFORMANCE EVALUATION						
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counseling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>						
SPECIFIC DUTIES						
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).						
SPECIFIC DUTY NO. 1 Supervises and directs the work of a Branch of 8 people, and coordinates and guides the research work of other Branches of this Group.					RATING LETTER P	
SPECIFIC DUTY NO. 2 Plans the research program of SR/CI					RATING LETTER P	
SPECIFIC DUTY NO. 3 Gives lectures and briefings to Agency and foreign officials.					RATING LETTER S	
SPECIFIC DUTY NO. 4 Manages personnel.					RATING LETTER P	
SPECIFIC DUTY NO. 5 Edits the research production of SR/CI					RATING LETTER S	
SPECIFIC DUTY NO. 6 Personally prepared a long and complicated report on a highly important matter under pressure of supervision and extremely tight deadlines.					RATING LETTER S	
OVERALL PERFORMANCE IN CURRENT POSITION						
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.						RATING LETTER P
30 JAN 1964						

SECRET

(When Filled In)

SECTION C

NARRATIVE COMMENTS OFFICE OF PERSONNEL

Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective the relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial duties must be described, if applicable.

JAN 29 4 12 PM '64

Mr. Wigren is a conscientious and capable research officer with a good grasp of his material and is able to present it effectively to audiences of widely varied sophistication. Since his last report, the basic orientation of SR/CI has changed, and is now directed almost wholly to the creation and exploitation of operations. The organization thus needs more urgently than ever the digested operational experience which it is Mr. Wigren's job to produce. This has made it necessary to apply strict priorities based on operational need and relevancy, which has been difficult for Mr. Wigren, who has no direct operational experience. He has not been able to get the most out of his people, nor give them the sort of close and consistent guidance which some of them require in the face of changing or sudden requirements. He has a tendency to be over-concerned with organizational and bureaucratic exercise to the expense of substantive production. Nonetheless, his real qualities came to the fore recently when he produced well and used his staff effectively on an important and complicated project. He is a distinct asset in his responsible and demanding job.

Mr. Wigren performs his duties with maximum economy.

SECTION D

CERTIFICATION AND COMMENTS

1. BY EMPLOYEE		
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT		
DATE 22 January 1964	SIGNATURE OF EMPLOYEE <i>Lee H. Wigren</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION 14	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
DATE 22 Jan. 1964	OFFICIAL TITLE OF SUPERVISOR Chief, SR/CI	TYPED OR PRINTED NAME AND SIGNATURE <i>Tennent H. Bagley</i> Tennent H. Bagley
3. BY REVIEWING OFFICIAL		
COMMENTS OF REVIEWING OFFICIAL Concur.		
DATE 27 January 1964	OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, SR Division	TYPED OR PRINTED NAME AND SIGNATURE <i>David M. ...</i>

SECRET

SECRET
(When Filled In)

FITNESS REPORT					EMPLOYEE SERIAL NUMBER	
					006198	
SECTION A GENERAL						
1. NAME (Last) (First) (Middle) WIGREN LEE H.			2. DATE OF BIRTH 12-1-23	3. SEX M	4. GRADE GS-13	5. SD D
6. OFFICIAL POSITION TITLE Ops Officer			7. OFF/DIV/BR OF ASSIGNMENT DDP/SR/COPS/CI		8. CURRENT STATION Hqs.	
9. CHECK (X) TYPE OF APPOINTMENT			10. CHECK (X) TYPE OF REPORT			
<input type="checkbox"/> CAREER	<input type="checkbox"/> RESERVE	<input type="checkbox"/> TEMPORARY	<input type="checkbox"/> INITIAL	<input checked="" type="checkbox"/> ANNUAL	<input checked="" type="checkbox"/> REASSIGNMENT SUPERVISOR	<input type="checkbox"/> REASSIGNMENT EMPLOYEE
SPECIAL (Specify):			SPECIAL (Specify):			
11. DATE REPORT DUE IN O.P. 31 January 1963			12. REPORTING PERIOD (From- to-) September 1961 - 31 December 1962			
SECTION B PERFORMANCE EVALUATION						
<p>W - Weak Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires positive remedial action. The nature of the action could range from counselling, to further training, to placing on probation, to reassignment or to separation. Describe action taken or proposed in Section C.</p> <p>A - Adequate Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor excellence.</p> <p>P - Proficient Performance is more than satisfactory. Desired results are being produced in a proficient manner.</p> <p>S - Strong Performance is characterized by exceptional proficiency.</p> <p>O - Outstanding Performance is so exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work as to warrant special recognition.</p>						
SPECIFIC DUTIES						
List up to six of the most important specific duties performed during the rating period. Insert rating letter which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).						
SPECIFIC DUTY NO. 1 Supervises and reviews work of a section including 11 research analysts and three clerks.					RATING LETTER S	
SPECIFIC DUTY NO. 2 Plans and implements divisional research program on Soviet intelligence.					RATING LETTER P+	
SPECIFIC DUTY NO. 3 Directs dissemination of CI studies and reports on RIS to appropriate U.S. and foreign consumers.					RATING LETTER S	
SPECIFIC DUTY NO. 4 Gives lectures and briefings to Agency and foreign officials as required.					RATING LETTER S	
SPECIFIC DUTY NO. 5 Effects coordination with CI Staff, OS, OTR and others on CI research matters.					RATING LETTER S	
SPECIFIC DUTY NO. 6 Establishes divisional criteria for records and methods of information processing required for CI research.					RATING LETTER S	
OVERALL PERFORMANCE IN CURRENT POSITION						
Take into account everything about the employee which influences his effectiveness in his current position such as performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, and particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the letter in the rating box corresponding to the statement which most accurately reflects his level of performance.					RATING LETTER S+	
25 JAN 1963						

GROUP 1
Excluded from automatic
downgrading and
declassification

SECRET

(When Filled In)

SECTION C		NARRATIVE COMMENTS	
<p>Indicate significant strengths or weaknesses demonstrated in current position keeping in proper perspective their relationship to overall performance. State suggestions made for improvement of work performance. Give recommendations for training. Comment on foreign language competence, if required for current position. Amplify or explain ratings given in Section B to provide basis for determining future personnel action. Manner of performance of managerial or supervisory duties must be described, if applicable.</p>			
SEE ATTACHED SHEET			
SECTION D		CERTIFICATION AND COMMENTS	
1. BY EMPLOYEE			
I CERTIFY THAT I HAVE SEEN SECTIONS A, B, AND C OF THIS REPORT			
DATE	SIGNATURE OF EMPLOYEE		
14 January 1965	<i>Lee Hedrick</i>		
2. BY SUPERVISOR			
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION		
12			
DATE	OFFICIAL TITLE OF SUPERVISOR	TYPED OR PRINTED NAME AND SIGNATURE	
	C/SR/CI	Edward W. Knowles <i>E. W. Knowles</i>	
3. BY REVIEWING OFFICIAL			
COMMENTS OF REVIEWING OFFICIAL			
DATE	OFFICIAL TITLE OF REVIEWING OFFICIAL	TYPED OR PRINTED NAME AND SIGNATURE	
16 JAN 1965	SR/COP	<i>Edward D. Geloway</i> Edward D. Geloway	

SECRET

SECRET

NARRATIVE COMMENTS

Mr. Wigren is extremely proficient in handling his section from both the personnel and managerial standpoints. In addition, he is an expert on Soviet Intelligence in his own right and lectures on the topic to officials of this and other governments. He is particularly capable at training new researchers.

In reviewing his file today, I note that the Reviewing Official for his fitness report of a year ago noted his opinion that my ratings of Mr. Wigren at that time were too high. That opinion was not discussed with me or with Mr. Wigren. Perhaps the ratings were indeed too high, but I must say that considering the Fitness Report form and criteria in use at that time and his performance in relation to that of other officers in this branch and outside it, I would give him the same ratings today for that period.

The ratings in this current report will appear slightly lower than those of the last report. This is not entirely due to the different report form. Mr. Wigren's problems increased in both intensity and complexity during this period, and I do not feel that he met the increased burden with as much of an increase in performance as was necessary. This should not at all detract from my rating of his overall performance, which is still exceptional and only slightly less than outstanding.

J. Hoffmann

SECRET

SECRET
(When Filled In)

FITNESS REPORT	EMPLOYEE SERIAL NUMBER 100190
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SECTION A GENERAL			
1. NAME (Last) WIGREN (First) Lee (Middle) H.	2. DATE OF BIRTH 12-1-23	3. SEX M	4. GRADE GS-12
5. SERVICE DESIGNATION D		6. OFFICIAL POSITION TITLE Ops Officer	
7. OFFICE/BR OF ASSIGNMENT DDP/SR/CI		8. CAREER STAFF STATUS	
<input type="checkbox"/> NOT ELIGIBLE <input checked="" type="checkbox"/> MEMBER <input type="checkbox"/> DEFERRED <input type="checkbox"/> PENDING <input type="checkbox"/> DECLINED <input type="checkbox"/> DENIED		9. TYPE OF REPORT <input checked="" type="checkbox"/> INITIAL <input type="checkbox"/> REASSIGNMENT/SUPERVISOR <input type="checkbox"/> ANNUAL <input type="checkbox"/> REASSIGNMENT/EMPLOYEE	
10. DATE REPORT DUE IN O.P.		11. REPORTING PERIOD From 1 Jun. '61 To 30 Sept. '61	

SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES			
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).			
1 - Unsatisfactory	2 - Barely adequate	3 - Acceptable	4 - Competent 5 - Excellent 6 - Superior 7 - Outstanding
SPECIFIC DUTY NO. 1 Supervises & reviews work of Section including 9 research analysts and 4 clerks. <i>DAL</i>	RATING NO. 7	SPECIFIC DUTY NO. 4 Gives lectures and briefings to Agency and foreign officials as required.	RATING NO. 7
SPECIFIC DUTY NO. 2 Plans and implements divisional research program on Soviet Intelligence. <i>DDP</i>	RATING NO. 6	SPECIFIC DUTY NO. 5 Effects coordination with CI Staff, CG, OIR and others on CI research matters.	RATING NO. 7
SPECIFIC DUTY NO. 3 Directs dissemination of CI studies and reports on RIS to appropriate U.S. and foreign consumers. <i>DAL</i>	RATING NO. 7	SPECIFIC DUTY NO. 6 Establishes divisional criteria for records and methods of information processing required for CI research.	RATING NO. 6

SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION	
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.	
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.	RATING NO. <div style="border: 1px solid black; padding: 5px; display: inline-block;">5</div>

SECTION D DESCRIPTION OF THE EMPLOYEE									
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee									
1 - Least possible degree	2 - Limited degree	3 - Normal degree	4 - Above average degree	5 - Outstanding degree					
CHARACTERISTICS			NOT APPLI- CABLE	NOT OB- SERVED	RATING				
					1	2	3	4	5
GETS THINGS DONE									X
RESOURCEFUL									X
ACCEPTS RESPONSIBILITIES									X
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES									X
DOES HIS JOB WITHOUT STRONG SUPPORT									X
FACILITATES SMOOTH OPERATION OF HIS OFFICE									X
WRITES EFFECTIVELY									X
SECURITY CONSCIOUS									X
THINKS CLEARLY									X
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS									X
OTHER (Specify):									

SEE SECTION "E" ON REVERSE SIDE

SECRET
(When Filled In)

13 MAR 1961 FITNESS REPORT				EMPLOYEE SERIAL NUMBER 106198			
SECTION A GENERAL							
1. NAME (Last) (First) (Middle) WIGREN Loe H.			2. DATE OF BIRTH 12-1-23		3. SEX M		
4. GRADE OS-12		7. OFF/DIV/RR OF ASSIGNMENT DDP/SR/CF					
5. SERVICE DESIGNATION D		6. OFFICIAL POSITION TITLE Ops Officer					
8. CAREER STAFF STATUS			9. TYPE OF REPORT				
NOT ELIGIBLE <input type="checkbox"/>		MEMBER <input checked="" type="checkbox"/>	DEFERRED <input type="checkbox"/>		INITIAL <input type="checkbox"/>		
PENDING <input type="checkbox"/>		DECLINED <input type="checkbox"/>	DENIED <input type="checkbox"/>		ANNUAL <input checked="" type="checkbox"/>		
REASSIGNMENT/SUPERVISOR <input type="checkbox"/>		REASSIGNMENT/EMPLOYEE <input type="checkbox"/>					
10. DATE REPORT DUE IN O.P. 31 Jan 61		11. REPORTING PERIOD FROM TO 1 Jan 60 - 31 Dec 60					
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
1 - Unsatisfactory	2 - Barely adequate	3 - Acceptable	4 - Competent	5 - Excellent	6 - Superior	7 - Outstanding	
SPECIFIC DUTY NO. 1 Supervises & reviews work of Section including 8 research analysts and 2 clerks.		RATING NO. 5+	SPECIFIC DUTY NO. 4 Gives lectures and briefings to Agency and foreign officials as required.		RATING NO. 6		
SPECIFIC DUTY NO. 2 Plans and implements divisional research program on Soviet Intelligence.		RATING NO. 6	SPECIFIC DUTY NO. 5 Effects coordination with CI Staff, OS, OIR and others on CI research matters.		RATING NO. 6		
SPECIFIC DUTY NO. 3 Directs dissemination of CI studies and reports on RIS to appropriate U.S. and foreign consumers.		RATING NO. 6	SPECIFIC DUTY NO. 6 Establishes divisional criteria for records and methods of information processing required for CI research.		RATING NO. 5+		
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION							
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.							
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.					RATING NO. 5		
SECTION D DESCRIPTION OF THE EMPLOYEE							
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee							
1 - Least possible degree	2 - Limited degree	3 - Normal degree	4 - Above average degree	5 - Outstanding degree			
CHARACTERISTICS			NOT APPLI-CABLE	NOT OB-SERVED	RATING		
					1	2	
GETS THINGS DONE							X
RESOURCEFUL						X	
ACCEPTS RESPONSIBILITIES							X
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES							X
DOES HIS JOB WITHOUT STRONG SUPPORT							X
FACILITATES SMOOTH OPERATION OF HIS OFFICE							X
WRITES EFFECTIVELY							X
SECURITY CONSCIOUS							X
THINKS CLEARLY							X
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS							X
OTHER (Specify):							

SEE SECTION "E" ON REVERSE SIDE

SECRET
(When Filled In)

SECTION E NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the best basis for determining future personnel actions.

MAR 9 2 55 PM '61

As Chief of SR's Research Section on Soviet Intelligence, Mr. Wigren's performance has continued to be superior in the same manner as described in Section E of last year's report. In addition to this he has worked closely with OIR on the revamping of the CI Operations Course. He has been particularly effective in organizing and leading briefings on the RIB given to chiefs and operations officers of foreign intelligence services during their visits to Washington, and in leading a seminar designed to assist SR personnel in handling liaison briefings. His success in carrying out a planned approach to SR's CI research problems, using personnel who have relatively little substantive experience, has been especially gratifying.

SECTION F CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

I certify that I have seen Sections A, B, C, D and E of this Report.

DATE 24 February 61 SIGNATURE OF EMPLOYEE [Signature]

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYER, GIVE EXPLANATION.

IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.

EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS REPORT MADE WITHIN LAST 90 DAYS

OTHER (Specify):

DATE 24 February 1961 OFFICIAL TITLE OF SUPERVISOR C/SR/RIBB TYPED OR PRINTED NAME AND SIGNATURE Edward W. Knowles

3. BY REVIEWING OFFICIAL

- I SHOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.
I SHOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.
I SHOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.
I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.

COMMENTS OF REVIEWING OFFICIAL

DATE OFFICIAL TITLE OF REVIEWING OFFICIAL TYPED OR PRINTED NAME AND SIGNATURE

SECRET
(When Filled In)

RECEIVED
DEC 23 1960

FITNESS REPORT				EMPLOYEE SERIAL NUMBER 106198								
SECTION A GENERAL												
1. NAME (Last) WIGREN		(First) Leo		2. DATE OF BIRTH 12-01-23		3. SEX M	4. GRADE GS-12					
5. SERVICE DESIGNATION D		6. OFFICIAL POSITION TITLE Ops Officer				7. OFF/DIV/BR OF ASSIGNMENT DDF/SR/CE						
8. CAREER STAFF STATUS				9. TYPE OF REPORT								
<input type="checkbox"/> NOT ELIGIBLE		<input checked="" type="checkbox"/> MEMBER		<input type="checkbox"/> DEFERRED		<input type="checkbox"/> INITIAL						
<input type="checkbox"/> PENDING		<input type="checkbox"/> DECLINED		<input type="checkbox"/> DENIED		<input checked="" type="checkbox"/> ANNUAL						
<input type="checkbox"/> REASSIGNMENT/SUPERVISOR		<input type="checkbox"/> REASSIGNMENT/EMPLOYEE										
10. DATE REPORT DUE IN O.P. 25 Jan 1960			11. REPORTING PERIOD From 7 May 59 - To 31 Dec 59			SPECIAL (Specify)						
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES												
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).												
1 - Unsatisfactory		2 - Barely adequate		3 - Acceptable		4 - Competent						
5 - Excellent		6 - Superior		7 - Outstanding								
SPECIFIC DUTY NO. 1 Supervises & reviews work of Section including 8 research analysts and 2 clerks.			RATING NO. 5+	SPECIFIC DUTY NO. 4 Gives lectures and briefings to Agency and foreign officials as required.			RATING NO. 5					
SPECIFIC DUTY NO. 2 Plans and implements divisional research program on Soviet Intelligence.			RATING NO. 6	SPECIFIC DUTY NO. 5 Effects coordination with CI Staff, OS and others on CI research matters.			RATING NO. 6					
SPECIFIC DUTY NO. 3 Directs dissemination of CI studies and reports on RIS to appropriate U. S. and foreign consumers.			RATING NO. 6	SPECIFIC DUTY NO. 6 Establishes divisional criteria for records and methods of information processing required for CI research.			RATING NO. 5+					
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION												
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.												
1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding.						RATING NO. 5						
SECTION D DESCRIPTION OF THE EMPLOYEE												
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee												
1 - Least possible degree		2 - Limited degree		3 - Normal degree		4 - Above average degree		5 - Outstanding degree				
CHARACTERISTICS						NOT APPLI- CABLE	NOT OS- SERVED	RATING				
								1	2	3	4	5
GETS THINGS DONE												X
RESOURCEFUL											X	
ACCEPTS RESPONSIBILITIES												X
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES												X
DOES HIS JOB WITHOUT STRONG SUPPORT												X
FACILITATES SMOOTH OPERATION OF HIS OFFICE												X
WRITES EFFECTIVELY												X
SECURITY CONSCIOUS												X
THINKS CLEARLY												X
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS												X
OTHER (Specify):												
SEE SECTION "E" ON REVERSE SIDE												

SECRET
(When Filled In)

SECTION E NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE
 Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the best basis for determining future personnel actions.

Mr. Wigren has excellent substantive background on the Soviet Union and, except for a two year period on a WE operations desk, has devoted his entire 9 years in the Agency to research on Soviet Intelligence in one way or another. His performance for the past year in a job formerly held by GS-14's and 15's can only be described as superior. He has not only assumed responsibilities greater than those of the previous incumbents; he has carried these out with a minimum of support and in a calm, mature manner which has earned respect on all sides. Although his analysts have often been relatively inexperienced, he has geared their assignments to their capabilities and subjects designed to increase their competence. His most important contribution during this period has been in the formation of an organized plan of research in response to Agency and external requirements, and the establishment of improved records and procedures to carry out this program.

Although Mr. Wigren would prefer eventual assignment to the field as an operational officer, it seems to me his greatest potential lies in the kind of research and support of operations he is presently performing. I would therefore recommend that future training be oriented along these lines rather than strictly operational lines, and that planning for his eventual field assignment should emphasize his knowledge of Soviet Intelligence and his ability to deal with other specialists in a "liaison" relation.

SECTION F CERTIFICATION AND COMMENTS		
1. BY EMPLOYEE		
I certify that I have seen Sections A, B, C, D and E of this Report.		
DATE 22 March 60	SIGNATURE OF EMPLOYEE <i>Lee H. Wigren</i>	
2. BY SUPERVISOR		
MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION	IF THIS REPORT HAS NOT BEEN SHOWN TO EMPLOYEE, GIVE EXPLANATION	
IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.		
EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS	REPORT MADE WITHIN LAST 90 DAYS	
OTHER (Specify):		
DATE 21 March 1960	OFFICIAL TITLE OF SUPERVISOR SR/COP/CE	TYPED OR PRINTED NAME AND SIGNATURE <i>Edward W. Knowles</i> Edward W. Knowles
3. BY REVIEWING OFFICIAL		
<input type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.		
<input type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.		
<input type="checkbox"/> I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.		
<input checked="" type="checkbox"/> I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.		
COMMENTS OF REVIEWING OFFICIAL <i>Although I am not sufficiently familiar with the details of the work which Wigren does, I am not aware of anything which would contradict the rating and am inclined to agree with the rating.</i>		
DATE 26 March 60	OFFICIAL TITLE OF REVIEWING OFFICIAL SR/COP	TYPED OR PRINTED NAME AND SIGNATURE <i>Quentin Johnson</i> Quentin Johnson

SECRET

SECRET
(When Filled In)

FITNESS REPORT						EMPLOYEE SERIAL NUMBER	
						106198	
SECTION A GENERAL							
1. NAME (Last) (First) (Middle) WIGREN, Lee H.			2. DATE OF BIRTH 1 December 1923		3. SEX M	4. GRADE GS-12	
5. SERVICE DESIGNATION DI		6. OFFICIAL POSITION TITLE I. O. (FI)			7. OFF/DIV/BR OF ASSIGNMENT FI Div D		
8. CAREER STAFF STATUS				9. TYPE OF REPORT			
<input type="checkbox"/> NOT ELIGIBLE		<input type="checkbox"/> MEMBER		<input type="checkbox"/> DEFERRED		<input type="checkbox"/> INITIAL	
<input type="checkbox"/> PENDING		<input type="checkbox"/> DECLINED		<input type="checkbox"/> DENIED		<input checked="" type="checkbox"/> ANNUAL	
						<input type="checkbox"/> REASSIGNMENT/SUPERVISOR	
						<input type="checkbox"/> REASSIGNMENT/EMPLOYEE	
10. DATE REPORT DUE IN O.P. 31 January 1959			11. REPORTING PERIOD 7 Mar 58 - 31 Dec 58		SPECIAL (Specify)		
SECTION B EVALUATION OF PERFORMANCE OF SPECIFIC DUTIES							
List up to six of the most important specific duties performed during the rating period. Insert rating number which best describes the manner in which employee performs EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees with supervisory responsibilities MUST be rated on their ability to supervise (indicate number of employees supervised).							
1 - Unsatisfactory		2 - Barely adequate		3 - Acceptable		4 - Competent	
5 - Excellent		6 - Superior		7 - Outstanding			
SPECIFIC DUTY NO. 1 Supervises 4 people - 3 professional (GS-7 through 9) conducting research and 1 clerical (GS-4)		RATING NO. 5		SPECIFIC DUTY NO. 4 Assists in developing new programs		RATING NO. 5	
SPECIFIC DUTY NO. 2 Writes reports		RATING NO. 6		SPECIFIC DUTY NO. 5 Coordinates with other offices		RATING NO. 5	
SPECIFIC DUTY NO. 3 Conducts research		RATING NO. 6		SPECIFIC DUTY NO. 6 Conducts external liaison		RATING NO. 5	
SECTION C EVALUATION OF OVERALL PERFORMANCE IN CURRENT POSITION							
Take into account everything about the employee which influences his effectiveness in his current position - performance of specific duties, productivity, conduct on job, cooperativeness, pertinent personal traits or habits, particular limitations or talents. Based on your knowledge of employee's overall performance during the rating period, place the rating number in the box corresponding to the statement which most accurately reflects his level of performance.							
<ul style="list-style-type: none"> 1 - Performance in many important respects fails to meet requirements. 2 - Performance meets most requirements but is deficient in one or more important respects. 3 - Performance clearly meets basic requirements. 4 - Performance clearly exceeds basic requirements. 5 - Performance in every important respect is superior. 6 - Performance in every respect is outstanding. 						RATING NO. 5	
SECTION D DESCRIPTION OF THE EMPLOYEE							
In the rating boxes below, check (X) the degree to which each characteristic applies to the employee							
1 - Least possible degree		2 - Limited degree		3 - Normal degree		4 - Above average degree	
						5 - Outstanding degree	
CHARACTERISTICS						RATING	
						NOT APPLI- CABLE	
						NOT OB- SERVED	
						1	
						2	
						3	
						4	
						5	
GETS THINGS DONE						X	
RESOURCEFUL						X	
ACCEPTS RESPONSIBILITIES						X	
CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES						X	
DOES HIS JOB WITHOUT STRONG SUPPORT						X	
FACILITATES SMOOTH OPERATION OF HIS OFFICE						X	
WRITES EFFECTIVELY						X	
SECURITY CONSCIOUS						X	
THINKS CLEARLY						X	
DISCIPLINE IN ORIGINATING, MAINTAINING AND DISPOSING OF RECORDS						X	
OTHER (Specify):							
SEE SECTION "E" ON REVERSE SIDE							

SECRET
(When Filled In)

SECTION E NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

Stress strengths and weaknesses demonstrated in current position. Indicate suggestions made to employee for improvement of his work. Give recommendations for his training. Describe, if appropriate, his potential for development and for assuming greater responsibilities. Amplify or explain, if appropriate, ratings given in SECTIONS B, C, and D to provide the best basis for determining future personnel actions.

Mr. WIGREN has shown intelligence, initiative and originality in his approach to various assignments. He has calmly accepted heavy working pressures and has efficiently carried out research and administrative matters requiring the careful disposition of manpower and time. He has willingly accepted responsibility and made decisions on his own when the need arose.

It is recommended that Mr. WIGREN take a course on the Communist Party and one on management.

During the sixteen months that he has been under my supervision Mr. WIGREN has capably carried out assignments of a progressively more difficult nature. And he appears to have the potential to assume greater responsibilities.

SECTION F CERTIFICATION AND COMMENTS

1. BY EMPLOYEE

I certify that I have seen Sections A, B, C, D and E of this Report.

DATE
16 January 1959

SIGNATURE OF EMPLOYEE
Wigren

2. BY SUPERVISOR

MONTHS EMPLOYEE HAS BEEN UNDER MY SUPERVISION
16 months

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

IF REPORT IS NOT BEING MADE AT THIS TIME, GIVE REASON.

EMPLOYEE UNDER MY SUPERVISION LESS THAN 90 DAYS

REPORT MADE WITHIN LAST 90 DAYS

OTHER (Specify):

DATE
16 January 1959

OFFICIAL TITLE OF SUPERVISOR
Chief, SAS, FI/D

TYPED OR PRINTED NAME AND SIGNATURE
Albert P. Kergel
Albert P. KERGEL

3. BY REVIEWING OFFICIAL

- I WOULD HAVE GIVEN THIS EMPLOYEE ABOUT THE SAME EVALUATION.
- I WOULD HAVE GIVEN THIS EMPLOYEE A HIGHER EVALUATION.
- I WOULD HAVE GIVEN THIS EMPLOYEE A LOWER EVALUATION.
- I CANNOT JUDGE THESE EVALUATIONS. I AM NOT SUFFICIENTLY FAMILIAR WITH THE EMPLOYEE'S PERFORMANCE.

COMMENTS OF REVIEWING OFFICIAL

DATE
19 January 1959

OFFICIAL TITLE OF REVIEWING OFFICIAL
ALC/FI/Division D

TYPED OR PRINTED NAME AND SIGNATURE
Richard J. Berg
Richard J. BERG

SECRET

SECRET

(When Filled In)

FITNESS REPORT (Part I) PERFORMANCE

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report. FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials.

SECTION A.

GENERAL

1. NAME (Last) (First) (Middle) WIGGEN, Lee 2. DATE OF BIRTH 1 Dec 1923 3. SEX M 4. SERVICE DESIGNATION DI 5. OFFICE/DIVISION BRANCH OF ASSIGNMENT FI Div D Intel Support Br 6. OFFICIAL POSITION TITLE Biographic Officer 7. GRADE GS-11 8. DATE REPORT DUE IN OP 19 Mar 58 9. PERIOD COVERED BY THIS REPORT (Inclusive Dates) 23 September 57 - 19 March 1958 10. TYPE OF REPORT (Check one) INITIAL [] ANNUAL [X] REASSIGNMENT-SUPERVISOR [] REASSIGNMENT-EMPLOYEE [] SPECIAL (Specify) []

SECTION B.

CERTIFICATION

1. FOR THE RATER: THIS REPORT [X] HAS [] HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT:

A. CHECK (X) APPROPRIATE STATEMENTS:

X THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL. IF INDIVIDUAL IS RATED "I" IN CI OR D, A WARNING LETTER HAS SENT TO HIM & A COPY ATTACHED TO THIS REPORT. THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS. I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW TO EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify): X I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.

B. THIS DATE 14 February 1958 C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR Albert P. Korgel D. SUPERVISOR'S OFFICIAL TITLE Chief, Spec. Act. Br., FI/D

2. FOR THE REVIEWING OFFICIAL: RECORD ANY SUBSTANTIAL DIFFERENCE OF OPINION WITH THE SUPERVISOR, OR ANY OTHER INFORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.

Posted Per. Control RW DATE 11 MAR 1958 Reviewed by [Signature] MAIL 1958 CONTINUED ON ATTACHED SHEET

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.

A. THIS DATE 14 February 1958 B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL Frank D. Rowlett C. OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, FI/D

SECTION C.

JOB PERFORMANCE EVALUATION

1. RATING ON GENERAL PERFORMANCE OF DUTIES

DEFINITIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

- 1 - DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT. 2 - BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES. 3 - PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS. 4 - PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER. 5 - A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL. 6 - PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.

COMMENTS:

SECRET

(When Filled In)

7. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES

DIRECTIONS:

- State in the spaces below up to six of the more important SPECIFIC duties performed during the period. Place the most important first. Do not include minor or unimportant duties.
 - Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.
 - For supervisors, ability to supervise will always be rated as a specific duty (do not rate as supervisors those who supervise a secretary only).
 - Compare in your mind, when possible, the individual being rated with others performing at a similar level of responsibility.
 - Two individuals with the same job title may be performing different duties. If so, rate them on different duties.
 - Be specific. Examples of the kind of duties that might be rated are:

ORAL BRIEFING	HAS AND USES AREA KNOWLEDGE	MAIL ROOM
GIVING LECTURES	DEVELOPS NEW PROGRAMS	CONDUCTS INTERVIEWS
CONDUCTING SEMINARS	ANALYZES INDUSTRIAL REPORTS	PREPARES SUMMARIES
WRITING TECHNICAL REPORTS	MANAGES FILES	TRANSLATES GERMAN
CONDUCTING EXTERNAL LIAISON	OPERATES RADIO	DEBRIEFING SOURCES
Typing	COORDINATES WITH OTHER OFFICES	KEEPS BOOKS
TAKING DICTATION	WRITES REGULATIONS	DRIVES TRUCK
SUPERVISING	PREPARES CORRESPONDENCE	MAINTAINS AIR CONDITIONING
		EVALUATES SIGNIFICANCE OF DATA
- g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, the case of a radio operator.

OFFICE CLERK
MAR 7 2:46 PM '58

- | | |
|---|--|
| 1 - INCOMPLETE IN THE PERFORMANCE OF THIS DUTY
2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY
3 - PERFORMS THIS DUTY ACCEPTABLY
4 - PERFORMS THIS DUTY IN A COMPETENT MANNER
5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB | 6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS
7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY |
|---|--|

SPECIFIC DUTY NO. 1	RATING NUMBER	SPECIFIC DUTY NO. 4	RATING NUMBER
Writing specialized reports	5		
SPECIFIC DUTY NO. 2	RATING NUMBER	SPECIFIC DUTY NO. 3	RATING NUMBER
Evaluating significance of data	5		
SPECIFIC DUTY NO. 3	RATING NUMBER	SPECIFIC DUTY NO. 5	RATING NUMBER
Has and uses area knowledge	5		

3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job.

Mr. Wigren is intelligent, competent and diligent.

SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION

- DIRECTIONS:** Take into account here everything you know about the individual...productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents...and how he fits in with your team. Compare him with others doing similar work of about the same level.
- DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED
 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW
 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION
 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION
 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS
 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION
 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION

5
RATING NUMBER

IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? YES NO. IF YES, EXPLAIN FULLY:

SECRET

(When Filled In)

FITNESS REPORT (Part II) POTENTIAL

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the OI no later than 30 days after the due date indicated in item 5 of Section "E" below.

SECTION E. GENERAL

1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. SERVICE DESIGNATION
WIGREN, Lee	1 Dec 1923	M	DI
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT		6. OFFICIAL POSITION TITLE	
FI Div D Intel Support Br		Biographic Officer	
7. GRADE	8. DATE REPORT DUE IN OP	9. PERIOD COVERED BY THIS REPORT (Inclusive dates)	
GS-11	19 Mar 58	23 September 57 - 19 March 1958	
10. TYPE OF REPORT (Check one)	REASSIGNMENT SUPERVISOR (Specify)		
<input checked="" type="checkbox"/> INITIAL	<input type="checkbox"/> REASSIGNMENT SUPERVISOR		
<input type="checkbox"/> ANNUAL	<input type="checkbox"/> REASSIGNMENT SUPERVISOR		

SECTION F. CERTIFICATION

1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGEMENT OF THE INDIVIDUAL BEING RATED		
A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR	C. SUPERVISOR'S OFFICIAL TITLE
14 Feb. 1958	Albert P. Kengel <i>Albert P. Kengel</i>	Chief, Spec. Ac. Br., FI/D
2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.		
A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL	C. OFFICIAL TITLE OF REVIEWING OFFICIAL
14 Feb. 1958	Frank B. Rowlett <i>Frank B. Rowlett</i>	Chief, FI/D

SECTION G. ESTIMATE OF POTENTIAL

1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES

DIRECTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.

RATING NUMBER	1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES
	4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES
	5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING
	6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL
	7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES

2. SUPERVISORY POTENTIAL

DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? Yes No. If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.

DESCRIPTIVE RATING NUMBER	0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION	
	1 - BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION	
	2 - BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION	
	3 - BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION	
ACTUAL	POTENTIAL	DESCRIPTIVE SITUATION
	3	A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) WHERE CONTACT WITH IMMEDIATE SUBORDINATES IS FREQUENT (First line supervisor)
	0	A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors)
	0	A GROUP WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level)
	0	WITH CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT
	3	WITH IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION
	3	WITH IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX
		Other (Specify)

FORM NO. 45 (Part II) 1 NOV 55

REPLACES PREVIOUS EDITIONS OF FORMS 45 AND 45A WHICH ARE OBSOLETE.

SECRET

Potential

(4)

SECRET

(When Filled In)

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION **PERSONNEL**

4. COMMENTS CONCERNING POTENTIAL

Mr. Wigren has a flair for research which should enable him to assume more responsibilities in work of a research nature.

MAR 2 12 PM '58
MAIL ROOM

SECTION M. FUTURE PLANS

6. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL

It is planned to give Mr. Wigren an opportunity to assume more research responsibilities.

7. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS

SECTION I. DESCRIPTION OF INDIVIDUAL

DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.

- X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL
- CATEGORY NUMBER
- 1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE
 - 2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE
 - 3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE
 - 4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE
 - 5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE

CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
4	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	4	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	4	21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES
4	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	4	12. SHOWS ORIGINALITY	4	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
4	3. HAS INITIATIVE	5	13. ACCEPTS RESPONSIBILITIES	4	23. IS THOUGHTFUL OF OTHERS
4	4. IS ANALYTIC IN HIS THINKING	4	14. ADMITS HIS ERRORS	4	24. WORKS WELL UNDER PRESSURE
5	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	5	15. RESPONDS WELL TO SUPERVISION	4	25. DISPLAYS JUDGEMENT
4	6. KNOWS WHEN TO SEEK ASSISTANCE	4	16. DOES HIS JOB WITHOUT STRONG SUPPORT	4	26. IS SECURITY CONSCIOUS
4	7. CAN GET ALONG WITH PEOPLE	4	17. COMES UP WITH SOLUTIONS TO PROBLEMS	4	27. IS VERSATILE
4	8. HAS MEMORY FOR FACTS	4	18. IS OBSERVANT	5	28. HIS CRITICISM IS CONSTRUCTIVE
4	9. GETS THINGS DONE	4	19. THINKS CLEARLY	4	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
4	10. CAN COPE WITH EMERGENCIES	4	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	4	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET

(When Filled In)

FITNESS REPORT (Part I) PERFORMANCE

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report. FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials.

SECTION A. GENERAL
1. NAME (Last) (First) (Middle) Wiggan, Lee H.
2. DATE OF BIRTH 1 December 1913
3. SEX M
4. SERVICE DESIGNATION DI
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT DDP/WE/Scandinavian Branch
6. OFFICIAL POSITION TITLE Area Ops Officer
7. GRADE GS-11
8. DATE REPORT DUE IN OP 15 March 1957
9. PERIOD COVERED BY THIS REPORT (Inclusive Dates) 15 March 1957 - 23 September 1957
10. TYPE OF REPORT (Check one) INITIAL [] ANNUAL [X] REASSIGNMENT SUPERVISOR [] REASSIGNMENT EMPLOYEE [] SPECIAL (Specify) []

SECTION B. CERTIFICATION
1. FOR THE RATER: THIS REPORT [] HAS [X] HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT: He is no longer in WE-1
A. CHECK (X) APPROPRIATE STATEMENT(S):
X THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.
X I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.
B. THIS DATE 25 October 1957
C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR Robert C. York
D. SUPERVISOR'S OFFICIAL TITLE AC/WE-1/SWEGEN

EX DATE 11/4/57
Posted Per. Control.
Reviewed by: E.D. G... NOV 21 1957

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.
A. THIS DATE 25 October 1957
B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL Edward James Swegen Ryan
C. OFFICIAL TITLE OF REVIEWING OFFICIAL C/WE-1

SECTION C. JOB PERFORMANCE EVALUATION
1. RATING ON GENERAL PERFORMANCE OF DUTIES
DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.
1 - DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
2 - BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.
3 - PERFORMS MOST OF HIS DUTIES ACCEPTABLY. OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
4 - PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.
5 - A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
6 - PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.
3
INSERT RATING NUMBER
COMMENTS:

SECRET

(When Filled In)

2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES

DIRECTIONS:

a. State in the spaces below up to six of the more important SPECIFIC duties performed during the rating period. Place the most important first. Do not include minor or unimportant duties.

b. Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.

c. For supervisors, ability to supervise will always be rated as a specific duty (do not rate as supervisors those who supervise a secretary only).

d. Compare in your mind, when possible, the individual being rated with some duty at a similar level of responsibility.

e. Two individuals with the same job title may be performing different duties. If so, rate them on different duties.

f. Be specific. Examples of the kind of duties that might be rated are:

ORAL BRIEFING	HAS AND USES AREA KNOWLEDGE	MAIL ROOM INTERROGATIONS
GIVING LECTURES	DEVELOPS NEW PROGRAMS	PREPARES SUMMARIES
CONDUCTING SEMINARS	ANALYZES INDUSTRIAL REPORTS	TRANSLATES GERMAN
WRITING TECHNICAL REPORTS	MANAGES FILES	DEBRIEFING SOURCES
CONDUCTING EXTERNAL LIAISON	OPERATES RADIO	KEEPS RANKS
TYPING	COORDINATES WITH OTHER OFFICES	DRIVES TRUCK
TAKING DICTATION	WRITES REGULATIONS	MAINTAINS AIR CONDITIONING
SUPERVISING	PREPARES CORRESPONDENCE	EVALUATES SIGNIFICANCE OF DATA

g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.

OFFICE OF PERSONNEL
OCT 30 3 55 PM '57

- | | |
|---|--|
| 1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY | 6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS |
| 2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY | 7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY |
| 3 - PERFORMS THIS DUTY ACCEPTABLY | |
| 4 - PERFORMS THIS DUTY IN A COMPETENT MANNER | |
| 5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB | |

SPECIFIC DUTY NO. 1	RATING NUMBER	SPECIFIC DUTY NO. 4	RATING NUMBER
Is a Headquarters case officer	3		
SPECIFIC DUTY NO. 2	RATING NUMBER	SPECIFIC DUTY NO. 5	RATING NUMBER
Prepares correspondence and reports	4		
SPECIFIC DUTY NO. 3	RATING NUMBER	SPECIFIC DUTY NO. 6	RATING NUMBER
Coordinates with other offices	3		

3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job.

This officer is intelligent and possesses good judgement. He is neat and methodical in his work. Within the area of his explicit duties he is a willing worker and takes and executes orders faithfully. At this desk, the weaker aspect of his performance was in matters of initiative, drive and imagination. Though this impression may be heightened by Mr. Wigren's naturally quiet, unobtrusive manner, the final assessment must be that he is not inclined to go beyond carrying out assignments given to him.

SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION

- DIRECTIONS:** Take into account here everything you know about the individual...productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents...and how he fits in with your team. Compare him with others doing similar work of about the same level.
- | |
|--|
| 1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED |
| 2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW |
| 3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION |
| 4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION |
| 5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS |
| 6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION |
| 7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION |

IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? YES NO. IF YES, EXPLAIN FULLY:

In view of his relative strengths and weaknesses, Mr. Wigren would seem better fitted for work requiring studious and methodical application to one or a few activities or projects, rather than as an across-the-board operations case officer, either at Headquarters or in the field.

SECRET

(When Filled In)

FITNESS REPORT (Part II) POTENTIAL

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the (A) no later than 30 days after the due date indicated in item 8 of Section "E" below.

SECTION E. GENERAL			
1. NAME (Last) (First) (Middle)	2. DATE OF BIRTH	3. SEX	4. SERVICE DESIGNATION
Wigren, Lee H.	1 December 1923	M	DI
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT		6. OFFICIAL POSITION TITLE	
DDP/WE/Scandinavian Branch		Area Ops Office	
7. GRADE	8. DATE REPORT DUE IN OP	9. PERIOD COVERED BY THIS REPORT (Inclusive dates)	
GS-11	ASAP	19 March 1957 - 23 September 1957	
10. TYPE OF REPORT (Check one)	INITIAL	REASSIGNMENT-SUPERVISOR	SPECIAL (Specify)
	ANNUAL	REASSIGNMENT-EMPLOYEE	

SECTION F. CERTIFICATION		
1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGEMENT OF THE INDIVIDUAL BEING RATED		
A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR	C. SUPERVISOR'S OFFICIAL TITLE
25 Oct. 1957	<i>Robert C. Yore</i> Robert C. Yore	AC/WE-1/Sweden
2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCE OF OPINION IN ATTACHED MEMO.		
A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL	C. OFFICIAL TITLE OF REVIEWING OFFICIAL
25 Oct. 1957	<i>Edward Ryan</i> Edward Ryan	C/WE-1

SECTION G. ESTIMATE OF POTENTIAL	
1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES	
DIRECTIONS: Considering others of his kind and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.	
3 RATING NUMBER	1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES
	4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES
	5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING
	6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL
	7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES

2. SUPERVISORY POTENTIAL	
DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? <input type="checkbox"/> Yes <input type="checkbox"/> No If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.	
DESCRIPTIVE RATING NUMBER	0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION 1 - BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION 2 - BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION 3 - BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION

ACTUAL	POTENTIAL	DESCRIPTIVE SITUATION
	2	A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) WHERE CONTACT WITH IMMEDIATE SUBORDINATES IS FREQUENT (First line supervisor)
	0	A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors)
	1	A GROUP, WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICY (Executive level)
	2	WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT
	1	WHEN IMMEDIATE SUBORDINATES' ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION
	0	WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX
In absence of actual experience of individual in supervisory job, ratings are very arbitrary		

SECRET
(When Filled In)

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE NAMED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION
 5. OFFICE OF PERSONNEL

4. COMMENTS CONCERNING POTENTIAL
 At the time of Mr. Wigren's last fitness report, the supervisor and reviewing official discussed with him his particular weaknesses and strengths. ^{OCT 30 3 35 PM '57} It should be recorded that Mr. Wigren took this to heart and conscientiously strove to improve his performance to the time he left this office. The results were not such, however, as to seem to qualify Mr. Wigren

SECTION H. for overseas service. By FUTURE PLANS mutual agreement, therefore, he

1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL transferred to the FI Staff
 Section H. FUTURE PLANS
 No longer in WE-1

2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS

SECTION I. DESCRIPTION OF INDIVIDUAL

DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.

- X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL
- 1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE
 2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE
 3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE
 4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE
 5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE

CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
3	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	3	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	3	21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES
3	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	2	12. SHOWS ORIGINALITY	3	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
2	3. HAS INITIATIVE	3	13. ACCEPTS RESPONSIBILITIES	3	23. IS THOUGHTFUL OF OTHERS
3	4. IS ANALYTIC IN HIS THINKING	3	14. ADMITS HIS ERRORS	X	24. WORKS WELL UNDER PRESSURE
3	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	4	15. RESPONDS WELL TO SUPERVISION	4	25. DISPLAYS JUDGMENT
3	6. KNOWS WHEN TO SEEK ASSISTANCE	3	16. DOES HIS JOB WITHOUT STRONG SUPPORT	3	26. IS SECURITY CONSCIOUS
3	7. CAN GET ON WITH PEOPLE	3	17. COMES UP WITH SOLUTIONS TO PROBLEMS	2	27. IS VERSATILE
3	8. HAS MEMORY FOR FACTS	3	18. IS OBSERVANT	3	28. HIS CRITICISM IS CONSTRUCTIVE
2	9. GETS THINGS DONE	4	19. COMPLETES WORK CLEARLY	3	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
X	10. CAN COPE WITH EMERGENCIES	3	20. COMPLETES WORK WITHIN ALLOCABLE TIME LIMITS	3	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET

(When Filled In)

FITNESS REPORT (Part I) PERFORMANCE

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report. FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials.

SECTION A. GENERAL
1. NAME (Last) (First) (Middle) Wigren, Lee H.
2. DATE OF BIRTH 1 Dec. 1923
3. SEX m
4. SERVICE DESIGNATION DI
5. OFFICE/DIVISION/BRANCH OF ASSIGNMENT DDP WE Scandinavian
6. OFFICIAL POSITION TITLE Area Ops. Officer
7. GRADE 11
8. DATE REPORT DUE IN OP 19 March 1957
9. PERIOD COVERED BY THIS REPORT (Inclusive dates) 19 March 1956-19 March 1957
10. TYPE OF REPORT (Check one) X ANNUAL

SECTION B. CERTIFICATION
1. FOR THE RATER: THIS REPORT [X] HAS [] HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT:

A. CHECK (X) APPROPRIATE STATEMENTS:
1. THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.
2. THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS.
3. I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.
BY: R.C. York DATE: 25 March 1957

B. THIS DATE 25 March 1957
C. TYPED OR PRINTED NAME AND SIGNATURE OF SUPERVISOR R.C. York
D. SUPERVISOR'S OFFICIAL TITLE C/WE-1/Sweden

2. FOR THE REVIEWING OFFICIAL: RECORD ANY SUBSTANTIAL DIFFERENCE OF OPINION WITH THE SUPERVISOR, OR ANY OTHER INFORMATION, WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.

I have discussed this report, and his general situation, in considerable detail with Mr. Wigren. He felt he did not wish to challenge the critical comments of the rating officers (I had two officers work together in that capacity), but felt that a rating of 3 under specific duty No.2 did not do him justice. I think no right on this score and would raise that rating to a 4. I would say there has been an improvement in Mr. Wigren's performance within the last year, and I have raised with the Division Personnel Board the subject of a promotion for him to GS-12. The Board recommended deferment of his case for a few months.

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.
A. THIS DATE 25 March 1957
B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL Edward Ryan
C. OFFICIAL TITLE OF REVIEWING OFFICIAL Chief, WE-1

SECTION C. JOB PERFORMANCE EVALUATION

1. RATING ON GENERAL PERFORMANCE OF DUTIES
DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

- 1 - DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
2 - BARELY ADEQUATE IN PERFORMANCE; ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING, HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.
3 - PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEARNESS.
4 - PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.
5 - A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
6 - PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS EQUALLED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.

COMMENTS:

SECRET

(When Filled In)

2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES

DIRECTIONS:

- a. State in the spaces below up to six of the more important SPECIFIC duties performed during the reporting period. Place the most important first. Do not include minor or unimportant duties.
- b. Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.
- c. For supervisors, ability to supervise will always be rated as a specific duty (do not rate as supervisors those who supervise a secretary only).
- d. Compare in your mind, when possible, the individual being rated with others performing similar duty at a similar level of responsibility.
- e. Two individuals with the same job title may be performing different duties. If so, rate them on different duties.
- f. Be specific. Examples of the kind of duties that might be rated are:
 - ORAL BRIEFING
 - GIVING LECTURES
 - CONDUCTING SEMINARS
 - WRITING TECHNICAL REPORTS
 - CONDUCTING EXTERNAL LIAISON
 - TYPING
 - TAKING DICTATION
 - SUPERVISING
 - HAS AND USES AREA KNOWLEDGE
 - DEVELOPS NEW PROGRAMS
 - ANALYZES INDUSTRIAL REPORTS
 - MANAGES FILES
 - OPERATES RADIO
 - COORDINATE WITH OTHER OFFICES
 - WRITES REGULATIONS
 - PREPARES CORRESPONDENCE
 - CONDUCTS INVESTIGATIONS
 - PREPARES SUMMARIES
 - TRANSLATES GERMAN
 - DEBRIEFING SOURCES
 - KEEPS BOOKS
 - DRIVES TRUCK
 - MAINTAINS AIR CONDITIONING
 - EVALUATES SIGNIFICANCE OF DATA
- g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.

OFFICE OF OPERATIONS
APR 29 11 20 AM '52

MAIL ROOM

DESCRIPTIVE RATING NUMBER	1 - INCOMPETENT IN THE PERFORMANCE OF THIS DUTY	6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS
	2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY	7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY
	3 - PERFORMS THIS DUTY ACCEPTABLY	
	4 - PERFORMS THIS DUTY IN A COMPETENT MANNER	
	5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB	

SPECIFIC DUTY NO. 1	Writes Hqs and field Communications	RATING NUMBER	5	SPECIFIC DUTY NO. 4	Analyses operations and proposes action.	RATING NUMBER	5
SPECIFIC DUTY NO. 2	Coordinates with other area desks and staffs.	RATING NUMBER	3	SPECIFIC DUTY NO. 5	Briefs superiors on his activities	RATING NUMBER	4
SPECIFIC DUTY NO. 3	Prepares intelligence reports	RATING NUMBER	4	SPECIFIC DUTY NO. 6		RATING NUMBER	

3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE

DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job.

Most notable among this officer's strong qualities are his intelligence, inquisitiveness, emotional stability and good judgment. He comprehends and analyzes situations and problems readily and in the latter seems very able at finding logical solutions. He expresses himself well orally and in writing. He is neat in both personal and work habits. Such weaknesses as Mr. Wigren seems to have lie in the areas of social relationship and motivation. He is calm and introspective, not gregarious nor easy to know. Though he is always polite and even tempered he seems at the roots, perhaps, unduly sensitive to criticism. In his attitude towards and the performance of his job he seems to do what he likes well, but to let the less agreeable things slide.

SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION

DIRECTIONS: Take into account here everything you know about the individual... productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents... and how he fits in with your team. Compare him with others doing similar work of about the same level.

- 1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED
- 2 - OF DOUBTFUL SUITABILITY... WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW
- 3 - A BARELY ACCEPTABLE EMPLOYEE... BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION
- 4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION
- 5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS
- 6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION
- 7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION

IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? YES NO. IF YES, EXPLAIN FULLY:

SECRET

2. For the Reviewing Official (continued).

Mr. Wigren has also asked that it be made a matter of record that, for a period of three months in 1956, he was acting chief of the Swedish Desk and handled these responsibilities effectively. I have agreed to cite the extent of his responsibilities. Certainly the routine business of the desk was kept moving during this period. I have pointed out with respect to the manner of his performance of his duties that his fitness report is not an unfavorable one. The factors which have turned this annual fitness report into a personal crisis for him are the simultaneous deferment of his hoped-for promotion, and the deferment of an overseas assignment for him -- both of which actions naturally reflect on his past performance. I have pointed out that we have to require appreciably better than average performances from officers we send overseas, that I believe we have in the Branch at least one better qualified candidate for the overseas assignment in question, and that I am obliged to give the assignment to the person I feel is best qualified.

Perhaps understandably, Mr. Wigren continues to believe that this report is not a fair reflection of his performance. I have told him that I can go no further in attempting to explain my judgement and have asked that he discuss his situation with the Deputy Division Chief and/or the Division Chief. He agreed to do so.

SECRET

SECRET

(When Filled In)

FITNESS REPORT (Part II) - POTENTIAL

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the OI no later than 30 days after the due date indicated in item 8 of Section E below.

SECTION E.

GENERAL

1. NAME (Last) (First) (Middle) 2. DATE OF BIRTH 3. SEX 4. SERVICE DESIGNATION
5. OFFICE/DIVISION BRANCH OF ASSIGNMENT 6. OFFICIAL POSITION TITLE
7. GRADE 8. DATE REPORT DUE IN OP 9. PERIOD COVERED BY THIS REPORT (Inclusive dates)
10. TYPE OF REPORT (Check one) INITIAL REASSIGNMENT SUPERVISOR REASSIGNMENT EMPLOYEE SPECIAL (Specify)

SECTION F.

CERTIFICATION

1. FOR THE DATED: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGMENT OF THE INDIVIDUAL BEING RATED
2. FOR THE REVIEWING OFFICIAL: I HAVE REVIEWED THIS REPORT AND NOTED ANY DIFFERENCES OF OPINION IN ATTACHED MEMO.

SECTION G.

ESTIMATE OF POTENTIAL

1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES
DIRECTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.

1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
3 - MAKING PROGRESS, BUT NEEDS MORE TIME OR OPINION CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES
4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES
5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING
6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL
7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES

2. SUPERVISORY POTENTIAL

DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? Yes No
If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.

Table with columns: ACTUAL, POTENTIAL, DESCRIPTIVE SITUATION. Rows include: 1. HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION; 2. BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR; 3. BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR; 4. BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR.

SECRET

OFFICE OF PERSONNEL

1. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE RATEE EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION

4. COMMENTS CONCERNING POTENTIAL

He is, I believe, at a crucial stage in his career. Depending upon his outlook and ambition during the next 3 to 5 years he will have become either a mediocre senior case officer or an officer ready and able to assume executive responsibilities. He already has the inherent judgement and intelligence for more responsible jobs, but has not yet demonstrated a sufficient industry and resolve to make him as a promising professional.

APR 29 11 20 AM '57

SECTION II. FUTURE PLANS

1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL

Mr. Wigron has been undergoing a variety of specialized training, including Swedish language, preparatory to an assignment in Stockholm. Such an assignment has been deferred and future training plans must therefore be held in abeyance.

2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS

SECTION I. DESCRIPTION OF INDIVIDUAL

DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.

4 - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL

CATEGORY NUMBER

1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE

2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE

3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE

4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE

5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE

CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
3	1. ABLE TO SEE ARGUMENT'S POINT OF VIEW	3	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	3	21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES
4 3	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	2	12. SHOWS ORIGINALITY	2	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
1-2	3. HAS INITIATIVE	3	13. ACCEPTS RESPONSIBILITY FULLY	3	23. IS THOUGHTFUL OF OTHERS
4	4. IS ANALYTIC IN HIS THINKING	3	14. ADMITS HIS ERRORS	X	24. WORKS WELL UNDER PRESSURE
4 3	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	3	15. RESPONDS WELL TO SUPERVISION	4	25. DISPLAYS JUDGEMENT
3	6. KNOWS WHEN TO SEEK ASSISTANCE	3	16. DOES HIS JOB WITHOUT STRONG SUPPORT	4	26. IS SECURITY CONSCIOUS
3	7. CAN GET ALONG WITH PEOPLE	4 3	17. COMES UP WITH SOLUTIONS TO PROBLEMS	3	27. IS VERSATILE
3	8. HAS MEMORY FOR FACTS	3	18. IS OBSERVANT	3	28. HIS CRITICISM IS CONSTRUCTIVE
3	9. GETS THINGS DONE	4	19. THINKS CLEARLY	3	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
X	10. CAN Cope WITH EMERGENCIES	3	20. COMPLETES ASSIGNMENTS WITHIN ALLOCABLE TIME LIMITS	3	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET

SECRET

2. For the Reviewing official: Note:

I have indicated in ink in the forms wherein my judgement differs from that of the rating officer.

SECRET

SECRET

(When Filled In)

FITNESS REPORT (Part I) PERFORMANCE

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is designed to help you express your evaluation of your subordinate and to transmit this evaluation to your supervisor and senior officials. Organization policy requires that you inform the subordinate where he stands with you. Completion of the report can help you prepare for a discussion with him of his strengths and weaknesses. It is also organization policy that you show Part I of this report to the employee except under conditions specified in Regulation 22.370. It is recommended that you read the entire form before completing any portion. If this is the initial report on the employee, it must be completed and forwarded to the Office of Personnel no later than 30 days after the date indicated in item 8, of Section A below.

SECTION A.

GENERAL

1. NAME (Last)	(First)	(Middle)	2. DATE OF BIRTH	3. SEX	4. SERVICE DESIGNATION
Wigren	Lee	H.	1 Dec. 1923	M.	D1
5. OFFICE DIVISION BRANCH OR ASSIGNMENT			6. OFFICIAL POSITION TITLE		
DDP/WE Scandinavian			Area Ops Officer		
7. GRADE	8. DATE REPORT DUE IN OP	9. PERIOD COVERED BY THIS REPORT (Inclusive Dates)			
GS 11	19 March 1956	10 March 55 - 19 March 56			
10. TYPE OF REPORT (Check one)		INITIAL	REASSIGNMENT SUPERVISOR	SPECIAL (Specify)	
<input checked="" type="checkbox"/> ANNUAL		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

SECTION B.

CERTIFICATION

1. FOR THE RATER: THIS REPORT HAS HAS NOT BEEN SHOWN TO THE INDIVIDUAL RATED. IF NOT SHOWN, EXPLAIN WHY NOT:

A. CHECK (X) APPROPRIATE STATEMENT(S):

<input checked="" type="checkbox"/> THIS REPORT REFLECTS MY OWN OPINIONS OF THIS INDIVIDUAL.	<input type="checkbox"/> IF INDIVIDUAL IS RATED "C" OR "D," A WARNING LETTER HAS BEEN SENT TO HIM & A COPY ATTACHED TO THIS REPORT.
<input type="checkbox"/> THIS REPORT REFLECTS THE COMBINED OPINIONS OF MYSELF AND PREVIOUS SUPERVISORS.	<input type="checkbox"/> I CANNOT CERTIFY THAT THE RATED INDIVIDUAL KNOWS HOW TO EVALUATE HIS JOB PERFORMANCE BECAUSE (Specify):
<input checked="" type="checkbox"/> I HAVE DISCUSSED WITH THIS EMPLOYEE HIS STRENGTHS AND WEAKNESSES SO THAT HE KNOWS WHERE HE STANDS.	

11. THIS DATE: 2 May 1956

12. FOR THE REVIEWING OFFICIAL: INFORMATION WHICH WILL LEAD TO A BETTER UNDERSTANDING OF THIS REPORT.

I have discussed this report at length with Mr. Stenger, because of its critical character, and subscribe entirely to it. I think the discussion of the report with Mr. Wigren has been beneficial, and I believe an improvement will result, since Wigren seems to have good capabilities, if he cares to use them. If there is not an improvement within the next year, the question of a reassignment will have to be considered. Wigren tells me he feels he was not given any indication of this and that the report is therefore to some extent unfair. He is not particularly concerned with the report but he is interested in a reassignment.

I certify that any substantial difference of opinion with the supervisor is reflected in the above section.

D. SUPERVISOR'S OFFICIAL TITLE / SIGNATURE: Chief, Special Ops Unit

E. DATE: 4 May 56

F. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL: William H. Ryan

G. OFFICIAL TITLE OF REVIEWING OFFICIAL: Branch Chief

SECTION C. JOB PERFORMANCE EVALUATION

1. RATING ON GENERAL PERFORMANCE OF DUTIES

DIRECTIONS: Consider ONLY the productivity and effectiveness with which the individual being rated has performed his duties during the rating period. Compare him ONLY with others doing similar work at a similar level of responsibility. Factors other than productivity will be taken into account later in Section D.

3 INSERT RATING NUMBER	1. DOES NOT PERFORM DUTIES ADEQUATELY; HE IS INCOMPETENT.
	2. BARELY ADEQUATE IN PERFORMANCE, ALTHOUGH HE HAS HAD SPECIFIC GUIDANCE OR TRAINING. HE OFTEN FAILS TO CARRY OUT RESPONSIBILITIES.
	3. PERFORMS MOST OF HIS DUTIES ACCEPTABLY; OCCASIONALLY REVEALS SOME AREA OF WEAKNESS.
	4. PERFORMS DUTIES IN A COMPETENT, EFFECTIVE MANNER.
	5. A FINE PERFORMANCE; CARRIES OUT MANY OF HIS RESPONSIBILITIES EXCEPTIONALLY WELL.
	6. PERFORMS HIS DUTIES IN SUCH AN OUTSTANDING MANNER THAT HE IS CONSIDERED BY FEW OTHER PERSONS KNOWN TO THE SUPERVISOR.

COMMENTS:

BY: [Signature] DATE: [Date]

SECRET

(When Filled In)

2. RATINGS ON PERFORMANCE OF SPECIFIC DUTIES						
<p>DIRECTIONS:</p> <p>a. State in the spaces below up to six of the more important SPECIFIC duties performed during the rating period. Place the most important first. Do not include minor or unimportant duties.</p> <p>b. Rate performance on each specific duty considering ONLY effectiveness in performance of this specific duty.</p> <p>c. For supervisors, ability to supervise will always be rated as a specific duty (do not rate as supervisors those who supervise a secretary only).</p> <p>d. Compare in your mind, when possible, the individual being rated with others performing similar level of responsibility.</p> <p>e. Two individuals with the same job title may be performing different duties. If so, rate them on different duties.</p> <p>f. Be specific. Examples of the kind of duties that might be rated are:</p> <table style="width:100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;"> ORAL BRIEFING GIVING LECTURES CONTACTING SEMINARS WRITING TECHNICAL REPORTS CONDUCTING EXTERNAL LIAISON TYPING TAKING DICTATION SUPERVISING </td> <td style="width: 33%; vertical-align: top;"> HAS AND USES AREA KNOWLEDGE DEVELOPS NEW PROGRAMS ANALYZES INDUSTRIAL REPORTS MANAGES FILES OPERATES RADIO COORDINATES WITH OTHER OFFICES WRITES REGULATIONS PREPARES CORRESPONDENCE </td> <td style="width: 33%; vertical-align: top;"> CONDUCTS INTERVIEWS PREPARES SUMMARIES TRANSLATES GERMAN DEBRIEFING SOURCES KEEPS BOOKS DRIVES TRUCK MAINTAINS AIR CONDITIONING EVALUATES SIGNIFICANCE OF DATA </td> </tr> </table> <p>g. For some jobs, duties may be broken down even further if supervisor considers it advisable, e.g., combined key and phone operation, in the case of a radio operator.</p>				ORAL BRIEFING GIVING LECTURES CONTACTING SEMINARS WRITING TECHNICAL REPORTS CONDUCTING EXTERNAL LIAISON TYPING TAKING DICTATION SUPERVISING	HAS AND USES AREA KNOWLEDGE DEVELOPS NEW PROGRAMS ANALYZES INDUSTRIAL REPORTS MANAGES FILES OPERATES RADIO COORDINATES WITH OTHER OFFICES WRITES REGULATIONS PREPARES CORRESPONDENCE	CONDUCTS INTERVIEWS PREPARES SUMMARIES TRANSLATES GERMAN DEBRIEFING SOURCES KEEPS BOOKS DRIVES TRUCK MAINTAINS AIR CONDITIONING EVALUATES SIGNIFICANCE OF DATA
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<table style="width:100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;"> 1 - INCOMPLETE IN THE PERFORMANCE OF THIS DUTY 2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY 3 - PERFORMS THIS DUTY ACCEPTABLY 4 - PERFORMS THIS DUTY IN A COMPETENT MANNER 5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB. </td> <td style="width: 33%; vertical-align: top;"> 6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS 7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY </td> </tr> </table>				1 - INCOMPLETE IN THE PERFORMANCE OF THIS DUTY 2 - BARELY ADEQUATE IN THE PERFORMANCE OF THIS DUTY 3 - PERFORMS THIS DUTY ACCEPTABLY 4 - PERFORMS THIS DUTY IN A COMPETENT MANNER 5 - PERFORMS THIS DUTY IN SUCH A FINE MANNER THAT HE IS A DISTINCT ASSET ON HIS JOB.	6 - PERFORMS THIS DUTY IN AN OUTSTANDING MANNER FOUND IN VERY FEW INDIVIDUALS HOLDING SIMILAR JOBS 7 - EXCELS ANYONE I KNOW IN THE PERFORMANCE OF THIS DUTY	
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SPECIFIC DUTY NO. 1 Processing and dissemination of field information reports	RATING NUMBER 4	SPECIFIC DUTY NO. 4 Preparation of correspondence to the field	RATING NUMBER 3			
SPECIFIC DUTY NO. 2 Handling of project outlines and renewals and other administrative details	RATING NUMBER 4	SPECIFIC DUTY NO. 5	RATING NUMBER			
SPECIFIC DUTY NO. 3 Providing operational support to the station	RATING NUMBER 3	SPECIFIC DUTY NO. 6	RATING NUMBER			
<p>3. NARRATIVE DESCRIPTION OF MANNER OF JOB PERFORMANCE</p> <p>DIRECTIONS: Stress strengths and weaknesses, particularly those which affect development on present job.</p> <p>A large portion of Mr. Wigren's time is taken up with the processing of field information reports and the handling of administrative aspects of various FI projects, both of which he performs efficiently, although he ^{occasionally} requires supervision to ensure the prompt completion of project details. In the area of operational support for the field, which includes providing the station with requirements, with name traces, operational appraisal and operational guidance, Mr. Wigren, performs acceptably but occasionally shows a lack of initiative and originality of ideas such as would be required to raise the rating in this category. As regards preparation of correspondence for the field, Mr. Wigren here again performs acceptably, but occasionally shows of a lack of observance and attention to detail.</p>						
<p>SECTION D. SUITABILITY FOR CURRENT JOB IN ORGANIZATION</p> <p>DIRECTIONS: Take into account here everything you know about the individual...productivity, conduct in the job, pertinent personal characteristics or habits, special defects or talents...and how he fits in with your team. Compare him with others doing similar work of about the same level.</p> <table style="width:100%; border: none;"> <tr> <td style="width: 10%; vertical-align: top;"> 4 RATING NUMBER </td> <td style="width: 90%;"> 1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED 2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW 3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION 4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION 5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS 6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION 7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION </td> </tr> </table> <p>IS THIS INDIVIDUAL BETTER SUITED FOR WORK IN SOME OTHER POSITION IN THE ORGANIZATION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. IF YES, EXPLAIN FULLY:</p> <p>Although this question has been answered in the negative, it is believed that Mr. Wigren's performance would be rated higher in a position involving more research-type work.</p>				4 RATING NUMBER	1 - DEFINITELY UNSUITABLE - HE SHOULD BE SEPARATED 2 - OF DOUBTFUL SUITABILITY...WOULD NOT HAVE ACCEPTED HIM IF I HAD KNOWN WHAT I KNOW NOW 3 - A BARELY ACCEPTABLE EMPLOYEE...BELOW AVERAGE BUT WITH NO WEAKNESSES SUFFICIENTLY OUTSTANDING TO WARRANT HIS SEPARATION 4 - OF THE SAME SUITABILITY AS MOST PEOPLE I KNOW IN THE ORGANIZATION 5 - A FINE EMPLOYEE - HAS SOME OUTSTANDING STRENGTHS 6 - AN UNUSUALLY STRONG PERSON IN TERMS OF THE REQUIREMENTS OF THE ORGANIZATION 7 - EXCELLED BY ONLY A FEW IN SUITABILITY FOR WORK IN THE ORGANIZATION	
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SECRET

SECRET

(When Filled In)

FITNESS REPORT (Part II) POTENTIAL

INSTRUCTIONS

FOR THE ADMINISTRATIVE OFFICER: Consult current instructions for completing this report.

FOR THE SUPERVISOR: This report is a privileged communication to your supervisor, and to appropriate career management and personnel officials concerning the potential of the employee being rated. It is NOT to be shown to the rated employee. It is recommended that you read the entire report before completing any question. This report is to be completed only after the employee has been under your supervision FOR AT LEAST 90 DAYS. If less than 90 days, hold and complete after the 90 days has elapsed. If this is the INITIAL REPORT on the employee, however, it MUST be completed and forwarded to the SA no later than 30 days after the due date indicated in item 8 of Section "E" below.

SECTION E.

GENERAL

1. NAME (Last) (First) (Middle)		2. DATE OF BIRTH	3. SEX	4. SERVICE DESIGNATION
Wigren Leo H.		1 Dec. 1923	M.	ST
5. OFFICE DIVISION BRANCH OF ASSIGNMENT		6. OFFICIAL POSITION TITLE		
DDP/WE Scandinavian		Area Ops Officer		
7. GRADE	8. DATE REPORT DUL IN OF	9. PERIOD COVERED BY THIS REPORT (Inclusive dates)		
GS 11	19 March 1956	19 March 55 - 19 March 56		
10. TYPE OF REPORT (Check one)	INITIAL	REASSIGNMENT-SUPERVISOR	SPECIAL (Specify)	
	<input checked="" type="checkbox"/> ANNUAL	REASSIGNMENT-EMPLOYEE		

SECTION F.

CERTIFICATION

1. FOR THE RATER: I CERTIFY THAT THIS REPORT REPRESENTS MY BEST JUDGMENT OF THE INDIVIDUAL BEING RATED

A. THIS DATE	B. SIGNATURE OF SUPERVISOR	C. SUPERVISOR'S OFFICIAL TITLE
2 May 1956	<i>[Signature]</i>	Chief Swedish Desk WG-1

2. FOR THE REVIEWING OFFICIAL

A. THIS DATE	B. TYPED OR PRINTED NAME AND SIGNATURE OF REVIEWING OFFICIAL	C. OFFICIAL TITLE OF REVIEWING OFFICIAL
4 May 56	<i>Edward Nelson</i>	Branch Chief

SECTION G.

ESTIMATE OF POTENTIAL

1. POTENTIAL TO ASSUME GREATER RESPONSIBILITIES

DIRECTIONS: Considering others of his grade and type of assignment, rate the employee's potential to assume greater responsibilities. Think in terms of the kind of responsibility encountered at the various levels in his kind of work.

RATING NUMBER	1 - ALREADY ABOVE THE LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	2 - HAS REACHED THE HIGHEST LEVEL AT WHICH SATISFACTORY PERFORMANCE CAN BE EXPECTED
	3 - MAKING PROGRESS, BUT NEEDS MORE TIME BEFORE HE CAN BE TRAINED TO ASSUME GREATER RESPONSIBILITIES
	4 - READY FOR TRAINING IN ASSUMING GREATER RESPONSIBILITIES
	5 - WILL PROBABLY ADJUST QUICKLY TO MORE RESPONSIBLE DUTIES WITHOUT FURTHER TRAINING
	6 - ALREADY ASSUMING MORE RESPONSIBILITIES THAN EXPECTED AT HIS PRESENT LEVEL
	7 - AN EXCEPTIONAL PERSON WHO IS ONE OF THE FEW WHO SHOULD BE CONSIDERED FOR EARLY ASSUMPTION OF HIGHER LEVEL RESPONSIBILITIES

3

2. SUPERVISORY POTENTIAL

DIRECTIONS: Answer this question: Has this person the ability to be a supervisor? Yes No If your answer is YES, indicate below your opinion or guess of the level of supervisory ability this person will reach AFTER SUITABLE TRAINING. Indicate your opinion by placing the number of the descriptive rating below which comes closest to expressing your opinion in the appropriate column. If your rating is based on observing him supervise, note your rating in the "actual" column. If based on opinion of his potential, note the rating in the "potential" column.

DESCRIPTIVE RATING NUMBER	0 - HAVE NO OPINION ON HIS SUPERVISORY POTENTIAL IN THIS SITUATION
1	BELIEVE INDIVIDUAL WOULD BE A WEAK SUPERVISOR IN THIS KIND OF SITUATION
2	BELIEVE INDIVIDUAL WOULD BE AN AVERAGE SUPERVISOR IN THIS KIND OF SITUATION
3	BELIEVE INDIVIDUAL WOULD BE A STRONG SUPERVISOR IN THIS SITUATION

ACTUAL	POTENTIAL	DESCRIPTIVE SITUATION
	2	A GROUP DOING THE BASIC JOB (truck drivers, stenographers, technicians or professional specialists of various kinds) WHERE CONTACT WITH IMMEDIATE SUBORDINATES IS FREQUENT (First line supervisor)
	1	A GROUP OF SUPERVISORS WHO DIRECT THE BASIC JOB (Second line supervisors)
	1	A GROUP WHO MAY OR MAY NOT BE SUPERVISORS, WHICH IS RESPONSIBLE FOR MAJOR PLANS, ORGANIZATION AND POLICE (Executive level)
	1	WHEN CONTACT WITH IMMEDIATE SUBORDINATES IS NOT FREQUENT
	1	WHEN IMMEDIATE SUBORDINATE'S ACTIVITIES ARE DIVERSE AND NEED CAREFUL COORDINATION
	2	WHEN IMMEDIATE SUBORDINATES INCLUDE MEMBERS OF THE OPPOSITE SEX
		OTHER (Specify)

FORM NO. 45 (Part II) 1 NOV 55

REPLACES PREVIOUS EDITIONS OF FORMS 45 AND 45A WHICH ARE OBSOLETE.

SECRET

Potential

66

SECRET
(When Filled In)

3. INDICATE THE APPROXIMATE NUMBER OF MONTHS THE NAMED EMPLOYEE HAS BEEN UNDER YOUR SUPERVISION 12

4. COMMENTS CONCERNING POTENTIAL OFFICE OF PERSONNEL
 In the opinion of the rater, Mr. Wigren does not display quite the degree of initiative, originality of ideas, and attention to details required for assuming greater responsibility, although he is believed to be of better than average intelligence. PH-56

MAIL ROOM

SECTION II. FUTURE PLANS

1. TRAINING OR OTHER DEVELOPMENTAL EXPERIENCE PLANNED FOR THE INDIVIDUAL
 Within the next twelve months Subject may be considered for an overseas assignment. It is believed that such an assignment may be beneficial in giving Mr. Wigren broader experience which may serve to increase his potential to the Agency.

2. NOTE OTHER FACTORS, INCLUDING PERSONAL CIRCUMSTANCES, TO BE TAKEN INTO ACCOUNT IN INDIVIDUAL'S FUTURE ASSIGNMENTS
 Subject is desirous of having overseas duty. Should he be assigned to an overseas post, it is believed that this duty may provide him with the necessary stimulus to bring out latent potential in addition to broadening his experience. Should an overseas tour not result in an increase in potential, particularly as regards initiative and ability to think originally, it is recommended consideration be given to employing Subject in a research-type job.

SECTION I. DESCRIPTION OF INDIVIDUAL

DIRECTIONS: This section is provided as an aid to describing the individual as you see him on the job. Interpret the words literally. On the page below are a series of statements that apply in some degree to most people. To the left of each statement is a box under the heading "category." Read each statement and insert in the box the category number which best tells how much the statement applies to the person covered by this report.

- X - HAVE NOT OBSERVED THIS; HENCE CAN GIVE NO OPINION AS TO HOW THE DESCRIPTION APPLIES TO THE INDIVIDUAL
- 1 - APPLIES TO THE INDIVIDUAL TO THE LEAST POSSIBLE DEGREE
 2 - APPLIES TO INDIVIDUAL TO A LIMITED DEGREE
 3 - APPLIES TO INDIVIDUAL TO AN AVERAGE DEGREE
 4 - APPLIES TO INDIVIDUAL TO AN ABOVE AVERAGE DEGREE
 5 - APPLIES TO INDIVIDUAL TO AN OUTSTANDING DEGREE

CATEGORY	STATEMENT	CATEGORY	STATEMENT	CATEGORY	STATEMENT
4	1. ABLE TO SEE ANOTHER'S POINT OF VIEW	3	11. HAS HIGH STANDARDS OF ACCOMPLISHMENT	3	21. IS EFFECTIVE IN DISCUSSIONS WITH ASSOCIATES
3	2. CAN MAKE DECISIONS ON HIS OWN WHEN NEED ARISES	3	12. SHOWS ORIGINALITY	3	22. IMPLEMENTS DECISIONS REGARDLESS OF OWN FEELINGS
3	3. HAS INITIATIVE	3	13. ACCEPTS RESPONSIBILITIES	4	23. IS THOUGHTFUL OF OTHERS
3	4. IS ANALYTIC IN HIS THINKING	3	14. ADMITS HIS ERRORS	4	24. WORKS WELL UNDER PRESSURE
2	5. STRIVES CONSTANTLY FOR NEW KNOWLEDGE AND IDEAS	3	15. RESPONDS WELL TO SUPERVISION	3	25. DISPLAYS JUDGEMENT
3	6. KNOWS WHEN TO SEEK ASSISTANCE	3	16. DOES HIS JOB WITHOUT STRONG SUPPORT	4	26. IS SECURITY CONSCIOUS
4	7. CAN GET ALONG WITH PEOPLE	2	17. COMES UP WITH SOLUTIONS TO PROBLEMS	3	27. IS VERSATILE
4	8. HAS MEMORY FOR FACTS	2	18. IS OBERVANT	4	28. HIS CRITICISM IS CONSTRUCTIVE
3	9. GETS THINGS DONE	3	19. THINKS CLEARLY	4	29. FACILITATES SMOOTH OPERATION OF HIS OFFICE
3	10. CAN COPE WITH EMERGENCIES	3	20. COMPLETES ASSIGNMENTS WITHIN ALLOWABLE TIME LIMITS	2	30. DOES NOT REQUIRE STRONG AND CONTINUOUS SUPERVISION

SECRET
SECURITY INFORMATION

PERSONNEL EVALUATION REPORT				BY	DATE
				<i>[Signature]</i>	12-13
<i>Items 1 through 6 will be completed by Administrative or Personnel Officer</i>					
1. NAME (Last)	(First)	(Middle)	7. GRADE	8. POSITION (FIELD)	
WIGREN, Lee H.			GS-9	IO (FI) CD-FI	
9. OFFICE	STAFF OR DIVISION	BRANCH		(XXX) DEPT'L.	IF FIELD, SPECIFY STATION
DDP/FI	Staff C	Soviet Intel. Pr		<input type="checkbox"/> FIELD	
5. PERIOD COVERED BY REPORT			6. TYPE OF REPORT		
From 19 Mar. 53 To 18 Mar. 54			<input type="checkbox"/> Initial <input checked="" type="checkbox"/> Annual <input type="checkbox"/> Reassignment <input type="checkbox"/> Reassignment of Supervisor <input type="checkbox"/> Special		
<i>Items 7 through 10 will be completed by the person evaluated</i>					
7. LIST YOUR MAJOR DUTIES IN APPROXIMATE ORDER OF IMPORTANCE, WITH A BRIEF DESCRIPTION OF EACH. OMIT MINOR DUTIES.					
<ol style="list-style-type: none"> 1. Conduct continuing examination of structure and operational methods of Soviet Satellite intelligence services. Maintain files and records pertinent to this examination. 2. Assist personnel of country desks in matters involving Satellite services. Advise and aid US personnel of Satellite country desks. 3. Conduct research on problem of relationships between Soviet intelligence services and those of the Soviet satellites. Publish studies pertinent to this subject. 4. Prepare analyses of special counterespionage problems for use in the field, headquarters and training. 5. Prepare counterespionage studies dealing with specific areas (eg: Scandinavia) and based on systematic analyses of espionage cases in those areas. 6. Perform special tasks as assigned. 					
8. IN WHAT LINE OF WORK ARE YOU PRIMARILY INTERESTED?					
CR, Research and Analysis.					
9. IF DIFFERENT FROM YOUR PRESENT JOB, EXPLAIN YOUR QUALIFICATIONS (APTITUDE, KNOWLEDGE, SKILLS).					
10.					
1 October 1954			<i>[Signature]</i>		
DATE			SIGNATURE		
<i>Items 11 through 14 will be completed by Supervisor</i>					
11. BRIEFLY DESCRIBE THIS PERSON'S PERFORMANCE ON THE MAJOR DUTIES LISTED UNDER ITEM 7 ABOVE.					
He has been for several years a one man orchestra, viz. list of duties above.					

SECRET -- OF PERSONNEL
SECURITY INFORMATION

OCT 8 8 53 AM '54

12. IN WHAT RESPECT IS THIS PERSON'S PERFORMANCE ON PRESENT JOB MOST NOTICED AS GOOD OR OUTSTANDING?
doing about ^{ALL} ~~all~~ one man can do
on a difficult job

13. ON WHAT ASPECT OF PERFORMANCE SHOULD THIS PERSON CONCENTRATE EFFORT FOR SELF IMPROVEMENT?
is growing with job

14. COMMENT ON THIS PERSON'S ABILITY TO HANDLE GREATER RESPONSIBILITIES NOW OR IN THE FUTURE.
very good potential in research
in satellite field

15. ARE THERE OTHER DUTIES WHICH BETTER SUIT THIS PERSON'S QUALIFICATIONS? (Recommend appropriate reassignment, if possible.)
I do not think so

16. WHAT TRAINING OR ROTATION DO YOU RECOMMEND FOR THIS PERSON?
training completed -
rotation as desired in
line with background

17. IF PERFORMANCE DURING REPORT PERIOD HAS BEEN UNSATISFACTORY, THERE IS ATTACHED COPY OF MEMORANDUM NOTIFYING THIS PERSON OF UNSATISFACTORY PERFORMANCE.
N/A

18. THIS PERSONNEL EVALUATION REPORT HAS BEEN DISCUSSED WITH THE PERSON EVALUATED. ADDITIONAL COMMENTS INCLUDING COMMENT ON ITEMS 7, 8 AND 9, ARE SHOWN BELOW UNDER ITEM 20.

4 Oct 154 _____
DATE SIGNATURE OF SUPERVISOR
W. J. Holbrook

19. I HAVE REVIEWED THE ABOVE REPORT. (Comments, if any, are shown in Item 20.)
5 Oct 54 _____
DATE SIGNATURE OF REVIEWING OFFICIAL
R. J. Jones

20. COMMENTS: (If necessary, may be continued on reverse side of cover sheet.)

SECRET
SECURITY INFORMATION

PERSONNEL EVALUATION REPORT																
<i>Items 1 through 6 will be completed by Administrative or Personnel Officer</i>																
1. NAME	FIRST	MIDDLE	LAST	2. GRADE												
	W. H. H. H.		L. H.	GS-7												
3. POSITION TITLE																
Intell. Off.																
4. OFFICE	STAFF OR DIVISION		BRANCH	DEPT'L. <input type="checkbox"/>												
D. P.	II		SECRET C-CE	FIELD <input type="checkbox"/>												
5. PERIOD COVERED BY REPORT		6. TYPE OF REPORT														
From	To	<input type="checkbox"/> Initial <input checked="" type="checkbox"/> Annual <input type="checkbox"/> Special														
4-10-52	4-10-53	<input type="checkbox"/> Reassignment <input type="checkbox"/> Reassignment of Supervisor														
<i>Items 7 through 10 will be completed by the person evaluated</i>																
7. LIST YOUR MAJOR DUTIES IN APPROXIMATE ORDER OF IMPORTANCE, WITH A BRIEF DESCRIPTION OF EACH. OMIT MINOR DUTIES.																
<ol style="list-style-type: none"> 1. Under general supervision, examine the structure and operational methods of Soviet intelligence services, and prepare studies based on this examination. 2. Conduct research to determine current relationships between Soviet intelligence services and those of the Soviet satellite countries. 3. Prepare analyses of special counterespionage problems for use in the field, headquarters, and training. 4. Prepare counterespionage studies dealing with specific areas, and based on systematic analyses of espionage cases in those areas. 5. Assist in the review of Country Plans from the counterespionage viewpoint. 																
8. LIST COURSES OF INSTRUCTION COMPLETED DURING REPORT PERIOD.																
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%; text-align: left;">Name of Course</th> <th style="width: 20%; text-align: left;">Location</th> <th style="width: 20%; text-align: left;">Length of Course</th> <th style="width: 30%; text-align: left;">Date Completed</th> </tr> </thead> <tbody> <tr> <td colspan="4" style="padding: 5px;">The following courses were completed during the period April to July 1951, and have not been previously reported:</td> </tr> <tr> <td colspan="4" style="padding: 5px;">1. Basic Orientation Course; 2. Basic Intelligence Course; 3. Operations Course; and 4. Advanced Operations Course.</td> </tr> </tbody> </table>					Name of Course	Location	Length of Course	Date Completed	The following courses were completed during the period April to July 1951, and have not been previously reported:				1. Basic Orientation Course; 2. Basic Intelligence Course; 3. Operations Course; and 4. Advanced Operations Course.			
Name of Course	Location	Length of Course	Date Completed													
The following courses were completed during the period April to July 1951, and have not been previously reported:																
1. Basic Orientation Course; 2. Basic Intelligence Course; 3. Operations Course; and 4. Advanced Operations Course.																
9. IN WHAT TYPE OF WORK ARE YOU PRIMARILY INTERESTED? Research, analysis, and support -- all mainly in the field of counterespionage.																
IF DIFFERENT FROM YOUR PRESENT JOB, EXPLAIN YOUR QUALIFICATIONS (APTITUDE, KNOWLEDGE, SKILLS).																
10.																
21 April 1953																
DATE		SIGNATURE														
<i>Items 11 through 12 will be completed by Supervisor</i>																
11. BRIEFLY DESCRIBE THIS PERSON'S PERFORMANCE ON THE MAJOR DUTIES LISTED UNDER ITEM 7 ABOVE.																
<p style="margin-left: 40px;"><u>Highly satisfactory.</u> Has displayed conspicuous good judgment, accuracy, and cooperation.</p>																

SECRET
SECURITY INFORMATION

17. IN WHAT RESPECT IS THIS PERSON'S PERFORMANCE ON PRESENT JOB MOST NOTICEABLY GOOD OR OUTSTANDING?

Judgment.

18. ON WHAT ASPECT OF PERFORMANCE SHOULD THIS PERSON CONCENTRATE EFFORT FOR SELF IMPROVEMENT?

An outline of Soviet Intelligence, particularly operational analysis, for which he has shown a marked aptitude.

19. COMMENT ON THIS PERSON'S ABILITY TO HANDLE GREATER RESPONSIBILITIES NOW OR IN THE FUTURE.

Shows capacity for initiative and eventual leadership.

20. ARE THERE OTHER DUTIES WHICH BETTER SUIT THIS PERSON'S QUALIFICATIONS? (Recommend appropriate reassignment, if possible.)

No.

21. WHAT TRAINING OR ROTATION DO YOU RECOMMEND FOR THIS PERSON?

Training abroad. Eventual operational experience, preferably in Command/Division area, desirable.

22. IF PERFORMANCE DURING REPORT PERIOD HAS BEEN UNSATISFACTORY, THERE IS ATTACHED COPY OF MEMORANDUM NOTIFYING THIS PERSON OF UNSATISFACTORY PERFORMANCE.

23. THIS PERSONNEL EVALUATION REPORT HAS BEEN DISCUSSED WITH THE PERSON EVALUATED. ADDITIONAL COMMENTS, INCLUDING COMMENT ON ITEMS 7, 8 AND 9, ARE SHOWN BELOW UNDER ITEM 20.

DATE

21 Apr. 1953

SIGNATURE OF SUPERVISOR

George E. [Signature]

24. I HAVE REVIEWED THE ABOVE REPORT. (Comments, if any, are shown in item 20.)

DATE

21 Apr '53

SIGNATURE OF REVIEWING OFFICIAL

Newton [Signature]

25. COMMENTS: (If necessary, may be continued on reverse side of cover sheet.)

*Noted - 20 Apr 53
RCI [Signature]*

SECRET

CONFIDENTIAL
(When filled in)

TRAINING REPORT
MANAGEMENT FOR EQUALITY OF OPPORTUNITY (MFO)

Student: Lee H. Wigren

Dates: 12-14 Sept 1977

Employee No.: 006198

Office: DDO/CI

Service Designation: D

COURSE DESCRIPTION

The course is designed especially for people in managerial and supervisory positions. It is based upon the assumption that the Agency's ability to promote full utilization of all employees regardless of race, color, sex, religion, national origin, or age, depends upon the awareness and behavior of managerial/supervisory personnel. They have a critical role in making the decisions necessary to eliminate real or apparent discrimination and to promote productive work relations among employees who differ in race, sex, or culture. In fact managerial awareness and decisions have a great impact on the recommendations and efforts of EEO, EOP, Upward Mobility and other employees concerned with compliance and affirmative action.

OBJECTIVES

Through lectures, readings, films, group discussion, workshop exercises, and case studies, each supervisor, at the conclusion of the course, should be able to:

- 1) Identify some of the more prominent patterns of discrimination and describe their impact upon supervisory processes;
- 2) Have had the opportunity or been able to critically evaluate his or her own attitudes towards equality of opportunity;
- 3) Better contribute to the effective utilization of all employees by being aware of and sensitive to several creditable approaches to management behavior and actions;
- 4) Explain the historical background which gave rise to today's Equal Employment Opportunity Programs;
- 5) Articulate the Agency's progress in Equal Employment Opportunity Programs;
- 6) Describe what efforts the Agency is making to be fair to all employees, including describing such programs as the Upward Mobility Program, Federal Women's Program and the Hispanic Program;
- 7) Be responsive to the complaint process and know what he or she, as a supervisor, should do when faced with a complaint from an employee; and
- 8) Articulate the significance and importance of major legislation, executive orders and internal CIA policies which affect the management of Equality Opportunity Programs.

CONFIDENTIAL
(When filled in)

CONFIDENTIAL
(When filled in)

ACHIEVEMENT RECORD

This is a certificate of attendance only. No attempt was made to evaluate student achievement in this course.

FOR THE DIRECTOR OF TRAINING:

Samuel R. Lewis

26 SEP 1977

Course Coordinator

Date

CONFIDENTIAL
(When filled in)

CONFIDENTIAL

MEMORANDUM FOR: Lee H. Wigren

SUBJECT : Acknowledgment of Evaluation Board Functional Category

REFERENCE : Evaluation Board Precepts for Your Grade

1. Based upon an examination of your past assignments and duties, and after considering likely future assignments, you have been placed (subject to your signature below) in the functional category DAA for Evaluation Board purposes. Precise definitions of this category are contained in the Evaluation Board precepts for your grade. This placement is made in order that your performance, growth potential, and career planning may be judged against officers similarly placed professionally. YOU ARE URGED TO STUDY THE PRECEPTS AND CONSIDER YOUR OWN CASE CAREFULLY.

2. In general, you should consider the following:

- a. Categories are sharply defined. Competition is within categories, not between them. Thus, a weak B/OG performance is not strengthened by reclassifying it as B/OS.
- b. A change in category after sustained performance in a different category may cause a temporary loss of momentum in your career advancement until you have demonstrated proficiency in your new assignment.
- c. A category change should not be initiated for the period of a temporary, training or rotational assignment unless a permanent change of career track will follow.

3. If you believe that this is not the correct category for you because the substantive nature of your job more closely approximates another category or because you have made a permanent change of career track, please take the matter up through your command channel to secure the concurrence of your component of assignment or of your home base component, as appropriate, to a change of your category. Previously assigned and acknowledged categories will remain in effect until a fully executed acknowledgment of change is received by the Career Management Staff.

4. Please sign and date this notification in the space provided and return it to your Personnel Evaluation and Management Officer or to your Personnel Officer.

ACKNOWLEDGED:

Lee H. Wigren
Signature of Addressee

11/19/77
Date

CONFIDENTIAL

SECRET

9 FEB
1977

MEMORANDUM FOR: Lee H. Wigren
FROM : Leonard McCoy
Chief, CI/R&A
SUBJECT : Letter of Instructions

1. The following letter of instructions is provided to outline your functions as Special Assistant to the Chief, CI Staff Research and Analysis Group.

2. The objectives of CI/R&A are:

a. To provide current and relevant counterintelligence support to operations being conducted by CI Staff and the operating divisions in the interests of furthering intelligence collection and preventing the frustration of our operations by adversary intelligence services.

b. To conduct research and analyze information to facilitate the detection of the efforts of adversary intelligence services to penetrate the US and friendly foreign governments.

3. Your functions as Special Assistant to Chief, CI Staff Research and Analysis Group are as follows:

a. Select information and research and analysis products of CIA, other agencies, and liaison services for publication by the CI Staff as CI guidance and references.

b. Initiate and supervise the conduct of CI research and analysis by assigned personnel for publication by the CI Staff.

c. Establish and implement publication procedures, including editing, rewriting, organizing, sanitizing, classifying, setting up dissemination channels and

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controls, and monitoring printing processes for CI Staff publications.

d. Initiate and coordinate the distribution of CI Staff publications as appropriate within the Agency, to other US government agencies, and to liaison services.

e. Maintain a record of CI Staff publications, including recipients, dates of distribution, responses and comments, related correspondence, and other pertinent information.

f. Conduct liaison with other government agencies and foreign intelligence services to promote the collection and dissemination of CI information.

g. Collect and maintain a library of past and present classified CI publications available from all sources for ready reference and consultation.

Leonard McCoy
Leonard McCoy

I have read and understand this letter of instructions.

Lee H. Wigren

Lee H. Wigren

9 February 1977

Date

- Distribution:
- Orig - Addressee
 - 2 - CI/Personnel ✓
 - 1 - C/CI/R&A

SECRET

SECRET
(When Filled In)

REPORT OF SERVICE ABROAD

TO: Office of Personnel, Transactions and Records Branch, *Personnel Section*

FILE
PUNCHED
BY *[Signature]*

SERIAL NO.

LAST

FIRST

NAME

1-0
0006198

(Print)
WIGREN

LEE

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 59, REVISED.

PCS DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	O/P USE ONLY		COUNTRY	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR		CODE	30 39		
25-26	27-28	29-30	31-32	33-34	35-36	1 - PCS (Basic) 3 - CORRECTION 5 - CANCELLATION	37	38 39		40-42

TDY DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	O/P USE ONLY		AREA(S)	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR		CODE	30 39		
10	24	75	11	02	75	2 - TDY (Basic) 4 - CORRECTION 6 - CANCELLATION	2		EUROPE	801

OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

SOURCE DOCUMENT AND CERTIFICATION

<input checked="" type="checkbox"/> TRAVEL VOUCHER	DISPATCH
<input type="checkbox"/> CABLE	DUTY STATUS OR TIME AND ATTENDANCE REPORT
OTHER (Specify)	

DOCUMENT IDENTIFICATION NO.

CI-31-76

DOCUMENT DATE/PERIOD

OCT 24 - NOV 2 - 75

REMARKS

PREPARED BY

DCD

REPORT ANNOTATED ON CONTROL DOCUMENT

ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED

C & L DIVISION, CTRB.

DATE

SIGNATURE

C & T DIVISION

[Signature]

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER



NAVAL INVESTIGATIVE SERVICE
HOFFMAN BUILDING
2461 EISENHOWER AVENUE
ALEXANDRIA, VIRGINIA 22331

SECRET

IN REPLY REFER TO
NIS-22B/ukc
3870
Ser S-3460
19 November 1975

SECRET

Excluded from automatic
downgrading and
declassification
175-1446-1

From: Director, Naval Investigative Service
To: Director of Central Intelligence

Subj: Counterintelligence/Counterespionage Training (U)

75-6534

1. (S) During the period 20 October through 28 October 1975, twenty-seven Special Agents of this Service attended an intensive, comprehensive course of instruction regarding counterintelligence techniques as applied overseas, the instructors and facilities for which were graciously provided by your Agency. As in past matters of this nature, Mr. William M. Decker, Mr. Nageeb Trabulsi, and the other dedicated members of your staff, provided support and coordination truly unsurpassed in excellence. Both Mr. Decker and Mr. Trabulsi consistently devoted time and effort far beyond that which could normally be expected in order to ensure the highest quality of instruction and assistance.

2. (S) In addition to excellent administrative support, the caliber of instructors and content of the material discussed combined to make every presentation a significant and meaningful experience for the students concerned. Although it was evident that all instructors were highly motivated and fully conversant regarding their respective subjects, I wish to particularly cite those individuals who contributed generous amounts of their valuable time and extensive knowledge toward the improvement of the Naval Investigative Service counterintelligence posture overseas. Those gentlemen are:

- Mr. Lee Wigren
- Mr. Joseph Flaherty
- Mr. John Bogart
- Mr. Peter Ernest
- Mr. Charles Beling
- Mr. Edward Andrews

3. (U) I again wish to extend my most sincere appreciation for a job well done.

Barnett Martin
BARNETT MARTIN

Copy to:
Chief, CI Staff



Classified by 60444/MS/DC/
Declassify on: 17-3

SECRET

2177

QUALIFICATIONS UPDATE

READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING. TYPE OR PRINT. AVOID USING LIGHT COLORED INKS

Note that your qualifications are a matter of computer record, they must be periodically updated. This is done automatically for much information; however, some must be obtained directly from you. This form is for that purpose. Section I must be completed in all cases. You need provide other information only if there have been changes since you submitted your Form 444, "Qualifications Supplement to the Personal History Statement," or a previous update form. If you are in doubt whether information has been previously submitted, enter it in the appropriate section. The signed and dated form should be returned through administrative channels to the File Room, Office of Personnel, Room 5E-43 Headquarters, whether information is added or not. Additionally, a qualifications update may take place at any time there is information to be added or changed simply by completing and returning an update form on your initiative.

SECTION I BIOGRAPHIC AND POSITION DATA

EMP. SER. NO.	NAME (Last-First-Middle)	DATE OF BIRTH
006198	WIGREN, LEE H.	12/01/23 / 13 / D

SECTION II EDUCATION

HIGH SCHOOL			
LAST HIGH SCHOOL ATTENDED	ADDRESS (City, State, Country)	YEARS ATTENDED (From-To)	GRADUATE <input type="checkbox"/> YES <input type="checkbox"/> NO

COLLEGE OR UNIVERSITY STUDY

NAME AND LOCATION OF COLLEGE OR UNIVERSITY	SUBJECT		YEARS ATTENDED FROM-TO	DEGREE RECEIVED	YEAR RECEIVED	NO. SEM/OTR. HRS. (Specify)
	MAJOR	MINOR				
1.						
2.						

IF A GRADUATE DEGREE HAS BEEN NOTED ABOVE WHICH REQUIRED SUBMISSION OF A WRITTEN THESIS, INDICATE THE TITLE OF THE THESIS AND BRIEFLY DESCRIBE ITS CONTENT.

TRACE, COMMERCIAL AND SPECIALIZED SCHOOLS

NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION	FROM	TO	NO. OF MONTHS

OTHER NON-AGENCY EDUCATION OR TRAINING NOT INDICATED ABOVE

NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION	FROM	TO	NO. OF MONTHS
1.				
2.				

SECTION III MARITAL STATUS

1. PRESENT STATUS (Single, Married, Widowed, Separated, Divorced, Annulled, Remarried) SPECIFY:				
2. NAME OF SPOUSE (Last) (First) (Middle) (Maiden)				
3. DATE OF BIRTH	4. PLACE OF BIRTH (City, State, Country)			
5. OCCUPATION	6. PRESENT EMPLOYER			
7. CITIZENSHIP	8. NUMBER CITIZENSHIP(S) COUNTRY(IES)	9. DATE U.S. CITIZENSHIP ACQUIRED		

SECTION IV DEPENDENT CHILDREN AND DEPENDENTS OTHER THAN SPOUSE

	NAME	RELATIONSHIP	DATE AND PLACE OF BIRTH	CITIZENSHIP	PERMANENT ADDRESS
1.	<input type="checkbox"/> ADD <input type="checkbox"/> DELETE				
2.	<input type="checkbox"/> ADD <input type="checkbox"/> DELETE				

SECRET
(When Filled In)

SECTION V GEOGRAPHIC AREA KNOWLEDGE AND FOREIGN TRAVEL							
NAME OF REGION OR COUNTRY	TYPE OF SPECIALIZED KNOWLEDGE	DATES OF TRAVEL OR RESIDENCE	DATE & PLACE OF STUDY	KNOWLEDGE ACQUIRED BY EMPLOYEE (X)			
				REST STATE	TRAVEL	STUDY	WORK ASSIGNMENT
		Oct 15 11 03 1970					
SECTION VI TYPING AND STENOGRAPHIC SKILLS							
1. TYPING (CPM) 2. SHORTHAND (M) 3. INDICATE SHORTHAND SYSTEM USED (CHECK (X) APPROPRIATE ITEM)							
<input type="checkbox"/> GYRG <input type="checkbox"/> SPEEDWRITING <input type="checkbox"/> STENOTYPE <input type="checkbox"/> OTHER SPECIFY:							
SECTION VII SPECIAL QUALIFICATIONS							
PROVIDE INFORMATION ON HOBBIES, SPORTS, LICENSES, PUBLISHED MATERIALS OR DEVICES WHICH YOU MAY HAVE INVENTED.							
SECTION VIII MILITARY SERVICE							
CURRENT DRAFT STATUS							
1. HAS YOUR DEFECTIVE SERVICE CLASSIFICATION CHANGED?				2. NEW CLASSIFICATION			
<input type="checkbox"/> YES <input type="checkbox"/> NO							
3. LOCAL SELECTIVE SERVICE BOARD NUMBER AND ADDRESS				4. IF OFFERED, GIVE REASON			
MILITARY RESERVE, NATIONAL GUARD STATUS							
CHECK RESERVE OR GUARD ORGANIZATION TO WHICH YOU BELONG							
<input type="checkbox"/> ARMY <input type="checkbox"/> MARINE CORPS <input type="checkbox"/> COAST GUARD <input type="checkbox"/> NATIONAL GUARD <input type="checkbox"/> NAVY <input type="checkbox"/> AIR FORCE <input type="checkbox"/> AIR NATIONAL GUARD							
1. CURRENT RANK, GRADE OR RATE		2. DATE OF APPOINTMENT IN CURRENT RANK		3. EXPIRATION DATE OF CURRENT OBLIGATION			
4. CHECK CURRENT RESERVE CATEGORY							
<input type="checkbox"/> READY RESERVE <input type="checkbox"/> STANDBY (active) <input type="checkbox"/> STANDBY (inactive) <input type="checkbox"/> RETIRED <input type="checkbox"/> DISCHARGED							
5. MILITARY MOBILIZATION ASSIGNMENT				6. RESERVE UNIT TO WHICH ASSIGNED OR ATTACHED			
MILITARY SCHOOLS COMPLETED (Extended Active, Reserve Duty, or as Civilian)							
NAME AND ADDRESS OF SCHOOL		STUDY OR SPECIALIZATION		DATE COMPLETED		<input type="checkbox"/> SELF-FUNDING <input type="checkbox"/> AGENCY-SPONSORED	
SECTION IX PROFESSIONAL SOCIETIES AND OTHER ORGANIZATIONS							
NAME AND CHAPTER		ADDRESS (Number, Street, City, State, Country)				DATE OF MEMBERSHIP	
						FROM TO	
SECTION X REMARKS							
DATE		SIGNATURE OF EMPLOYEE					
15 October 70		[Signature]					

SECRET

CONFIDENTIAL SECRET (When Filled In)

REPORT OF SERVICE ABROAD

TO: Office of Personnel, Control Division, Statistical Reporting Branch

SERIAL NO.	NAME		
	LAST	FIRST	MIDDLE
306198	WICKEN	LCC	H.

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFS NO. 58, REVISED.

PCS DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	CODE	O/P USE ONLY	COUNTRY	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR					
25-26	27-28	29-30	31-32	33-34	35-36	1 - PCS (Basic) 3 - CORRECTION 5 - CANCELLATION	37	38 39		40-42

TDY DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	CODE	O/P USE ONLY	AREA(S)	CODE
MONTH	DAY	YEAR	MONTH	DAY	YEAR					
1	1	07	7	2	1	1	2	7	3	8

OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

OF E. O. 11652, AUTOMATICALLY DECLASSIFIED BY

AND IS NOW PUBLIC DOMAIN

31 DEC 77

(Insert date or event)

CLASSIFIED BY 14537

SOURCE DOCUMENT AND CERTIFICATION

<input checked="" type="checkbox"/> TRAVEL VOUCHER	<input type="checkbox"/> DISPATCH
<input type="checkbox"/> CABLE	<input type="checkbox"/> DUTY STATUS OR TIME AND ATTENDANCE REPORT
OTHER (Specify)	

DOCUMENT IDENTIFICATION NO. CI 54-73

DOCUMENT DATE/PERIOD

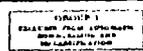
REMARKS

PREPARED BY	REPORT ANNOTATED ON CONTROL DOCUMENT	ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED
<input checked="" type="checkbox"/> C & L DIVISION, CYBB.	DATE 30 JAN 73	SIGNATURE Linda Potlons
<input type="checkbox"/> C & F DIVISION		

THIS IS THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER

CONFIDENTIAL

SECRET



MEMORANDUM FOR: Official Personnel File

SUBJECT : Wigren, Lee H.

1. Studies in Intelligence is the Agency's quarterly professional journal. It publishes a wide variety of unique material--historical, analytical, technical, etc. --on all aspects of intelligence both as a profession and as a function of national security and foreign policy. Employees whose writings are accepted for publication make a valuable contribution to the Agency's work which ought to be reflected in their official files.

2. Accordingly, the Board of Editors wishes to record the fact that Studies in Intelligence has published the following material submitted by Mr. Wigren:

Book Reviews: "Spy Ring" - Vol. V, No. 4 (Fall 1961)
"Soviet Spy Ring" - Vol. VI, No. 2 (Spring 1962)

Hugh J. Cunningham
HUGH T. CUNNINGHAM
Chairman, Board of Editors
Studies in Intelligence

Distribution:

8 - Subject's Official File
1 - CI/Pers

SECRET
(When Filled In)

REPORT OF SERVICE ABROAD																
TO: Office of Personnel, Control Division, Statistical Reporting Branch																
SERIAL NO.			NAME													
1-6 006198			LAST (Print) Wigren			FIRST 7-24 Lee			MIDDLE E.							
INSTRUCTIONS																
USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (Only Only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 58, REVISED.																
PCS DATES OF SERVICE																
ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA			O/P USE ONLY		COUNTRY					
MONTH	DAY	YEAR	MONTH	DAY	YEAR	1 - PCS (Basic) 3 - CORRECTION 5 - CANCELLATION	CODE					CODE				
25-26	27-28	29-30	31-32	33-34	35-36		37	38	39			40-42				
TDY DATES OF SERVICE																
ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA			O/P USE ONLY		AREA(S)					
MONTH	DAY	YEAR	MONTH	DAY	YEAR	2 - TDY (Basic) 4 - CORRECTION 6 - CANCELLATION	CODE					CODE				
25-26	27-28	29-30	31-32	33-34	35-36		37	38	39			40-42				
0	5	3	0	7	2	0	6	0	5	7	2		Ottawa Winnipeg	1	2	0
OFFICE OF PERSONNEL USE ONLY - PUNCH AREA																
SOURCE DOCUMENT AND CERTIFICATION																
<input checked="" type="checkbox"/> TRAVEL VOUCHER				<input type="checkbox"/> DISPATCH												
<input type="checkbox"/> CABLE				<input type="checkbox"/> DUTY STATUS OR TIME AND ATTENDANCE REPORT												
OTHER (Specify)																
DOCUMENT IDENTIFICATION NO. CI 121-72						DOCUMENT DATE/PERIOD 30 May -- 5 June 1972										
REMARKS																
PREPARED BY			REPORT ANNOTATED ON CONTROL DOCUMENT			ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED										
DCD			<input checked="" type="checkbox"/>			DATE										
<input checked="" type="checkbox"/> C & L DIVISION, STAT. CTRL.			DATE			SIGNATURE										
			22 August 1972													
THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER																

FORM 1451-2 PREVIOUS EDITIONS

SECRET

(4-10)

SECRET
(When Filled In)

REPORT OF SERVICE ABROAD																
TO: Office of Personnel, Transactions and Records Branch, Status Section																
SERIAL NO.			NAME													
1-8			LAST			FIRST			MIDDLE							
006198			(Print) Warren			7-24 Lee			JL.							
INSTRUCTIONS																
USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 58, REVISED.																
PCS DATES OF SERVICE																
ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA			D/P USE ONLY		COUNTRY					
MONTH	DAY	YEAR	MONTH	DAY	YEAR	1 - PCS (Basic) 3 - CORRECTION 5 - CANCELLATION			CODE	39	38	CODE				
25-26	27-28	29-30	31-32	33-34	35-36				37			40-42				
TDY DATES OF SERVICE																
ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA			D/P USE ONLY		AREA(S)					
MONTH	DAY	YEAR	MONTH	DAY	YEAR	2 - TDY (Basic) 4 - CORRECTION 6 - CANCELLATION			CODE	38	39	CODE				
25-26	27-28	29-30	31-32	33-34	35-36				37			40-42				
0	6	2	3	7	1	0	6	2	7	7	1	2	VII	8	1	1
OFFICE OF PERSONNEL USE ONLY - PUNCH AREA																
SOURCE DOCUMENT AND CERTIFICATION																
<input checked="" type="checkbox"/> TRAVEL VOUCHER						DISPATCH										
CABLE						DUTY STATUS OR TIME AND ATTENDANCE REPORT										
OTHER (Specify)																
DOCUMENT IDENTIFICATION NO.						DOCUMENT DATE/PERIOD										
REMARKS																
PREPARED BY			REPORT ANNOTATED ON CONTROL DOCUMENT			ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED										
DCS			DATE			SIGNATURE										
<input checked="" type="checkbox"/> C & L DIVISION, CTSP.			26 July 71			<i>Thomas R. Brown</i>										
<input type="checkbox"/> C & T DIVISION																
THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER																

SECRET
(When Filled In)

REPORT OF SERVICE ABROAD

**FILE
PUNCHED
BY**

TO: Office of Personnel, Transactions and Records Branch, Status Sec

SERIAL NO. NAME

006198 (Print) Wigren, Lee H.

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (Opp only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR. REFER TO OFI NO. 98, REVISED.

PCS DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	O/P USE ONLY	COUNTRY
MONTH	DAY	YEAR	MONTH	DAY	YEAR			
25-26	27-28	29-30	31-32	33-34	35-36	1 - PCS (Basic) 3 - CORRECTION 5 - CANCELLATION	37 38 39	40-42

TDY DATES OF SERVICE

ARRIVAL O/S			DEPARTURE O/S			TYPE OF DATA	O/P USE ONLY	AREA(S)
MONTH	DAY	YEAR	MONTH	DAY	YEAR			
07	08	70	07	13	70	2 - TDY (Basic) 4 - CORRECTION 6 - CANCELLATION	37 38 39	Ottawa Montreal WH 811

OFFICE OF PERSONNEL USE ONLY - PUNCH AREA

SOURCE DOCUMENT AND CERTIFICATION

<input checked="" type="checkbox"/> TRAVEL VOUCHER	DISPATCH
CABLE	DUTY STATUS OR TIME AND ATTENDANCE REPORT
OTHER (Specify)	

DOCUMENT IDENTIFICATION NO. DOCUMENT DATE/PERIOD
7/8/70 to 7/15/70

REMARKS

PREPARED BY	REPORT ANNOTATED ON CONTROL DOCUMENT	ABOVE DATA CERTIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED
DCO	DATE	SIGNATURE
<input checked="" type="checkbox"/> C & L DIVISION, CT88.	9/9/70	<i>[Signature]</i>
C & T DIVISION		

THIS REPORT WILL BE FILED IN THE OFFICE OF PERSONNEL IN THE INDIVIDUAL'S OFFICIAL PERSONNEL FOLDER

SECRET
(When Filled In)

GS 13 D

QUALIFICATIONS UPDATE

READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING. TYPE OR PRINT. AVOID USING LIGHT COLORED INKS

Now that your qualifications are a matter of computer record, they must be periodically updated. This is done automatically for much information; however, some must be obtained directly from you. This form is for that purpose. Section I must be completed in all cases. You need provide other information only if there have been changes since you submitted your Form 444, "Qualifications Supplement to the Personal History Statement," or a previous update form. If you are in doubt whether information has been previously submitted, enter it in the appropriate section. The signed and dated form should be returned through administrative channels to the File Room, Office of Personnel, Room 5E-13 Headquarters, whether information is added or not. Additionally, a qualifications update may take place at any time there is information to be added or changed simply by completing and returning an update form on your initiative.

SECTION I BIOGRAPHIC AND POSITION DATA

EMP. SER. NO. 096198	NAME (Last-First-Middle) WIGREN, Lee H.	DATE OF BIRTH 12/01/23
-------------------------	--	---------------------------

SECTION II EDUCATION

HIGH SCHOOL

LAST HIGH SCHOOL ATTENDED	ADDRESS (City, State, Country)	YEARS ATTENDED (From-To)	GRADUATE <input type="checkbox"/> YES <input type="checkbox"/> NO
---------------------------	--------------------------------	--------------------------	--

COLLEGE OR UNIVERSITY STUDY

NAME AND LOCATION OF COLLEGE OR UNIVERSITY	SUBJECT		YEARS ATTENDED FROM-TO	DEGREE RECEIVED	YEAR RECEIVED	NO. SEM/STR. HRS. (Specify)
	MAJOR	MINOR				
1.						
2.						

IF A GRADUATE DEGREE HAS BEEN NOTED ABOVE WHICH REQUIRED SUBMISSION OF A WRITTEN THESIS, INDICATE THE TITLE OF THE THESIS AND BRIEFLY DESCRIBE ITS CONTENT.

TRADE, COMMERCIAL AND SPECIALIZED SCHOOLS

NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION	FROM	TO	NO. OF MONTHS

OTHER NON-AGENCY EDUCATION OR TRAINING NOT INDICATED ABOVE

NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION	FROM	TO	NO. OF MONTHS
1.				
2.				

SECTION III MARITAL STATUS

1. PRESENT STATUS (Single, Married, Widowed, Separated, Divorced, Annulled, Remarried) SPECIFY:

2. NAME OF SPOUSE (Last) (First) (Middle) (maiden)

3. DATE OF BIRTH

4. PLACE OF BIRTH (City, State, Country)

5. OCCUPATION

6. PRESENT EMPLOYER

7. CITIZENSHIP

8. FORMER CITIZENSHIP(S) COUNTRY(IES)

9. DATE U.S. CITIZENSHIP ACQUIRED

SECTION IV DEPENDENT CHILDREN AND DEPENDENTS OTHER THAN SPOUSE

	NAME	RELATIONSHIP	DATE AND PLACE OF BIRTH	CITIZENSHIP	PERMANENT ADDRESS
1.	<input type="checkbox"/> ADD <input type="checkbox"/> DELETE				
2.	<input type="checkbox"/> ADD <input type="checkbox"/> DELETE				

FORM 444a 2-78

SECRET

GROUP 1 EXCLUDED FROM AUTOMATIC DOWNGRADING AND DECLASSIFICATION (4-51)

SECRET
(When Filled In)

SECTION V GEOGRAPHIC AREA KNOWLEDGE AND FOREIGN TRAVEL							
NAME OF REGION OR COUNTRY	TYPE OF SPECIALIZED KNOWLEDGE	DATES OF TRAVEL OR RESIDENCE	DATE & PLACE OF STUDY	KNOWLEDGE ACQUIRED BY--CHECK (X)			
				READ-HEARD	TRAVEL	STUDY	BOARD ASSIGNMENT
Republic of South Africa	Security forces and General	1966	APR 15 - 9-13 1966		X		X
SECTION VI TYPING AND STENOGRAPHIC SKILLS							
1. TYPING (P/M) 2. SHORTHAND (P/M) 3. INDICATE SHORTHAND SYSTEM USED--CHECK (X) APPROPRIATE ITEM							
<input type="checkbox"/> GREGG <input type="checkbox"/> SHORTHAND <input type="checkbox"/> STENO TYPE <input type="checkbox"/> OTHER SPECIFY:							
SECTION VII SPECIAL QUALIFICATIONS							
PROVIDE INFORMATION ON HOBBIES, SPORTS, LICENSES, PUBLISHED MATERIALS OR DEVICES WHICH YOU MAY HAVE INVENTED							
SECTION VIII MILITARY SERVICE							
CURRENT DRAFT STATUS							
1. HAS YOUR DEFECTIVE SERVICE CLASSIFICATION CHANGED?				2. NEW CLASSIFICATION			
<input type="checkbox"/> YES <input type="checkbox"/> NO							
3. LOCAL DEFECTIVE SERVICE BOARD NUMBER AND ADDRESS				4. IF DEFERRED, GIVE REASON			
MILITARY RESERVE, NATIONAL GUARD STATUS							
CHECK RESERVE OR GUARD ORGANIZATION TO WHICH YOU BELONG				<input type="checkbox"/> ARMY <input type="checkbox"/> MARINE CORPS <input type="checkbox"/> COAST GUARD <input type="checkbox"/> NATIONAL GUARD <input type="checkbox"/> NAVY <input type="checkbox"/> AIR FORCE <input type="checkbox"/> AIR NATIONAL GUARD			
1. CURRENT RANK, GRADE, OR RATE		2. DATE OF APPOINTMENT IN CURRENT RANK		3. EXPIRATION DATE OF CURRENT OBLIGATION			
4. CHECK CURRENT RESERVE CATEGORY <input type="checkbox"/> READY RESERVE <input type="checkbox"/> STANDBY (active) <input type="checkbox"/> STANDBY (inactive) <input type="checkbox"/> RETIRED <input type="checkbox"/> DISCHARGED							
5. MILITARY MOBILIZATION ASSIGNMENT				6. RESERVE UNIT TO WHICH ASSIGNED OR ATTACHED			
MILITARY SCHOOLS COMPLETED (Extended Active, Reserve Duty, or as Civilian)							
NAME AND ADDRESS OF SCHOOL			STUDY OR SPECIALIZATION		DATE COMPLETED	<input type="checkbox"/> RESIDENT <input type="checkbox"/> AGENCY-SPONSORED	
SECTION IX PROFESSIONAL SOCIETIES AND OTHER ORGANIZATIONS							
NAME AND CHAPTER		ADDRESS (Number, Street, City, State, Country)				DATE OF MEMBERSHIP	
						FROM TO	
1.							
2.							
3.							
SECTION X REMARKS							
DATE				SIGNATURE OF EMPLOYEE			
9 April 1970				Lee H. Wiggen			

SECRET

**ELECTION, DECLINATION, OR WAIVER
OF LIFE INSURANCE COVERAGE**
FEDERAL EMPLOYEES GROUP LIFE INSURANCE PROGRAM

**IMPORTANT
AGENCY INSTRUCTIONS
ON BACK OF ORIGINAL**

TO COMPLETE THIS FORM—

1

FOLLOW THESE GENERAL INSTRUCTIONS:

- Read the back of the "Duplicate" carefully before you fill in the form.
- Fill in BOTH COPIES of the form. Type or use ink.
- Do not detach any part.

2

FILL IN THE IDENTIFYING INFORMATION BELOW (please print or type):

NAME (last)	(first)	(middle)	DATE OF BIRTH (month, day, year)	SOCIAL SECURITY NUMBER
WIGREN,	LEE	HEBERT	DEC 1, 1923	024 16 4873
EMPLOYING DEPARTMENT OR AGENCY			LOCATION (City, State, ZIP Code)	

3

MARK AN "X" IN ONE OF THE BOXES BELOW (do NOT mark more than one):

Mark here if you **WANT BOTH** optional and regular insurance

(A)

ELECTION OF OPTIONAL (IN ADDITION TO REGULAR) INSURANCE

I elect the \$10,000 additional optional insurance and authorize the required deductions from my salary, compensation, or annuity to pay the full cost of the optional insurance. This optional insurance is in addition to my regular insurance.

Mark here if you **DO NOT WANT** OPTIONAL but do want regular insurance

(B)

DECLINATION OF OPTIONAL (BUT NOT REGULAR) INSURANCE

I decline the \$10,000 additional optional insurance. I understand that I cannot have optional insurance until at least 1 year after the effective date of this declination and unless at the time I apply for it I am under age 50 and present satisfactory medical evidence of insurability. I understand also that my regular insurance is not affected by this declination of additional optional insurance.

Mark here if you **WANT NEITHER** regular nor optional insurance

(C)

WAIVER OF LIFE INSURANCE COVERAGE

I desire not to be insured and I waive coverage under the Federal Employees Group Life Insurance Program. I understand that I cannot cancel this waiver and obtain regular insurance until at least 1 year after the effective date of this waiver and unless at the time I apply for insurance I am under age 50 and present satisfactory medical evidence of insurability. I understand also that I cannot now or later have the \$10,000 additional optional insurance unless I have the regular insurance.

4

SIGN AND DATE. IF YOU MARKED BOX "A" OR "C", COMPLETE THE "STATISTICAL STUB." THEN RETURN THE ENTIRE FORM TO YOUR EMPLOYING OFFICE.

SIGNATURE (do not print)

Lee H. Wigren

DATE

19 February 1968

FOR EMPLOYING OFFICE USE ONLY

(Official receiving date stamp)

OFFICE OF PERSONNEL
FEB 20 11 27 AM '68

See Table of Effective Dates on back of Original

ORIGINAL COPY—Retain in Official Personnel Folder **SECRET**

STANDARD FORM No. 176-1
JANUARY 1962
(For use only until April 14, 1968)
176-101

CONFIDENTIAL

(When Filled In)

Complete in duplicate. The data recorded on this form is essential in determining travel expenses allowable in connection with leave of government expense, overseas duty, return to residence upon separation, and for providing current residence and dependency information required in the event of an employee emergency. The original of this form will be filed in the employee's official personnel folder.

NAME OF EMPLOYEE (Last)	(First)	(Middle)	SOCIAL SECURITY NUMBER
WIGREN	LEE	HOBART	024-16-4813

1. RESIDENCE DATA	
PLACE OF RESIDENCE WHEN INITIALLY EMPLOYED BY AGENCY BROCKTON MASS	LAST PLACE OF RESIDENCE IN CONTINENTAL U.S. (If appointed abroad) FAIRFAX VA
PLACE IN CONTINENTAL U.S. DESIGNATED AS PERMANENT RESIDENCE FAIRFAX VA	HOME LEAVE RESIDENCE FAIRFAX VA

2. MARITAL STATUS (Check one)	
<input type="checkbox"/> SINGLE	<input checked="" type="checkbox"/> MARRIED
<input type="checkbox"/> SEPARATED	<input type="checkbox"/> DIVORCED
<input type="checkbox"/> WIDOWED	<input type="checkbox"/> ANNULLED
IF MARRIED, PLACE OF MARRIAGE WASHINGTON, D.C.	DATE OF MARRIAGE 27 SEPT 1952
IF DIVORCED, PLACE OF DIVORCE DECREE	DATE OF DECREE
IF WIDOWED, PLACE SPOUSE DIED	DATE SPOUSE DIED
IF PREVIOUSLY MARRIED, INDICATE NAME(S) OF SPOUSE, REASON(S) FOR TERMINATION, AND DATE(S)	

3. MEMBERS OF FAMILY		
NAME OF SPOUSE ALICE ELLEN (RADER) WIGREN	ADDRESS (No., Street, City, Zone, State) 10107 ALICE CT, FAIRFAX VA	TELEPHONE NO. 273-4950
NAMES OF CHILDREN - CHRISTOPHER LEE WIGREN - ERIC VICTOR WIGREN	ADDRESS 10107 ALICE CT, FAIRFAX VA " " " " " "	SEX DATE OF BIRTH M - 10 MAR 1957 M - 15 AUG 1954
NAME OF YOUR FATHER (Or male guardian) AUGUST HERMAN WIGREN	ADDRESS DECEASED	TELEPHONE NO.
NAME OF YOUR MOTHER (Or female guardian) EVA CAROLINE WIGREN	ADDRESS 69 ELEANOR ST, BROCKTON MASS	TELEPHONE NO. 107-4615
WHAT MEMBER(S) OF YOUR FAMILY IF ANY, HAS BEEN TOLD OF YOUR AFFILIATION WITH THE ORGANIZATION IF CONTACT IS REQUIRED IN AN EMERGENCY.		

4. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY	
NAME (Mr., Mrs., Miss) (Last-First-Middle) MR. WIGREN, RUSSELL H.	RELATIONSHIP BROTHER
HOME ADDRESS (No., Street, City, Zone, State) 19 PONDROSA LANE EAST WALPOLE, MASS	HOME TELEPHONE NUMBER 617-405-1487
BUSINESS ADDRESS (No., Street, City, Zone, State) AND NAME OF EMPLOYER, IF APPLICABLE	BUSINESS TELEPHONE & EXTENSION

IS THE INDIVIDUAL NAMED ABOVE WITTING OF YOUR AGENCY AFFILIATION? (If "No" give name and address of organization he believes you work for.)	YES	<input checked="" type="checkbox"/>
	NO	<input type="checkbox"/>
IS THIS INDIVIDUAL AUTHORIZED TO MAKE DECISIONS ON YOUR BEHALF IN THE EVENT YOU ARE INCAPABLE? (If "No" give name and address of person, if any, who can make such decisions in case of emergency.)	YES	<input checked="" type="checkbox"/>
	NO	<input type="checkbox"/>
DOES THIS INDIVIDUAL KNOW THAT HE HAS BEEN DESIGNATED AS YOUR EMERGENCY ADDRESSEE? (If answer is "No" explain why in item 6.)	YES	<input checked="" type="checkbox"/>
	NO	<input type="checkbox"/>

The persons named in item 3 above may also be notified in case of emergency. IF SUCH NOTIFICATION IS NOT DESIRABLE BECAUSE OF HEALTH OR OTHER REASONS, PLEASE SO STATE IN ITEM 6 ON THE REVERSE SIDE OF THIS FORM.

CONTINUED ON REVERSE SIDE

CURRENT RESIDENCE AND DEPENDENCY REPORT

CONFIDENTIAL
(When Filled In)

5. VOLUNTARY ENTRIES

Experience in the handling of employee emergencies has shown that the absence of certain personal data often delays and complicates the settlement of estate and financial matters. The information requested in this section may prove very useful to your family or attorney in the event of your disability or death and will be disclosed only when circumstances warrant.

INDICATE NAME AND ADDRESS OF ANY BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS AND THE NAMES IN WHICH THE ACCOUNTS ARE CARRIED.

- POTOMAC BANK & TRUST, FAIRFAX VA - checking (LIE HIGGINS)
- COLUMBIA FEDERAL SAVINGS & TRUST - Savings (" ")
WASHINGTON DC

ARE YOU A MEMBER OF THE NORTHWEST FEDERAL CREDIT UNION? YES NO

IF YES, DO YOU HAVE A JOINT ACCOUNT? YES NO

HAVE YOU COMPLETED A LAST WILL AND TESTAMENT? YES NO. (If "Yes" where is document located?)

ORIGINAL: WIFE; COPIES: RUSSELL H WIGGON & FILE IN OFFICE

HAVE YOU PRE-PLANNED AN ARRANGED GUARDIANSHIP OF YOUR CHILDREN IN CASE OF COMMON DISASTER TO BOTH PARENTS? YES NO. (If "Yes" give name(s) and address)

RUSSELL H. WIGGON M PONDROSA LANE, E. WALPOLE HAS.

HAVE YOU EXECUTED A POWER OF ATTORNEY? YES NO. (If "Yes", who possesses the power of attorney?)

6. ADDITIONAL DATA AND/OR CONTINUATION OF PRECEDING ITEMS

SIGNED AT

DATE

3 October 1966

SIGNATURE

Russell H. Wigon

CONFIDENTIAL

SECRET

11 JAN 1966

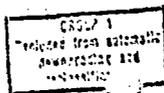
MEMORANDUM FOR: Director, Office of Training

SUBJECT : Recent Training for SELEVER/10 and SELEVER/11 under Project SELEVER

Reference: Memorandum for Director of Training -
Subject: Request for Training for SELEVER/10 and SELEVER/11 under Project SELEVER, dated 30 September 1965.

Africa Division wishes to express its appreciation for the excellent support and cooperation rendered by members of the Covert Training Staff and School of International Communism during the recent one-month training course provided for SELEVER/10 and SELEVER/11. In particular we wish to thank Mr. Alexander Sogolow of the Covert Training Staff, who not only handled the majority of the training but also spent considerable time and made a special effort with the trainees during evenings and weekends "handholding" them. We also wish to thank in particular the following members of the School of International Communism for their assistance: Messrs. Hugh Clayton, Robert Kehoe, Alvin Korsalski, Henry Pisanko, Henry Schreiber and Lee Wigren.

Blair Field
Chief, Africa Division

SECRET

3 December 1959

MEMORANDUM FOR: Chief, SR

ATTENTION: Mr. Lee Wigren
Mr. Joseph Evans
Mrs. Kay Grady
Mr. Edward Knowles

SUBJECT: Training program for three Swiss Federal
Police officers.

1. The Swiss Branch of the Eastern European Division wishes to express its appreciation to SR Division for its cooperation and support, in particular for the personal contribution of four of its officers, Mr. Lee Wigren, Mr. Joseph Evans, Mrs. Kay Grady, and Mr. Edward Knowles, during the recent training program for three Swiss Federal Police officers.

2. Mr. Wigren's, Mr. Evans's, Mrs. Grady's, and Mr. Knowles's uniformly excellent briefings on the Soviet Intelligence Services, their legal and illegal support structures, and their modus operandi contributed significantly to what we have reason to believe was a successful training venture. To this must be added the comments of the Swiss officers who pointed out that they were most impressed by the comprehensive and systematic development of the various themes which Mr. Wigren, Mr. Evans, Mrs. Grady, and Mr. Knowles presented and admitted that the briefings added a good deal to their knowledge of the subject.


Robert N. Crowell,
Chief, RE/Switzerland

Standard Form No. 2809
CHAPTER I-1-FPM
G.C.M. Form

HEALTH BENEFITS REGISTRATION FORM

FEDERAL EMPLOYEES HEALTH BENEFITS ACT OF 1959
(Read Instructions on back of leaf page. Use only typewriter or ballpoint pen.)

CARRIER'S CONTROL NO.
033430

PART A
ALL WHO REGISTER MUST FILL IN THIS PART.

1. NAME (LAST) (FIRST) (MIDDLE INITIAL) DATE OF BIRTH (Use numbers)
WIGREN Lee H. MONTH: **12** DAY: **1** YEAR: **1923**

3. Are you now married?
 YES NO

4. YOUR MAILING ADDRESS (NUMBER AND STREET) CITY AND ZONE NUMBER (STATE)
15 Moda Street Fairfax, Virginia

5. SEX
 MALE FEMALE

6. Are you covered by, or is any family member listed below covered by or enrolling in, a plan under the Federal Employees Health Benefits Act of 1959 (through the enrollment of another United States or District of Columbia Government employee or annuitant)?
 YES NO

7. Place an "X" in proper box to show your annual basic salary range.
 UNDER \$4,000 \$4,000 TO \$4,999 \$5,000 TO \$9,999 \$10,000 OR OVER

PART B
FILL IN THIS PART IF YOU WISH TO ENROLL IN A HEALTH BENEFITS PLAN.

1. I elect to enroll in a health benefits plan as shown below. I authorize deductions to be made from my salary, compensation, or annuity to cover my share of the cost of the enrollment. (Copy the information in pencil below from inside cover of brochure of the plan you select.)

NAME OF PLAN Association Benefit Plan	OPTION (HIGH OR LOW) High	ENROLLMENT CODE (YOURSEL)
		4 2 2

2. In space below list all eligible family members without exception. List your wife or husband first, then your unmarried children under age 19, including legally adopted children, and stepchildren and illegitimate children who live with you in a regular parent-child relationship. Include also any unmarried child over 18 who became disabled before age 19 and who, because of the disability, is incapable of self-support. (Attach a doctor's certificate for a disabled child age 19 or over.)

NAMES OF FAMILY MEMBERS	DATE OF BIRTH (Month, Day, Year)	NAMES OF FAMILY MEMBERS	DATE OF BIRTH (Month, Day, Year)
Wife or Husband Ellen R. Wigren	8/13/1927		6
Christopher L. Wigren	3/10/1957		7
Eric V. Wigren	8/15/1959		8
			9
			10

3. If you are a female (employee or annuitant)—does the family listed above include a husband who is incapable of self-support by reason of mental or physical disability which can be expected to continue for more than one year? (If answer is "Yes," attach a doctor's certificate.)
 YES NO

PART C
FILL IN THIS PART IF YOU WISH NOT TO ENROLL OR IF YOU WISH TO CANCEL YOUR ENROLLMENT.

1. I elect not to enroll in any plan under the Health Benefits Act.

2. I elect to cancel my present enrollment under the Health Benefits Act.

3. The reason for my election is (Place an "X" in proper box):
 (a) I am covered by a plan under the Health Benefits Act through the enrollment of my husband, wife, or parent. (1)
 (b) I am covered by a health insurance plan which is not under the Health Benefits Act. (2)
 (c) Any other reason. (3)

PART D
FILL IN THIS PART IF YOU WISH TO CHANGE YOUR ENROLLMENT.

I elect to change my enrollment as shown by the enrollment number and other information in Part B.

1. Enrollment code number of present plan. 2. Number of event which permits change (See table on back of application for proper number). 3. Date of event which permits change (MONTH DAY YEAR)

PART E
ALL WHO REGISTER MUST FILL IN THIS PART.

Lee H. Wigren June 24, 1960

WARNING.—Any intentional false statement in this application or willful misrepresentation relative thereto is a violation of the law punishable by a fine of not more than \$10,000 or imprisonment of not more than 5 years, or both. (18 U.S.C. 1001.)

PART F
TO BE COMPLETED BY AGENCY.

1. NAME AND ADDRESS OF EMPLOYING OFFICE
 2. DATE RECEIVED IN EMPLOYING OFFICE
 3. EFFECTIVE DATE OF SELECTION
 4. PAYROLL OFFICE NO.
 5. PAYROLL AGENCY (INITIALS AND DATE)

REMARKS
FOR USE ONLY BY ANNUITANTS AND AGENCY.

10108

SECRET
(When Filled In)

CAREER PREFERENCE OUTLINE

This Outline, when completed, is a documented description of the individual's career interests and proposed career activities together with the comments of his supervisor and his Career Service. The original will be filed in the employee's Official Personnel Folder and will serve as a guide for future personnel actions affecting him. Implementation of career preferences must depend upon the needs of the Organization.

- CONSULT ATTACHED INSTRUCTION SHEET PRIOR TO COMPLETING THIS OUTLINE -

SECTION A. GENERAL			
1. NAME OF EMPLOYEE (Last-First-Middle) WIG-CN, Lee Hobart	2. DATE OF BIRTH 1 December 1923	3. SERVICE DESIGNATION FI	4. GRADE 11
5. ORGANIZATIONAL TITLE None	6. POSITION TITLE	7. OCCUPATIONAL CODE	8. OFFICE OF ASSIGNMENT FI/D

SECTION B. CAREER INTERESTS	
9. GENERAL TYPE OF ACTIVITY Counterintelligence (CE)	
10. SPECIFIC TYPE OF ACTIVITY (Including assignments) A. IMMEDIATE (Within next 1 to 2 years) Remain at present Division D assignment until about Spring 1962, participating in various aspects of the work of the office to which assigned, including the administrative side.	
B. LONG-RANGE (Beyond next 2 to 3 years) Field or headquarters assignments making use of background, interest and experience in Counterintelligence and/or area knowledge. Would welcome and seriously consider suggestions of possible future assignments.	

SECTION C. TRAINING	
11. ORGANIZATIONAL, EXTERNAL, AND ON-THE-JOB TRAINING A. IMMEDIATE (Within next 1 to 2 years) Basic Management Course; Communist Party Organization and Operations Course On-the-job training within the office Continued self-study of Swedish	
B. LONG-RANGE (Within next 3 to 5 years) To be planned at a later date, based on projected future assignments	

12. ADDITIONAL COMMENTS Although I feel that my interests, experience, and training fit me best for CN type assignments, I wish to gain some breadth of experience through diversified assignments. I also believe that my Scandinavian area and language knowledge should be put to use at some time during my career. See Item 21
--

I RECOGNIZE THAT THE IMPLEMENTATION OF MY CAREER PREFERENCES MUST DEPEND UPON THE NEEDS OF THE ORGANIZATION. I UNDERSTAND THAT MY PERFORMANCE, CAPABILITIES AND INTERESTS WILL BE GIVEN DUE CONSIDERATION.	13. DATE COMPLETED 3 March 1958	14. SIGNATURE OF EMPLOYEE Lee Hobart
--	------------------------------------	---

SECRET
(When Filled In)

SECTION D.		COMMENTS BY SUPERVISOR	
15. RELATIVE TO CAREER INTERESTS OF EMPLOYEE			
<p>Prior to completing this Career Preference Outline, Mr. WIGGAM and I discussed his career interests and desired training. I concur with the views which he has expressed in the completed outline.</p>			
16. RELATIVE TO TRAINING FOR EMPLOYEE			
<p>See item 15.</p>			
17. TYPED OR PRINTED NAME OF SUPERVISOR		18. SIGNATURE	
Albert P. KERDEL		<i>Albert P. Kerdel</i>	
19. TITLE		20. DATE	
Chief, Special Activities Branch, FI/D		3 March 1958	
SECTION E.		FOR USE OF CAREER SERVICE	
21. COMMENTS			
<p align="center">Detailed Individual Career Plan approved by FI Panel on file in FI Career Management Office, 2008 L</p>			
22. TYPED OR PRINTED NAME		23. SIGNATURE	
Robert A. Skools		<i>Robert A. Skools</i>	
24. TITLE		25. DATE	
FI Career Management Officer		14 APR 1958	
LEAVE BLANK			

SECRET

SECRET



CENTRAL INTELLIGENCE AGENCY
WASHINGTON 25, D. C.
OFFICE OF THE DIRECTOR

20 JAN 1955

MEMORANDUM FOR: Lee H. Wigren

SUBJECT: Notification of Membership in the Career Staff

- 1. On behalf of the Director of Central Intelligence, it gives me pleasure to inform you that your application for membership in the Career Staff has been accepted by the CIA Selection Board. The effective date of your membership is 1 July 1954.
- 2. Please indicate that you have received this notification by signing in the space provided below and return it to the Head of your Career Service. He will forward it to the Executive Director of the CIA Selection Board.
- 3. Because your membership in the Career Staff is classified information, it is necessary that this notification be conveyed to you in this manner. The application for membership which you signed has been endorsed on behalf of the Director of Central Intelligence by the Executive Director of the CIA Selection Board and placed in your permanent Official Personnel Folder.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE

Harrison G. Reynolds
Chairman, CIA Selection Board

Noted:

Date: 20 October 1955

Career Staff Unit
Office of Personnel

3 JAN 1956

NOV 12 11 30 AM '55

SECRET

SECRET

CAREER SERVICE QUESTIONNAIRE						
SECTION I (To be completed by employee)						
NAME (Last)		NAME (First)		AGE	GRADE	NO. OF MOS. IN GRADE
Wigren		Lee		30	9	14
STAFF OR DIVISION		BRANCH		POSITION TITLE		
Staff C		SIB		Intelligence Officer		
NO. OF MOS. IN PRESENT POSITION		NO. OF MOS. IN OSS		NO. OF MOS. IN CIG		NO. OF MOS. IN CIA
40		0		0		40
DATA ON ALL PERMANENT DUTY OVERSEAS OR IN U.S. FIELD (Include any TDY during last two years)						
APPROXIMATE DATES OF SERVICE						
FROM	TO	COUNTRY	STATION	TDY	PCS	COMMENTS
None						
INDICATE WILLINGNESS TO SERVE TOUR OF DUTY OVERSEAS PCS						
A <input checked="" type="checkbox"/> YES		B <input type="checkbox"/> ONLY UNDER CERTAIN CONDITIONS			C <input type="checkbox"/> NO	
INDICATE ASSIGNMENT PREFERENCE IF PRECEDING ANSWER IS "A" OR "B"						
PREFERENCE	COUNTRY	STATION		TYPE OF POSITION		
1ST	Sweden	Stockholm		Staff (CB)		
2ND	Denmark	Copenhagen		Staff (CB)		
3RD	Austria	Vienna or Salzburg		Staff (CB)		
IF ANSWER ABOVE IS "D" STATE CONDITIONS. IF ANSWER ABOVE IS "C" EXPLAIN YOUR REASONS						
INDICATE GEOGRAPHIC AREAS OVERSEAS IN WHICH YOU WILL NOT SERVE AND EXPLAIN REASONS						
Tropical areas. Wife's health will not permit.						
INDICATE RELATIONSHIP AND AGE OF EACH DEPENDENT TO BE MOVED OVERSEAS						
Wife age 27.						
INDICATE KNOWN MEDICAL RESTRICTIONS WHICH THE AGENCY HAS IMPOSED ON YOUR SERVICE						
None						

SECRET

INDICATE ANY UNUSUAL CIRCUMSTANCES CONCERNING DEPENDENTS (old age, chronic illness, need for special educational facilities, etc.) OR ANY UNUSUAL PERSONAL SITUATION WHICH WOULD AFFECT YOUR OVERSEAS ASSIGNMENT

None

DESCRIBE TYPES OF HEADQUARTERS AND U.S. FIELD POSITIONS FOR WHICH YOU WOULD LIKE TO BE CONSIDERED AND THE ORGANIZATIONAL COMPONENT IN WHICH YOU WOULD LIKE TO SERVE

Like present assignment very much. Feel most qualified in CE work and would prefer to remain in it. Desire to continue work dealing with problem of Soviet Satellite intelligence services which is my specialty.

REMARKS

DATE	19 July 54	SIGNATURE OF EMPLOYEE	<i>Lee H. ...</i>
SECTION II (To be completed by employee's supervisor)			
INDICATE APPROXIMATE TIME (months) WHEN EMPLOYEE CAN BE MADE AVAILABLE FOR OVERSEAS SERVICE		INDICATE APPROXIMATE TIME (months) WHEN EMPLOYEE CAN BE MADE AVAILABLE FOR ANOTHER HEADQUARTERS OR U.S. FIELD ASSIGNMENT	
COMMENTS ON AVAILABILITY AND EMPLOYEE'S PREFERENCE FOR NEXT ASSIGNMENT			
depends on circumstances			
DATE	23 July 54	SIGNATURE OF SUPERVISOR	<i>Genston D. ...</i>
PERSONNEL OFFICER WILL FORWARD ORIGINAL TO OFFICE OF PERSONNEL AND FIRST COPY TO APPROPRIATE CAREER SERVICE BOARD			

SECRET

*MAY BE CONTINUED UNDER REMARKS

APPOINTMENT AFFIDAVITS

IMPORTANT.— Before swearing to these appointment affidavits, you should read and understand the attached information for appointee

CIA

(Department or agency)

(Bureau or division)

WASHINGTON, D. C.

(Place of employment)

I, LEE H. WIGREN, do solemnly swear (or affirm) that—

A. OATH OF OFFICE

I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely without any mental reservation or purpose of evasion; that I will well and faithfully discharge the duties of the office on which I am about to enter, **SO HELP ME GOD.**

B. AFFIDAVIT AS TO SUBVERSIVE ACTIVITY AND AFFILIATION

I am not a Communist or Fascist. I do not advocate nor am I a member of any organization that advocates the overthrow of the Government of the United States by force or violence or other unconstitutional means or seeking by force or violence to deny other persons their rights under the Constitution of the United States. I do further swear (or affirm) I will not so advocate, nor will I become a member of such organization during the period that I am an employee of the Federal Government.

C. AFFIDAVIT AS TO STRIKING AGAINST THE FEDERAL GOVERNMENT

I am not engaged in any strike against the Government of the United States and that I will not so engage while an employee of the Government of the United States; that I am not a member of an organization of Government employees that asserts the right to strike against the Government of the United States, and that I will not, while a Government employee, become a member of such an organization.

D. AFFIDAVIT AS TO PURCHASE AND SALE OF OFFICE

I have not paid, or offered or promised to pay, any money or other thing of value to any person, firm or corporation for the use of influence to procure my appointment.

E. AFFIDAVIT AS TO DECLARATION OF APPOINTEE

The answers contained in my Application for Federal Employment, Form No. _____, dated _____, 19____, filed with the above-named department or agency, which I have reviewed, are true and correct as of this date with the exceptions noted in the Declaration of Appointee on the reverse of this form. (If no exceptions, write "None" on the Declaration of Appointee.)

Lee H. Wigren
(Signature of appointee)

Subscribed and sworn before me this 19 day of March, A. D. 19 51

at Washington D. C.
(City) (State)

[SEAL]

Chloe W. Hudson
(Signature of officer)

(Title)

NOTE.—If the oath is taken before a Notary Public the date of expiration of his commission should be shown.

DECLARATION OF APPOINTEE

This form is to be completed before entrance on duty. Question 3 is to be answered in all cases, otherwise answer only those questions which require an answer different from that given to the corresponding questions on your application form. If no answers are different, write "NONE" in Item 10, below. Any false statement in this declaration will be grounds for cancellation of application or dismissal after appointment. Impersonation is a criminal offense and will be prosecuted accordingly.

1. PRESENT ADDRESS (street and number, city and State)
 3200 16th ST. NW, WASHINGTON DC. (APT 319)

2. (A) DATE OF BIRTH: 1 DEC. 1923 (B) PLACE OF BIRTH (city or town and State or country): BROCKTON, MASS

3. (A) IN CASE OF EMERGENCY PLEASE NOTIFY: A. H. WIGREN (B) RELATIONSHIP: FATHER (C) STREET AND NUMBER, CITY AND STATE: 215 BELMONT AVE, BROCKTON, MASS. (D) TELEPHONE NO.: 4402-W

4. DOES THE UNITED STATES GOVERNMENT EMPLOY, IN A CIVILIAN CAPACITY, ANY RELATIVE OF YOURS (OTHER BY BLOOD OR MARRIAGE) WITH WHOM YOU LIVE OR HAVE LIVED WITHIN THE PAST 24 MONTHS? YES NO

If so, for each such relative fill in the blanks below. If additional space is necessary, complete under Item 10.

NAME	POST OFFICE ADDRESS (Give street number, if any)	(1) POSITION (2) TEMPORARY OR NOT (3) DEPARTMENT OR AGENCY IN WHICH EMPLOYED	RELATIONSHIP	MARRIED (Check one)	SINGLE

INDICATE "YES" OR "NO" ANSWER BY PLACING "X" IN PROPER COLUMN	YES	NO	10. SPACE FOR DETAILED ANSWERS TO OTHER QUESTIONS	
			ITEM NO.	WRITE IN LEFT COLUMN NUMBERS OF ITEMS TO WHICH DETAILED ANSWERS APPLY
5. ARE YOU A CITIZEN OF OR DO YOU OWE ALLEGIANCE TO THE UNITED STATES?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
6. ARE YOU AN OFFICIAL OR EMPLOYEE OF ANY STATE, TERRITORY, COUNTY, OR MUNICIPALITY? <i>If your answer is "Yes", give details in Item 10.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
7. DO YOU RECEIVE ANY 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 in Item 10 reason for retirement, that is, age, optional disability, or by reason of voluntary or involuntary separation after 3 years' service; amount of retirement pay, and under what retirement act; and rating, if retired from military or naval service.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
8. HAVE YOU EVER BEEN DISCHARGED, OR FORCED TO RESIGN, FOR MISCONDUCT OR UNSATISFACTORY SERVICE FROM ANY POSITION? <i>If your answer is "Yes", give in Item 10 the name and address of employer, date, and reason in each case.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
9. SINCE YOUR 15TH BIRTHDAY, HAVE YOU EVER BEEN ARRESTED, INDICTED, OR SUMMONED INTO COURT AS A DEFENDANT IN A CRIMINAL PROCEEDING, OR CONVICTED, FINED, OR IMPRISONED, OR PLACED ON PROBATION, OR HAVE YOU EVER BEEN ORDERED TO REPAIR PAVEMENT OR COLLATERAL FOR THE VIOLATION OF ANY LAW, RULE, REGULATION, OR ORDINANCE (EXCLUDING MINOR TRAFFIC VIOLATIONS FOR WHICH A FINE OR FORFEITURE OF \$50 OR LESS WAS IMPOSED)? <i>If your answer is "Yes", list all such cases under Item 10. Give in each case: (1) The date; (2) the nature of the offense or violation; (3) the name and location of the court; (4) the penalty imposed, if any, or other disposition of the case. If appointed, your fingerprints will be taken.</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		

INSTRUCTIONS TO APPOINTING OFFICER

The appointing officer before whom the foregoing certificate is made shall determine to his own satisfaction that this appointment would be in conformance with the Civil Service Act, applicable Civil Service Rules and Regulations and acts of Congress pertaining to appointments.

This form should be checked for holding of office, pension, suitability in connection with any record of recent discharge or arrest, and particularly for the following:

(1) **Identity of appointee.**—The appointee's signature and handwriting are to be compared with the application and/or other pertinent papers. The physical appearance may be checked against the medical certificate. The appointee may also be questioned on his personal history for agreement with his previous statements.

(2) **Age.**—If definite age limits have been established for the position, it should be determined that applicant is not outside the age range for appointment. Until such determination is made, the appointment may not be consummated.

(3) **Citizenship.**—The appointing officer is responsible for observing the citizenship provisions of (1) the Civil Service Rules and (4) appropriation acts. Form 81 constitutes an affidavit for both purposes and is acceptable proof of citizenship status in the absence of conflicting evidence. In doubtful cases the appointment should not be consummated until clearance has been secured from the certifying office of the Civil Service Commission.

(4) **Members of Family.**—Section 9 of the Civil Service Act provides that whenever there are already two or more members of a family serving under probational or permanent appointment in the competitive service, no other member of such family is eligible for probational or permanent appointment in the competitive service. The appointments of persons entitled to veteran preference are not subject to this requirement. The *members-of-family* provision does not apply to temporary appointments. Doubtful cases may be referred to the appropriate office of the Civil Service Commission for decision.

STATEMENT OF PRIOR FEDERAL CIVILIAN AND MILITARY SERVICE
 AND DETERMINATION OF COMPETITIVE STATUS

IMPORTANT: The information on this form will be used (1) in determining creditable service for leave purposes and retention credits for reduction in force, and (2) in recording agency determination of competitive status. The employee should complete Part I and the Personnel Office should complete Parts II through V.

PART I.—EMPLOYEE'S STATEMENT										PART II.—THIS COLUMN IS FOR PERSONNEL OFFICE USE		
1. NAME (Last, first; middle initial)					2. DATE OF BIRTH					7. RETENTION GROUP		
WIGREN, LEE H.					1 DEC 1923					13. A. CSC STATUS <input type="checkbox"/> YES <input type="checkbox"/> NO		
3. LIST THE FOLLOWING INFORMATION CONCERNING ALL FEDERAL AND DISTRICT OF COLUMBIA SERVICE YOU HAVE HAD PRIOR TO YOUR PRESENT APPOINTMENT (Do not include primary service.)										D. TYPE OF PRESENT APPOINTMENT		
NAME AND LOCATION OF AGENCY	FROM—			TO—			TYPE OF APPOINTMENT IF KNOWN	11. SERVICE				
	YEAR	MONTH	DAY	YEAR	MONTH	DAY		YEAR	MONTH	DAY		
NONE												
4. LIST PERIODS OF ACTIVE SERVICE IN ANY BRANCH OF THE ARMED FORCES OF THE UNITED STATES IF YOU HAD NO ACTIVE MILITARY SERVICE, WRITE "NONE."												
BRANCH	FROM—			TO—			DISCHARGE (Hon. or dishon.?)					
	YEAR	MONTH	DAY	YEAR	MONTH	DAY		YEAR	MONTH	DAY		
U.S. ARMY										1943 FEB 17 1946 FEB 11 HONORABLE		
5. DURING PERIODS OF EMPLOYMENT SHOWN IN ITEM 3, DID YOU HAVE A TOTAL OF MORE THAN 6 MONTHS ABSENCE WITHOUT PAY, INCLUDING PERIODS OF MERCHANT MARINE SERVICE, DURING ANY ONE CALENDAR YEAR? <input type="checkbox"/> YES <input type="checkbox"/> NO IF ANSWER IS "YES," LIST FOLLOWING INFORMATION.										12. TOTAL SERVICE		
TYPE IF KNOWN (LWOP, Furl, Susp, AWOL, Mar Mar)	FROM—			TO—			TOTAL			13. NONCREDITABLE SERVICE (Leave purposes only):		
	YEAR	MONTH	DAY	YEAR	MONTH	DAY	YEARS	MONTHS	DAYS			
6. DURING THE FEDERAL SERVICE LISTED IN ITEM 3, DID YOU ACQUIRE A PERMANENT COMPETITIVE CIVIL SERVICE STATUS? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (If answer is "Yes," in what agency were you employed at the time status was acquired?)										14. NONCREDITABLE SERVICE (RIF purposes only):		
7. ARE YOU:										15. REEMPLOYMENT RIGHTS <input type="checkbox"/> YES <input type="checkbox"/> NO		
A. THE WIFE OF A DISABLED VETERAN? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO										16. RETENTION RIGHTS <input type="checkbox"/> YES <input type="checkbox"/> NO		
B. THE MOTHER OF A DECEASED OR DISABLED VETERAN? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO										17. EXPIRATION DATE OF RETENTION RIGHTS		
C. THE UNREMARKED WIDOW OF A VETERAN? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO												
8. TO BE EXECUTED BEFORE A NOTARY PUBLIC OR OTHER PERSONS AUTHORIZED TO ADMINISTER OATHS. I swear (or affirm) that the above statements are true to the best of my knowledge and belief.												
10 January 1966 (DATE)					<i>Lee H. Wigren</i> (SIGNATURE)							
Subscribed and sworn to before me on this _____ day of _____ 19____ at _____ (MONTH) (CITY) (STATE)												
SEAL												
NOTE: If oath is taken before a Notary Public, the date of expiration of his Commission should be shown.												
INSTRUCTIONS: File this form on the permanent side of the employee's official personnel folder immediately before or after the personnel action involved.												

SECRET
 Security Information
PERSONNEL QUALIFICATION QUESTIONNAIRE

1. Serial No. (no entry)	2. NAME: (last) (first) (middle) WIGREN, LEE HOBART			3. Office FE/CO/SIB		
4. Date of Birth 1 DECEMBER 1923	5. Sex: <input checked="" type="checkbox"/> male (1) <input type="checkbox"/> female (2)	Marital Status M Nr. Dependents 1		6. Employment Date: MARCH 1951		
7. Citizenship: <input checked="" type="checkbox"/> U.S. <input type="checkbox"/> Other	8. Acquired By: (1) <input checked="" type="checkbox"/> Birth (2) <input type="checkbox"/> Marriage (3) <input type="checkbox"/> Naturalization (4) <input type="checkbox"/> Other (specify) Year U.S. citizenship acquired, if not by birth _____					

SEC. I. EDUCATION

1. Extent: (circle one)

1. Less than high school	4. Two years college, or less	8. Masters degree
2. High school graduate	5. Over two years, no degree	9. Doctors degree
3. Trade, Business or Commercial school graduate	6. Bachelor degree	
	7. Post-graduate study (minimum 8 sem. hrs.)	

2. College or University Study:

Name and location of College or University	Major	Minor	Dates att'd		Yrs Compl		Degree Recd		Sem Hrs
			From	To	Day	Night	Title	Date	
BOSTON UNIV., C.A. BOSTON, MASS.	HISTORY	GOVT	1941	1943	1 1/2	—	—	—	
YALE UNIV. NEW HAVEN, CONN.	HISTORY		1943	1944	—	—	—	—	
" "	"	"	1946	1947	2 1/2	—	A.B.	1947	
HARVARD GRADUATE SCHOOL, CAMBRIDGE, MASS.	HISTORY		1947	1950	3	—	A.M.	1948	

3. Trade, Commercial, and Specialized Training:

School	Attendance Dates			Study or Specialization
	From	To	Tot. mo's	

4. Military, Intelligence or Investigative training (full time duty as a student in specialized schools such as intelligence, communications, ordnance disposal, etc.)

School	Attendance Dates			Study or Specialization
	From	To	Tot. mo's	
ARMY SPECIALIZED TRNG. PROGRAM, YALE UNIV., NEW HAVEN, CONN.	JUNE 1943	MAR. 1944	9	RUSSIAN LANGUAGE + AREA STUDIES
SCHOOL FOR PERSONNEL SERVICES WASHINGTON + LEE UNIV., LEVINGTON VA.	OCT 1944	NOV 1944	1	TRAINING AS INFORMATION + EDUCATIONAL SPECIALIST

SEC. II. WORK EXPERIENCE

1. State the nature of duties performed with this organization, starting with your present position. Approximate dates (month and year) are sufficient. Use a continuation sheet, if necessary, to adequately describe your duties.

From <u>MAR 51</u> To <u>NOV 52</u> Tot. mos. <u>20</u>	Description of Duties: <u>EXAMINATION OF</u>
Grade <u>7</u> Salary <u>\$4205</u>	<u>STRUCTURE AND METHODS OF SOVIET</u>
Office <u>FI/CD/SIB</u>	<u>INTELLIGENCE SERVICES IN CONNECTION</u>
Position	<u>WITH GENERAL FUNCTIONS OF SIB:</u>
Title: <u>INTELLIGENCE OFFICER</u>	<u>- RESEARCH ON RELATIONSHIP OF SOVIET</u>
Duty	<u>AND SOVIET INTELLIGENCE SERVICES;</u>
Title:	<u>- PREPARATION OF STUDIES ON COMMERCE/PIRACY</u>
	<u>SITUATION IN SPECIFIC AREAS REQUIRING</u>
	<u>DUTY STATION, IF OVERSEAS:</u>
From _____ To _____ Tot. mos. _____	Description of Duties: _____
Grade _____ Salary _____	<u>ANALYSIS OF ESPIONAGE CASES IN THE</u>
Office _____	<u>AREA. CONCLUSIONS ARE DRAWN ON CURRENT</u>
Position _____	<u>SOVIET INTELLIGENCE METHODS.</u>
Title: _____	<u>- PREPARATION OF SPECIAL STUDIES ON</u>
Duty _____	<u>COMMERCE/PIRACY PROBLEMS, (BY</u>
Title: _____	<u>EXAMINATION OF REASONS FOR FAILURE IN</u>
	<u>A GIVEN SERIES OF OPERATIONS.)</u>
	<u>DUTY STATION, IF OVERSEAS:</u>
From <u>MAR 51</u> To <u>MAY 52</u> Tot. mos. <u>1</u>	Description of Duties: _____
Grade <u>6</u> Salary <u>\$3795</u>	<u>[SAME AS ABOVE]</u>
Office <u>(time included in above</u>	
Position <u>leave)</u>	
Title: _____	
Duty _____	
Title: _____	
	<u>DUTY STATION, IF OVERSEAS:</u>
From _____ To _____ Tot. mos. _____	Description of Duties: _____
Grade _____ Salary _____	
Office _____	
Position _____	
Title: _____	
Duty _____	
Title: _____	
	<u>DUTY STATION, IF OVERSEAS:</u>
From _____ To _____ Tot. mos. _____	Description of Duties: _____
Grade _____ Salary _____	
Office _____	
Position _____	
Title: _____	
Duty _____	
Title: _____	
	<u>DUTY STATION, IF OVERSEAS:</u>

SEC. II. WORK EXPERIENCE (CONT'D.)

2. Previous Employment: Describe your previous work experience in sufficient detail to permit full recognition of your qualifications. Include military work experience. List last position first.

From <u>Sept 1946</u> To <u>June 1947</u> Tot. mo's _____ Classification Grade (if in Federal Service) _____ Salary _____ Number and Class of Employees Supervised: _____ Employer <u>YALE UNIVERSITY</u> Kind of Business or organization (i. e., paper products mfr, public utility) _____	Exact Title of your position <u>CATALOGER</u> Description of Duties: <u>- PART-TIME WORK CATALOGING & INDEXING LETTERS IN CONNECTION WITH YALE EDITION OF THE CORRESPONDENCE OF HERBERT SPENCER - A LARGE-SCALE HISTORICAL PROJECT.</u> Duty Station if overseas: _____
From <u>Aug 44</u> To <u>Feb 46</u> Tot. mo's _____ Classification Grade (if in Federal Service) <u>S/SGT</u> Salary _____ Number and Class of Employees Supervised: <u>15 LECTURERS</u> Employer <u>US ARMY</u> Kind of Business or organization (i. e., paper products mfr, public utility) _____	Exact Title of your position <u>INFORMATION & EDUCATION SPECIALIST</u> Description of Duties: <u>- ALSO IN SUPERVISION & PLANNING INFO. & EDUCATION PROGRAM AT CAMP PICKETT, VA. DEVELOPED AN AND OFF-DUTY EDUCATIONAL PROGRAMS; TRAINED & SUPERVISED UNIT EDUCATION PERSONNEL; PREPARED LECTURE & DISCUSSION MATERIALS</u> Duty Station if overseas: _____
From _____ To _____ Tot. mo's _____ Classification Grade (if in Federal Service) _____ Salary _____ Number and Class of Employees Supervised: _____ Employer _____ Kind of Business or organization (i. e., paper products mfr, public utility) _____	Exact Title of your position _____ Description of Duties: _____ <u>ON HISTORY, CURRENT EVENTS, ETC; PUBLISHED DAILY NEWS SHEET; WROTE ARTICLES FOR WEEKLY PAPER; LECTURED; BROADCAST DAILY NEWSCASTS; MAINTAINED REFERENCE LIBRARY OF CURRENT INFO;</u> Duty Station if overseas: _____
From _____ To _____ Tot. mo's _____ Classification Grade (if in Federal Service) _____ Salary _____ Number and Class of Employees Supervised: _____ Employer _____ Kind of Business or organization (i. e., paper products mfr, public utility) _____	Exact Title of your position _____ Description of Duties: _____ <u>INSPECTED AND SUPERVISED EDUCATION LECTURES & CLASSES</u> <u>PREVIOUSLY DID SIMILAR WORK ON COMPANY LEVEL</u> Duty Station if overseas: _____
From _____ To _____ Tot. mo's _____ Classification Grade (if in Federal Service) _____ Salary _____ Number and Class of Employees Supervised: _____ Employer _____ Kind of Business or organization (i. e., paper products mfr, public utility) _____	Exact Title of your position _____ Description of Duties: _____ _____ _____ _____ Duty Station if overseas: _____

SEC. II. WORK EXPERIENCE (CONT'D)

3. Special Work Experience: Check any of the following organizations by which you may have been employed.

- | | |
|--|--|
| 01 <input type="checkbox"/> U. S. Secret Service | 24 <input type="checkbox"/> Air Force A-2 |
| 02 <input type="checkbox"/> Civil Police | 25 <input type="checkbox"/> Foreign Economic Admin. |
| 03 <input type="checkbox"/> Military Police | 26 <input type="checkbox"/> Counter Intelligence Corps |
| 04 <input type="checkbox"/> U. S. Border Patrol | 27 <input type="checkbox"/> Immigration & Naturalization |
| 05 <input type="checkbox"/> U. S. Narcotics Squad | 28 <input type="checkbox"/> Strategic Services Unit |
| 06 <input type="checkbox"/> FBI | 29 <input type="checkbox"/> Foreign Service, State Dept. |
| 07 <input type="checkbox"/> Criminal Investigation Div. | 30 <input type="checkbox"/> Central Intelligence Group |
| 21 <input type="checkbox"/> Office of Naval Intelligence | 31 <input type="checkbox"/> Armed Forces Security Agency |
| 22 <input type="checkbox"/> Office of War Information | 32 <input type="checkbox"/> Coordinator of Information |
| 23 <input type="checkbox"/> Army G-2 | 33 <input type="checkbox"/> Office of Facts & Figures |
| 20 <input type="checkbox"/> Office of Strategic Services | 34 <input type="checkbox"/> Board of Economic Warfare |
| | 35 <input type="checkbox"/> Federal Communications Comm. |

SEC. III. FOREIGN LANGUAGES

List below the foreign languages in which you have some competence. Be sure to include uncommon modern languages. Check (X) your competence and how acquired.

LANGUAGE	COMPETENCE						HOW ACQUIRED			
	Equivalent to Native Fluency *	Fluent but obviously Foreign *	Adequate for Research **	Adequate for Travel	Limited Knowledge		Native of Country	Prolonged Residence	Contact (Parents, etc.)	Academic Study
FRENCH			X							X
SPANISH			X							X
RUSSIAN					X					X
SWEDISH					X			X		X

* If you have checked 'Fluent' for a language that has significant difference in spoken and written form (e. g., Arabic), explain your competence herein _____

**Specialized Language Competence: Describe ability to do specialized language work involving vocabularies and terminology in the scientific, engineering, telecommunications, and military fields. List the language with the type of speciality. _____

FRENCH - HISTORY TERMINOLOGY

RUSSIAN - CURRENT FISSION THRU NON-USG; CAN BE REFINED

SEC. IV. AREA KNOWLEDGE

1. List below any foreign countries or regions of which you have knowledge gained as a result of residence, travel or study. Study can mean either academic study, or study of a foreign country resulting from an intelligence, military, commercial or professional work assignment.

Country or Region	Dates of Residence, Study Etc.	Manner in Which Knowledge Was Acquired (check (X) one)		
		Residence	Travel	Study
USSR	1943-44			X
SCANDINAVIA (SWEDEN)	NO SPECIFIC DATES			X

2. Specialized Knowledge of Area

List specialized knowledge of foreign country such as knowledge of terrain, coasts and harbors, utilities, railroads, industries, political parties, etc., gained as a result of study or work assignment. Include name of employer or organization.

Country	Type of Knowledge	How and When Gained
SWEDEN	POLITICAL PARTIES (LTD)	STUDY, 1946-7

SEC. V. TYPING AND STENOGRAPHIC SKILLS (PRESENT UTILIZATION)

Skill	Per Cent of Time Used	Not Used	WPM (Approximate Proficiency)	Prefer Assignment Using Skill Ofterer
Typing	1. <u>100</u> LTD	2.		1. Yes 2. <u>No</u>
Shorthand	1.	2.		1. Yes 2. No

Shorthand System: 1. Manual 2. Machine 3. Speedwriting.

SEC. VI. LICENSES, HOBBIES, SPECIAL QUALIFICATIONS

1. Licenses: List any licenses or certification such as teachers, pilot, marine, etc. <u>NONE</u>	2. Hobbies: List any hobbies such as sailing, skiing, writing, or other special qualifications. <u>STAMP COLLECTING; MUSIC;</u> <u>BEACHES</u>

SEC. VII. PROFESSIONAL AND ACADEMIC HONORS

List any professional or academic associations or honorary societies in which you hold membership. <u>NONE</u>

14-00000

SEC. VIII. PUBLICATIONS

List below the type of writing (non-fiction: professional or scientific articles, general interest subjects, current events, etc; fiction: novels, short stories, etc.) of any published materials of which you were author or co-author.

None

SEC. IX. INVENTIONS

Describe any devices you have invented as to type of work for which intended and whether patented.

Device	Patented			
	(1)	Yes	(2)	No
<i>None</i>	(1)	Yes	(2)	No
	(1)	Yes	(2)	No
	(1)	Yes	(2)	No

SEC. X. TESTS (Within present organization)

Describe below the type of tests which you have taken,

Type of Test	Date Taken
<i>GENERAL TESTS TAKEN UPON ENTRANCE ON DUTY</i>	<i>MARCH 1951</i>

SEC. XI. PHYSICAL HANDICAPS

List any physical handicaps you may have.

None

SEC. XII. OVERSEAS ASSIGNMENT

Are you willing to accept periodic tour of duty overseas?

(1) 2 year Tour (2) 4 year Tour (3) Not interested

SEC. XIII. WORK ASSIGNMENT

In view of your total experience and education, for what assignment do you think you are best qualified?

RESEARCH, ANALYSIS, AND EXAMINATION OF INTELLIGENCE DATA. DETERMINING PATTERNS OF INFORMATION BY SYSTEMATIC STUDY OF REPORTS.

SEC. XIV. MILITARY STATUS

1. Present Draft Status
Have you registered under the Selective Service Act of 1948? - Yes No.
If yes, indicate your present draft classification S-A (selective)

2. Present Reserve or National Guard Status
Do you now have Reserve or National Guard Status Yes No.
If yes, complete the following.

1. National Guard
2. Air National Guard
3. Active Reserve Status (member of organized unit)
4. Inactive Reserve Status

Service ~~United States Army~~ Grade S/1st Lt Serial Number 17737022

Reserve Unit with which currently affiliated

Service Mobilization Assignment, if any

Location of Service Records, if known

SEC. XV. TRAINING

List the training courses or subjects you have taken in this organization.

Course or Subject	(from) Dates (to)	HOURS
BASIC ORIENTATION (INTELLIGENCE) COURSE	APRIL - MAY 1951	4 wks
OPERATIONS COURSE	MAY - JUNE 1951	4 wks
ADVANCED OPERATIONS COURSE	JUNE - JULY 1951	3 wks
COURSE ON FUNCTIONS OF CIA COMPONENTS, ETC	JUNE 1951	1 wk

SEC. XVI. REMARKS

Use this space to indicate any other qualifications you may have which you do not describe above.

DATE 14 November 1952

SIGNATURE Lee K. Wigren

REPORT OF QUALIFICATIONS

Limboc'ker

NOTE: THIS REPORT MUST NOT BE DISCUSSED WITH APPLICANT OR EMPLOYEE.

NAME OF EMPLOYEE (OR APPLICANT):

WILGREN, Leo H.

THIS DATE:

November, 1950

TEST RECORD

			MEAN PROFILE																		
			T	L	1	2	3	4	5	6	7	8	9	H							
NOTE: PRINTED LINE REPRESENTS AVERAGE RANKINGS FOR PROFESSIONAL AND TECHNICAL PERSONNEL. COLORED LINE REPRESENTS SUBJECT'S RANKS.			DIRECTIONS																		
			SPHS-HIGHER																		
TYPING			GEN TEST I																		
GROSS	NET	ERRORS	WATSON-GLASER: GENERALIZATIONS																		
1.			INFERENCES																		
2.			DISC. ARGUMENTS																		
3.				RECOG. ASSUMP.																	
FOREIGN LANGUAGE READING TESTS			GEN. LOG. REAS.																		
LANGUAGE	MEAN SCORE	SUBJECT'S SCORE	CONSISTENCY																		
FRENCH LL	40		APPL. LOG. REAS.																		
FRENCH UL	38																				
GERMAN	30																				
ITALIAN	37																				
SPANISH	35																				

EVALUATION OF EDUCATION AND EXPERIENCE

TYPE OF POSITION	OUTSTANDING	SUPERIOR	ADEQUATE	WEAK	INADEQUATE
EDUCATION	<input type="checkbox"/>				
DIRECT EXPERIENCE	<input type="checkbox"/>				
INDIRECT EXPERIENCE	<input type="checkbox"/>				
EDUCATION	<input type="checkbox"/>				
DIRECT EXPERIENCE	<input type="checkbox"/>				
INDIRECT EXPERIENCE	<input type="checkbox"/>				
EDUCATION	<input type="checkbox"/>				
DIRECT EXPERIENCE	<input type="checkbox"/>				
INDIRECT EXPERIENCE	<input type="checkbox"/>				

QUALIFICATIONS TECHNICIAN

SECRET
(WHEN FILLED IN)

Wigren, Lee

QUALIFICATIONS SYSTEM RECORD CHANGE					
APPLICANT CODING DATA					
1. ID	2. ASSO. NO.	3. NAME			
< 2	.	MUST CONTAIN 20-DIGITS			
4. DATE OF BIRTH			5. DATE CODE		
MO	DA	YR	MO	CA	YR
.
THE DATA ABOVE (ITEMS 2 THRU 5) WILL BE FILLED IN WHEN CODING AN APPLICANT FOR THE FIRST TIME. THIS FORM IS THEN ATTACHED TO FORM 1962, MASTER QUALIFICATIONS CODING RECORD.					

LANGUAGE CODING DATA - FORM 441c												
1. ID	2. EMPLOYEE NO.	3. NAME			4. LANGUAGE DATA CODE							
< 3	.	3-LETTERS			BASE CODE	R	W	P	S	U	T	YR
5. DATE SUBMITTED				6. DATE OF BIRTH			WHEN FORM 441c DENOTES NO LANGUAGE COMPETENCE, ENTER THE FOLLOWING IN ITEM 4: "NO+LANGUAGE" (12-DIGITS)					
MO	DA	YR	MO	CA	YR	>						
.							

LANGUAGE PROFICIENCY TEST DATA													
1. ID	2. EMPLOYEE NO.	3. NAME			4. CODE	5. LANGUAGE DATA BEFORE TEST							
< 5	446198	WIG			C-A-D	BASE CODE	R	W	P	S	U	T	YR
6. LANGUAGE DATA AFTER TEST						7. DATE OF TEST			DATA FOR ITEM 2 THRU 7 IS EXTRACTED FROM FORM 1273				
BASE CODE	R	W	P	S	U	T	YR	MO	DA	YR	LANGUAGE PROFICIENCY AND AWARDS DATA. : 7 APR 1967		
BF45	7	7	8	0	7	4	66	11	17	66	BJT		

29 MAR 29 1967

The authorization to process this employee's disclaim of proficiency in the language factors indicated on this form is contained in a memorandum on file and designated "Language Proficiency Disclaim File", located in the Qualifications Analysis Branch, Office of Personnel.

SECRET

(WHEN FILLED IN)

Wigrow, Lee

QUALIFICATIONS SYSTEM RECORD CHANGE

AFFILIANT CODING DATA

1. ID ◀ 2	2. APPL. NO. 6-DIGITS	3. NAME MUST CONTAIN 20-DIGITS
4. DATE OF BIRTH MO DA YR	5. DATE CODED MO DA YR	THE DATA ABOVE (ITEMS 2 THRU 5) WILL BE FILLED WHEN CODING AN APPLICANT FOR THE FIRST TIME. THIS FORM IS THEN ATTACHED TO FORM 1962, MASTER QUALIFICATIONS CODING RECORD.

LANGUAGE CODING DATA - FORM 1411c

1. ID ◀ 3	2. EMPLOYEE NO.	3. NAME 3-LETTERS	4. LANGUAGE DATA CODE BASE CODE R W P S U T YR							
5. DATE SUBMITTED MO DA YR	6. DATE OF BIRTH MO DA YR	WHEN FORM 1411c DENOTES NO LANGUAGE COMPETENCE, ENTER THE FOLLOWING IN ITEM 4: "NO+LANGUAGE" (12-DIGITS)								

LANGUAGE PROFICIENCY TEST DATA

1. ID ◀ 5	2. EMPLOYEE NO. ◊◊6198	3. NAME WIG	4. CODE C-A-D C	5. LANGUAGE DATA BEFORE TEST BASE CODE R W P S U T YR BK5◊ 3 1 7 ◊ ◊ 4 65							
6. LANGUAGE DATA AFTER TEST BASE CODE R W P S U T YR BK5◊ 7 ◊ 7 ◊ ◊ 4 66				7. DATE OF TEST MO DA YR 11 17 66		DATA FOR ITEM 2 THRU 7 IS EXTRACTED FROM FORM 1273, LANGUAGE PROFICIENCY AND AWARDS DATA. 2 APR 1967					

26 APR 67

The authorization to process this employee's disclaimer of proficiency in the language factors indicated on this form is contained in a memorandum on file and designated "Language Proficiency Disclaimer File", located in the Qualifications Analysis Branch, Office of Personnel.

Wigren, Lee A

QUALIFICATIONS SYSTEM RECORD CHANGE									
ADDITIONAL RECORD DATA									
1. ID	2. APPL. NO.	3. NAME							
< 2	0-DIGITS	MUST CONTAIN 0-DIGITS							
4. DATE OF BIRTH			5. DATE ENTERED			THE DATA ABOVE (ITEMS 2 THRU 5) WILL BE FILLED IN WHEN ONE IS AN APPLICANT FOR THE FIRST TIME. THIS FORM IS THEN ATTACHED TO FORM 1982, MASTER QUALIFICATION RECORD NO RECORD.			
MO	DA	YR	MO	DA	YR				

LANGUAGE RECORD DATA - FORM 1273												
1. ID	2. EMPLOYEE NO.	3. NAME			4. LANGUAGE DATA CODE							
< 3		3-LETTERS			BASE CODE	R	W	P	S	U	T	YR
5. DATE SUBMITTED			6. DATE OF BIRTH			WHEN FORM 1273 DENOTES NO LANGUAGE COMPETENCE, ENTER THE FOLLOWING IN ITEM 4: "NO-LANGUAGE" (12-DIGITS)						
MO	DA	YR	MO	DA	YR							

LANGUAGE PROFICIENCY TEST DATA													
1. ID	2. EMPLOYEE NO.	3. NAME			4. CODE	5. LANGUAGE DATA BEFORE TEST							
< 5	446198	WIG			C	BASE CODE	R	W	P	S	U	T	YR
6. LANGUAGE DATA AFTER TEST					7. DATE OF TEST			DATA FOR ITEM 2 THRU 7 IS EXTRACTED FROM FORM 1273, LANGUAGE PROFICIENCY AND AWARDS DATA.					
BASE CODE	R	W	P	S	U	T	YR						MO
BK50	3	1	7	0	0	4	65	09	30	65			

7 NOV 1965

3 NOV 1965

The authorization to process this employee's disclaim of proficiency in the language factors indicated on this form is contained in a memorandum on file and designated "Language Proficiency Disclaim File", located in the Qualifications Analysis Branch, Office of Personnel.

SECRET
(When Filled In)

VERIFIED RECORD OF OVERSEAS SERVICE

TO:

Office of Personnel, Statistical Reporting Branch, ROOM 5 E 2506 Headquarters

EMPLOYEE SERIAL NO. 1-4	NAME OF EMPLOYEE			OFFICE/COMPONENT 25-28
	LAST	FIRST	MIDDLE	
006198	Wigren	Leo	H.	RR

INSTRUCTIONS

USE APPROPRIATE SPACE BELOW TO REPORT DATA FOR EITHER PCS OR TDY. INSERT APPROPRIATE CODE NUMBER IN "CODE" COLUMN TO DESIGNATE WHETHER SUBMISSION IS OF BASIC DATA, CORRECTION, OR CANCELLATION (One only). REPORT DATES BY USING THE NUMBER FOR THE MONTH, AND LAST TWO DIGITS ONLY FOR YEAR.

PCS DATES OF SERVICE

TYPE OF DATA	CODE	ARRIVAL			DEPARTURE			COUNTRY	OMIT
		MONTH	DAY	YEAR	MONTH	DAY	YEAR		
1 - PCS (Basic)	77	78-29	30-31	32-33	34-35	36-37	38-39	40-47	
3 - CORRECTION									
5 - CANCELLATION									

TDY DATES OF SERVICE

TYPE OF DATA	CODE	DEPARTURE			RETURN			AREA(S)	OMIT
		MONTH	DAY	YEAR	MONTH	DAY	YEAR		
2 - TDY (Basic)	77	28-29	30-31	32-33	34-35	36-37	38-39	40-47	
4 - CORRECTION	2	10	13	66	11	13	66	AF 803	
6 - CANCELLATION									

SOURCE OF RECORD DOCUMENT

<input checked="" type="checkbox"/> TRAVEL VOUCHER	<input type="checkbox"/> DISPATCH
<input type="checkbox"/> CABLE	<input type="checkbox"/> DUTY STATUS ON TIME AND ATTENDANCE REPORT
<input type="checkbox"/> OTHER (Specify)	

DOCUMENT IDENTIFICATION NO. AF-69-67	DOCUMENT DATE/PERIOD 13 October - 13 November 1966
---	---

REMARKS

PREPARED BY OSA	REPORT ANNOTATED ON SOURCE DOCUMENT	ABOVE DATA VERIFIED CORRECT, BASED UPON SOURCE DOCUMENT CITED
<input checked="" type="checkbox"/> C & L DIVISION	DATE	SIGNATURE V. F. Palmer
<input type="checkbox"/> C & T DIVISION		

FORM 1451a
4-65 OLE PREVIOUS EDITIONS.

SECRET

GROUP 1
Excluded from automatic
downgrading and declassification

(4-10)

AR

CIA INTERNAL SECURITY

Office of Logistics
Training Report

THE PRINTING SERVICES COURSE

Lee H. Wigren

OS-12

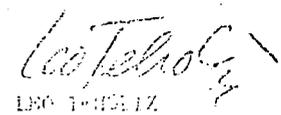
SR/DP

has participated in the Office of Logistics sponsored training program, the Printing Services Course. The course program was completed on a part-time basis during the period 30 October 1960, and consisted of 17 hours of classroom instruction, including an orientation tour of the Agency printing plant.

The program is primarily designed to contribute to the general background and knowledge of Agency printing responsibilities; to acquaint Agency personnel with the policies, functions and organization of CIA printing and reproduction services. Emphasis is placed on accuracy in printing, printing costs and cost estimating; various printing and photographic processes are explained.

CERTIFICATE OF COURSE COMPLETION:

The above-named individual has regularly attended the program.



LEO FELTON

Logistics Training Officer

LOGISTICS TRAINING
October 1960

CIA INTERNAL SECURITY

C O N F I D E N T I A L
(When Completed)

Date 1 June 1960

MEMORANDUM FOR RECORD

THROUGH: Staff Training Officer

SUBJECT: Completion of Management Conference

1. Lee H. Wigren has completed a Management Conference conducted for SR from 9 - 20 May 1960

2. The conference covered 40 hours of group discussions, lectures, and selected readings concerning problems of Agency management at the middle levels. The individual named completed all conference assignments. No grade has been given since no evaluation is made of any individual's performance in this conference.

FOR THE DIRECTOR OF TRAINING:



CHARLES D. FORD
Chief, Management Training Faculty

C O N F I D E N T I A L
(When Completed)

SECRET - EYES ONLY

TECHNICAL SERVICES STAFF
 TRAINING DIVISION EVALUATION
 PHOTO 1 - Basic Photography

NAME: Wiggen, Leo

OFFICE: _____ STAFF: II DIV: 33 BRANCH: _____ DATES TRAINED: from 1st Nov. to 7 Dec. 1956

The course is primarily designed to develop skills. Several subjects, however, (such as telephoto lenses, stereo photography etc.) are covered only briefly and the purpose in these subjects is merely to impart an understanding, and not a skill.

This form, therefore, evaluates -

- a. The student's level of understanding (signified by the letter "U") or
- b. The degree of skill attained (signified by the letter "S") -

whichever is applicable.

I Basic photographic theory and practices

A. Manipulation of camera

- 1. Leica (S) _____
- 2. Signet (S) Retina III
- 3. Camera focusing (S) _____

- B. Depth of Field scales (U) _____
- C. Relationship of aperture to shutter speeds (U) _____

II Processing and Printing:

- A. Developers, hypo, washing, drying (S) _____
- B. Loading NIKOR film developing tank (S) _____
- C. Use and function of the enlarger (S) _____
- D. Contrast papers - selection of proper paper for a particular negative (S) _____
- E. Print control (S) _____

III Use of filters: (U) _____

IV Use of exposure meter. (U) _____

V Indoor photography:

- A. Employing only natural room lighting (S) _____
- E. Employing accessory room lighting for ID pictures (S) _____

	none	Fair	Good	Very Good	excellent
1. Leica (S)					
2. Signet (S) <u>Retina III</u>					
3. Camera focusing (S)					
B. Depth of Field scales (U)			X		
C. Relationship of aperture to shutter speeds (U)				X	
A. Developers, hypo, washing, drying (S)					X
B. Loading NIKOR film developing tank (S)					X
C. Use and function of the enlarger (S)					X
D. Contrast papers - selection of proper paper for a particular negative (S)				X	
E. Print control (S)				X	
III Use of filters: (U)				X	
IV Use of exposure meter. (U)				X	
V Indoor photography:				X	
A. Employing only natural room lighting (S)					
E. Employing accessory room lighting for ID pictures (S)					X

SECRET-EYES ONLY

VI Document copying

	none	fair	good	very good	excellent
A. Techniques (S)				X	
B. Equipment (S)				X	
C. Selection of film (S)				X	
D. Developing and Printing (S)				X	

VII Telephoto, wide angle lenses, stereo photography (U)

VIII Reflex Copy Printing:

	none	fair	good	very good	excellent
A. Use of permanent photo lab printing box (S)	X				
B. Use of portable "Contura" unit (S)	X				
C. Adaptation of "Contura" unit to clandestine needs (U)	X				

IX Graphics Registry/OCD - Understanding of what is necessary in a photograph in order to be of use to Graphics Registry (U)

OBSERVED GENERAL TRAITS & CHARACTERISTICS

	none	fair	good	very good	excellent
I General Quality of prints				X	
II Choice of subject matter - organization and composition				X	
III Quality of darkroom work (cleanliness, neatness, etc.)					X
IV Attitude toward subject matter				X	

REMARKS:

Test Guide: _____

APPROVED:

C/TSS/Training Division

Instructor

Wigron, Leo H.

Instruction was given in general photography, and its application to the specific problems of ground intelligence photography, document copying with two methods, casing, fixed and mobile surveillance, available light, small object and ID photography and photography in room search.

This student is well organized in his work and has a fine foundation for the work he will be called upon to do. Currently he should be able to handle similar assignments intensified in the field and with additional practice and experience is capable of applying photography widely and in a more technical situation.

SECRET

SECRET
(When Filled In)

CAREER PREFERENCE OUTLINE

This Outline, when completed, is a documented description of the individual's career interests and proposed career activities together with the comments of his supervisor and his Career Service. The original will be filed in the employee's Official Personnel Folder and will serve as a guide for future personnel actions affecting him. Implementation of career preferences must depend upon the needs of the Organization.

- CONSULT ATTACHED INSTRUCTION SHEET PRIOR TO COMPLETING THIS OUTLINE -

SECTION A. GENERAL			
1. NAME OF EMPLOYEE (Last-First-Middle) WIGREN, Lee H.	2. DATE OF BIRTH 1 Dec 1923	3. SERVICE DESIGNATION DI	4. GRADE GS-11
5. ORGANIZATIONAL TITLE	6. POSITION TITLE Intelligence Officer	7. OCCUPATIONAL CODE	8. OFFICE OF ASSIGNMENT WE/Swedish Desk

SECTION B. CAREER INTERESTS	
9. GENERAL TYPE OF ACTIVITY FI Operations	
10. SPECIFIC TYPE OF ACTIVITY (Including assignments)	
A. IMMEDIATE (Within next 1 to 2 years) Assignment to Scandinavian Station	
B. LONG-RANGE (Within next 3 to 5 years) Reassignment to Headquarters Desk within WE/1	

SECTION C. TRAINING	
11. ORGANIZATIONAL, EXTERNAL, AND ON-THE-JOB TRAINING	
A. IMMEDIATE (Within next 1 to 2 years)	
CE Operations, 0.4	
Communist Party Organization and Operations, C.2	
Information Reporting, Reports & Requirements, 0.25	
Secret Writing, T.9	
Audio Surveillance, T.6 Language Study	
B. LONG-RANGE (Within next 3 years)	

12. ADDITIONAL COMMENTS	
-------------------------	--

I recognize that the implementation of my career preferences must depend upon the needs of the organization. I understand that my performance, capabilities and interests will be given due consideration.	13. DATE COMPLETED 20 Nov56	14. SIGNATURE OF EMPLOYEE See Item 21
--	---------------------------------------	---

SECRET
(When Filled In)

SECTION D. COMMENTS BY SUPERVISOR	
15. RELATIVE TO CAREER INTERESTS OF EMPLOYEE	
16. RELATIVE TO TRAINING FOR EMPLOYEE	
17. TYPED OR PRINTED NAME OF SUPERVISOR	18. SIGNATURE
19. TITLE	20. DATE
SECTION E. FOR USE OF CAREER SERVICE	
21. COMMENTS	
Detailed Individual Career Plan approved by FI Panel on file in FI Career Management Office, 2048 L	
22. TYPED OR PRINTED NAME	23. SIGNATURE
Robert A. Skeels	<i>Robert A. Skeels</i>
24. TITLE	25. DATE
FI Career Management Officer	13 FEB 1957
LEAVE BLANK	

See Item 21

SECRET

S-E-C-R-E-T

TO: Registrar, Office of Training

I certify that I completed the Cable Writing Refresher No. 8
on 27 June 56.

LEE H. WIGGINS WE
Name (Please Print) Staff or Division

S-E-C-R-E-T

S-E-C-R-E-T

TRAINING EVALUATION

Advanced Counterespionage Course No. 1

<u>WIGREN, Leo H.</u>	<u>M</u>	<u>4-15 Oct. '54</u>	
Name	Sex	Dates of Course	
<u>12/1/23</u>	<u>3/51</u>	<u>GS-9</u>	<u>DDP/STC</u>
Date of Birth	UCB	Grade or Rank	Office

Research and analysis - Intelligence Officer
Projected Assignment or Present Position

1. The Advanced Counterespionage Course is a specialized course of two weeks' duration designed for CE specialists and their supervisors. The Basic CE Course or equivalent experience is a normal prerequisite for entry into the Advanced CE Course. The course is conducted on a seminar, round-table basis. Emphasis is placed on student participation during staff and guest lectures. Time is allotted for reading the extensive material provided.

2. Specialized techniques of CE operations are emphasized. Counterespionage aspects of double agent operations, liaison situations, and defection are examined in detail. Special attention is given to the structure and modus operandi of Soviet and Satellite internal and external clandestine services. Similar studies are made of the Western Services, as they currently exist and as they may affect Agency operations.

3. Each student is required to give a presentation before the class. This hour-long presentation is based on a problem assignment given the student by the staff. Exemption is made where students have the field or headquarters experience in CE or a related field; such a student is permitted to give a one-hour lecture based on specific experience. The "canred" problems are selected to test students' ability to do CE research, collate, make logical analyses, and present ideas effectively to a seminar group.

4. This evaluation is based primarily on the student presentation, and to a lesser degree on participation in seminar discussions when conducted by the staff.

S-E-C-R-E-T

SECRET

-2-

1. Mr. Wigren ranked in the top bracket of a strong class. He contributed effectively in seminar discussions. He appeared to be alert, and to have a good grasp of CE fundamentals.

2. Mr. Wigren's presentation dealt with his basic assignment in Staff C. The presentation was well organized and was a major contribution to the class's CE background.

3. In my opinion, Mr. Wigren has the background and grasp of CE principles adequate for a CE case officer and analyst.

Z
GHOSII ZCGEI

SECRET

TRAINING EVALUATION

1. The official to whom this report is entrusted is personally responsible for it. Although he may, within his discretion, show it to other members of his staff, the report should never be shown to the student whom it concerns.

2. The report summarizes the findings, observations and opinions of the various instructors during the course listed only, with no reference to other facts or findings about the student. More complete data is available in the files of the Training Division and may be examined after contacting the Records and Scheduling Officer.

STUDENT'S NAME Leo Robert Wigren DATE OF REPORT 8 June 1951
 TRAINING COURSE Operations DIVISION CSO/TC/ICB GRADE GS-6
 TRAINING PERIOD 7 May - 2 June 1951 PROJECTED ASSIGNMENT Clerk
 AGE: 21

1. PERFORMANCE RECORD. The following grades show the achievement of the student in class problems and examinations. The total possible score is broken down to indicate the relative weighting of various factors. The overall adjectival rating is based on the following scales: 0 to 59% unsatisfactory; 60 to 79% satisfactory; 80 to 89% excellent; 90 to 100% superior.

	<u>Possible Score</u>	<u>Achieved Score</u>	
(1) Comprehension of basic principles of clandestine operations	(40)	25	Sat.
(2) Use of tradecraft (ability to apply principles of clandestine operations)	(50)	30	Sat. -
(3) Ability to evaluate operational data	(20)	12	Sat. -
(4) Ability to use operational data	(20)	11	Med. ✓
(5) Planning	(30)	19	Sat.
(6) Personality analysis	(20)	14	Sat.
(7) Personality manipulation	(50)	35	Sat.
(8) Adaptability to operational emergencies	(30)	20	Sat.
(9) Attention to detail	(20)	12	Sat. -
(10) Organization and presentation of written operational material	(20)	<u>13</u>	Sat.
TOTAL	(300)	191	
Overall adjectival rating	<u>Satisfactory 64%</u>		

2. TRAIT CHARACTERISTICS RECORD. The following indicates the various personality traits as observed by the instructors during the training period. The observations include the student's participation and conduct in training as well as his reactions to various problems and situations. A scale of 0 to 10 is used, 0 indicating that the trait has not been observed, the lower numbers indicating below average, and the higher indicating above average.

	<u>Rating</u>
(1) Ability to get along and work with people	
(2) Ability to grasp instructions	
(3) Enthusiasm and interest in work	
(4) Industriousness	
(5) Practical intelligence	
(6) Astuteness	
(7) Adaptability	
(8) Effectiveness	
(9) Stability	
(10) Initiative	
(11) Imagination	
(12) Ability to handle and direct people	

See Attachment

3. COMMENT. (to be used only in cases of outstanding strengths or weaknesses)

Ernest G. Weidul
 ERNEST G. WEIDUL
 CHIEF INSTRUCTOR

APPROVED. Lawrence B. Shallcross
 LAWRENCE B. SHALLCROSS
 CHIEF, STD

REVIEWED. [Signature]
 CHIEF, TRD

Lee H. Wiggen
Grade: WS-6

SECRET

2. **TRAIT RECORD.** The following indicates the various traits as observed by the instructor during the training period. The observations include the student's participation and conduct in training as well as his reactions to various problems and situations.

1. **UNDERSTANDING INSTRUCTIONS**

Not observed _____

1	2	3	4	5
Misunderstood instructions completely on more than one occasion.	Was very slow to grasp instructions. Often requested additional explanation or repetition.	Understood instructions if given in detail.	Did not require a detailed explanation.	Grasped instructions quickly, completely, accurately.

2. **PLANNING WORK**

Not observed _____

1	2	3	4	5
Got in various difficulties because of failure to plan work.	Planned inadequately.	Made plans which permitted adequate implementation of a project.	Gave evidence of careful, thoughtful, planning.	Planned thoroughly, allowed for almost all contingencies.

3. **ABILITY TO WRITE**

Not observed _____

1	2	3	4	5
Seemed unable to express thoughts clearly in written form.	Was weak in expressing thoughts clearly in written form.	Written work showed no significant weakness.	Displayed ability to express thoughts thoroughly in written form.	Was outstanding in ability to express ideas in clear, correct, coherent manner.

4. **ATTENDING TO DETAIL**

Not observed _____

1	2	3	4	5
Written and oral work suffered seriously from constant inattention to details.	Work frequently marred by careless or imprecise treatment of significant detail.	Work showed acceptable attention to significant detail.	Careful handling of significant detail.	Work was consistently outstanding for precise, accurate handling of detail.

SECRET

3. CONSTRUCTIVE IMAGINATION

Not observed				
1	2	3	4	5
Failed to give constructive explanation of hypothetical situation in oral report.	Shows only a very limited degree of constructive imagination.	Shows sufficient constructive imagination to meet most school situations adequately.	Demonstrated the possession of creative ability to a greater than average degree.	Outstandingly creative, inventive, or original.

4. FLUENCY OF ORAL EXPRESSION

Not observed				
1	2	3	4	5
Unable to express self clearly. Presented ideas in a garbled and incoherent fashion.	Lacked fluency or ease in his speech, but meaning usually clear.	Displayed reasonable facility in oral expression.	Spoke confidently, conveying ideas clearly and readily.	Outstanding in fluency and clarity of oral expression.

5. EFFORT

Not observed				
1	2	3	4	5
Work was unsatisfactory as a result of insufficient application of time and effort.	Applied minimum amount of time and effort necessary to satisfactorily accomplish assigned work.	Showed adequate compliance as regards time and effort for accomplishment of assigned work.	Volunteered greater time and effort than is normally expected in this course.	Was unusually industrious, giving generously of time, effort and interest.

6. INITIATIVE

Not observed				
1	2	3	4	5
Failed to act without being specifically instructed to do so.	Occasionally acted on his own.	Usually took steps to implement ideas.	Usually displayed enthusiasm and aggressiveness.	Displayed unusual energy, enthusiasm and aggressiveness.

7. PERSISTENCE IN EFFORTS

Not observed				
1	2	3	4	5
Gave up soon as he met opposition or difficulties in pursuing his objective.	Gave up after several attempts had failed.	Surmounted minor difficulties, but was slowed by severe opposition.	Was slowed only by severe opposition.	Persisted in his efforts to achieve objectives despite repeated setbacks or severe opposition.

SECRET

10. ENTHUSIASM AND INTEREST IN THE WORK

Not observed _____

1	2	3	4	5
Displayed no indication of genuine interest in the subject.	Appeared only mildly interested in the subject.	Displayed definite interest in making this sphere of activity his career.	Displayed unusual enthusiasm and interest.	Displayed exceptional enthusiasm and intense interest.

11. ABILITY TO GET ALONG WITH ASSOCIATES

Not observed _____

1	2	3	4	5
Frequently alienated associates.	Was noticeably lacking in: a. sociability b. consideration of others c. cooperativeness.	Reasonably sociable, considerate and cooperative vis-a-vis associates.	Displayed definite a. sociability b. consideration of others c. cooperativeness.	Unusually sociable, considerate and cooperative vis-a-vis associates.

12. LEADERSHIP

Not observed _____

1	2	3	4	5
Appeared to withdraw from group activities to a marked degree even when requested to take part.	Took little part in group activities.	Normally participated within the group.	Displayed leadership ability on several occasions.	Consistently assumed leadership in group activities.

13. TACT

Not observed _____

1	2	3	4	5
Markedly blunt and indiscreet	Occasionally said or did something which induced an unfavorable reaction.	Reasonably discreet.	Had good discernment for the appropriate thing to say or do.	Consistently demonstrated keen perception for fitting speech or conduct.

14. PERSUASIVENESS

Not observed _____

1	2	3	4	5
Did not influence the thinking and actions of others	His opinions rarely affected his associates.	Was fairly successful in selling a point or himself.	Was very good at influencing others by his own personality and thinking.	Was outstanding in ability to command respect and attention through his personality and thinking.

SECRET

SECRET

-5-

15. COMMON SENSE
Not observed _____

<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
Displayed lack of common sense.	Displayed inconsistencies in judgment.	Usually displayed sound judgment.	Consistently displayed sound judgment.	Displayed outstanding ability to make sound decisions.

16. ASTUTENESS
Not observed _____

<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
Appeared glib and naive.	Lacked adequate skepticism and discernment.	Displayed adequate discernment and skepticism.	Displayed above average perspicacity and skepticism.	Displayed exceptional shrewdness and perspicacity.

17. ABILITY TO LEARN
Not observed _____

<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
Showed no improvement during course of instruction.	Improvement was slow and laborious.	Assimilated course material in satisfactory fashion.	Showed marked improvement during progress of instruction.	Despite lack of previous experience displayed unusual ability to assimilate course material.

18. ADAPTATION TO TRAINING
Not observed _____

<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
Did not adjust to training program. Remained disorientated, an outsider.	Accepted training but with reluctance.	Adapted himself to most aspects of training.	Accepted the training situation with good spirit.	Accepted training with obvious enthusiasm.

A rating of 3 in personality traits is considered average for a CIA operations officer.

NOTE: For remarks see page 6.

SECRET

TRAINING EVALUATION

STAFF ORIENTATION

1. The official to whom this report is entrusted is personally responsible for it. Although he may, within his discretion, show it to other members of his staff, the report should never be shown to the student whom it concerns.
2. The report summarizes the test results, observations and opinions of the various instructors for the course listed only. More complete data is available in the files of the Training Division and may be examined after contacting the Records and Scheduling Officer. Any questions as regards the evaluation of this student should be referred to the Chief, Records and Evaluation, TRD.

STUDENT'S NAME Leo Hobart Wilson DATE OF REPORT 28 April 1951

TRAINING COURSE STAFF ORIENTATION 24 DIVISION CGS/STC AGE 27 GRADE GS-6

TRAINING PERIOD 2 - 27 April 1951 PROJECTED ASSIGNMENT Clerk

1. **PERFORMANCE RECORD.** The following grades show the achievement of the student in class problems and examinations. The total possible score is broken down to indicate the relative weighting of various factors. The overall adjectival rating is based on the following scale: 0 to 55% Unsatisfactory; 66 to 75% Satisfactory; 76 to 85% Excellent; 86 to 100% Superior.

Problems	Possible Score	Achieved Score	Percentage Score
(1) Editing of information - - - - -	(20)	14.9	75
(2) Reporting of information - - - - -	(10)	29.1	73
(3) Message writing - - - - -	(20)	14.3	72
(4) Interviews: Procurement of information - - - - -	(30)	21.3	71
(5) Interviews: Personality handling - - - - -	(30)	23.2	77
(6) Mapping and sketching - - - - -	(20)	15.7	79
(7) Observation and description - - - - -	(10)	7.9	79
(8) Security Problems - - - - -	(5)	4.3	85
Objective Tests			
(9) Intelligence Tools and Objectives - - - - -	(30)	22.2	74
(10) Reporting Mechanics - - - - -	(20)	16.6	83
(11) USSR and Communism - - - - -	(75)	64.5	86
TOTAL	(300)	234.0	78.0
Overall adjectival rating - - - - -	Excellent		

2. **TRAIT RECORD.** The following indicates the various traits as observed by the instructors during the training period. The observations include the student's participation and conduct in training as well as his reactions to various problems and situations:

1. **UNDERSTANDING INSTRUCTIONS**

Not observed	1	2	3	4	5
Misunderstood instructions completely on more than one occasion.		Was very slow to grasp instructions. Often requested additional explanation or repetition.	Understood instructions if given in detail.	Did not require a detailed explanation.	Grasped instructions quickly, completely, accurately.

2. **PLANNING WORK**

Not observed	1	2	3	4	5
Got in serious difficulty because of failure to plan work.		Planned inadequately for the effective carrying out of a project.	Made plans which did not hinder the satisfactory completion of a project.	Gave evidence of careful, thoughtful planning.	Planned thoroughly, allowed for all contingencies.

3. **ATTENDING TO DETAIL**

Not observed	1	2	3	4	5
Written and oral work suffered seriously from constant inattention to details.		Work frequently marred by careless or imprecise treatment of significant details.	Work showed acceptable attention to significant detail, but contained a number of minor errors.	Careful handling of significant detail, with occasional lapses of a minor nature.	Work was outstanding for precise, accurate handling of detail at all times.

4. **ABILITY TO WRITE**

Not observed	1	2	3	4	5
Seemed unable to express thoughts clearly or correctly in written form.		Weak in English usage. Frequent grammatical or spelling errors.	Written work mechanically correct, but poorly organized.	Written work showed no significant weakness.	Outstanding in ability to express ideas in clear, correct, coherent manner.

5. **PERSEVERING IN EFFORTS**

Not observed	1	2	3	4	5
Gave up as soon as he met opposition or difficulties in pursuing an objective.		Gave up after several attempts had failed.	Surmounted minor difficulties, but stopped by severe opposition.	Renewed his efforts after a major setback.	Persisted in his efforts to achieve objectives despite repeated set-backs or severe opposition.

SECRET

6. CONSTRUCTIVE IMAGINATION Not observed _____				
1	2	3	4	5
Devoid of imagination or inventiveness in approach to problems.	Showed only a very limited degree of imagination.	Showed sufficient imagination to meet most school situations adequately.	Demonstrated the possession of creative ability to a greater than average degree.	Outstandingly creative, inventive, or original.
7. FACILITY OF ORAL EXPRESSION Not observed _____				
1	2	3	(4)	5
Unable to express self clearly. Presented ideas in a groping and incoherent fashion.	Lacked fluency or ease in his speech, but meaning usually clear.	Displayed reasonable facility in oral expression.	Spoke confidently, conveying ideas clearly and readily.	Outstanding in fluency and clarity of oral expression.
8. FORCEFULNESS Not observed _____				
1	2	(3)	4	5
Was not able to project his own personality and ideas to others.	Rarely convinced anyone of his point.	Was fairly successful in selling a point or himself.	Was able to influence or control others through his personality and thinking.	Outstanding in ability to command attention and respect through personal forcefulness.
9. ADAPTATION TO TRAINING Not observed _____				
1	2	3	(4)	5
Did not adjust to training program. Remained disorientated, an outsider.	Accepted training, but with reluctance.	Adapted himself to most aspects of training.	Accepted the training situation with good spirit.	Accepted training with obvious enthusiasm.
10. TACT Not observed _____				
1	2	3	(4)	5
Continually alienated others by indiscreet actions or words.	Occasionally said or did something which induced an unfavorable reaction.	Not skilled, but avoided arousing antagonism in dealing with others.	Had good discernment for the appropriate thing to say or do.	Showed keen perception for fitting speech or conduct at all times.

3. REMARKS:

APPROVED.

L. B. Halloran
CHIEF, STR

Charles L. Booker
CHIEF INSTRUCTOR

REVIEWED.

R. King
CHIEF, RES

NYE SP

A. RAW TEST DATA

TYPE OF TEST	RAW SCORE	PERC. TYLE	TYPE OF TEST	RAW SCORE	PERCEN-TYLE	TYPE OF TEST	RAW SCORE	PERCEN-TYLE
DIRECTIONS			DIRECTIONS	76	52	AREA INFO (AFFAIRS)		
DAT: CLERICAL			OTIS-HIGHLR:	66	87	AREA INFO (PEOPLE)		
SPELLING			GEN. TEST 1	68	90	BENNETT LIBRARY INFO		
SENTENCES			LA-5			CIA CLASSIF. I		
NUMERICAL AB.			FRENCH LL			CIA CLASSIF. II		
ABSTR. REAS.			FRENCH UL			CORR. AND EFF. OF EXP.		
SPACE REL.			GERMAN LL			OSU TEST: FORM		
VERB. REAS.			ITALIAN LL			TECHNICAL READING		
MECH. REAS.			SPANISH LL			WATSON-GLASER:		
SUPV. TEST: FORM						GENERALIZATIONS		
ORAL DIRECTIONS TEST						INFERENCES		
						DISC. ARGUMENTS		
						RECOC. ASSUMPTIONS		
						GEN. LOG. REAS.		
						CONSISTENCY		
						APPL. LOG. REAS.		
DATE	TYPING		SHORTHAND					
	GROSS NET ERRORS		1	2	3	TOTAL TIME		
09 Nov 50								

B. PERSONAL DATA

AGE	SEX		STATUS		EDUCATION					MAJOR
	M	F	NEW	EMP.	ELEM.	H.SCH.	COL.	DEG.		
26	X		X							Limbocker
NAME (LAST, FIRST, MIDDLE INITIAL)			(5244)		SERVICE GRADE		POSITION			
WILSON, Leo H.					G.S. 5		Intelligence Officer			

TEST RECORD

NOTE: PRINTED LINE REPRESENTS AVERAGE RANKINGS FOR PROFESSIONAL AND TECHNICAL PERSONNEL. COLORED LINE REPRESENTS SUBJECT'S RANKS.			PROFILE											
			T	L	I	2	3	4	A	6	7	R	9	H
TYPING			DIRECTIONS											
SCORES	NET	ERRORS	OTIS-HIGHER											
1.			GEN. TEST 1											
2.			WATSON-GLAZER GENERALIZATION											
3.			INFERENCES											
FOREIGN LANGUAGE READING TESTS			DISC.											
LANGUAGE	MEAN SCORE	SUBJECT'S SCORE	ARGUMENTS											
FRENCH US	40		RECOG. ASSUMP.											
FRENCH US	38		GEN. LOG. REAS.											
GERMAN	30		CONSISTENCY											
ITALIAN	37		APPL. LOG. REAS.											
SPANISH	35													

37-703 Kimbocker 4 Nov 45

SECTION 1 (SECTION 1)		SECTION 2 (SECTION 2)	
SECTION 3 (SECTION 3)		SECTION 4 (SECTION 4)	
SECTION 5 (SECTION 5)		SECTION 6 (SECTION 6)	
SECTION 7 (SECTION 7)		SECTION 8 (SECTION 8)	
SECTION 9 (SECTION 9)		SECTION 10 (SECTION 10)	
SECTION 11 (SECTION 11)		SECTION 12 (SECTION 12)	
SECTION 13 (SECTION 13)		SECTION 14 (SECTION 14)	
SECTION 15 (SECTION 15)		SECTION 16 (SECTION 16)	
SECTION 17 (SECTION 17)		SECTION 18 (SECTION 18)	
SECTION 19 (SECTION 19)		SECTION 20 (SECTION 20)	
SECTION 21 (SECTION 21)		SECTION 22 (SECTION 22)	
SECTION 23 (SECTION 23)		SECTION 24 (SECTION 24)	
SECTION 25 (SECTION 25)		SECTION 26 (SECTION 26)	
SECTION 27 (SECTION 27)		SECTION 28 (SECTION 28)	
SECTION 29 (SECTION 29)		SECTION 30 (SECTION 30)	
SECTION 31 (SECTION 31)		SECTION 32 (SECTION 32)	
SECTION 33 (SECTION 33)		SECTION 34 (SECTION 34)	
SECTION 35 (SECTION 35)		SECTION 36 (SECTION 36)	
SECTION 37 (SECTION 37)		SECTION 38 (SECTION 38)	
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SECTION 43 (SECTION 43)		SECTION 44 (SECTION 44)	
SECTION 45 (SECTION 45)		SECTION 46 (SECTION 46)	
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SECTION 49 (SECTION 49)		SECTION 50 (SECTION 50)	
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SECTION 59 (SECTION 59)		SECTION 60 (SECTION 60)	
SECTION 61 (SECTION 61)		SECTION 62 (SECTION 62)	
SECTION 63 (SECTION 63)		SECTION 64 (SECTION 64)	
SECTION 65 (SECTION 65)		SECTION 66 (SECTION 66)	
SECTION 67 (SECTION 67)		SECTION 68 (SECTION 68)	
SECTION 69 (SECTION 69)		SECTION 70 (SECTION 70)	
SECTION 71 (SECTION 71)		SECTION 72 (SECTION 72)	
SECTION 73 (SECTION 73)		SECTION 74 (SECTION 74)	
SECTION 75 (SECTION 75)		SECTION 76 (SECTION 76)	
SECTION 77 (SECTION 77)		SECTION 78 (SECTION 78)	
SECTION 79 (SECTION 79)		SECTION 80 (SECTION 80)	
SECTION 81 (SECTION 81)		SECTION 82 (SECTION 82)	
SECTION 83 (SECTION 83)		SECTION 84 (SECTION 84)	
SECTION 85 (SECTION 85)		SECTION 86 (SECTION 86)	
SECTION 87 (SECTION 87)		SECTION 88 (SECTION 88)	
SECTION 89 (SECTION 89)		SECTION 90 (SECTION 90)	
SECTION 91 (SECTION 91)		SECTION 92 (SECTION 92)	
SECTION 93 (SECTION 93)		SECTION 94 (SECTION 94)	
SECTION 95 (SECTION 95)		SECTION 96 (SECTION 96)	
SECTION 97 (SECTION 97)		SECTION 98 (SECTION 98)	
SECTION 99 (SECTION 99)		SECTION 100 (SECTION 100)	

Handwritten mark or signature

SECTION 100 (SECTION 100)

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(When Filled In)

REQUEST FOR MEDICAL EVALUATION		1. DATE OF REQUEST 9 October 1975
2. NAME (Last, First, Middle) Wigren, Lee H.		3. POSITION TITLE Ops Officer
4. OFFICE DIVISION BRANCH DDO/CI Staff/R&A		5. GRADE GS-13
		6. EMPLOYEE'S ENT. 6947
7. PURPOSE OF EVALUATION		
<input type="checkbox"/> PRE-EMPLOYMENT <input type="checkbox"/> ENTRANCE ON DUTY <input checked="" type="checkbox"/> TDY STANDBY <input type="checkbox"/> SPECIAL TRAINING <input type="checkbox"/> ANNUAL <input type="checkbox"/> RETURN TO DUTY <input type="checkbox"/> FITNESS FOR DUTY <input type="checkbox"/> MEDICAL RETIREMENT		<input type="checkbox"/> HQS/TDY <input type="checkbox"/> OVERSEAS ASSIGNMENT <div style="border: 1px solid black; padding: 2px;"> EIC STATION TDY OR PCB TYPE OF COVER NO. OF DEPENDENTS TO ACCOMPANY NO. OF DEPENDENTS (REPORTS OF MEDICAL HISTORY ATTACHED) </div> <input type="checkbox"/> RETURN FROM OVERSEAS <div style="border: 1px solid black; padding: 2px;"> ETA STATION NO. OF DLP'S </div>
8. OVERSEAS PLANNING & ALLOCATION (One block must be checked)		9. REQUESTING OFFICER
<input type="checkbox"/> YES <input type="checkbox"/> NO		SIGNATURE <i>Janice R. Lowden</i> Janice R. Lowden ROOM NO. & BUILDING 2C43 HQS EXT. 4013

10. COMMENTS
Mr. Wigren is planning to travel 10/24/75 to London, please expedite.
Mr. Wigren had MPT/PHE in July 1975.

11. REPORT OF EVALUATION
Qualified for TDY Standby until 1 October 1977.

DATE
23 October 1975

SIGNATURE
William T. Golder, DMS/pro

2

030

PHYSICAL QUALIFICATION RECORD

NAME Wigren, Leo	NATURE OF ACTION ND
TITLE OF POSITION Clerk	GRADE GS-6
DEPARTMENT OR FIELD Dept.	

Subject was found physically fit unfit for duty with this organization in the above grade and position.

RECOMMENDATIONS:

And. o/s duty

10 Mar 51

DATE

SIGNATURE OF PHYSICAL REQUIREMENTS OFFICER

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QUALIFICATIONS UPDATE

READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING. TYPE OR PRINT. AVOID USING LIGHT COLORED INKS

Now that your qualifications are a matter of computer record, they must be periodically updated. This is done automatically for much information; however, some must be obtained directly from you. This form is for that purpose. Section I must be completed in all cases. You need provide other information only if there have been changes since you submitted your Form 444, "Qualifications Supplement to the Personal History Statement," or a previous update form. If you are in doubt whether information has been previously submitted, enter it in the appropriate section. The signed and dated form should be returned through administrative channels to the File Room, Office of Personnel, Room SE-13 Headquarters, whether information is added or not. Additionally, a qualifications update may take place at any time there is information to be added or changed simply by completing and returning an update form on your initiative.

SECTION I BIOGRAPHIC AND POSITION DATA

EMP. SER. NO. 006198	NAME (Last-First-Middle) WIGREN, Lee H.	DATE OF BIRTH 12/01/23	SD D	GRADE 13
-------------------------	--	---------------------------	---------	-------------

SECTION II EDUCATION

HIGH SCHOOL

LAST HIGH SCHOOL ATTENDED	ADDRESS (City, State, Country)	YEARS ATTENDED (From-To)	GRADUATE <input type="checkbox"/> YES <input type="checkbox"/> NO
---------------------------	--------------------------------	--------------------------	--

COLLEGE OR UNIVERSITY STUDY

NAME AND LOCATION OF COLLEGE OR UNIVERSITY	SUBJECT		YEARS ATTENDED FROM-TO	DEGREE RECEIVED	YEAR RECEIVED	NO. SEM/ QTR. HRS. (Specify)
	MAJOR	MINOR				
1.						
2.						

IF A GRADUATE DEGREE HAS BEEN NOTED ABOVE WHICH REQUIRED SUBMISSION OF A WRITTEN THESIS, INDICATE THE TITLE OF THE THESIS AND BRIEFLY DESCRIBE ITS CONTENT.

TRADE, COMMERCIAL AND SPECIALIZED SCHOOLS

NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION	FROM	TO	NO. OF MONTHS

OTHER NON-AGENCY EDUCATION OR TRAINING NOT INDICATED ABOVE

NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION	FROM	TO	NO. OF MONTHS
1.				
2.				

SECTION III MARITAL STATUS

1. PRESENT STATUS (Single, Married, Widowed, Separated, Divorced, Annulled, Remarried) SPECIFY:				
2. NAME OF SPOUSE (Last)		(First)		(Middle)
3. DATE OF BIRTH		4. PLACE OF BIRTH (City, State, Country)		
5. OCCUPATION		6. PRESENT EMPLOYER		
7. CITIZENSHIP		8. FORMER CITIZENSHIP(S) COUNTRY(IES)		9. DATE U.S. CITIZENSHIP ACQUIRED

SECTION IV DEPENDENT CHILDREN AND DEPENDENTS OTHER THAN SPOUSE

	NAME	RELATIONSHIP	DATE AND PLACE OF BIRTH	CITIZENSHIP	PERMANENT ADDRESS
1.	<input type="checkbox"/> ADD <input type="checkbox"/> DELETE				
2.	<input type="checkbox"/> ADD <input type="checkbox"/> DELETE				

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SECTION V GEOGRAPHIC AREA KNOWLEDGE AND FOREIGN TRAVEL							
NAME OF REGION OR COUNTRY	TYPE OF SPECIALIZED KNOWLEDGE	ADDITIONAL TRAVEL OR RESIDENCE	DATE & PLACE OF STUDY	KNOWLEDGE ACQUIRED BY - CHECK (X)			
				RESIDENCE	TRAVEL	STUDY	WORK ASSIGNMENT
		SEP 30	8 59 AM '71				
SECTION VI TYPING AND STENOGRAPHIC SKILLS							
1. TYPING (WPM)		2. SHORTHAND (WPM)		3. INDICATE SHORTHAND SYSTEM USED - CHECK (X) APPROPRIATE ITEM			
				<input type="checkbox"/> GREGG <input type="checkbox"/> SPEEDWRITING <input type="checkbox"/> STENO TYPE <input type="checkbox"/> OTHER SPECIFY:			
SECTION VII SPECIAL QUALIFICATIONS							
PROVIDE INFORMATION ON HOBBIES, SPORTS, LICENSES, PUBLISHED MATERIALS OR DEVICES WHICH YOU MAY HAVE INVENTED.							
SECTION VIII MILITARY SERVICE							
CURRENT DRAFT STATUS							
1. HAS YOUR SELECTIVE SERVICE CLASSIFICATION CHANGED?				2. NEW CLASSIFICATION			
<input type="checkbox"/> YES <input type="checkbox"/> NO							
3. LOCAL SELECTIVE SERVICE BOARD NUMBER AND ADDRESS				4. IF DEFERRED, GIVE REASON			
MILITARY RESERVE, NATIONAL GUARD STATUS							
CHECK RESERVE OR GUARD ORGANIZATION TO WHICH YOU BELONG		<input type="checkbox"/> ARMY <input type="checkbox"/> NAVY		<input type="checkbox"/> MARINE CORPS <input type="checkbox"/> AIR FORCE		<input type="checkbox"/> COAST GUARD <input type="checkbox"/> NATIONAL GUARD <input type="checkbox"/> AIR NATIONAL GUARD	
3. CURRENT RANK, GRADE OR RATE		2. DATE OF APPOINTMENT IN CURRENT RANK		3. EXPIRATION DATE OF CURRENT OBLIGATION			
4. CHECK CURRENT RESERVE CATEGORY <input type="checkbox"/> READY RESERVE <input type="checkbox"/> STANDBY (active) <input type="checkbox"/> STANDBY (inactive) <input type="checkbox"/> RETIRED <input type="checkbox"/> DISCHARGED							
5. MILITARY MOBILIZATION ASSIGNMENT				6. RESERVE UNIT TO WHICH ASSIGNED OR ATTACHED			
MILITARY SCHOOLS COMPLETED (Extended Active, Reserve Duty, or as Civilian)							
NAME AND ADDRESS OF SCHOOL			STUDY OR SPECIALIZATION		DATE COMPLETED		
SECTION IX PROFESSIONAL SOCIETIES AND OTHER ORGANIZATIONS							
NAME AND CHAPTER		ADDRESS (Number, Street, City, State, Country)				DATE OF MEMBERSHIP	
						FROM TO	
SECTION X REMARKS							
NO CHANGES							
DATE		SIGNATURE OF EMPLOYEE					
22 Sept 71		[Signature]					

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(When filled in)

OFFICIAL USE ONLY (until filled in)

llc

QUALIFICATIONS SUPPLEMENT TO PERSONAL HISTORY STATEMENT

READ INSTRUCTIONS CAREFULLY BEFORE COMPLETING. TYPE OR PRINT. AVOID USING LIGHT COLORED INKS

SECTION I BIOGRAPHIC AND POSITION DATA

1. EMP. SER. NO. 206198	2. NAME (Last, first, middle) WIGMEN LEE M	3. SEX M	4. DATE OF BIRTH 12/01/23	5. SCHEDULE GRADE/STEP GS-13-05
6. POSITION TITLE INSTR INTEL	7. OFFICE OF ASSIGNMENT OTR	8. LOCATION (City, State, Country) WASH., D.C.		

SECTION II AGENCY OVERSEAS SERVICE

AREA	TYPE TOUR	FROM	TO
AFRICA	TDY-RR	88/10/13	88/11/13

OVERSEAS DATA
 COPIED
 DATE: 7 AUG 1968
 INITIALS: *llc*

SECTION III EDUCATION

DEGREE	MAJOR FIELD	COLLEGE	YEAR
BACH	HISTORY, GENERAL	YALE UNIV CONY	47
ASTR	HISTORY, GENERAL	HARVARD UNIV MASS	48

FORM 104-1 (Rev. 1-55)

SECRET

GROUP 1
Excluded from automatic
downgrading and
declassification

68 AUG ENTI (451)

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SECTION IV GEOGRAPHIC AREA KNOWLEDGE AND FOREIGN TRAVEL							
NAME OF REGION OR COUNTRY	TYPE OF SPECIALIZED KNOWLEDGE	DATES OF TRAVEL OR RESIDENCE	DATE & PLACE OF STUDY	KNOWLEDGE ACQUIRED BY			SPECIAL ASSIGNMENTS
				RESIDENCE	TRAVEL	STUDY	
U.S.S.R.	POLITICAL	_____	TO DATE			X	X
REP. SOUTH AFRICA	POLITICAL / GENERAL	1966 OCT-NOV	SUMMER & FALL 1966		X	X	X

SECTION V TYPING AND STENOGRAPHIC SKILLS

1. TYPEWRITER: SHORTHAND (WPM): 3. INDICATE SHORTHAND SYSTEM USED - CHECK IN APPROPRIATE ITEM
 GREGG SHELDFORTH STENOTYPE OTHER: _____

4. INDICATE OTHER BUSINESS MACHINES WITH WHICH YOU HAVE HAD OPERATING EXPERIENCE OR TRAINING (calculator, mimeograph, card punch, etc.)
NONE

SECTION VI SPECIAL QUALIFICATIONS

1. LIST ALL HOBBIES AND SPORTS IN WHICH YOU ARE ACTIVE OR HAVE ACTIVELY PARTICIPATED. INDICATE YOUR PROFICIENCY IN EACH.
SWIMMING (PROFICIENT); STAMP COLLECTING

2. EXCLUDING BUSINESS EQUIPMENT OR MACHINES WHICH YOU MAY HAVE LISTED IN ITEM 4, SECTION V, LIST ANY SPECIAL SKILLS YOU POSSESS RELATING TO OTHER EQUIPMENT AND MACHINES, SUCH AS OPERATION OF RADIO TRANSMITTERS. Indicate CW speed, sending & receiving; OFFSET PRESS, TURRET LATHE, EDP AND OTHER SCIENTIFIC & PROFESSIONAL SERVICES.
NONE

3. ARE YOU NOW OR HAVE YOU EVER BEEN A LICENSED OR CERTIFIED MEMBER OF ANY TRADE OR PROFESSION SUCH AS PILOT, ELECTRICIAN, RADIO OPERATOR, TEACHER, LAWYER, CPA, MEDICAL TECHNICIAN, PSYCHOLOGIST, PHYSICIAN, ETC? YES NO

4. IF YOU HAVE ANSWERED "YES" TO ITEM 3 ABOVE, INDICATE KIND OF LICENSE OR CERTIFICATION AND THE ISSUING STATE, MUNICIPALITY, ETC. Provide license register number if known.

5. FIRST LICENSE/CERTIFICATE (year of issue): _____

6. LATEST LICENSE/CERTIFICATE (year of issue): _____

7. LIST ANY SIGNIFICANT PUBLISHED MATERIALS OF WHICH YOU ARE THE AUTHOR (do NOT submit copies unless requested). INDICATE THE TITLE, PUBLICATION DATE, AND TYPE OF WRITING (book, fiction or creative articles, general interest subjects, cards, short stories, etc.)

8. INDICATE ANY DEVICES WHICH YOU HAVE INVENTED AND STATE WHETHER OR NOT THEY ARE PATENTED.

9. PUBLIC SPEAKING AND PUBLIC RELATIONS EXPERIENCE.
OTR TEACHING ASSIGNMENT - LECTURING / BRIEFING ASSIGNMENTS

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SECTION VII		MILITARY SERVICE	
CURRENT DRAFT STATUS			
1. ARE YOU REGISTERED FOR THE DRAFT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		2. SELECTIVE SERVICE CLASSIFICATION	
3. LOCAL SELECTIVE SERVICE BOARD NUMBER AND ADDRESS		4. IF DEFERRED, GIVE REASON	
MILITARY SERVICE RECORD Active Duty Only			
1. MILITARY ORGANIZATION (Army, Navy, etc.) specify	2. BRANCH OF SERVICE	3. DATES OF SERVICE (extended active duty)	
ARMY		FROM FEB 1943 TO FEB 1946	
4. STATUS (Regular, Reserve, etc.) specify	5. RATE, GRADE OR RATE (or combination of post service)	6. SERIAL SERVICE OR FILE NUMBER	
	S/SGT		
7. CHECK TYPE OF SEPARATION			
<input checked="" type="checkbox"/> HONORABLE DISCHARGE <input type="checkbox"/> RETIREMENT FOR SERVICE <input type="checkbox"/> UNDESIRABLE DISCHARGE <input type="checkbox"/> RELEASE TO INACTIVE DUTY <input type="checkbox"/> RETIREMENT FOR COMBAT DISABILITY <input type="checkbox"/> OTHER SEPARATION <input type="checkbox"/> RETIREMENT FOR AGE <input type="checkbox"/> RETIREMENT FOR NON-COMBAT DISABILITY			
8. BRIEF DESCRIPTION OF MILITARY DUTIES (record the duties and skills which best describe your work or function in the military service)			
MILITARY RESERVE NATIONAL GUARD STATUS			
CHECK RESERVE OR GUARD ORGANIZATION TO WHICH YOU BELONG			
<input type="checkbox"/> ARMY <input type="checkbox"/> MARINE CORPS <input type="checkbox"/> COAST GUARD <input type="checkbox"/> NATIONAL GUARD <input type="checkbox"/> NAVY <input type="checkbox"/> AIR FORCE <input type="checkbox"/> AIR NATIONAL GUARD			
1. CURRENT RATE, GRADE OR RATE	2. DATE OF APPOINTMENT IN CURRENT RANK	3. EXPIRATION DATE OF CURRENT RESERVE OBLIGATION	
4. CHECK CURRENT RESERVE CATEGORY			
<input type="checkbox"/> READY RESERVE <input type="checkbox"/> STANDBY (active) <input type="checkbox"/> STANDBY (inactive) <input type="checkbox"/> REPEL <input type="checkbox"/> DISCHARGED			
5. BRIEF DESCRIPTION OF MILITARY RESERVE DUTIES (record the duties and skills which best describe your work or function in the military service)			
6. IF YOU ARE CURRENTLY ASSIGNED TO A RESERVE OR NATIONAL GUARD TRAINING UNIT, IDENTIFY THE UNIT AND ITS ADDRESS			
MILITARY SCHOOLS COMPLETED (Active Duty, Reserve Status or as Civilian)			
NAME AND ADDRESS OF SCHOOL	STUDY OR SPECIALIZATION	DATE COMPLETED	
1.			RESIDENT CORRESPONDENCE AGENCY SPONSORED
2.			RESIDENT CORRESPONDENCE AGENCY SPONSORED
3.			RESIDENT CORRESPONDENCE AGENCY SPONSORED
4.			RESIDENT CORRESPONDENCE AGENCY SPONSORED
5.			RESIDENT CORRESPONDENCE AGENCY SPONSORED

SECRET

(When Filled In)

SECTION VIII			AGENCY EMPLOYMENT HISTORY		
1. INCLUSIVE DATES (From-To, by month & year)	2. LOCATION (Country, City)	3. DIRECTORATE OFFICE OR DIVISION, BRANCH			
MAY 1957 - MAY 1965	HEADQUARTERS	DDP/SR			
4. TITLE OF JOB	5. GRADES HELD IN JOB				
CHIEF, RESEARCH BRANCH, C.I. GROUP, SR DIV.	GS-12, GS-13				
6. DESCRIPTION OF DUTIES					
<ul style="list-style-type: none"> - PLANNED & IMPLEMENTED SR DIVISION RESEARCH PROGRAM ON SOCIET INTELLIGENCE - SUPERVISED WORK OF SECTION (LATER BRANCH) WHICH AT MAXIMUM STRENGTH INCLUDED 17 ANALYSTS & CLERKS - EDITED PUBLICATIONS - DIRECTED DISSEMINATION OF PUBLICATIONS TO AGENCY AND U.S. INTEL COMMUNITY CUSTOMERS - CONDUCTED LECTURES & BRIEFINGS FOR U.S. & FOREIGN LIAISON PERSONNEL - ... 					
1. INCLUSIVE DATES (From-To, by month & year)	2. LOCATION (Country, City)	3. DIRECTORATE OFFICE OR DIVISION, BRANCH			
SEPT 1957 - MAY 1959	HQ	DDP/FE/D			
4. TITLE OF JOB	5. GRADES HELD IN JOB				
BIOGRAPHIC OFFICER	GS-11, 12				
6. DESCRIPTION OF DUTIES					
<ul style="list-style-type: none"> - CONDUCTED RESEARCH & PREPARED REPORTS - CONDUCTED EXTERNAL LIAISON - HELPED DEVELOP NEW PROGRAMS - SUPERVISED 11 PERSONNEL 					
1. INCLUSIVE DATES (From-To, by month & year)	2. LOCATION (Country, City)	3. DIRECTORATE OFFICE OR DIVISION, BRANCH			
APRIL 1955 - SEPT 1957	HQ	DDP/WE-1			
4. TITLE OF JOB	5. GRADES HELD IN JOB				
AREA OPS OFFICER	GS-11				
6. DESCRIPTION OF DUTIES					
<ul style="list-style-type: none"> - SUPPORTED ACTIVITIES OF STOCKHOLM STATION 					

SECRET

- 5 -

SECRET

(When Filled In)

SECTION VIII			AGENCY EMPLOYMENT HISTORY (Cont'd)		
1. INCLUSIVE DATES (From-To, by month & year)		2. LOCATION (Country, City)		3. DIRECTORATE/OFFICE OR DIVISION, BRANCH	
MAR 1951 - APR 1955		HQ		DDP/STC/SIB *	
4. TITLE OF JOB			5. GRADES HELD IN JOB		
INTELLIGENCE OFFICER			GS-6, 7, 9, 11		
6. DESCRIPTION OF DUTIES					
<p>CONDUCTED RESEARCH</p> <ul style="list-style-type: none"> - PREPARED STUDIES ON SOVIET INTELLIGENCE - STUDIED RELATIONSHIP OF SOVIET & EAST EUROPEAN INTELLIGENCE SERVICES; PREPARED PAPERS ON SUBJECT; CONDUCTED BRIEFINGS 					
1. INCLUSIVE DATES (From-To, by month & year)		2. LOCATION (Country, City)		3. DIRECTORATE/OFFICE OR DIVISION, BRANCH	
4. TITLE OF JOB			5. GRADES HELD IN JOB		
6. DESCRIPTION OF DUTIES					
1. INCLUSIVE DATES (From-To, by month & year)		2. LOCATION (Country, City)		3. DIRECTORATE/OFFICE OR DIVISION, BRANCH	
4. TITLE OF JOB			5. GRADES HELD IN JOB		
6. DESCRIPTION OF DUTIES					

SECRET

30 December 1963

MEMORANDUM FOR THE RECORD

SUBJECT: Certificate of Completion - Midcareer Course No. 1
7 October - 15 November 1963

The attached certificate indicates that Lee H. Wigren, SR, has completed the Agency's Midcareer Course No. 1. This course is one part of the Agency's Midcareer Training Program.

Among other topics, this course covers the functioning of the various components of the Agency, the functioning of other agencies of the U.S. Government, particularly those with intelligence and action responsibilities, and the Agency's relation to them. It also covers foreign, domestic, political and other factors affecting the policies of the U.S. Government.

Lester C. Houck
Lester C. Houck
Chairman
Midcareer Course

SECRET

14-00000

Valeat Intelligentia Melius



This certifies that

LEE H. WIGREN

has completed the
Midcareer Course

15 November 1963

Matthew Baird

DIRECTOR OF TRAINING

Marshall S. Carter

DEPUTY DIRECTOR OF CENTRAL INTELLIGENCE

PERIODIC SUPPLEMENT PERSONAL HISTORY STATEMENT		THIS DATE 9 FEBRUARY 1954
INSTRUCTIONS		
<p><small>This form provides the means whereby your official personnel records will be kept current. Even though it duplicates information you have furnished previously, it will be necessary for you to complete Sections I through VI in their entirety. You need complete Sections VII through XIII only if there has been a change since you entered on duty with the organization or if you believe the item requires more complete coverage than you have previously reported.</small></p>		
SECTION I GENERAL		
1. FULL NAME (Last-First-Middle) WIGREN, Lee H.		
2. CURRENT ADDRESS (No., Street, City, Zone, State) 15 MODE ST, FAIRFAX, VIRGINIA		3. PERMANENT ADDRESS (No., Street, City, Zone, State) SAME
4. HOME TELEPHONE NUMBER CRESCENT 3-4950	5. STATE, TERRITORY, POSSESSION OR COUNTRY IN WHICH YOU NOW CLAIM RESIDENCE VIRGINIA	
SECTION II PERSON TO BE NOTIFIED IN CASE OF EMERGENCY		
1. NAME (Last-First-Middle) PREFERABLY RESIDING IN U.S. WIGREN, ELLen R		2. RELATIONSHIP Wife
3. HOME ADDRESS (No., Street, City, Zone, State, Country) 15 MODE ST, FAIRFAX, VIRGINIA		
4. BUSINESS ADDRESS (No., Street, City, Zone, State, Country); INDICATE NAME OF FIRM OR EMPLOYER, IF APPLICABLE NA		
5. HOME TELEPHONE NUMBER CR 3-4950	6. BUSINESS TELEPHONE NUMBER NA	7. BUSINESS TELEPHONE EXTENSION NA
8. IN CASE OF EMERGENCY, OTHER CLOSE RELATIVES (Spouse, Mother, Father) MAY ALSO BE NOTIFIED. IF SUCH NOTIFICATION IS NOT DESIRABLE BECAUSE OF HEALTH OR OTHER REASONS, PLEASE SO STATE. NOT DESIRABLE		
SECTION III MARITAL STATUS		
1. CHECK (X) ONE: <input checked="" type="checkbox"/> SINGLE <input checked="" type="checkbox"/> MARRIED <input type="checkbox"/> WIDOWED <input type="checkbox"/> SEPARATED <input type="checkbox"/> DIVORCED <input type="checkbox"/> ANNULLED		
2. FURNISH DATE, PLACE AND REASON FOR ALL SEPARATIONS, DIVORCES OR ANNULMENTS NA		
<p><small>SPOUSE: If you have been married more than once, including annulments, use a separate sheet for former wife or husband giving data below for all previous marriages. If marriage is contemplated, provide same data for fiancé.</small></p>		
3. NAME (First) (Middle) (Maiden) (Last) (Alice) ELLEN RADCK WIGREN		
4. DATE OF MARRIAGE 27 SEPT 1952	5. PLACE OF MARRIAGE (City, State, Country) WASHINGTON, DC	
6. ADDRESS OF SPOUSE BEFORE MARRIAGE (No., Street, City, State, Country) ARLINGTON VIRGINIA		
7. LIVING <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	8. DATE OF DEATH NA	9. CAUSE OF DEATH NA
10. CURRENT ADDRESS (Give last address, if deceased) 15 MODE ST, FAIRFAX, VIRGINIA		
11. DATE OF BIRTH 13 AUGUST 1927	12. PLACE OF BIRTH (City, State, Country) ROANOKe VIRGINIA	
13. IF BORN OUTSIDE U.S.-DATE OF ENTRY NA	14. PLACE OF ENTRY NA	
15. CITIZENSHIP (Country) U.S.	16. DATE ACQUIRED BIRTH	17. WHERE ACQUIRED (City, State, Country) NA
18. OCCUPATION HOUSEWIFE	19. PRESENT EMPLOYER (Also give former employer, or if spouse is deceased or unemployed, list two employers) NA	
20. EMPLOYER'S OR BUSINESS ADDRESS (No., Street, City, State, Country) NA		

SECTION III CONTINUED TO PAGE 2

SECRET

(When Filled In)

SECTION III CONTINUED FROM PAGE 1

21. DATES OF MILITARY SERVICE OF SPOUSE (From and To) BY MONTH AND YEAR N/A	
22. BRANCH OF SERVICE N/A	23. COUNTRY WITH WHICH MILITARY SERVICE AFFILIATED N/A
24. DETAILS OF OTHER GOVERNMENT SERVICE, U.S. OR FOREIGN N/A	

SECTION IV RELATIVES BY BLOOD, MARRIAGE OR ADOPTION LIVING ABROAD OR WHO ARE NOT U.S. CITIZENS

1	1. FULL NAME (Last-First-Middle) N/A	2. RELATIONSHIP	3. AGE
	4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
	5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
2	1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
	4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
	5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
3	1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
	4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
	5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
4	1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
	4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
	5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
5. SPECIAL REMARKS, IF ANY, CONCERNING THESE RELATIVES			

SECTION V FINANCIAL STATUS

1. ARE YOU ENTIRELY DEPENDENT ON YOUR SALARY?	<input checked="" type="checkbox"/> YES	<input type="checkbox"/> NO
2. DO YOU HAVE ANY FINANCIAL INTEREST IN, OR OFFICIAL CONNECTION WITH, NON-U.S. CORPORATIONS OR BUSINESSES OR IN OR WITH U.S. CORPORATIONS OR BUSINESSES HAVING SUBSTANTIAL FOREIGN INTERESTS? IF YOU HAVE ANSWERED "YES," GIVE COMPLETE DETAILS ON A SEPARATE SHEET AND ATTACH IN A SEALED ENVELOPE.	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
3. DO YOU RECEIVE AN ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT, PENSION, OR COMPENSATION FOR MILITARY OR NAVAL SERVICE?	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
4. IF YOU HAVE ANSWERED "YES" TO QUESTION 3 ABOVE, GIVE COMPLETE DETAILS.	N/A	
5. WITHOUT REFERENCE TO YOUR SALARY, STATE OTHER SOURCES OF RECURRENT INCOME NOT INDICATED BY PRECEDING ITEMS.	N/A	

SECTION V CONTINUED TO PAGE 2

SECRET

SECTION X CONTINUED FROM PAGE 4

7. LIST ANY SIGNIFICANT PUBLISHED MATERIALS OF WHICH YOU ARE THE AUTHOR (Do not submit copies unless requested; INDICATE TITLE, PUBLICATION DATE, AND TYPE OF WRITING (Non-fiction, scientific articles, general interest subjects, novels, short stories, etc.))

8. INDICATE ANY DEVICES WHICH YOU HAVE INVENTED AND STATE WHETHER OR NOT THEY ARE PATENTED

9. LIST ANY PUBLIC SPEAKING AND PUBLIC RELATIONS EXPERIENCE

10. LIST ANY PROFESSIONAL, ACADEMIC OR HONORARY ASSOCIATIONS OR SOCIETIES IN WHICH YOU ARE NOW OR WERE FORMERLY A MEMBER. LIST ACADEMIC HONORS YOU HAVE RECEIVED.

SECTION XI ORGANIZATION WORK EXPERIENCE - SINCE LAST COMPLETION OF A PERSONNEL QUALIFICATIONS QUESTIONNAIRE

1. INCLUSIVE DATES (From- and To-) <i>Sept 1957</i>	2. GRADE <i>11</i>	3. OFFICE/DIVISION BRANCH OF ASSIGNMENT <i>FI/D</i>
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION <i>4</i>	5. OFFICIAL POSITION TITLE <i>INTELLIGENCE OFFICER</i>	
6. DESCRIPTION OF DUTIES <i>- Supervision of research personnel - Planning & preparation of reports - Assisting in planning of office tasks</i>		
1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION BRANCH OF ASSIGNMENT
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
6. DESCRIPTION OF DUTIES		
1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION BRANCH OF ASSIGNMENT
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
6. DESCRIPTION OF DUTIES		
1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION BRANCH OF ASSIGNMENT
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
6. DESCRIPTION OF DUTIES		
1. INCLUSIVE DATES (From- and To-)	2. GRADE	3. OFFICE/DIVISION BRANCH OF ASSIGNMENT
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
6. DESCRIPTION OF DUTIES		

(Use additional pages if required)

SECRET

(When Filled In)

SECTION XII

CHILDREN AND OTHER DEPENDENTS

1. NUMBER OF CHILDREN (including stepchildren and adopted children) WHO ARE UNMARRIED, UNDER 21 YEARS OF AGE, AND ARE NOT SELF-SUPPORTING.

1

2. NUMBER OF OTHER DEPENDENTS (including spouse, parents, stepchildren, etc.) WHO DEPEND ON YOU FOR AT LEAST 50% OF THEIR SUPPORT, OR CHILDREN OVER 21 YEARS OF AGE WHO ARE NOT SELF-SUPPORTING.

1

3. PROVIDE THE FOLLOWING INFORMATION FOR ALL CHILDREN AND DEPENDENTS

NAME	RELATIONSHIP	YEAR OF BIRTH	SEX		CITIZENSHIP	ADDRESS
			M	F		
CHRISTOPHER L WIGREN	SON	1957	✓		U.S.	151600 ST. FAIRFAX VA

ADDITIONAL COMMENT AND/OR CONTINUATION OF PRECEDING ITEMS

DATE COMPLETED
9 February 1959

SIGNATURE OF EMPLOYEE
Richard W. ...

SECRET

SECRET
When Filled In

11/AC

PERIODIC SUPPLEMENT
PERSONAL HISTORY STATEMENT

THIS DATE
16 May 1957

INSTRUCTIONS

This form provides the means whereby your official personnel records will be kept current. Even though it duplicates information you have furnished previously, it will be necessary for you to complete Sections I through VI in their entirety. You need complete Sections VII through XIII only if there has been a change since you entered on duty with the organization or if you believe the item requires more complete coverage than you have previously reported.

SECTION I GENERAL

1. FULL NAME (Last-First-Middle)
WIGREN, Leo Hobart

2. CURRENT ADDRESS (No., Street, City, Zone, State)
15 Mode Street, Fairfax, Virginia

3. PERMANENT ADDRESS (No., Street, City, Zone, State)
15 Mode Street, Fairfax, Virginia

4. HOME TELEPHONE NUMBER
CHessant 3-4950

5. STATE, TERRITORY, POSSESSION OR COUNTRY IN WHICH YOU NOW CLAIM RESIDENCE
Virginia

SECTION II PERSON TO BE NOTIFIED IN CASE OF EMERGENCY

1. NAME (Last-First-Middle) PREFERREDLY RESIDING IN U.S.
WIGREN, Ellen Rader

2. RELATIONSHIP
Wife

3. HOME ADDRESS (No., Street, City, Zone, State, Country)
15 Mode Street, Fairfax, Virginia

4. BUSINESS ADDRESS (No., Street, City, Zone, State, Country). INDICATE NAME OF FIRM OR EMPLOYER, IF APPLICABLE
none

5. HOME TELEPHONE NUMBER
CHessant 3-4950

6. BUSINESS TELEPHONE NUMBER
none

7. BUSINESS TELEPHONE EXTENSION
none

8. IN CASE OF EMERGENCY, OTHER CLOSE RELATIVES (Spouse, Mother, Father) MAY ALSO BE NOTIFIED. IF SUCH NOTIFICATION IS NOT DESIRABLE BECAUSE OF HEALTH OR OTHER REASONS, PLEASE SO STATE.
not desirable

SECTION III MARITAL STATUS (Change)

1. CHECK (X) ONE: SINGLE MARRIED WIDDED SEPARATED DIVORCED ANNULLED

2. FURNISH DATE, PLACE AND REASON FOR ALL SEPARATIONS, DIVORCES OR ANNULMENTS
na

WIFE OR HUSBAND: If you have been married more than once, including annulments, use a separate sheet for former wife or husband giving date below for all previous marriages. If marriage is contemplated, provide same data for fiancee.

3. NAME (First) (Middle) (Maiden) (Last)
Alice Ellen Rader WIGREN

4. DATE OF MARRIAGE
27 Sept 1952

5. PLACE OF MARRIAGE (City, State, Country)
Washington, D.C.

6. HIS (OR HER) ADDRESS BEFORE MARRIAGE (No., Street, City, State, Country)
4008 20th Road, North, Arlington, Virginia

7. LIVING YES NO

8. DATE OF DEATH
na

9. CAUSE OF DEATH
na

10. CURRENT ADDRESS (Give last address, if deceased)
15 Mode Street, Fairfax, Virginia

11. DATE OF BIRTH
13 August 1927

12. PLACE OF BIRTH (City, State, Country)
Roanoke, Virginia

13. IF BORN OUTSIDE U.S., DATE OF ENTRY
na

14. PLACE OF ENTRY
na

15. CITIZENSHIP (Country)
U.S.

16. DATE ACQUIRED
birth

17. WHERE ACQUIRED (City, State, Country)
na

18. OCCUPATION
homemaker

19. PRESENT EMPLOYER (Also give former employer, or if spouse is deceased or unemployed, last two employers)
FORMER: Arlington County School Board

20. EMPLOYER'S OR BUSINESS ADDRESS (No., Street, City, State, Country)
Arlington, Virginia

CODED

QUALIFIED FOR
10 JAN 1958

SECTION III CONTINUED TO PAGE 2

SECRET
(When Filled In)

SECTION III CONTINUED FROM PAGE 1

21. DATES OF MILITARY SERVICE (From and To) BY MONTH AND YEAR
From February 1943 to February 1946

22. BRANCH OF SERVICE
Army

23. COUNTRY WITH WHICH MILITARY SERVICE AFFILIATED
U.S.

24. DETAILS OF OTHER GOVERNMENT SERVICE, U.S. OR FOREIGN
none

SECTION IV RELATIVES BY BLOOD, MARRIAGE OR ADOPTION LIVING ABROAD OR WHO ARE NOT U.S. CITIZENS

1	1. FULL NAME (Last-First-Middle) na	2. RELATIONSHIP	3. AGE
	4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
	5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
2	1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
	4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
	5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
3	1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
	4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
	5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
4	1. FULL NAME (Last-First-Middle)	2. RELATIONSHIP	3. AGE
	4. ADDRESS OR COUNTRY IN WHICH RELATIVE RESIDES		
	5. CITIZENSHIP (Country)	6. FREQUENCY OF CONTACT	7. DATE OF LAST CONTACT
5. SPECIAL REMARKS, IF ANY, CONCERNING THESE RELATIVES na			

SECTION V FINANCIAL STATUS

1. ARE YOU ENTIRELY DEPENDENT ON YOUR SALARY? YES NO

2. IF YOUR ANSWER IS "NO" TO THE ABOVE, STATE SOURCES OF OTHER INCOME

na

3. BANKING INSTITUTIONS WITH WHICH YOU HAVE ACCOUNTS

NAME OF INSTITUTION	ADDRESS (City, State, Country)
Jefferson Federal Savings and Loan Inc.	Washington, D.C.
Riggs National Bank (Thriftcheck account)	Washington, D.C.

SECTION V CONTINUED TO PAGE 3

SECRET

(When Filled In)

SECTION V CONTINUED FROM PAGE 2

4. HAVE YOU EVER BEEN IN, OR PETITIONED FOR, BANKRUPTCY? YES NO

5. IF YOUR ANSWER IS "YES" TO THE ABOVE QUESTION, GIVE PARTICULARS, INCLUDING COURT AND DATE(S)
na

6. DO YOU RECEIVE AN ANNUITY FROM THE UNITED STATES OR DISTRICT OF COLUMBIA GOVERNMENT UNDER ANY RETIREMENT ACT, PENSION, OR COMPENSATION FOR MILITARY OR NAVAL SERVICE? YES NO

7. IF YOUR ANSWER IS "YES" TO THE ABOVE QUESTION, GIVE COMPLETE DETAILS
na

8. DO YOU HAVE ANY FINANCIAL INTEREST IN, OR OFFICIAL CONNECTION WITH, NON-U.S. CORPORATIONS OR BUSINESSES OR IN OR WITH U.S. CORPORATIONS OR BUSINESSES HAVING SUBSTANTIAL FOREIGN INTERESTS? YES NO IF YOU HAVE ANSWERED "YES", GIVE COMPLETE DETAILS ON A SEPARATE SHEET AND ATTACH IN A SEALED ENVELOPE.

SECTION VI CITIZENSHIP

1. PRESENT CITIZENSHIP (Country) U.S. 2. CITIZENSHIP ACQUIRED BY - CHECK (X) ONE: BIRTH MARRIAGE OTHER (Specify)

3. HAVE YOU TAKEN STEPS TO CHANGE YOUR PRESENT CITIZENSHIP? YES NO 4. GIVE PARTICULARS
na

5. IF YOU HAVE APPLIED FOR U.S. CITIZENSHIP, INDICATE PRESENT STATUS OF YOUR APPLICATION (Print papers, etc.)
na

SECTION VII EDUCATION

1. CHECK (X) HIGHEST LEVEL OF EDUCATION ATTAINED

<input type="checkbox"/> LESS THAN HIGH SCHOOL GRADUATE	<input type="checkbox"/> OVER TWO YEARS OF COLLEGE - NO DEGREE
<input type="checkbox"/> HIGH SCHOOL GRADUATE	<input type="checkbox"/> BACHELOR'S DEGREE
<input type="checkbox"/> TRADE, BUSINESS, OR COMMERCIAL SCHOOL GRADUATE	<input type="checkbox"/> GRADUATE STUDY LEADING TO HIGHER DEGREE
<input type="checkbox"/> TWO YEARS COLLEGE OR LEAS	<input checked="" type="checkbox"/> MASTER'S DEGREE <input type="checkbox"/> DOCTOR'S DEGREE

2. COLLEGE OR UNIVERSITY STUDY

NAME AND LOCATION OF COLLEGE OR UNIVERSITY	SUBJECT		DATES ATTENDED		DEGREE REC'D	DATE REC'D	SEM/QUARTER HOURS SPECIFY
	MAJOR	MINOR	FROM	TO			
Boston University, Liberal Arts College Boston, Massachusetts	History		Sept 41	Feb 43			
Yale University New Haven, Connecticut	History		July 43	Apr 44			
" " " " " " " "	"		Mar 46	June 47	A.B.	1947	
Harvard University, Graduate School Cambridge, Massachusetts	History		Sept 47	June 50	A.M.	1948	

3. TRADE, COMMERCIAL AND SPECIALIZED SCHOOLS

NAME OF SCHOOL	STUDY OR SPECIALIZATION	DATES ATTENDED		TOTAL MONTHS
		FROM	TO	
na				

4. MILITARY TRAINING (Full time duty in specialized schools such as Ordnance, Intelligence, Communications, etc.)

NAME OF SCHOOL	STUDY OR SPECIALIZATION	DATES ATTENDED		TOTAL MONTHS
		FROM	TO	
Information & Education School				
Information & Education School Lexington, Virginia	information and education specialist course	October 1944	Nov 1944	1

5. OTHER EDUCATIONAL TRAINING NOT INDICATED ABOVE
none

SECRET

SECRET
(When Filled In)

SECTION VIII FOREIGN LANGUAGE ABILITIES														
LANGUAGE	COMPETENCE - IN ORDER LISTED										HOW ACQUIRED			
	EQUIVALENT TO NATIVE FLUENCY	FLUENT BUT OBVIOUSLY FOREIGN	ADEQUATE FOR RESEARCH	ADEQUATE FOR TRAVEL	LIMITED KNOWLEDGE	NATIVE TO COUNTRY	PROLONGED RESIDENCE	CONTACT WITH PARENTS ETC.	ACADEMIC STUDY (ALL LEVELS)					
										H - READ W - WRITE S - SPEAK				
(List below each language in which you possess any degree of competence. Indicate your proficiency to read, write or speak by placing a check (X) in the appropriate boxes)	R	W	S	R	W	S	R	W	S	R	W	S		

2. IF YOU HAVE CHECKED "ACADEMIC STUDY" UNDER "HOW ACQUIRED", INDICATE LENGTH AND INTENSIVENESS OF STUDY

3. DESCRIBE YOUR ABILITY TO DO SPECIALIZED LANGUAGE WORK INVOLVING VOCABULARIES AND TERMINOLOGY IN THE SCIENTIFIC, ENGINEERING, TELECOMMUNICATIONS, MILITARY OR ANY OTHER SPECIALIZED FIELD

SECTION IX GEOGRAPHIC AREA KNOWLEDGE						
1. LIST BELOW ANY FOREIGN REGIONS OR COUNTRIES OF WHICH YOU HAVE KNOWLEDGE GAINED AS A RESULT OF RESIDENCE, TRAVEL, STUDY OR WORK ASSIGNMENT. UNDER COLUMN "TYPE OF SPECIALIZED KNOWLEDGE" INDICATE TYPE OF KNOWLEDGE SUCH AS TERRAIN, COASTS, HARBORS, UTILITIES, RAILROADS, INDUSTRIES, POLITICAL PARTIES, ETC.						
NAME OF REGION OR COUNTRY	TYPE OF SPECIALIZED KNOWLEDGE	DATES OF RESIDENCE, TRAVEL, ETC.	KNOWLEDGE ACQUIRED BY			
			RESIDENCE	TRAVEL	STUDY	WORK ASSIGNMENT
Sweden	political	na			X	X
USSR	political				X	X
Soviet Satellites	political					X

2. INDICATE THE PURPOSE OF VISIT, RESIDENCE OR TRAVEL FOR EACH OF THE REGIONS OR COUNTRIES LISTED ABOVE

na

SECTION X TYPING AND STENOGRAPHIC SKILLS						
1. TYPING (W.P.M.)	2. SHORTHAND (W.P.M.)	3. SHORTHAND SYSTEM USED - CHECK (X) APPROPRIATE ITEM				
slight	none	GREGG	SPEEDWRITING	STENOTYPE	OTHER (Specify):	
4. INDICATE OTHER BUSINESS MACHINES WITH WHICH YOU HAVE HAD OPERATING EXPERIENCE OR TRAINING (Comptometer, Mimeograph, Card Punch, etc.)						
na						

SECTION XI SPECIAL QUALIFICATIONS	
1. LIST ALL HOBBIES AND SPORTS IN WHICH YOU ARE ACTIVE OR HAVE ACTIVELY PARTICIPATED. INDICATE YOUR PROFICIENCY IN EACH	
stamp collecting, swimming, tennis	
2. INDICATE ANY SPECIAL QUALIFICATIONS, RESULTING FROM EXPERIENCE OR TRAINING, WHICH MIGHT FIT YOU FOR A PARTICULAR POSITION OR TYPE OF WORK	
research and analysis experience in school and at work	
3. EXCLUDING EQUIPMENT NOTED IN SECTION X, LIST ANY SPECIAL SKILLS YOU POSSESS RELATING TO OTHER EQUIPMENT OR MACHINES SUCH AS OPERATION OF SHORTWAVE RADIO, MULTILITH, TURRET LATHE, SCIENTIFIC AND PROFESSIONAL DEVICES, ETC.	
na	
4. IF YOU ARE A LICENSED OR CERTIFIED MEMBER OF ANY TRADE OR PROFESSION (Pilot, Electrician, Radio Operator, Teacher, Lawyer, CPA, Medical Technician, etc.), INDICATE THE KIND OF LICENSE OR CERTIFICATE, NAME OF ISSUING STATE, AND REGISTRY NUMBER, IF KNOWN.	
na	
5. FIRST LICENSE OR CERTIFICATE (Year of issue)	6. LATEST LICENSE OR CERTIFICATE (Year of issue)

SECRET

(When Filled In)

SECTION XI CONTINUED FROM PAGE 8

7. LIST ANY SIGNIFICANT PUBLISHED MATERIALS OF WHICH YOU ARE THE AUTHOR (Do not submit copies unless requested). INDICATE TITLE, PUBLICATION DATE, AND TYPE OF WRITING (Non-fiction, scientific articles, general interest subjects, novels, short stories, etc.)

none

8. INDICATE ANY DEVICES WHICH YOU HAVE INVENTED AND STATE WHETHER OR NOT THEY ARE PATENTED

none

9. LIST ANY PUBLIC SPEAKING AND PUBLIC RELATIONS EXPERIENCE

public speaking - high school, college, church

10. LIST ANY PROFESSIONAL, ACADEMIC OR HONORARY ASSOCIATIONS OR SOCIETIES IN WHICH YOU ARE NOW OR WERE FORMERLY A MEMBER. LIST ACADEMIC HONORS YOU HAVE RECEIVED.

na

SECTION XII ORGANIZATION WORK EXPERIENCE - SINCE LAST COMPLETION OF A PERSONNEL QUALIFICATIONS QUESTIONNAIRE

1. INCLUSIVE DATES (From and To)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
Mar 51 - Jan 55	up to GS-9	STC/ Soviet Intelligence Branch
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
none	intelligence officer and research analyst	
6. DESCRIPTION OF DUTIES		
Research, preparation of case studies and analyses, lecturing. Specialization in intelligence services of Soviet satellites.		
1. INCLUSIVE DATES (From and To)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
Jan 55 - Mar 55	11	SR/CE
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
none	intelligence officer	
6. DESCRIPTION OF DUTIES		
Same as above -- Branch was transferred		
1. INCLUSIVE DATES (From and To)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
Apr 55 -	11	WE-1 / Swedish Desk
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
	Intelligence Officer	
6. DESCRIPTION OF DUTIES		
Study, guidance and support of operations; preparation and coordination of intelligence and operational reports; preparation of administrative documents; providing support to field stations; Acting desk chief for 3 months.		
1. INCLUSIVE DATES (From and To)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
6. DESCRIPTION OF DUTIES		
1. INCLUSIVE DATES (From and To)	2. GRADE	3. OFFICE/DIVISION/BRANCH OF ASSIGNMENT
4. NO. OF EMPLOYEES UNDER YOUR DIRECT SUPERVISION	5. OFFICIAL POSITION TITLE	
6. DESCRIPTION OF DUTIES		

(Use additional pages if required)

SECRET

SECRET
(When Filled In)

SECTION XIII CHILDREN AND OTHER DEPENDENTS

1. NUMBER OF CHILDREN (including stepchildren and adopted children) WHO ARE UNMARRIED, UNDER 21 YEARS OF AGE, AND ARE NOT SELF-SUPPORTING. 1

2. NUMBER OF OTHER DEPENDENTS (including spouse, parents, stepchildren, sister, etc.) WHO DEPEND ON YOU FOR AT LEAST 50% OF THEIR SUPPORT, OR CHILDREN OVER 21 YEARS OF AGE WHO ARE NOT SELF-SUPPORTING. 1

3. PROVIDE THE FOLLOWING INFORMATION FOR ALL CHILDREN AND DEPENDENTS

NAME	RELATIONSHIP	YEAR OF BIRTH	SEX		CITIZENSHIP	ADDRESS
			M	F		
Christopher Lee Wigron	son	1957	x		US	15 Mode St, Fairfax, Virginia
Ellen Rader Wigron	wife	1927		x	US	same

ADDITIONAL COMMENT AND/OR CONTINUATION OF PRECEDING ITEMS

Previous addresses:

218 Belmont Avenue, Brockton, Massachusetts -- prior to Agency employment

3200 16th Street NW, Washington, D.C. -- March to July 1951

1616 16th Street, NW, Washington, D.C. -- July 1951 to August 1952

2700 Que Street, NW, Washington, D.C. -- August 1952 to April 1956

DATE COMPLETED *16 May 1957* SIGNATURE OF EMPLOYEE *[Signature]*

SECRET
(When Filled In)

(11-61)	LANGUAGE DATA RECORD		
PART I-GENERAL			
1. NAME (Last-First-Middle) WIGREN, LEE HERBERT		2. DATE OF BIRTH (21-30) MONTH DAY YEAR DECEMBER 11 1923	
3. LANGUAGE (31-35) Swedish 23X	4. ENROLLMENT DATE (34-38) MONTH DAY YEAR MAY 10 1957		5. <input type="checkbox"/> I HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE
PART II-LANGUAGE ELEMENTS			
SECTION A. Reading (40)			
1. I CAN READ TEXTS OF ANY DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY ONLY RARELY.			
2. I CAN READ TEXTS OF MOST GRADES OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALLY.			
3. I CAN READ TEXTS OF AVERAGE DIFFICULTY (Newspapers, reference materials, etc.), USING THE DICTIONARY FREQUENTLY.			
4. I CAN READ SIMPLE TEXTS, SUCH AS STREET SIGNS, NEWSPAPER HEADLINES, ETC., USING THE DICTIONARY FREQUENTLY.			
5. I HAVE NO READING ABILITY IN THE LANGUAGE.			
SECTION B. Writing (41)			
1. I CAN WRITE PERSONAL LETTERS AND SIMILAR MATERIAL WITH COMPLETE SUCCESS WITHOUT USING THE DICTIONARY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH VERY FEW GRAMMATICAL ERRORS, IN NATIVE STYLE, USING THE DICTIONARY ONLY RARELY.			
2. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL WITH COMPLETE SUCCESS, USING THE DICTIONARY ONLY RARELY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH FEW GRAMMATICAL ERRORS, BUT IN A STYLE WHICH MAY NOT BE NATIVE, USING THE DICTIONARY OCCASIONALLY.			
3. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH OCCASIONAL MINOR GRAMMATICAL ERRORS AND IN OBVIOUSLY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY OCCASIONALLY.			
4. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY FREQUENTLY.			
5. I CANNOT WRITE IN THE LANGUAGE.			
SECTION C. Pronunciation (42)			
1. MY PRONUNCIATION IS NATIVE.			
2. WHILE NATIVES CAN DETECT AN ACCENT IN MY PRONUNCIATION THEY HAVE NO DIFFICULTY UNDERSTANDING ME.			
3. MY PRONUNCIATION IS OBVIOUSLY FOREIGN, BUT ONLY RARELY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND.			
4. MY PRONUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND.			
5. I HAVE NO SKILL IN PRONUNCIATION.			
CONTINUE ON REVERSE SIDE			

CONTINUATION OF PART II—LANGUAGE ELEMENTS

SECTION D.

Speaking (43)

1. I SPEAK FLUENTLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS; I CONVERSE FREELY AND IDIOMATICALLY IN ALL FIELDS WITH WHICH I AM FAMILIAR.
2. I SPEAK FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE IN MOST FIELDS WITH WHICH I AM FAMILIAR AND I EMPLOY SOME POPULAR SAYINGS, LITERARY QUOTATIONS, AND COMMON PROVERBS.
3. I GET ALONG QUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUSINESS IN PARTICULAR FIELDS.
4. I MANAGE TO GET ALONG IN THE MOST COMMON SITUATIONS OF DAILY LIFE AND TRAVEL.
5. I HAVE NO ABILITY TO USE THE LANGUAGE IN ANY OF THE ABOVE RESPECTS.

SECTION E.

Understanding (44)

1. I UNDERSTAND NON-TECHNICAL CONVERSATION ON ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND NEARLY EVERYTHING I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
2. I UNDERSTAND NON-TECHNICAL CONVERSATION ON NEARLY ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MOST OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES, INCLUDING MOST JOKES AND PUNS.
3. I UNDERSTAND NEARLY ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRAVEL, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.
4. I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
5. I AM NOT ABLE TO UNDERSTAND THE SPOKEN LANGUAGE.

BEFORE CONTINUING - CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.

PART III—EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)

1. I HAVE HAD EXPERIENCE AS A TRANSLATOR.
2. I HAVE HAD EXPERIENCE AS AN INTERPRETER.
3. BOTH OF THE ABOVE STATEMENTS APPLY.
4. NONE OF THE ABOVE STATEMENTS APPLY.

PART IV—CERTIFICATION

I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS CERTIFICATION CONSTITUTES AN APPLICATION FOR A MAINTENANCE AWARD PROVIDED I AM ELIGIBLE UNDER THE TERMS OF REGULATION NO. 25-115, PAR. 10147. I UNDERSTAND THAT I MUST PASS AN OBJECTIVE LANGUAGE PROFICIENCY TEST BEFORE I BECOME ELIGIBLE FOR AN AWARD, AND THAT IRRESPECTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE AWARDS WILL BE CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.

DATE SIGNED

16 May 1957

SIGNATURE

Richard E. ...

(46)

E

(47)

E

SECRET
(When Filled In)

(1-6)		LANGUAGE DATA RECORD		
106-195				
PART I-GENERAL				
1. NAME (Last-First-Middle) (7-24)		2. DATE OF BIRTH (25-30)		
WIGRETS, LEE HOBERT		MONTH	DAY	YEAR
		DECEMBER	1	1923
3. LANGUAGE (31-32)	4. TODAY'S DATE (33-35)		5.	
FRENCH	265	MONTH	DAY	YEAR
		JAN	16	1957
<input type="checkbox"/> I HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE				
PART II-LANGUAGE ELEMENTS				
SECTION A. Reading (40)				
1. I CAN READ TEXTS OF ANY DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY ONLY RARELY.				
2. I CAN READ TEXTS OF MOST GRADES OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALLY.				
<input checked="" type="radio"/> 3. I CAN READ TEXTS OF AVERAGE DIFFICULTY (newspapers, reference materials, etc.), USING THE DICTIONARY FREQUENTLY.				
4. I CAN READ SIMPLE TEXTS, SUCH AS STREET SIGNS, NEWSPAPER HEADLINES, ETC., USING THE DICTIONARY FREQUENTLY.				
5. I HAVE NO READING ABILITY IN THE LANGUAGE.				
SECTION B. Writing (41)				
1. I CAN WRITE PERSONAL LETTERS AND SIMILAR MATERIAL WITH COMPLETE SUCCESS WITHOUT USING THE DICTIONARY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH VERY FEW GRAMMATICAL ERRORS, IN NATIVE STYLE, USING THE DICTIONARY ONLY RARELY.				
2. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL WITH COMPLETE SUCCESS, USING THE DICTIONARY ONLY RARELY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH FEW GRAMMATICAL ERRORS, BUT IN A STYLE WHICH MAY NOT BE NATIVE, USING THE DICTIONARY OCCASIONALLY.				
3. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH OCCASIONAL MINOR GRAMMATICAL ERRORS AND IN OBVIOUSLY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY OCCASIONALLY.				
<input checked="" type="radio"/> 4. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY FREQUENTLY.				
5. I CANNOT WRITE IN THE LANGUAGE.				
SECTION C. Pronunciation (42)				
1. MY PRONUNCIATION IS NATIVE.				
2. WHILE NATIVES CAN DETECT AN ACCENT IN MY PRONUNCIATION THEY HAVE NO DIFFICULTY UNDERSTANDING ME.				
<input checked="" type="radio"/> 3. MY PRONUNCIATION IS OBVIOUSLY FOREIGN, BUT ONLY RARELY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND.				
4. MY PRONUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND.				
5. I HAVE NO SKILL IN PRONUNCIATION.				
CONTINUE ON REVERSE SIDE				

CONTINUATION OF PART II—LANGUAGE ELEMENTS

SECTION D.

Speaking (43)

- 1. I SPEAK FLUENTLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS; I CONVERSE FREELY AND INFORMATIONALLY IN ALL FIELDS WITH WHICH I AM FAMILIAR.
- 2. I SPEAK FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE IN MOST FIELDS WITH WHICH I AM FAMILIAR AND I EMPLOY SOME POPULAR SAYINGS, LITERARY QUOTATIONS, AND COMMON PROVERBS.
- 3. I GET ALONG QUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUSINESS IN PARTICULAR FIELDS.
- 4. I MANAGE TO GET ALONG IN THE MOST COMMON SITUATIONS OF DAILY LIFE AND TRAVEL.
- 5. I HAVE NO ABILITY TO USE THE LANGUAGE IN ANY OF THE ABOVE RESPECTS.

SECTION E.

Understanding (44)

- 1. I UNDERSTAND NON-TECHNICAL CONVERSATION ON ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND NEARLY EVERYTHING I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
- 2. I UNDERSTAND NON-TECHNICAL CONVERSATION ON NEARLY ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MOST OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES, INCLUDING MOST JOKES AND PUNS.
- 3. I UNDERSTAND NEARLY ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRAVEL, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.
- 4. I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
- 5. I AM NOT ABLE TO UNDERSTAND THE SPOKEN LANGUAGE.

BEFORE CONTINUING - CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.

PART III—EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)

- 1. I HAVE HAD EXPERIENCE AS A TRANSLATOR.
- 2. I HAVE HAD EXPERIENCE AS AN INTERPRETER.
- 3. BOTH OF THE ABOVE STATEMENTS APPLY.
- 4. NONE OF THE ABOVE STATEMENTS APPLY.

PART IV—CERTIFICATION

I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS CERTIFICATION CONSTITUTES MY APPLICATION FOR A MAINTENANCE AWARD PROVIDED I AM ELIGIBLE UNDER THE TERMS OF REGULATION NO. 29-115, PAR. 10(4). I UNDERSTAND THAT I MUST PASS AN OBJECTIVE LANGUAGE PROFICIENCY TEST BEFORE BECOMING ELIGIBLE FOR AN AWARD, AND THAT IRRESPECTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE AWARDS WILL BE CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.

DATE SIGNED

16 July 1957

SIGNATURE

Lee H. Johnson

1481

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1957

F

SECRET
(When Filled In)

106198		LANGUAGE DATA RECORD			
PART I-GENERAL					
1. NAME (Last-First-Middle)			7. DATE OF BIRTH		
WIGKEN, LEO HOBERT			December	1	1923
3. LANGUAGE		4. TODAY'S DATE		5. <input type="checkbox"/> I HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE	
GERMAN 293		MONTH	DAY	YEAR	
		MAY	16	1957	
PART II-LANGUAGE ELEMENTS					
SECTION A. Reading (40)					
1. I CAN READ TEXTS OF ANY DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY ONLY RARELY.					
2. I CAN READ TEXTS OF MOST GRADIS OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALLY.					
3. I CAN READ TEXTS OF AVERAGE DIFFICULTY (newspapers, reference materials, etc.), USING THE DICTIONARY FREQUENTLY.					
<input checked="" type="radio"/> 4. I CAN READ SIMPLE TEXTS, SUCH AS STREET SIGNS, NEWSPAPER HEADLINES, ETC., USING THE DICTIONARY FREQUENTLY.					
5. I HAVE NO READING ABILITY IN THE LANGUAGE.					
SECTION B. Writing (41)					
1. I CAN WRITE PERSONAL LETTERS AND SIMILAR MATERIAL WITH COMPLETE SUCCESS WITHOUT USING THE DICTIONARY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH VERY FEW GRAMMATICAL ERRORS, IN NATIVE STYLE, USING THE DICTIONARY ONLY RARELY.					
2. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL WITH COMPLETE SUCCESS, USING THE DICTIONARY ONLY RARELY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH FEW GRAMMATICAL ERRORS, BUT IN A STYLE WHICH MAY NOT BE NATIVE, USING THE DICTIONARY OCCASIONALLY.					
3. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH OCCASIONAL MINOR GRAMMATICAL ERRORS AND IN OBVIOUSLY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY OCCASIONALLY.					
4. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY FREQUENTLY.					
<input checked="" type="radio"/> 5. I CANNOT WRITE IN THE LANGUAGE.					
SECTION C. Pronunciation (42)					
1. MY PRONUNCIATION IS NATIVE.					
2. WHILE NATIVES CAN DETECT AN ACCENT IN MY PRONUNCIATION THEY HAVE NO DIFFICULTY UNDERSTANDING ME.					
<input checked="" type="radio"/> 3. MY PRONUNCIATION IS OBVIOUSLY FOREIGN, BUT ONLY RARELY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND.					
4. MY PRONUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND.					
5. I HAVE NO SKILL IN PRONUNCIATION.					
CONTINUE ON REVERSE SIDE					

CONTINUATION OF PART II-LANGUAGE ELEMENTS

SECTION D. Speaking (43)

- 1. I SPEAK FLUENTLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS; I CONVERSE FREELY AND INFORMATIONALLY IN ALL FIELDS WITH WHICH I AM FAMILIAR.
- 2. I SPEAK FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE IN MOST FIELDS WITH WHICH I AM FAMILIAR AND I EMPLOY SOME POPULAR SAYINGS, LITERARY QUOTATIONS, AND COMMON PROVERBS.
- 3. I GET ALONG QUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUSINESS IN PARTICULAR FIELDS.
- 4. I MANAGE TO GET ALONG IN THE MOST COMMON SITUATIONS OF DAILY LIFE AND TRAVEL.
- 5. I HAVE NO ABILITY TO USE THE LANGUAGE IN ANY OF THE ABOVE RESPECTS.

SECTION E. Understanding (41)

- 1. I UNDERSTAND NON-TECHNICAL CONVERSATION ON ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND NEARLY EVERYTHING I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
- 2. I UNDERSTAND NON-TECHNICAL CONVERSATION ON NEARLY ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MOST OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES, INCLUDING MOST JOKE'S AND PUNS.
- 3. I UNDERSTAND NEARLY ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRAVEL, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.
- 4. I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
- 5. I AM NOT ABLE TO UNDERSTAND THE SPORN LANGUAGE.

BEFORE CONTINUING - CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.

PART III-EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)

- 1. I HAVE HAD EXPERIENCE AS A TRANSLATOR.
- 2. I HAVE HAD EXPERIENCE AS AN INTERPRETER.
- 3. BOTH OF THE ABOVE STATEMENTS APPLY.
- 4. NONE OF THE ABOVE STATEMENTS APPLY.

PART IV-CERTIFICATION

I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS CERTIFICATION CONSTITUTES MY APPLICATION FOR A MAINTENANCE AWARD PROVIDED I AM ELIGIBLE UNDER THE TERMS OF REGULATION NO. 25-115, PAR. 1C(4). I UNDERSTAND THAT I MUST PASS AN OBJECTIVE LANGUAGE PROFICIENCY TEST BEFORE I BECOME ELIGIBLE FOR AN AWARD, AND THAT IRRESPECTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE AWARDS WILL BE CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.

DATE SIGNED

16 Jan 1957

SIGNATURE

Lee H. Gibson

148)

S

147)

E

SECRET
(When Filled In)

106198		LANGUAGE DATA RECORD			
PART I-GENERAL					
6. NAME (Last-First-Middle)			7. DATE OF BIRTH		8. SEX
WIGREN, LEO HENRY			MONTH	DAY	YEAR
December			1	1923	
9. LANGUAGE	10. TODAY'S DATE	11. I HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE			
SPANISH 720	MONTH DAY YEAR	<input type="checkbox"/>			
	1944 16 1957				
PART II-LANGUAGE ELEMENTS					
SECTION A. Reading (40)					
1. I CAN READ TEXTS OF ANY DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY ONLY RARELY.					
2. I CAN READ TEXTS OF MOST GRADES OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALLY.					
3. I CAN READ TEXTS OF AVERAGE DIFFICULTY (newspapers, reference materials, etc.), USING THE DICTIONARY FREQUENTLY.					
4. I CAN READ SIMPLE TEXTS, SUCH AS STREET SIGNS, NEWSPAPER HEADLINES, ETC., USING THE DICTIONARY FREQUENTLY.					
5. I HAVE NO READING ABILITY IN THE LANGUAGE.					
SECTION B. Writing (41)					
1. I CAN WRITE PERSONAL LETTERS AND SIMILAR MATERIAL WITH COMPLETE SUCCESS WITHOUT USING THE DICTIONARY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH VERY FEW GRAMMATICAL ERRORS, IN NATIVE STYLE, USING THE DICTIONARY ONLY RARELY.					
2. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL WITH COMPLETE SUCCESS, USING THE DICTIONARY ONLY RARELY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH FEW GRAMMATICAL ERRORS, BUT IN A STYLE WHICH MAY NOT BE NATIVE, USING THE DICTIONARY OCCASIONALLY.					
3. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH OCCASIONAL MINOR GRAMMATICAL ERRORS AND IN OBVIOUSLY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY OCCASIONALLY.					
4. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY FREQUENTLY.					
5. I CANNOT WRITE IN THE LANGUAGE.					
SECTION C. Pronunciation (42)					
1. MY PRONUNCIATION IS NATIVE.					
2. WHILE NATIVES CAN DETECT AN ACCENT IN MY PRONUNCIATION THEY HAVE NO DIFFICULTY UNDERSTANDING ME.					
3. MY PRONUNCIATION IS OBVIOUSLY FOREIGN, BUT ONLY RARELY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND.					
4. MY PRONUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND.					
5. I HAVE NO SKILL IN PRONUNCIATION.					
CONTINUE ON REVERSE SIDE					

CONTINUATION OF PART III-LANGUAGE ELEMENTS

SECTION D. Speaking (43)

- 1. I SPEAK FLUENTLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS; I CONVERSE FREELY AND IDIOMATICALLY IN ALL FIELDS WITH WHICH I AM FAMILIAR.
- 2. I SPEAK FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE IN MOST FIELDS WITH WHICH I AM FAMILIAR AND I EMPLOY SOME POPULAR SAYINGS, LITERARY QUOTATIONS, AND COMMON PROVERBS.
- 3. I GET ALONG QUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT POSITIVE BUSINESS IN PARTICULAR FIELDS.
- 4. I MANAGE TO GET ALONG IN THE MOST COMMON SITUATIONS OF DAILY LIFE AND TRAVEL.
- 5. I HAVE NO ABILITY TO USE THE LANGUAGE IN ANY OF THE ABOVE RESPECTS.

SECTION E. Understanding (41)

- 1. I UNDERSTAND NON-TECHNICAL CONVERSATION ON ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND NEARLY EVERYTHING I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
- 2. I UNDERSTAND NON-TECHNICAL CONVERSATION ON NEARLY ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MOST OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES, INCLUDING MOST JOKES AND PUNS.
- 3. I UNDERSTAND NEARLY ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRAVEL, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.
- 4. I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
- 5. I AM NOT ABLE TO UNDERSTAND THE SPOKEN LANGUAGE.

BEFORE CONTINUING - CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.

PART III-EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)

- 1. I HAVE HAD EXPERIENCE AS A TRANSLATOR.
- 2. I HAVE HAD EXPERIENCE AS AN INTERPRETER.
- 3. BOTH OF THE ABOVE STATEMENTS APPLY.
- 4. NONE OF THE ABOVE STATEMENTS APPLY.

PART IV-CERTIFICATION

I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS CERTIFICATION CONSTITUTES MY APPLICATION FOR A MAINTENANCE AWARD PROVIDED I AM ELIGIBLE UNDER THE TERMS OF REGULATION NO. 25.115, PAR. 1C(4). I UNDERSTAND THAT I MUST PASS AN OBJECTIVE LANGUAGE PROFICIENCY TEST BEFORE I BECOME ELIGIBLE FOR AN AWARD, AND THAT IRRESPECTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE AWARDS WILL BE CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.

DATE SIGNED

16 May 1957

SIGNATURE

Keith Wilson

(46)

(47)

SECRET
(When Filled In)

11-61		LANGUAGE DATA RECORD		
106198				
PART I-GENERAL				
1. NAME (Last-First-Middle) (17-24)			2. DATE OF BIRTH (17-30)	
WIGREN, LOE HOBERT			MONTH DECEMBER	DAY 1
3. LANGUAGE (31-33)		4. TODAY'S DATE (34-37)		5. <input type="checkbox"/> I HAVE NO PROFICIENCY IN ANY FOREIGN LANGUAGE
RUSSIAN 654		MONTH MAY	DAY 16	
		YEAR 1957		
PART II-LANGUAGE ELEMENTS				
SECTION A. Reading (40)				
1. I CAN READ TEXTS OF ANY DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY ONLY RARELY.				
2. I CAN READ TEXTS OF MOST GRADES OF DIFFICULTY, OF A GENERAL NATURE OR IN FIELDS I AM FAMILIAR WITH, USING THE DICTIONARY OCCASIONALLY.				
3. I CAN READ TEXTS OF AVERAGE DIFFICULTY (newspapers, reference materials, etc.), USING THE DICTIONARY FREQUENTLY.				
4. I CAN READ SIMPLE TEXTS, SUCH AS STREET SIGNS, NEWSPAPER HEADLINES, ETC., USING THE DICTIONARY FREQUENTLY.				
5. I HAVE NO READING ABILITY IN THE LANGUAGE.				
SECTION B. Writing (41)				
1. I CAN WRITE PERSONAL LETTERS AND SIMILAR MATERIAL WITH COMPLETE SUCCESS WITHOUT USING THE DICTIONARY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH VERY FEW GRAMMATICAL ERRORS, IN NATIVE STYLE, USING THE DICTIONARY ONLY RARELY.				
2. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL WITH COMPLETE SUCCESS, USING THE DICTIONARY ONLY RARELY. I CAN WRITE FACTUAL NARRATIVE AND EXPOSITORY MATERIAL WITH REASONABLE CLARITY, WITH FEW GRAMMATICAL ERRORS, BUT IN A STYLE WHICH MAY NOT BE NATIVE, USING THE DICTIONARY OCCASIONALLY.				
3. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH OCCASIONAL MINOR GRAMMATICAL ERRORS AND IN OBVIOUSLY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY OCCASIONALLY.				
4. I CAN WRITE PERSONAL LETTERS AND SIMILAR SIMPLE MATERIAL, WITH REASONABLE SUCCESS IN CONVEYING MY MEANING, BUT WITH MANY GRAMMATICAL ERRORS AND IN A VERY FOREIGN, AWKWARD STYLE, USING THE DICTIONARY FREQUENTLY.				
5. I CANNOT WRITE IN THE LANGUAGE.				
SECTION C. Pronunciation (42)				
1. MY PRONUNCIATION IS NATIVE.				
2. WHILE NATIVES CAN DETECT AN ACCENT IN MY PRONUNCIATION THEY HAVE NO DIFFICULTY UNDERSTANDING ME.				
3. MY PRONUNCIATION IS OBVIOUSLY FOREIGN, BUT ONLY RARELY CAUSES DIFFICULTY FOR NATIVES TO UNDERSTAND.				
4. MY PRONUNCIATION IS OCCASIONALLY DIFFICULT FOR NATIVES TO UNDERSTAND.				
5. I HAVE NO SKILL IN PRONUNCIATION.				
CONTINUE ON REVERSE SIDE				

CONTINUATION OF PART II—LANGUAGE ELEMENTS

SECTION D.

Speaking (43)

- 1. I SPEAK FLUENTLY AND ACCURATELY IN ALL PRACTICAL AND SOCIAL SITUATIONS; I CONVERSE FREELY AND IDIOMATICALLY IN ALL FIELDS WITH WHICH I AM FAMILIAR.
- 2. I SPEAK FLUENTLY AND ACCURATELY IN NEARLY ALL PRACTICAL AND SOCIAL SITUATIONS; I CAN CONVERSE IN MOST FIELDS WITH WHICH I AM FAMILIAR AND I EMPLOY SOME POPULAR SAYINGS, LITERARY QUOTATIONS, AND COMMON PROVERBS.
- 3. I GET ALONG QUITE WELL IN SITUATIONS OF DAILY LIFE AND TRAVEL AND CAN CONDUCT ROUTINE BUSINESS IN PARTICULAR FIELDS.
- 4. I MANAGE TO GET ALONG IN THE MOST COMMON SITUATIONS OF DAILY LIFE AND TRAVEL.
- 5. I HAVE NO ABILITY TO USE THE LANGUAGE IN ANY OF THE ABOVE RESPECTS.

SECTION E.

Understanding (44)

- 1. I UNDERSTAND NON-TECHNICAL CONVERSATION ON ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND NEARLY EVERYTHING I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
- 2. I UNDERSTAND NON-TECHNICAL CONVERSATION ON NEARLY ALL SUBJECTS, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MOST OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES, INCLUDING MOST JOKES AND PUNS.
- 3. I UNDERSTAND NEARLY ALL CONVERSATION ON TOPICS OF DAILY LIFE AND TRAVEL, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND MUCH OF WHAT I HEAR ON THE RADIO, AND AT THE MOVIES, PLAYS, AND LECTURES.
- 4. I UNDERSTAND THE SIMPLEST CONVERSATION, BOTH FACE-TO-FACE AND ON THE TELEPHONE; I UNDERSTAND SOME OF WHAT I HEAR ON THE RADIO AND AT THE MOVIES, PLAYS, AND LECTURES.
- 5. I AM NOT ABLE TO UNDERSTAND THE SPOKEN LANGUAGE.

BEFORE CONTINUING - CHECK PART II TO ENSURE THAT YOU HAVE CIRCLED ONE NUMBER PER SECTION.

PART III—EXPERIENCE AS TRANSLATOR OR INTERPRETER (45)

- 1. I HAVE HAD EXPERIENCE AS A TRANSLATOR.
- 2. I HAVE HAD EXPERIENCE AS AN INTERPRETER.
- 3. BOTH OF THE ABOVE STATEMENTS APPLY.
- 4. NONE OF THE ABOVE STATEMENTS APPLY.

PART IV—CERTIFICATION

I CERTIFY THAT THE INFORMATION GIVEN ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF. THIS CERTIFICATION CONSTITUTES MY APPLICATION FOR A MAINTENANCE AWARD PROVIDED I AM ELIGIBLE UNDER THE TERMS OF REGULATION NO. 28-115, PAR. 1C(4). I UNDERSTAND THAT I MUST PASS AN OBJECTIVE LANGUAGE PROFICIENCY TEST BEFORE I BECOME ELIGIBLE FOR AN AWARD, AND THAT IRRESPECTIVE OF THE DATE OF TESTING, ANNUAL MAINTENANCE AWARDS WILL BE CUMULATIVE AS OF THE ANNIVERSARY DATE OF COMPLETING THIS FORM.

DATE SIGNED

16 May 1957

SIGNATURE

L. H. [Signature]

(46)

S

(47)

E

SECRET

NAME Leo H. Wigren DATE 31 May 1956

IN CASE OF EMERGENCY PLEASE NOTIFY:

NAME Mrs. Leo H. Wigren RELATIONSHIP wife

ADDRESS 15 Modu Street, Fairfax, Virginia

TELEPHONE CRacent 3-4950

WE FILE

SECRET

APPLICATION FOR FEDERAL EMPLOYMENT

INSTRUCTIONS: In order to prevent delay in consideration of your application, answer every question on this form clearly and completely. Type with or print in INK. In applying for a position in the United States Civil Service examination, read the examination announcement carefully and follow all directions. If you are applying for a WRITTEN examination, follow the instructions on the admission card regarding disposition of this application. If you are applying for an UNWRITTEN examination, mail this application to the office named in the announcement. Be sure to mail to the same office any other forms required by the announcement. Notify the office with which you file this application of any change in your address.

INSTRUCTIONS: In order to prevent delay in consideration of your application, answer every question on this form clearly and completely. Type with or print in INK. In applying for a position in the United States Civil Service examination, read the examination announcement carefully and follow all directions. If you are applying for a WRITTEN examination, follow the instructions on the admission card regarding disposition of this application. If you are applying for an UNWRITTEN examination, mail this application to the office named in the announcement. Be sure to mail to the same office any other forms required by the announcement. Notify the office with which you file this application of any change in your address.

1. NAME OF EXAMINATION OR NAME OF POSITION APPLIED FOR CENTRAL INTELLIGENCE AGENCY		DO NOT WRITE IN THIS BLOCK For Use of Civil Service Commission Only	
2. OFFICE (if mentioned in examination announcement)		<input type="checkbox"/> APPROVED <input type="checkbox"/> NOT APPROVED	
3. PLACE OF EMPLOYMENT APPLIED FOR (City and State) WASHINGTON D. C.		4. DATE OF EXAMINATION OCT. 5, 1950	
5. NAME (First name) (Middle) (Maiden, if any) (Last) Lee Hobart Wiggett		6. (A) STREET AND NUMBER OR P. O. NUMBER 210 Belmont Avenue (B) CITY OR POST OFFICE (including postal zone) AND STATE Brookton Massachusetts	
7. LEGAL OR VOTING RESIDENCE (State) (A) OFFICE PHONE (B) HOME PHONE Massachusetts 4402-N		8. DATE OF BIRTH (month, day, year) December 1, 1925	
9. PLACE OF BIRTH (city and State; if born outside U. S., name city and country) Brookton, Massachusetts		10. <input type="checkbox"/> MARRIED <input checked="" type="checkbox"/> SINGLE	
11. (A) HEIGHT WITHOUT SHOES (B) WEIGHT <input checked="" type="checkbox"/> MALE <input type="checkbox"/> FEMALE 5 FEET 0 INCHES 160 POUNDS		12. (A) HUSBAND (B) WIFE (C) CHILDREN (D) OTHER DEPENDENTS NONE	
13. (A) HAVE YOU EVER BEEN EMPLOYED BY THE FEDERAL GOVERNMENT? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> (B) IF SO, GIVE LAST GRADE AND DATE OF LAST CHANGE IN GRADE GS-6 #3450		14. (A) CHECK IF YOU WILL ACCEPT APPOINTMENT IF OFFERED. <input type="checkbox"/> IN WASHINGTON, D. C. <input checked="" type="checkbox"/> ANYWHERE IN THE UNITED STATES <input type="checkbox"/> OUTSIDE THE UNITED STATES (B) IF YOU WILL ACCEPT APPOINTMENT IN CERTAIN LOCATIONS ONLY, GIVE ACCEPTABLE LOCATIONS	
15. (A) WHAT IS THE LOWEST ENTRANCE SALARY YOU WILL ACCEPT PER YEAR. You will not be considered for any position with a lower entrance salary. (B) CHECK IF YOU WILL ACCEPT SHORT TERM APPOINTMENT IF OFFERED, FOR <input type="checkbox"/> 1 TO 3 MONTHS <input type="checkbox"/> 3 TO 6 MONTHS <input type="checkbox"/> 6 TO 12 MONTHS NOTE: Acceptance or refusal of a temporary short-term appointment will not affect your opportunity to obtain a probational appointment. (C) IF YOU ARE WILLING TO TRAVEL SPECIFY: <input checked="" type="checkbox"/> OCCASIONALLY <input checked="" type="checkbox"/> FREQUENTLY <input type="checkbox"/> SUBSTANTIALLY		16. EXPERIENCE. It is important for you to furnish all information requested below in sufficient detail to enable the Civil Service Commission and the appointing officers of agencies to give you full credit in determining your qualifications. Use a separate block for each position. Start with your present position and work back, explaining clearly the principal tasks which you performed in each position, accounting for all periods of unemployment. Experience gained more than 15 years ago which is not pertinent to the work for which you are applying may be summarized in one or more of the blocks. If your duties changed materially while working for the same employer, use a separate block to describe each position. You may include any pertinent religious, civic, welfare, or organizational activity which you have performed, either with or without compensation, showing the number of hours per week and weeks per year in which you were engaged in such activity. Military experience should be described in the spaces below in its proper sequence. (a) If you were ever employed in any position under a name different from that shown in Item 5 of this application, give under "Description of your work" for each position, the name used. (b) If you have never been employed or are now unemployed, indicate that fact in the space provided below for "Present Position."	
1 PRESENT POSITION			
DATE OF EMPLOYMENT (month, year) FROM: TO PRESENT TIME		EXACT TITLE OF YOUR PRESENT POSITION Student	
PLACE OF EMPLOYMENT (city and State)		CLASSIFICATION GRADE OF in Federal Service)	
NAME AND ADDRESS OF EMPLOYER (firm, organization, or person, if Federal, name department, bureau or establishment, and division)		SALARY OR EARNINGS: STARTING: \$ PER PRESENT: \$ PER	
NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU		NAME AND TITLE OF IMMEDIATE SUPERVISOR	
KIND OF BUSINESS OR ORGANIZATION (e. g., wholesale with, insurance agency, manufacture of books, etc)		REASON FOR DESIRING TO CHANGE EMPLOYMENT	
DESCRIPTION OF YOUR WORK Since discharge from the Army, 11 Feb. 1946, I have been a student at Yale (until June 1947), and at Harvard (Sept. 1947 to date) under provisions of the G. I. Bill. Details of my studies are to be found elsewhere on this form.			

② DATE OF EMPLOYMENT (month, year) FROM: April, 1946 to June, 1947		EXACT TITLE OF YOUR POSITION Invoicer		CLASSIFICATION GRADE (if in Federal service)	SALARY OR EARNINGS STARTING: PER MONTH FINAL: PER MONTH
PLACE OF EMPLOYMENT (city and State) New Haven, Connecticut		NAME AND TITLE OF IMMEDIATE SUPERVISOR Mr. J. H. Lewis, editor, Yale Walter Collection			
NAME AND ADDRESS OF EMPLOYER (firm, organization, or person; if Federal, name department, bureau or establishment, and division) Yale University (J. H. Lewis, editor, Yale Walter Collection)		KIND OF BUSINESS OR ORGANIZATION (e. g., wholesale silk, insurance agency, manufacture of locks, etc.)			
NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU		REASON FOR LEAVING			
DESCRIPTION OF YOUR WORK This was a part-time job (2 1/2 hours per week) through which I earned part of my board and board at college. I catalogued and indexed letters and other material in connection with the Yale edition of the correspondence of Horace Walpole. Mr. J. H. Lewis was general editor, but worked under the supervision of Mr. Warren Smith of the staff. This job required a scholarly interest in English history. It provided an opportunity to participate in a large-scale historical project.					
③ DATE OF EMPLOYMENT (month, year) FROM: Aug., 1944 to Feb., 1946		EXACT TITLE OF YOUR POSITION Information and Education Specialist		CLASSIFICATION GRADE (if in Federal service) MOS-2274	SALARY OR EARNINGS STARTING: PER MONTH FINAL: PER MONTH
PLACE OF EMPLOYMENT (city and State) Camp Dickert, Virginia		NAME AND TITLE OF IMMEDIATE SUPERVISOR Captain J. M. Venable, Jr.			
NAME AND ADDRESS OF EMPLOYER (firm, organization, or person; if Federal, name department, bureau or establishment, and division) Post Information & Education Office Camp Dickert, Virginia		KIND OF BUSINESS OR ORGANIZATION (e. g., wholesale silk, insurance agency, manufacture of locks, etc.)			
NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU		REASON FOR LEAVING Discharge from service			
DESCRIPTION OF YOUR WORK I helped organize the non-military education and information program at Camp Dickert. I prepared material for, and personally conducted lectures and discussions on history, current events, the U.S., and its allies, and the enemy. I trained and supervised other lecturers. I prepared material for their use. I published a daily news sheet for the camp, wrote articles for the weekly newspaper, and broadcast daily news summaries. I maintained a library of current information material, and several War Information Centers. I acted as military personnel in camp and in W.I.C. correspondence courses. (details on extra sheet)					
④ DATE OF EMPLOYMENT (month, year) FROM: June 1946 to Aug., 1946		EXACT TITLE OF YOUR POSITION Unit Information and Education Clerk		CLASSIFICATION GRADE (if in Federal service)	SALARY OR EARNINGS STARTING: PER MONTH FINAL: PER MONTH
PLACE OF EMPLOYMENT (city and State) Camp Dickert, Virginia		NAME AND TITLE OF IMMEDIATE SUPERVISOR Lt. P. E. Gaudin			
NAME AND ADDRESS OF EMPLOYER (firm, organization, or person; if Federal, name department, bureau or establishment, and division) Company Station, Hq. Detachment 1st Army, Camp Dickert, Virginia		KIND OF BUSINESS OR ORGANIZATION (e. g., wholesale silk, insurance agency, manufacture of locks, etc.)			
NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU		REASON FOR LEAVING promotion (to (3) above)			
DESCRIPTION OF YOUR WORK While a clerk in this unit, I was assigned the duty of acting as unit non-commissioned officer for the Information and Education program. I conducted two or three hourly lectures or discussions on history, current events, and other topics under the direction and supervision of the Post Information & Education Office, and attended briefings and reports that office. I prepared a daily information center consisting of news items and maps of battle areas. I promoted interest in correspondence courses available through the M.C.A.R.I. As a result of this work, I was promoted to the position of Information and Education Non-Commissioned Officer when the position was created. (see (3) above)					

FORM 57

Lee Richard Wigron
 118 Belmont Avenue
 Brockton, Massachusetts

ADDITIONAL SERVICE FOR THE W 10, Block 8:

(Information & Education Enlisted Specialist, Aug, 1944 - Feb, 1946)

- A. After completing the Army Specialized Training Program course in Russian area and language studies, I was assigned to the 16th Infantry, 7th Division, then at Camp Pickett, Va. While with that unit, I conducted "orientation" lectures covering world news and background material on the war (April-May 1944). *due to limited service status no disability*
- B. Because of my limited-service status, I was transferred to the Supply Section, Headquarters Detachment, 101st SCW, at Camp Pickett. While a clerk in that unit, I performed the duties of a unit Info & Education lecturer -- lecturing on history and current events, maintaining maps and bulletins on the battle areas, and enrolling soldiers in correspondence courses. As a result of this work (May-July 1944), I was promoted to be Info & Education Non-Commissioned Officer in the Post Info & Education Office.
- C. The Post Information & Education Office was charged with the duty of planning, producing, and disseminating war information and non-military education for all troops permanently stationed at Camp Pickett and for a large hospital on the grounds. The purpose of this program was to help the troops to understand why and what we were fighting, and to understand their role in that fight. It was morale building through information.

As Non-Commissioned Officer for the Info & Education Office, I performed both administrative and functional duties. I aided in the development and execution of the policies and content of the education program, and was in immediate charge of the weekly instructional program. The following are the duties which I performed:

1. Prepared material for use in weekly lectures or discussions which all troops were required to attend.
 - Info & Education Branch in Washington supplied topical information for use in these classes. I expanded, revised, or supplemented it to suit it to the needs of our camp.
2. Trained men to conduct lectures in each of 12 to 16 units; briefed them on prepared material each week; and inspected their classes.
 - Each company or unit was required to have one or more men with suitable education or experience to conduct weekly classes on history and current events under the direction of the Info & Education Office. At briefing conferences, I discussed with them the topic for the following week, suggested means of presentation, and described general policies to be followed. I made periodic inspection visits to classes conducted by these men.
3. Lectured or conducted several discussions each week.
 - The topics of these classes were the same as those conducted by other men: basic U.S. and world history, current events, background material on the war, the relation of the U.S. to its allies, the enemy, and the role of the individual soldier. These classes contained from 75 to 100 men each, with all educational levels represented.

FORM 57

Robert E. Egan
 1100 Belmont Avenue
 Brockton, Massachusetts

ADDITIONAL MATERIAL FOR ITEM # 15, Block E (continued):
 (Information & Education Enlisted Specialist, Aug, 1944 - Feb, 1946)

4. Designed and prepared displays for War Information Centers in camp libraries, and in post headquarters. Developed visual aides for classroom use.
 - Displays consisted of pictures, posters, maps, and explanatory material dealing with various topics such as: The German Army, Growth of the Japanese Empire, Nazism, etc. Their purpose was to give a graphic presentation of background information concerning the war. The display at post headquarters also had maps and news items dealing with battle areas.
5. Compiled and edited daily news sheet, broadcast daily news summaries, and wrote articles on current events for camp newspaper.
 - At my suggestion, the news disseminating media at Camp Pickett were expanded by establishment of the news sheet and news broadcasts. The news sheet contained late news bulletins, factual background material, and some editorials. The news sheet and broadcasts were necessitated by the remoteness of the camp.
6. Did educational counselling and encouraged enrollments in correspondence courses offered by United States Armed Forces Institute.
7. Maintained close cooperation with camp newspaper staff, Public Relations Office, the Special Services Office, and the Intelligence Officer.

I believe that my work as Non-Commissioned Officer in the Post Information & Education Office at Camp Pickett, Virginia, from August 1944 to February 1946 would be valuable to the Central Intelligence Agency.

The job was given to me as a promotion. I received special training for it at the School for Personnel Services, Washington and Lee University, Lexington, Virginia. While performing the duties of this job, I received promotions in rank from Private First Class to Staff Sergeant. During the closing months of my service, I was in complete charge of the office in the absence of any full-time Info & Education Officer.

As the result of my work, I was invited to attend a conference of the Info & Education officers and non-commissioned officers of the Third Service Command at Edgewood Arsenal, Maryland, and to address that conference on educational and counselling problems. Since my discharge was in process at that time, I was unable to attend. Upon discharge, I received a special commendation for my work from Colonel H.C. Paullin, Commanding Officer of Camp Pickett, and a letter of recommendation from my superior.

(Copies of these letters, orders, and commendations will be submitted if necessary.)

FORM 57

Robert E. Egan
100 Belmont Avenue
Brockton, Massachusetts

ADDITIONAL MATERIAL FOR ITEM #17:

1. Army Specialized Training Program, Russian area & language course
(Yale University, July 1943 - April 1944)

After completing basic training in June 1943, I was sent to the examination center at Georgetown University to be tested for entrance into the Army Specialized Training Program.

On the basis of a language aptitude test, I was sent to Yale to take the A.S.T.P. course in Russian area and language studies. This was a nine-month course running from July 1943 through March 1944. I completed the course with grades of "dean's list" rating, and received a certificate of completion of the course.

The program of study included courses in Russian history, geography, literature, and culture; modern European history; and Far Eastern history. Special lecturers from the Commerce Department, Lord Lease, and other agencies spoke to our classes occasionally.

Much attention was devoted to study of the Russian language. Classroom work, consisting of grammar, practice reading, and conversation occupied seventeen hours of our schedule each week. This was equivalent to about three years of normal language work.

2. School for Personnel Services, Course for Information & Education
Enlisted Assistants (Washington & Lee U., Lexington, Va. Oct-Nov 1944)

In order to be better prepared for work as Post Information and Education Non-Commissioned Officer at Camp Pickett, Virginia, I was sent to take the one-month course for Info & Education Enlisted Specialists, October and November 1944.

This course was prepared by the War Department, and conducted by military personnel. It presented material to be used in the preparation of Info & Education programs in camps, it suggested methods of presentation, and it provided practical experience in assessing and dealing with "orientation program" problems.

Some of the topics covered in lectures and discussions were:

- | | |
|-----------------------------|------------------|
| Ideas as Weapons | Know the Enemy |
| Group Leadership Principles | Know our Allies |
| Morale Factors | Know the U.S.A. |
| Global Warfare | Teaching Methods |

In addition, movies and visual aides were demonstrated.

Upon completion of this course (with a grade of Excellent), I received a certificate, and a Military Occupational Specialty Classification of : MOG 2274 (Information and Education Enlisted Specialist).

FORM 57

Hubert Wigen
115 Belmont Avenue
Brookton, Massachusetts

ADDITIONAL MATERIAL FOR ITEM #18 (EDUCATION):

- A. I attended Boston University, College of Liberal Arts from September 1941 until February 17, 1943. On the latter date, I was called to active duty with the Army Enlisted Reserve Corps after completing one and one-half years (three semesters) of work. My intention had been to major in history.
- Among the subjects which I studied were:
- | | |
|----------------------------------|----------------------|
| -History of Western Civilization | -Astronomy |
| -United States History | -English Composition |
| -American Government | -English Bible |
| -Comparative Government | -French |
| -General Economics | -Spanish |
| -Psychology | |
- B. After basic training in the Army, I was sent to Georgetown University (June 1943), to take qualifying examinations for the Army Specialized Training Program. As a result, I was sent to Yale to study in the ASTP Russian language and area course (curriculum #71). This course covered the following subjects:
- | | |
|---|----------------------------|
| -Russian History__3 terms | -European History__3 terms |
| -Russian Geography__2 terms | -Far East History__1 term |
| -Russian Literature and Customs__1 term | |
| -Russian Language__3 terms | |
- (intensive course, 17 hours of class work per week)
- This course was taught by regular instructors at Yale with full college standards maintained. I received a certificate for successful completion of this course. I also received one year of academic credit for this work.
- C. Upon discharge from service in February 1946, I entered Yale for the spring term, and majored in history. I was graduated from Yale in June 1947. Among the subjects I studied at Yale were:
- United States History
 - American Thought & Civilization
 - U.S. Diplomatic History
 - History of the Contemporary World
 - Senior Essay: "The Interchurch World Movement and the Steel Strike of 1919".
 - Moral and Political Philosophy
 - American Government in Transition
 - American Immigration
 - Public Opinion and Propaganda
 - Greek Classics
 - English Literature
 - The New Testament
 - German

(continued on next page)

Lee M. Hagen
518 Bennett Avenue
Brookline, Massachusetts

ADDITIONAL VITALS FOR ITEM #12 (EDUCATION, continue):

D. In September, 1947, I entered Harvard Graduate School of Arts and Sciences again to major in history. In June 1948, I received a degree of Master of Arts. Since then, I have done two years of additional graduate work toward a degree of Doctor of Philosophy. My studies in graduate school included:

- Ancient Greek History
- English History from 1688
- U.S. Colonial History
- History of the Westward Movement
- Seminar: The New Deal: "The Communist Party in the New Deal Period"
- Seminar on the West: "The Attitude of Massachusetts Democracy toward Populism in the 1890's"
- American Literature
- Directed reading in American History
- Directed reading in English History

In addition, I audited the following courses:

- The Immigrant in American History
- Government Regulation of Industry
- U.S. Intellectual History
- American Social & Cultural History
- The British Empire
- European Intellectual History in the 18th and 19th Centuries

I also attended a course of lectures on college teaching.

(Transcripts of school records will be supplied if needed)
 (Educational recommendations may be obtained from:
 Miss Florence Leitch
 Graduate Placement Office
 Harvard University
 Cambridge, Massachusetts)

5 DATES OF EMPLOYMENT (month, year) FROM June 1941 TO Dec 1941 PLACE TITLE OF YOUR POSITION Store Clerk CLASSIFIED GRADE (if in public service) --- SALARY OR EARNINGS STARTING \$ 31 PER hr. FINAL 1.65 PER hr.

PLACE OF EMPLOYMENT (City and State) Brockton, Massachusetts NAME AND TITLE OF IMMEDIATE SUPERVISOR Frank Fitzpatrick, mgr. of receiving dept.
 NAME AND ADDRESS OF EMPLOYER (firm, organization, or person, if Federal, name department, bureau or establishment, and division) Atlantic & Pacific Tea Co., 100 St. Paul St., Brockton (Mr. Jack Edwards) gen. mgr. KIND OF BUSINESS OR ORGANIZATION (e. g., wholesale silk, insurance agency, manufacture of locks, etc.) General

NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU None REASON FOR LEAVING promoted to active into Army

DESCRIPTION OF YOUR WORK This was part-time work on weekends and during summer vacations. I sold unpatented and patented products in the produce department of this large grocery store.

If more space is required, use a continuation sheet (Standard Form No. 58) or a sheet of paper the same size as this page. Write on each sheet your name, address, date of birth, and examination title. Attach to each of this application.

17. MILITARY TRAINING In the space below, describe any training received in the Armed Services (not already listed under item 16) that would entitle you to special pay or other benefits. Indicate actual amount of training received, such as hours per week. Detailed information regarding any special service awards you attended is especially important. (Extra pages may be used to give full descriptions.)

DATE	LOCATION	DESCRIPTION OF TRAINING
FROM	TO	
July 1941	April 1942	Yale University, New Haven, Conn. Army Specialized Training Program, Russian area & language study (curriculum 1471) (details on extra sheet)
Oct. 1941	Nov. 1941	Washington & Lee University, Lexington, Va. U. S. School for Personnel Services, course for Information & Education of allied assistants (details on extra sheet)

18. EDUCATION (Circle highest grade completed):
 1 2 3 4 5 6 7 8 9 10 11 12
 (A) GIVE NAME AND LOCATION OF LAST HIGH SCHOOL ATTENDED Brockton High School, Brockton, Mass.

MARK (X) THE APPROPRIATE BOX TO INDICATE SATISFACTORY COMPLETION OF:
 ELEMENTARY SCHOOL JUNIOR HIGH SCHOOL SENIOR HIGH SCHOOL
 (B) SUBJECTS STUDIED IN HIGH SCHOOL WHICH APPLY TO POSITION DESIRED History, civics

(C) NAME AND LOCATION OF COLLEGE OR UNIVERSITY	MAJOR AND SPECIALTY	DATES ATTENDED		YEARS COMPLETED		DEGREES CONFERRED		SELECTED HONORS CREDIT
		FROM	TO	DAY	NIGHT	TITLE	DATE	
Boston University, Boston, Mass.	HISTORY	1941	Feb 1942	1	---	---	---	---
Yale University, New Haven, Conn.	"	1942	1947	2	---	A.B.	1947	---
Harvard University, Cambridge, Mass.	"	1947	1950	3	---	A.M.	1948	---
(D) LIST YOUR CHIEF UNDERGRADUATE COLLEGE SUBJECTS		LIST YOUR CHIEF GRADUATE COLLEGE SUBJECTS						
History, Greek, Latin, Russian, & other		History, Greek, Latin, English, American Literature						3.0 6
(E) OTHER TRAINING, SUCH AS VOCATIONAL, BUSINESS, STUDY COURSES GIVEN THROUGH THE ARMED FORCES INSTITUTE (giving name and location of school) OR "IN-SERVICE TRAINING" IN PUBLIC OR PRIVATE EMPLOYMENT		SUBJECTS STUDIED		DATES ATTENDED		YEARS COMPLETED		
None				FROM TO DAY NIGHT		DAY NIGHT		

19. INDICATE YOUR KNOWLEDGE OF FOREIGN LANGUAGES

LANGUAGE	READING		SPEAKING		UNDERSTANDING	
	EXC.	GOOD	EXC.	GOOD	EXC.	GOOD
French		X		X		X
Spanish		X		X		X

22. ARE YOU NOW OR HAVE YOU EVER BEEN A LICENSED OR CERTIFIED MEMBER OF ANY TRADE OR PROFESSION (such as pilot, electrician, radio operator, teacher, lawyer, CPA, etc.)
 YES NO GIVE KIND OF LICENSE AND STATE:
 FIRST LICENSE OR CERTIFICATE (YEAR) _____
 LATEST LICENSE OR CERTIFICATE (YEAR) _____

20. IF YOU HAVE TRAVELED OR RESIDED IN ANY FOREIGN COUNTRIES, INDICATE (1) NAMES OF COUNTRIES, (2) DATES AND LENGTH OF TIME SPENT THERE, AND (3) REASON OR PURPOSE (e. g., military service, business, education, recreation)
NONE

21. LIST ANY SPECIAL SKILLS YOU POSSESS AND MACHINES AND EQUIPMENT YOU CAN USE, SUCH AS OPERATION OF SHIRT-MAKING MACHINES, MULTITHREAD COMPUTING, ETC.; KEY-PUNCH, TURRET LATHES, SCIENTIFIC OR PROFESSIONAL DEVICES
None

23. GIVE ANY SPECIAL QUALIFICATIONS NOT COVERED ELSEWHERE IN YOUR APPLICATION SUCH AS:
 (A) YOUR MORE IMPORTANT PUBLICATIONS (do not submit copies unless requested)
 (B) YOUR PATENTS OR INVENTIONS
 (C) PUBLIC SPEAKING AND PUBLIC RELATIONS EXPERIENCE
 (D) MEMBERSHIP IN PROFESSIONAL OR SCIENTIFIC SOCIETIES, ETC.
 (E) HONORS AND FELLOWSHIPS RECEIVED
C. - Community Fund speaker
 - Winner, 10th District American Legion Oratorical Contest
 - Class President, Boston University 1942-43

APPROXIMATE NUMBER OF WORDS PER MINUTE IN TYPING SHORTHAND

STANDARD FORM 57, NOV. 1947
U. S. CIVIL SERVICE COMMISSION

APPLICATION FOR FEDERAL EMPLOYMENT

INSTRUCTIONS: In order to prevent delay in consideration of your application, answer every question on this form clearly and completely. Type, write or print in INK. In applying for a specific United States Civil Service examination, read the examination announcement carefully and follow all directions. If you are applying for a WRITTEN examination, follow the

instructions on the admission card regarding disposition of this application. If you are applying for an UNWRITTEN examination, read this application in the office marked in the announcement. Be sure to mail to the same office any other forms required by the announcement. Notify the office with which you file this application of any change in your address.

APPLICATION NO.	1. NAME OF EXAMINATION OR KIND OF POSITION APPLIED FOR CENTRAL INTELLIGENCE AGENCY		DO NOT WRITE IN THIS BLOCK For Use of Civil Service Commission Only	
	2. OPINIONS (if mentioned in examination announcement)			
	3. PLACE OF EMPLOYMENT APPLIED FOR (City and State) WASHINGTON D. C.	4. DATE OF THIS APPLICATION OCT. 5, 1950		
ANNOUNCEMENT	5. FULL NAME (First name) (Middle) (Maiden, if any) (Last) Lee Robert Sigron			
	6. (A) STREET AND NUMBER OR R. D. NUMBER 218 Belmont Avenue (B) CITY OR POST OFFICE (including postal zone) AND STATE Brockton, Massachusetts			
	7. LEGAL OR VOTING RESIDENCE (State)		8. (A) OFFICE PHONE (B) HOME PHONE Massachusetts 4402-4	
	9. DATE OF BIRTH (month, day, year) December 1, 1922		10. <input type="checkbox"/> MARRIED <input checked="" type="checkbox"/> SINGLE	
	11. PLACE OF BIRTH (city and State, if born outside U. S., name city and country) Brockton, Massachusetts			
12. <input checked="" type="checkbox"/> MALE <input type="checkbox"/> FEMALE		13. (A) HEIGHT WITHOUT SHOES: 5 FEET 9 INCHES (B) WEIGHT: 150 POUNDS		
14. (A) HAVE YOU EVER BEEN EMPLOYED BY THE FEDERAL GOVERNMENT? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (B) IF SO, GIVE LAST GRADE AND DATE OF LAST CHANGE IN GRADE GS-6 8/3/50				

<input type="checkbox"/> APPROVED	<input type="checkbox"/> MATERIAL SUBMITTED	<input type="checkbox"/> EMPLOY REGISTER		
<input type="checkbox"/> NON APPROVED	<input type="checkbox"/> RETURNED			
APPROVED:				
OPTION	GRADE	EARNED PAYING	PREFER- ENCE	AUGM- RATING
			<input type="checkbox"/> 5 POINTS (TENT.)	
			<input type="checkbox"/> 10 POINTS WIFE OR WIDOW	
			<input type="checkbox"/> DISAL.	
			<input type="checkbox"/> BEING INVESTIGATED	
INITIALS AND DATE				

15. (A) WHAT IS THE LOWEST ENTRANCE SALARY YOU WILL ACCEPT PER YEAR? **\$3,800.00**
You will not be considered for any position with a lower entrance salary.

(B) CHECK IF YOU WILL ACCEPT SHORT-TERM APPOINTMENT IF OFFERED, FOR:
 1 TO 3 MONTHS 3 TO 6 MONTHS 6 TO 12 MONTHS

NOTE: Acceptance or refusal of a temporary short-term appointment will not affect your opportunity to obtain a probational appointment.

(C) IF YOU ARE WILLING TO TRAVEL SPECIFY:
 OCCASIONALLY FREQUENTLY CONSTANTLY

(D) CHECK IF YOU WILL ACCEPT APPOINTMENT, IF OFFERED:
 IN WASHINGTON, D. C. ANYWHERE IN THE UNITED STATES
 OUTSIDE THE UNITED STATES

(E) IF YOU WILL ACCEPT APPOINTMENT IN CERTAIN LOCATIONS ONLY, GIVE ACCEPTABLE LOCATIONS.

16. EXPERIENCE It is important for you to furnish all information requested below in sufficient detail to enable the Civil Service Commission and the appointing officers of agencies to give you full credit in determining your qualifications. Use a separate block for each position. Start with your present position and work back, explaining clearly the principal tasks which you performed in each position, accounting for all periods of unemployment. Experience gained more than 15 years ago which is not pertinent to the work for which you are applying may be summarized in one or more of the blocks. If your duties changed materially while working for the same employer, use a separate block to describe each position. You may include any pertinent religious, civic, writers, or organizational activity which you have performed, either with or without compensation, showing the number of hours per week and weeks per year in which you were engaged in such activity. Military experience should be described in the spaces below in its proper sequence.

(a) If you were ever employed in any position under a name different from that shown in Item 5 of this application, give under "Description of your work" for each position, the name used.

(b) If you have never been employed or are now unemployed, indicate that fact in the space provided below for "Present Position."

PRESENT POSITION			
DATES OF EMPLOYMENT (month, year)	EXACT TITLE OF YOUR PRESENT POSITION	CLASSIFICATION GRADE (if in Federal Service)	SALARY OR EARNINGS: PER STARTING \$ PER PRESENT \$
FROM: TO PRESENT TIME	Student		
PLACE OF EMPLOYMENT (city and State)	NAME AND TITLE OF IMMEDIATE SUPERVISOR		
NAME AND ADDRESS OF EMPLOYER (firm, organization, or person, if Federal, name department, bureau or establishment, and division)	KIND OF BUSINESS OR ORGANIZATION (e. g., wholesale silk, insurance agency, manufacture of locks, etc.)		
NUMBER AND KIND OF EMPLOYEES SUPERVISED BY YOU	REASON FOR DESIRING TO CHANGE EMPLOYMENT		

DESCRIPTION OF YOUR WORK

Since discharge from the Army, 11 Feb. 1946, I have been a student at Yale (until June 1947), and at Harvard (Sept. 1947 to date) under provisions of the G. I. Bill. Details of my studies are to be found elsewhere on this form.

PERSONAL HISTORY STATEMENT

Instructions: 1. Answer all questions completely. If question is not applicable write "NA." Write "unknown" only if you do not know the answer and cannot obtain the answer from personal records. Use the blank pages at the end of this form for extra details on any question or questions for which you do not have sufficient room.

2. Type, print, or write carefully; illegible or incomplete forms will not receive consideration.

HAVE YOU READ AND DO YOU UNDERSTAND THE INSTRUCTIONS? Yes
(Yes or No)

SEC. 1. PERSONAL BACKGROUND

A. FULL NAME Mr. LEE HOBART WIGREN
(Use No (First) (Middle) (Last)
Initials) NA Telephone: Office EX-2415
Home DE-1688

PRESENT ADDRESS 2700 - QUE ST NW WASHINGTON 7, D.C. U.S.A.
(St. and Number) (City) (State) (Country)

PERMANENT ADDRESS 218 BELMONT AVE. BROCKTON MASS U.S.A.
(St. and Number) (City) (State) (Country)

B. NICKNAME _____ WHAT OTHER NAMES HAVE YOU USED? _____

_____ UNDER WHAT CIRCUMSTANCES HAVE YOU EVER USED THESE NAMES? _____

HOW LONG? _____ IF A LEGAL CHANGE, GIVE PARTICULARS _____

(Where?)

(By what authority?)

C. DATE OF BIRTH _____ PLACE OF BIRTH _____
(City) (State) (Country)

D. PRESENT CITIZENSHIP _____ BY BIRTH? _____ BY MARRIAGE? _____
(Country)

BY NATURALIZATION CERTIFICATE NO. _____ ISSUED _____ BY _____
(Date) (Country)

AT _____
(City) (State) (Country)

HAVE YOU HAD A PREVIOUS NATIONALITY? _____
(Yes or No) (Country)

HELD BETWEEN WHAT DATES? _____ TO _____ ANY OTHER NATIONALITY? _____
(Country)

GIVE PARTICULARS _____

HAVE YOU TAKEN STEPS TO CHANGE PRESENT CITIZENSHIP? _____ GIVE PARTICULARS: _____

(2)

E. IF BORN OUTSIDE U. S. WHEN DID YOU FIRST ARRIVE IN THIS COUNTRY?

PORT OF ENTRY? ON PASSPORT OF WHAT COUNTRY?

LAST U. S. VISA
(Number) (Type) (Place of Issue) (Date of Issue)

SEC. 2. PHYSICAL DESCRIPTION

AGE SEX HEIGHT WEIGHT

EYES HAIR COMPLEXION SCARS

BUILD OTHER DISTINGUISHING FEATURES

SEC. 3. MARITAL STATUS

A. SINGLE MARRIED DIVORCED WIDOWED

STATE DATE, PLACE, AND REASON FOR ALL SEPARATIONS, DIVORCES OR ANNULMENTS

B. WIFE OR HUSBAND (IF YOU HAVE BEEN MARRIED MORE THAN ONCE—INCLUDING ANNULMENTS—USE A SEPARATE SHEET FOR FORMER WIFE OR HUSBAND GIVING DATA REQUIRED BELOW FOR ALL PREVIOUS MARRIAGES.)

NAME OF SPOUSE Alice Ellen Pitzer Wigren
(First) (Middle) (Maiden) (Last)

PLACE AND DATE OF MARRIAGE Washington, District of Columbia, 27 September 1952
Arlington United States

HIS (OR HER) ADDRESS BEFORE MARRIAGE 4008 Twain Road Arlington Virginia
(St. and Number) (City) (State) (Country)

LIVING OR DECEASED Living DATE OF DECEASE CAUSE

(As of 28 Sept 52) PRESENT, OR LAST, ADDRESS 2700 Que Street Washington D.C. USA
(St. and Number) (City) (State) (Country)

DATE OF BIRTH Aug 13, 1927 PLACE OF BIRTH Seaside Virginia USA
(City) (State) (Country)

IF BORN OUTSIDE U. S. INDICATE DATE AND PLACE OF ENTRY

CITIZENSHIP WHEN ACQUIRED? WHERE?
(City) (State) (Country)

OCCUPATION Teacher LAST EMPLOYER Arlington County School Board
Arlington County

EMPLOYEE'S OR BUSINESS ADDRESS School Board Arlington Virginia USA
(St. and Number) (City) (State) (Country)

MILITARY SERVICE FROM TO BRANCH OF SERVICE

COUNTRY DETAILS OF OTHER GOVT. SERVICE, U. S. OR FOREIGN

(4)

OCCUPATION LAST EMPLOYER

EMPLOYER'S OR OWN BUSINESS ADDRESS
(St. and Number) (City) (State) (Country)

MILITARY SERVICE FROM TO BRANCH OF SERVICE

COUNTRY DETAILS OF OTHER GOVT. SERVICE, U. S. OR FOREIGN

SEC. 7. BROTHERS AND SISTERS (Including half-, step-, and adopted brothers and sisters):

1. FULL NAME AGE
(First) (Middle) (Last)
 PRESENT ADDRESS
(St. and Number) (City) (State) (Country) (Citizenship)
2. FULL NAME AGE
(First) (Middle) (Last)
 PRESENT ADDRESS
(St. and Number) (City) (State) (Country) (Citizenship)
3. FULL NAME AGE
(First) (Middle) (Last)
 PRESENT ADDRESS
(St. and Number) (City) (State) (Country) (Citizenship)
4. FULL NAME AGE
(First) (Middle) (Last)
 PRESENT ADDRESS
(St. and Number) (City) (State) (Country) (Citizenship)
5. FULL NAME AGE
(First) (Middle) (Last)
 PRESENT ADDRESS
(St. and Number) (City) (State) (Country) (Citizenship)

SEC. 8. FATHER-IN-LAW

FULL NAME William Cecil Rader
(First) (Middle) (Last)

LIVING OR DECEASED Living DATE OF DECEASE CAUSE

PRESENT, OR LAST, ADDRESS Nace, Virginia USA
(St. and Number) (City) (State) (Country)

DATE OF BIRTH Aug 23, 1903 PLACE OF BIRTH Nace, Virginia

IF BORN OUTSIDE U. S. INDICATE DATE AND PLACE OF ENTRY

CITIZENSHIP U.S. WHEN ACQUIRED? BIRTH WHERE?
(City) (State) (Country)

OCCUPATION Farmer LAST EMPLOYER

SEC. 9. MOTHER-IN-LAW

FULL NAME Boulah Sara Kader
(First) (Middle) (Last)

LIVING OR DECEASED Living DATE OF DECEASE _____ CAUSE _____

PRESENT, OR LAST, ADDRESS _____
(St. and Number) (City) (State) (Country)

DATE OF BIRTH Jan 11 1900 PLACE OF BIRTH North Carolina

IF BORN OUTSIDE U. S. INDICATE DATE AND PLACE OF ENTRY _____

CITIZENSHIP U. S. WHEN ACQUIRED? 1924 WHERE? _____
(City) (State) (Country)

OCCUPATION Teacher LAST EMPLOYER County School Board

SEC. 10. RELATIVES BY BLOOD, MARRIAGE OR ADOPTION, WHO EITHER LIVE ABROAD OR WHO ARE NOT CITIZENS OF THE UNITED STATES:

NONE

1. NAME _____ RELATIONSHIP _____ AGE _____
 CITIZENSHIP _____ ADDRESS _____
(St. and Number) (City) (State) (Country)

2. NAME _____ RELATIONSHIP _____ AGE _____
 CITIZENSHIP _____ ADDRESS _____
(St. and Number) (City) (State) (Country)

3. NAME _____ RELATIONSHIP _____ AGE _____
 CITIZENSHIP _____ ADDRESS _____
(St. and Number) (City) (State) (Country)

SEC. 11. RELATIVES BY BLOOD OR MARRIAGE IN THE MILITARY OR CIVIL SERVICE OF THE U. S. OR OF A FOREIGN GOVERNMENT:

NONE

1. NAME _____ RELATIONSHIP _____ AGE _____
 CITIZENSHIP _____ ADDRESS _____
(St. and Number) (City) (State) (Country)

TYPE AND LOCATION OF SERVICE (IF KNOWN) _____

2. NAME _____ RELATIONSHIP _____ AGE _____
 CITIZENSHIP _____ ADDRESS _____
(St. and Number) (City) (State) (Country)

TYPE AND LOCATION OF SERVICE (IF KNOWN) _____

3. NAME _____ RELATIONSHIP _____ AGE _____
 CITIZENSHIP _____ ADDRESS _____
(St. and Number) (City) (State) (Country)

TYPE AND LOCATION OF SERVICE (IF KNOWN) _____

FORM NO. 1 SEP 1942



PERSONAL HISTORY STATEMENT

Instructions: 1. Answer all questions completely. If question does not apply write "not applicable." Write "unknown" only if you do not know the answer and cannot obtain the answer from personal records. Use the blank pages at the end of this form for extra details on any question or questions for which you do not have sufficient room. 2. Type, print or write carefully; illegible or incomplete forms will not receive consideration.

HAVE YOU READ AND DO YOU UNDERSTAND THE INSTRUCTIONS? YES Yes or No

SEC. 1. PERSONAL BACKGROUND

A. FULL NAME Mr. LEE HOBART WIGREN Ext. NONE Telephone: NONE Office: NONE Home: 4402-W

PRESENT ADDRESS 218 BELMONT AV. BROCKTON, MASSACHUSETTS U.S.A.

PERMANENT ADDRESS 218 BELMONT AV. BROCKTON, MASSACHUSETTS U.S.A.

B. NICKNAME SONNY WHAT OTHER NAMES HAVE YOU USED? NONE

UNDER WHAT CIRCUMSTANCES HAVE YOU EVER USED THESE NAMES? NOT APPLICABLE

HOW LONG? IF A LEGAL CHANGE, GIVE PARTICULARS

NOT APPLICABLE

C. DATE OF BIRTH DEC. 1, 1923 PLACE OF BIRTH BROCKTON, MASS., U.S.A.

D. PRESENT CITIZENSHIP U.S.A. BY BIRTH? YES BY MARRIAGE?

BY NATURALIZATION CERTIFICATE # ISSUED BY

AT NOT APPLICABLE

HAVE YOU HAD A PREVIOUS NATIONALITY? NO

HELD BETWEEN WHAT DATES? TO ANY OTHER NATIONALITY?

GIVE PARTICULARS NOT APPLICABLE

HAVE YOU TAKEN STEPS TO CHANGE PRESENT CITIZENSHIP? NO GIVE PARTICULARS:

E. IF BORN OUTSIDE U.S. WHEN DID YOU FIRST ARRIVE IN THIS COUNTRY? NOT APPLICABLE

PORT OF ENTRY? _____ ON PASSPORT OF WHAT COUNTRY? _____

LAST U.S. VISA _____
Number Type Place of Issue Date of Issue

SEC. 2. PHYSICAL DESCRIPTION

AGE 26 yrs, 11 mos SEX MALE HEIGHT 5'9" WEIGHT 150 lbs.

EYES BLUE HAIR LIGHT BROWN COMPLEXION FAIR SCARS NONE

BUILD MEDIUM OTHER DISTINGUISHING FEATURES MOLE ON LEFT ARM AT ELBOW

SEC. 3. MARITAL STATUS

A. SINGLE YES MARRIED _____ DIVORCED _____ WIDOWED _____

STATE DATE, PLACE, AND REASON FOR ALL SEPARATIONS, DIVORCES OR ANNULMENTS _____

NOT APPLICABLE

B. WIFE OR HUSBAND (IF YOU HAVE BEEN MARRIED MORE THAN ONCE -- INCLUDE ANNULMENTS -- USE A SEPARATE SHEET FOR FORMER WIFE OR HUSBAND GIVING DATA REQUIRED BELOW FOR ALL PREVIOUS MARRIAGES.)

NAME OF SPOUSE NOT APPLICABLE
First Middle Maiden Last

PLACE AND DATE OF MARRIAGE _____

HIS (OR HER) ADDRESS BEFORE MARRIAGE _____
St. & No. City State Country

LIVING OR DECEASED _____ DATE OF DECEASE _____ CAUSE _____

PRESENT, OR LAST, ADDRESS _____
St. & No. City State Country

DATE OF BIRTH _____ PLACE OF BIRTH _____
City State Country

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY _____

CITIZENSHIP _____ WHEN ACQUIRED? _____ WHERE? _____
City State Country

OCCUPATION _____ LAST EMPLOYER _____

EMPLOYER'S OR BUSINESS ADDRESS _____
St. & No. City State Country

MILITARY SERVICE FROM _____ TO _____ BRANCH OF SERVICE _____
Date Date

COUNTRY _____ DETAILS OF OTHER GOV'T. SERVICE, U.S. OR FOREIGN _____

NOT APPLICABLE

SEC. 4 CHILDREN OR DEPENDENTS (Include partial dependents) NONE

NOT APPLICABLE

1. NAME NOT APPLICABLE RELATIONSHIP _____ AGE _____
 CITIZENSHIP _____ ADDRESS _____
St. & No. City State Country

2. NAME _____ RELATIONSHIP _____ AGE _____
 CITIZENSHIP _____ ADDRESS _____
St. & No. City State Country

3. NAME _____ RELATIONSHIP _____ AGE _____
 CITIZENSHIP _____ ADDRESS _____
St. & No. City State Country

SEC. 5. FATHER (Give the same information for stepfather and/or guardian on a separate sheet)

FULL NAME AUGUST HERMAN WIGREN
First Middle Last

LIVING OR DECEASED LIVING DATE OF DECEASE _____ CAUSE _____

PRESENT, OR, LAST, ADDRESS 218 BELMONT AV., BROCKTON, MASS., U.S.A.
St. & No. City State Country

DATE OF BIRTH 1887 PLACE OF BIRTH CHICAGO, ILLINOIS U.S.A.
City State Country

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY NOT APPLICABLE

CITIZENSHIP U.S.A. WHEN ACQUIRED? BIRTH WHERE? _____
City State Country

OCCUPATION HIGH SCHOOL TEACHER LAST EMPLOYER SCHOOL DEPT., BROCKTON, MASS.

EMPLOYER'S OR OWN BUSINESS ADDRESS HIGH SCHOOL, BROCKTON, MASS., U.S.A.
St. & No. City State Country

MILITARY SERVICE FROM JULY 1917 TO AUG 1919 BRANCH OF SERVICE ARMY
Date Date

COUNTRY U.S.A. DETAILS OF OTHER GOVT SERVICE, U.S. OR FOREIGN.
MASS. STATE GUARD, 1ST LIEUT., 1942-45.

SEC. 6 MOTHER (Give the same information for stepmother on a separate sheet)

FULL NAME IDA CAROLINE (HALLQUIST) WIGREN
First Middle Last

LIVING OR DECEASED LIVING DATE OF DECEASE _____ CAUSE _____

PRESENT, OR, LAST, ADDRESS 218 BELMONT AV., BROCKTON, MASS., U.S.A.
St. & No. City State Country

DATE OF BIRTH 1892 PLACE OF BIRTH QUINCY, MASS.

CITIZENSHIP U.S.A. WHEN ACQUIRED? BIRTH WHERE? _____
City State Country

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY NOT APPLICABLE

OCCUPATION HOUSEWIFE LAST EMPLOYER _____

EMPLOYER'S OR OWN BUSINESS ADDRESS _____
St. & No. City State Country

MILITARY SERVICE FROM _____ TO _____ BRANCH OF SERVICE _____

COUNTRY _____ DETAILS OF OTHER GOV'T SERVICE, U.S. OR FOREIGN. _____

SEC. 7. BROTHERS AND SISTERS (Including half-, step-, and adopted brothers and sisters)

1. FULL NAME RUSSELL HERMAN WIGREN AGE 20
First Middle Last
 PRESENT ADDRESS 218 BELMONT AV, BRACKTON, MASS. U.S.A.
St. & No. City State Country Citizenship
2. FULL NAME _____ AGE _____
First Middle Last
 PRESENT ADDRESS _____
St. & No. City State Country Citizenship
3. FULL NAME _____ AGE _____
First Middle Last
 PRESENT ADDRESS _____
St. & No. City State Country Citizenship
4. FULL NAME _____ AGE _____
First Middle Last
 PRESENT ADDRESS _____
St. & No. City State Country Citizenship
5. FULL NAME _____ AGE _____
First Middle Last
 PRESENT ADDRESS _____
St. & No. City State Country Citizenship

SEC. 8. FATHER-IN-LAW NOT APPLICABLE

FULL NAME _____
First Middle Last

LIVING OR DECEASED _____ DATE OF DECEASE _____ CAUSE _____

PRESENT, OR LAST, ADDRESS _____
St. & No. City State Country

DATE OF BIRTH _____ PLACE OF BIRTH _____

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY _____

CITIZENSHIP _____ WHEN ACQUIRED? _____ WHERE? _____
City State Country

OCCUPATION _____ LAST EMPLOYER _____



SEC. 9. MOTHER-IN-LAW *NOT APPLICABLE*

FULL NAME _____
First Middle Last

LIVING OR DECEASED _____ DATE OF DECEASE _____ CAUSE _____

PRESENT, OR LAST, ADDRESS _____
St. & No. City State Country

DATE OF BIRTH _____ PLACE OF BIRTH _____

IF BORN OUTSIDE U.S. INDICATE DATE AND PLACE OF ENTRY _____

CITIZENSHIP _____ WHEN ACQUIRED? _____ WHERE? _____
City State Country

OCCUPATION _____ LAST EMPLOYER _____

SEC. 10. RELATIVES BY BLOOD, MARRIAGE OR ADOPTION, WHO EITHER LIVE ABROAD OR WHO ARE NOT CITIZENS OF THE UNITED STATES: *NONE*

1. NAME *NONE* _____ RELATIONSHIP _____ AGE _____

CITIZENSHIP _____ ADDRESS _____
St. & No. City State Country

2. NAME _____ RELATIONSHIP _____ AGE _____

CITIZENSHIP _____ ADDRESS _____
St. & No. City State Country

3. NAME _____ RELATIONSHIP _____ AGE _____

CITIZENSHIP _____ ADDRESS _____
St. & No. City State Country

SEC. 11. RELATIVES BY BLOOD OR MARRIAGE IN THE MILITARY OR CIVIL SERVICE OF THE U.S. OR OF A FOREIGN GOVERNMENT.

1. NAME *STEPHEN P. ANDERSEN* RELATIONSHIP *HUSBAND OF MY FATHER'S COUSIN AGE 35.*

CITIZENSHIP *U.S.* ADDRESS *41509 7th St NW, WASHINGTON, D.C.*
St. & No. City State

TYPE AND LOCATION OF SERVICE (IF KNOWN) *U.S. DEPT. OF COMMERCE*

2. NAME _____ RELATIONSHIP _____ AGE _____

CITIZENSHIP _____ ADDRESS _____
St. & No. City State

TYPE AND LOCATION OF SERVICE (IF KNOWN) _____

3. NAME _____ RELATIONSHIP _____ AGE _____

CITIZENSHIP _____ ADDRESS _____
St. & No. City State

TYPE AND LOCATION OF SERVICE (IF KNOWN) _____

SEC. 12 EDUCATION

ELEMENTARY SCHOOL WHITMAN SCHOOL ADDRESS BROCKTON, MASS. U.S.A.
City State Country

DATES ATTENDED 1929-1937 GRADUATE? YES

HIGH SCHOOL BENJAMIN HIGH SCHOOL ADDRESS BROCKTON, MASS. U.S.A.
City State Country

DATES ATTENDED 1937-1941 GRADUATE? YES

COLLEGE YALE UNIVERSITY ADDRESS NEWHAVEN, CONN. U.S.A.
City State Country

DATES ATTENDED _____ DEGREE A.B. (1947)

COLLEGE HARVARD UNIVERSITY ADDRESS CAMBRIDGE, MASS. U.S.A.
City State Country

DATES ATTENDED 1947-1950 DEGREE A.M. (1950)
AND WORK TOWARD PH.D.

DETAILS OF
EDUCATION
ON
PAGE 12-14
OF THIS FORM

SEC. 13. MILITARY, NAVAL OR OTHER GOV'T SERVICE - U.S. OR FOREIGN

U.S.A. ARMY S/SGT 17 FEB 1943 TO 11 FEB 1946
Country Service Rank Date of Service

CAMP PICKETT, VA HONORABLE
Last Station Type of Discharge

REMARKS: WAR MEMBER OF ARMY UNLITTED RESERVE, FROM NOV 1942 TO 11 FEB 1943

SELECTIVE SERVICE BOARD NUMBER 28 ADDRESS COURT HOUSE, BROCKTON, MASS.

IF DEFERRED GIVE REASON NOT APPLICABLE

INDICATE MEMBERSHIP IN MILITARY RESERVE ORGANIZATIONS NONE

SEC. 14 CHRONOLOGICAL HISTORY OF EMPLOYMENT FOR PAST 15 YEARS. ACCOUNT FOR ALL PERIODS. INCLUDE CASUAL EMPLOYMENT. INCLUDE ALSO PERIODS OF UNEMPLOYMENT. GIVE ADDRESSES AND STATE WHAT YOU DID DURING PERIODS OF UNEMPLOYMENT. LIST LAST POSITION FIRST.

SEE
EXTRA
SHEET
FIRST

1. FROM MARCH 1946 TO SEPTEMBER 1950

SINCE MY DISCHARGE FROM THE ARMY, (11 FEB. 1946), I HAVE BEEN A STUDENT AT YALE (UNTIL JUNE 1947) AND AT HARVARD (SEPT 1947- SEPT 1950) UNDER PROVISIONS OF P.L. #346 - THE G.I. BILL. DETAILS OF MY STUDY ARE TO BE FOUND UNDER ITEM #12 OF THIS FORM.

2. FROM SEPT 1946 TO JUNE 1947

EMPLOYING FIRM OR AGENCY EDITORIAL STAFF,
YALE EDITION OF THE CORRESPONDENCE
OF HORACE WALPOLE
(YALE UNIVERSITY)



ADDRESS STERLING MEMORIAL LIBRARY, NEW HAVEN, CONN. U.S.A.
St. & No. City State Country
 KIND OF BUSINESS SCHOLARSHIP RESEARCH NAME OF SUPERVISOR MR. WARREN SMITH
 TITLE OF JOB INDEXER (PART-TIME) SALARY \$ 243.75 Total 12 HRS PER PER WEEK
 YOUR DUTIES PART-TIME TO EARN PART OF BOARD AT COLLEGE. I INDEXED
+ CATALOGUED LETTERS IN CONNECTION WITH YALE EDITION
 REASONS FOR LEAVING GRADUATION OF HERACE WILFONG'S CORRESPONDENCE

3. FROM AUGUST 1944 TO FEBRUARY 1946

EMPLOYING FIRM OR AGENCY U. S. ARMY
 ADDRESS INFORMATION-EDUCATION OFFICE, CAMP PICKETT VA. U.S.A.
St. & No. City State Country
 KIND OF BUSINESS INFORMATION-EDUCATION NAME OF SUPERVISOR CAPT. W.W. YOWELL, JR.
INFORMATION-EDUCATION
 TITLE OF JOB ENLISTED SPECIALIST (MOS 2174) SALARY \$ 9.60 up to PER MO.
 YOUR DUTIES ORGANIZING + ADMINISTERING INFORMATION AND NON-
MILITARY EDUCATION PROGRAM
 REASONS FOR LEAVING DISCHARGE FROM DETAILS ON PAGES 14, 15, 16.
SERVICES

DETAILS OF
THIS WORK
ARE ON
PAGE 14, 15,
16 OF THIS
FORM

4. FROM JUNE 1941 TO DECEMBER 1942

EMPLOYING FIRM OR AGENCY GREAT ATLANTIC + PACIFIC TEA CO.
 ADDRESS MAIN STREET, BROCKTON, MASS. U.S.A.
St. & No. City State Country
 KIND OF BUSINESS GROCERY NAME OF SUPERVISOR FRANK PUERONIS
 TITLE OF JOB PRODUCE CLERK (PART-TIME) SALARY \$ 2.65 PER HR
 YOUR DUTIES SOLED VEGETABLES + FRUIT (FRIDAYS, SATURDAYS, AND
SUMMER VACATIONS
 REASONS FOR LEAVING TO ENTER ARMY

5. FROM 6 OCTOBER 1940 TO JUNE 1941

EMPLOYING FIRM OR AGENCY BENNEDY BUTTER + EGG CO.
 ADDRESS 55 MAIN STREET, BROCKTON, MASS. U.S.A.
St. & No. City State Country
 KIND OF BUSINESS RETAIL GROCERY NAME OF SUPERVISOR A.M. JACOBS
 TITLE OF JOB CLERK (PART-TIME) SALARY \$ 2.31 PER HR
 YOUR DUTIES SELLING COFFEE, TEA, BUTTER, ETC. (SATURDAYS)
 REASONS FOR LEAVING SUMMER REDUCTION OF HELP - (I HAD
BEEN ON A PART-TIME BASIS ONLY.)

EXTRA SHEET

LEE HOGGARD WIGREN
216 BELMONT AVE.
BROCKTON, MASS.

The following material is meant to supplement
the information given in this Form #14
under Item #14. Please use it first.

OUTLINE HISTORY OF EMPLOYMENT, INCLUDING CASUAL EMPLOYMENT AND UNEMPLOYMENT. ONLY MAJOR ITEMS (WHICH ARE MARKED BELOW WITH *) ARE INCLUDED ON REGULAR FORM. DETAILS ON OTHERS WILL BE SUPPLIED IF NECESSARY

DATES	WHERE	NATURE OF WORK
SEPT. - Nov. 1950	AT HOME	- SEEKING EMPLOYMENT - TICKET SELLING FOOTBALL GAMES, BROCKTON HIGH SCHOOL
SEPT. 1947 to SEPT. 1950	HARVARD UNIV. STUDENT (UNDER G.I. B.) [FALL, SPRING, SUMMER TERMS, 1947-8, 1948-9, 1949-50]	* - STUDYING - CHAUFFEURING: SUMMER, 1948 } 2 weeks each. - SUMMER, 1949 } [FOR MR. C.E. CHAMBERLAIN, 220 BELMONT ST. BROCKTON, MASS.]
MAR. 1946 to JUNE 1947	YALE UNIV. STUDENT (UNDER G.I. BILL) [SPRING + SUMMER, 1946] [FALL + SPRING, 1946-7]	- STUDYING * - INDEXER (Part-Time) FOR YALE EDITION OF HORACE WALPOLE CORRESPONDENCE, 1703-17 - OFFICE WORK FOR SECRETARY TO DEAN OF YALE COLLEGE (Part-Time) - SUMMER, 1946
FEB. 17, 1943 to FEB. 11, 1946	U.S. ARMY	(1) CAMP LEE, VA. - BASIC TRAINING - FEB - JUNE 1943 (2) YALE UNIV. (ARMY SPECIALIZED TRAINING PROGRAM) - JUNE 1943 - MAR. 1944 (3) CAMP PICKETT, VA. - 310th INFANTRY, 79th DIVISION - APRIL + MAY, 1944 - SUPPLY SECTION, 1315 S.C.U. - MAY - JULY, 1944 * - INFO. + EDUCATION OFFICE - JULY 1944 - FEB. 1946 (4) CAMP MEADE, MD. - DISCHARGE - FEB. 11, 1946
SEPT. 1941 to FEB. 17, 1943	BOSTON UNIV. STUDENT	- STUDYING * - CLERK, A.P. GROCERY STORE, MAIN + CALHOUN STREETS, BROCKTON - (Part-Time) - JUNE 1941 - DEC. 1942
1935 to 1941	JUNIOR HIGH SCHOOL AND HIGH SCHOOL STUDENT	- CLERK, KENNEDY BUTTER STORE, MAIN ST., BROCKTON (PART TIME) - OCT. 1940 - JUNE 1941 - PAPER ROUTE

STARRED ITEMS ARE DETAILED ON FORM 35-1

SEC. 15. HAVE YOU EVER BEEN DISCHARGED OR ASKED TO RESIGN FROM ANY POSITION? HAVE YOU LEFT A POSITION UNDER CIRCUMSTANCES WHICH YOU DESIRE TO EXPLAIN? GIVE DETAILS:

NONE

SEC. 16. GIVE FIVE CHARACTER REFERENCES — IN THE U.S. — WHO KNOW YOU INTIMATELY — (GIVE RESIDENCE AND BUSINESS ADDRESSES WHERE POSSIBLE.)

- | | Street and Number | City | State |
|--------------------------------------|--|------|-------|
| 1. <u>REV. J. MANLEY SHAW</u> | BUS. ADD. CENTRAL METHODIST CHURCH, BROOKTON, MASS. | | |
| | RES. ADD. 228 W. GRAFT ST., BROOKTON, MASS. | | |
| 2. <u>MR. C. WESLEY WILLIAMS</u> | BUS. ADD. 41 ARINGTON ST., BROOKTON, MASS. | | |
| | RES. ADD. 32 GIFFARD ST., BROOKTON, MASS. | | |
| 3. <u>MISS LYDIA A. GIBBS</u> | BUS. ADD. HIGH SCHOOL, BROOKTON, MASS. | | |
| | RES. ADD. 25 BOOKSIDE AV., BROOKTON, MASS. | | |
| 4. <u>REV. PAUL STOPENHAGEN</u> | BUS. ADD. [HARVARD - EPWORTH] METHODIST CHURCH, CAMBRIDGE, MASS. | | |
| | RES. ADD. 30 LANGDON ST., CAMBRIDGE, MASS. | | |
| 5. <u>MR. H. B. FISHER</u> | BUS. ADD. _____ | | |
| | RES. ADD. SEYMOUR RD., WOODBRIDGE CONN. | | |
| 6. <u>MR. CLARENCE A. McLAUGHLIN</u> | BUS. ADD. _____ | | |
| | RES. ADD. 8006 LOWELL PLACE, BETHESDA, MARYLAND | | |

SEC. 17. NAMES OF FIVE PERSONS WHO KNOW YOU SOCIALLY IN THE UNITED STATES — NOT REFERENCES, SUPERVISORS OR EMPLOYERS — (Give residence and business addresses where possible.)

- | | Street and Number | City | State |
|----------------------------------|--|------|-------|
| 1. <u>MR. KENNETH G. RYDER</u> | BUS. ADD. CAMBRIDGE JR. COLLEGE, CAMBRIDGE, MASS. | | |
| | RES. ADD. BOWKER ST., LEXINGTON, MASS. | | |
| 2. <u>MR. ROLAND J. GIBSON</u> | BUS. ADD. _____ | | |
| | RES. ADD. ADAMS A-33, CAMBRIDGE, MASS. | | |
| 3. <u>MR. HERMAN CARR</u> | BUS. ADD. [PHYSICS DEPT. HARVARD UNIV.] CAMBRIDGE, MASS. | | |
| | RES. ADD. HARVARD UNIV., CAMBRIDGE, MASS. | | |
| 4. <u>MR. HUTSON K. HOWELL</u> | BUS. ADD. [OPTICAL LABORATORY] BOSTON UNIV., BOSTON, MASS. | | |
| | RES. ADD. 14 MORFEE AV., BROOKTON, MASS. | | |
| 5. <u>MR. JOHN D. SHOVE, JR.</u> | BUS. ADD. _____ | | |
| | RES. ADD. 19 ELWANY ST., SARASOTA, NEW YORK | | |

CV

FROM _____	TO _____	City or Section _____	Country _____	Purpose _____
FROM _____	TO _____	City or Section _____	Country _____	Purpose _____
FROM _____	TO _____	City or Section _____	Country _____	Purpose _____

B. LAST U.S. PASSPORT - NUMBER, DATE, AND PLACE OF ISSUE: NONE

HOW MANY OTHER U.S. PASSPORTS HAVE YOU HAD? NONE GIVE APPROXIMATE

DATES: _____

PASSPORTS OF OTHER NATIONS: NOT APPLICABLE

SEC. 22. CLUBS, SOCIETIES AND OTHER ORGANIZATIONS

LIST NAMES AND ADDRESSES OF ALL CLUBS, SOCIETIES, PROFESSIONAL SOCIETIES, EMPLOYEE GROUPS, ORGANIZATIONS OF ANY KIND (INCLUDE MEMBERSHIP IN, OR SUPPORT OF, ANY ORGANIZATION HAVING HEADQUARTERS OR BRANCH IN A FOREIGN COUNTRY) TO WHICH YOU BELONG OR HAVE BELONGED:

1. CENTRAL METHODIST CHURCH BROCKTON MASS. U.S.A.
Name and Chapter St. & No. City State Country

DATES OF MEMBERSHIP: ATTENDED SINCE BIRTH; MEMBER SINCE C. 1935

2. HISTORY CLUB, BROCKTON HIGH SCHOOL, BROCKTON, MASS. U.S.A.
Name and Chapter St. & No. City State Country

DATES OF MEMBERSHIP: 1937-1941

3. DRAMATIC CLUB, BROCKTON HIGH SCHOOL, BROCKTON, MASS. U.S.A.
Name and Chapter St. & No. City State Country

DATES OF MEMBERSHIP: 1939-1941

4. OSAMEQUIN CHAPTER OSAMEQUIN CHAPTER
Name and Chapter St. & No. City State Country

DATES OF MEMBERSHIP: ca. 1940-46 (no exact records)

5. BOSTON UNIVERSITY WESLEY CLUB, BOSTON MASS. U.S.A.
Name and Chapter St. & No. City State Country

DATES OF MEMBERSHIP: 1942-43 [Methodist Student Club]

6. AXA FRATERNITY, BOSTON UNIVERSITY, BOSTON, MASS. U.S.A.
Name and Chapter St. & No. City State Country

DATES OF MEMBERSHIP: 1942-43 [pledged, but didn't complete membership]

7. YALE WESLEY FOUNDATION, FIRST METHODIST CHURCH, NEW HAVEN, CONN.
Name and Chapter St. & No. City State Country U.S.A.

DATES OF MEMBERSHIP: 1943-44; 1946-47

[CONTINUED PAGE 16]

SEC. 23. GENERAL QUALIFICATIONS

A. FOREIGN LANGUAGES (STATE DEGREE OR PROFICIENCY AS "SLIGHT" "FAIR" OR "FLUENT")

LANGUAGE FRENCH SPEAK FAIR READ FLUENT WRITE FAIR

LANGUAGE SPANISH SPEAK SLIGHT READ FAIR WRITE SLIGHT

LANGUAGE RUSSIAN SPEAK FAIR READ SLIGHT WRITE SLIGHT
SWEDISH - SLIGHT - SLIGHT - SLIGHT

B. LIST ALL SPORTS AND HOBBIES WHICH INTEREST YOU: INDICATE DEGREE OF PROFICIENCY IN EACH:

BIKING; SWIMMING; HIKING

STAMP COLLECTING; PROPAGANDA STUDY

C. HAVE YOU ANY QUALIFICATIONS, AS A RESULT OF TRAINING OR EXPERIENCE, WHICH MIGHT FIT YOU FOR A PARTICULAR POSITION?

YES. MY MILITARY DUTIES AS INFORMATION AND
EDUCATION ENLISTED SPECIALIST (MOS 2274) IN POST
INFO + EDUCATION OFFICE, CAMP PICKETT, VA [SEE SEC. #140]
① PUBLIC SPEAKING

D. LIST BELOW THE NAMES OF GOVERNMENT DEPARTMENTS, AGENCIES OR OFFICES TO WHICH YOU HAVE APPLIED FOR EMPLOYMENT SINCE 1939:

1. TENNESSEE VALLEY AUTHORITY (TVA) (application not yet complete)
2. CIVIL SERVICE - APPLIED FOR POSITION OF HISTORY AND LITERATURE PROFESSOR AT COAST GUARD ACADEMY, NEW LONDON, CONN. (1950)

E. IF, TO YOUR KNOWLEDGE, ANY OF THE ABOVE HAS CONDUCTED AN INVESTIGATION OF YOU, INDICATE BELOW THE NAME OF THAT AGENCY AND THE APPROXIMATE DATE OF THE INVESTIGATION:

- UNCERTAIN. MAY HAVE BEEN INVESTIGATED
FOR HISTORY TEACHING POSITION (AUGUST, 1950).

SEC. 24. MISCELLANEOUS

A. DO YOU ADVOCATE OR HAVE YOU EVER ADVOCATED; OR ARE YOU NOW OR HAVE YOU EVER BEEN A MEMBER OR, OR HAVE YOU SUPPORTED ANY POLITICAL PARTY OR ORGANIZATION WHICH ADVOCATES THE OVERTHROW OF OUR CONSTITUTIONAL FORM OF GOVERNMENT IN THE UNITED STATES?

IF "YES", EXPLAIN: NO

B. DO YOU USE, OR HAVE YOU USED, INTOXICANTS? NO IF SO, TO WHAT EXTENT? NEVER USED THEM.

C. HAVE YOU EVER BEEN ARRESTED, INDICTED OR CONVICTED FOR ANY VIOLATION OF LAW OTHER THAN A MINOR TRAFFIC VIOLATION? IF SO, STATE NAME OF COURT, CITY, STATE, COUNTRY, NATURE OF OFFENSE AND DISPOSITION OF CASE: NO

D. HAVE YOU EVER BEEN COURT-MARTIALED WHILE A MEMBER OF THE ARMED FORCES? IF ANSWER IS "YES," GIVE DETAILS BELOW:
NO

SEC. 25. PERSON TO BE NOTIFIED IN CASE OF EMERGENCY:

NAME AUGUST H. WIGREN RELATIONSHIP FATHER
ADDRESS 218 BELMONT AV., BROCKTON, MASS. U.S.A.
St. & No. City State Country

SEC. 26. YOU ARE INFORMED THAT THE CORRECTNESS OF ALL STATEMENTS MADE HEREIN WILL BE INVESTIGATED.

ARE THERE ANY UNFAVORABLE INCIDENTS IN YOUR LIFE NOT MENTIONED ABOVE WHICH MAY BE DISCOVERED IN SUBSEQUENT INVESTIGATION, WHETHER YOU WERE DIRECTLY INVOLVED OR NOT, WHICH MIGHT REQUIRE EXPLANATION? IF SO, DESCRIBE. IF NOT, ANSWER "NO."

NO

SEC. 27. I CERTIFY THAT THE FOREGOING ANSWERS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF, AND I AGREE THAT ANY MISSTATEMENT OR OMISSION AS TO A MATERIAL FACT WILL CONSTITUTE GROUNDS FOR IMMEDIATE DISMISSAL OR REJECTION OF MY APPLICATION.

SIGNED AT BROCKTON, MASSACHUSETTS DATE NOVEMBER 1, 1950
City and State

Alvin A. McKelvey
Witness

Lee H. Wigman
Signature of Applicant

USE THE FOLLOWING PAGES FOR EXTRA DETAILS. NUMBER ACCORDING TO THE NUMBER OF THE QUESTION TO WHICH THEY RELATE. SIGN YOUR NAME AT THE END OF THE ADDED MATERIAL. IF ADDITIONAL SPACE IS REQUIRED USE EXTRA PAGES THE SAME SIZE AS THESE AND SIGN EACH SUCH PAGE.

SEC. 12 - EDUCATION (continued from p. 6)

COLLEGES ATTENDED:

(1) Boston University, College of Liberal Arts, Boston, Mass.

- Attended: Sept. 1941 to Feb. 1943.
- Completed 3 semesters of work, majoring in History.
- Called to active duty with U.S. Army, Feb. 17, 1943.

Subjects:

- | | |
|-----------------------------------|-----------------------|
| - History of Western Civilization | - Astronomy |
| - United States History | - English Composition |
| - American Government | - English Bible |
| - Comparative Government | - French |
| - General Economics | - Spanish |
| - Psychology | |

(2) Yale University, New Haven, Conn. - Army Specialized Training Program Russian Area Language Course (course number #71)

- Attended: June 1943 to March 31, 1944 (sent by the U.S. Army)
- Completed course, received certificate and one year of academic credit.

Subjects:

- | | | | |
|----------------------------------|---|--------------------|---------|
| - Russian History | 3 terms | - European History | 3 terms |
| - Russian Geography | 2 terms | - Far East History | 1 term |
| - Russian Literature and Customs | 1 term | | |
| - Russian Language | 3 terms (intensive; 17 class hours per wk.) | | |

(3) Yale University, New Haven, Connecticut

- Attended: March 1946 to June 1947
- A.B. Degree awarded in 1947 - majored in History

Subjects:

- | | |
|---|-------------------------------|
| - United States History | - American Immigration |
| - American Thought & Civilization | - Greek Classics |
| - U.S. Diplomatic History | - English Literature |
| - History of Contemporary World | - New Testament |
| - Moral and Political Philosophy | - Public Opinion & Propaganda |
| - American Govt. in Transition | - German |
| - Senior Essay: "The Interchurch World Movement and the Steel Strike of 1919" | |

U. S. GOVERNMENT PRINTING OFFICE: 1950 O - 67223

(13)

STAMPED AREA HERE RECORDED ON FORM 3071

(over)

(16)

(6) Harvard University, School of Arts and Sciences,
Cambridge, Massachusetts

- Attended: Sept. 1947 to Sept. 1948

- A.M. Degree awarded, 1948 (in History)

- Completed residence requirements toward Ph.D. in History

Courses:

-Ancient Greek History

-U.S. Colonial History

-English History from 1688

-History of the Westward Mvt.

-American Literature

-Seminar on the New Deal: "The Communist Party in the New Deal Period"

-Seminar on the West: "The Attitude of Massachusetts Democracy toward Populism in the 1890's"

-Directed reading in American and English History.

In addition, I audited the following courses:

-The Immigrant in American History

-Government Regulation of Industry

-U.S. Intellectual History

-American Social and Cultural History

-The British Empire

-European Intellectual History in the 18th & 19th Centuries.

I also attended a lecture course on college teaching.

Educational recommendations may be obtained from Miss Florence Leitch,
Graduate Placement Office, Parlow House, Cambridge, Massachusetts)

SEC. 14 - (3) - (Continued from p. 7)

TOPIC A: INFORMATION-EDUCATION SPECIALIST (MILITARY), (1944-46)

(1) After completing the ROTC course at Yale, I was assigned to the 616th Infantry, 70th Division, Camp Pickett, Va. While there, I conducted "orientation" lectures covering world news and background material on the war (April-May 1944)

(2) Because of my limited-service status, I was transferred to the Supply Section, 131st LCU, at Camp Pickett. I performed the duties of a unit Info & Education lecturer -- lecturing on history and current events, maintaining maps and bulletins on battle areas, and enrolling soldiers in USAFI correspondence courses (May-July 1944). As a result of this work, I was promoted to the Post Info & Education Office.

(3) The Post Information & Education Office had to plan, produce, and disseminate war information and non-military education for all troops permanently stationed at Camp Pickett, and for a hospital on the grounds. The purpose of that program was to help troops to understand why and what we were fighting, and to understand their role in that fight. It was morale building through information.

As Non-Commissioned Officer for the Info & Education Office, I performed both administrative and functional duties. I aided in the development and execution of the policies and content of the education program, and was in immediate charge of the weekly instructional program.

The following are the duties I performed:

- 14-00000
- A) Prepared material for use in conduct of classes in which all men were to participate.
 - Info & Education Dept. in Washington supplied topics for use in these classes. I prepared, revised, or supplied material to suit them to the needs of our camp.
 - B) Trained men to conduct lectures in each of 12 to 16 units; briefed them on use of the prepared material each week; and inspected their classes.
 - Each company or unit was required to have one or more men with suitable education or experience to conduct weekly classes on history and current events under direction of the Info & Education Office. At briefing conferences, I discussed with them the topic for the next week, suggesting means of presentation, and describing general policies to be followed. I made periodic inspection visits to classes led by these men.
 - C) Lectured or conducted several discussions each week.
 - The topics of these classes were the same as those used by the other men: basic U.S. history; current world events; background material on the war; the relation of the U.S. to its allies; the enemy; and the role of the individual soldier. Classes contained 75 to 100 men each, with all levels of education represented in them.
 - D) Designed and prepared displays for War Information Centers in camp libraries and the post headquarters. Developed visual aids for classroom use.
 - Displays consisted of pictures, posters, maps, and explanatory material dealing with various topics, such as: "The German Army", "Growth of the Japanese Empire", "Nazism", "The United Nations", etc. The purpose was to give a graphic presentation of background information concerning the war. The display in the post headquarters had maps and news items dealing with battle areas.
 - E) Compiled and edited daily news sheet; broadcast daily news summaries; wrote articles on current events for camp newspaper.
 - At my suggestion, the news-dissemination media at Camp Pickett were expanded by establishment of the news sheet and news broadcasts. The news sheet contained late news bulletins, factual background material, and some editorials. The news sheet and broadcasts were necessitated by the remoteness of the camp.
 - F) Did educational counselling and encouraged enrollments in correspondence courses offered by U.S. Armed Forces Institute.
 - G) Maintained close cooperation with camp newspaper staff, the Public Relations Office, Special Services Office, and the Intelligence Officer.

To be better prepared for work in the Post Info & Education Office I was sent to the School for Personnel Services, Washington & Lee University, Lexington, Va., for a one-month course for Info & Education Unlimited Specialists, (October-November 1944)

This course was prepared by the War Department and conducted by military personnel. It presented material to be used in preparing Info & Education programs in camps, it suggested methods of presentation, and it provided practical experience in assessing and dealing with orientation problems.

(15)

(OVER)

STARTED ITEMS ARE RETURNED ON FORM 30-1

Some of the topics covered in lectures and discussions in this course were:

- | | |
|-------------------------------|--------------------------|
| - Ideas of Weapons | - Know the Enemy |
| - Troop Leadership Principles | - Know our Allies |
| - Morale Factors | - Know the U.S.A. |
| - Global Warfare | - Teaching Methods |
| | - Review and Visual Aids |

Upon completion of this course (with a grade of "Excellent"), I received a certificate, and a Military Occupational Specialty Classification of ECG 1274 (Information-Education Enlisted Specialist).

I believe my work as Non-Commissioned Officer in the Post Info & Education Office at Camp Pickett would be valuable to Central Intelligence. The job was given to me as a promotion. I received special training for it at the School for Personnel Services. While performing the job, I received promotions in rank from Private first class to Staff Sergeant. During the closing months of my service, I was in complete charge of the office in the absence of any full-time Info & Education Officer.

As the result of my work, I was invited to attend a conference of the Info & Education officers and non-commissioned officers of the Third Service Command at Edgewood Arsenal, Maryland, and to address that conference on educational and counselling problems. Since my discharge was in process at that time, I was unable to attend. Upon discharge, I received a special commendation from Colonel F.S. Paulin, Commanding Officer of Camp Pickett, and a letter of recommendation from my superior.

(Copies of these letters, orders, and commendations will be submitted if necessary)

Sec. 22 - CLUBS, ETC. (Continued from p. 10)

8. NEW ENGLAND METHODIST STUDENT MOVEMENT COUNCIL

- OFFICE OF CHAPLAIN, BOSTON UNIVERSITY, BOSTON, MASS.

- DATES: 1946-1947

9. HARVARD WESLEY FOUNDATION { 1556 MASSACHUSETTS AVE, CAMBRIDGE, MASS.
38 LANGDON ST., CAMBRIDGE, MASS.

- DATES: 1947-1950

10. GRADUATE HISTORY CLUB, HARVARD UNIVERSITY, CAMBRIDGE, MASS.

- DATES: 1948-1950 (Irregular attendance).

11. HENRY ADAMS CLUB (FOR GRADUATE STUDENTS IN AMERICAN HISTORY)

- HARVARD UNIVERSITY, CAMBRIDGE, MASS.

- DATES: 1947-1950

12. Post #35, AMERICAN LEGION, WEST ELM STREET, BROCKTON, MASS.

- DATES: 1946-1948

THE FOREGOING ADDED LISTINGS IS TRUE TO THE BEST OF MY KNOWLEDGE:

Lee H. Wiggin

P.C. 2614.

File
CONFIDENTIAL

SECURITY APPROVAL

To : Chief, Covert Personnel Division
: ~~Personnel Officer~~
From : Chief of Inspection and Security
Subject: WIGGINS, Lee Hobart

Date: 22 March 1951
Number: 44732

1. Note "X" below:

Security approval is granted subject for access to classified information contingent upon the receipt of derogatory information at some future date.

Provisional clearance for full duty with CIA is granted under the provisions of paragraph h, Administrative Instruction 10-2, which provides for a temporary appointment pending the completion of full security investigation.

Unless the applicant enters upon duty within 60 days from above date this approval becomes invalid.

2. Memorandum dated 16 November 1950 stated subject is being considered for employment in OSO.

gkw

Special Agent
SERIAL P. ~~GRISWOLD~~
Chief, Personnel Security ~~DIVISION~~
BRANCH

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CONFIDENTIAL
OFFICE MEMORANDUM

TO : Chief, Covert Personnel Branch

Date: 26 February 1951

FROM : Security Officer, CIA

SUBJECT: WIGREN, Lee Hobart - 44732

Reference is made to your memorandum dated 16 November 1950 which requested that subject be granted security clearance.

This is to advise that this office interposes no objection from a security standpoint to a temporary appointment of the subject to the Processing Pool, pending completion of further security action, upon the condition that subject (1) not have access to classified material, (2) not have access to CIA secure areas, (3) not be issued a CIA badge or credential. The subject may not be assigned for duty in any CIA staff or office without further authority from the Security Officer, CIA. This clearance does not include assignment to unclassified duties outside the immediate supervision of the Pool supervisor.

It is requested that this office be notified immediately when subject enters on duty so that final security processing may be scheduled.

FOR THE SECURITY OFFICER, CIA:

C. V. Bradley
C. V. BRADLEY
Chief, Security Division

19 Mar

*Miss Helms notified
5 Mar 51
Call me
4-11-51*

CONFIDENTIAL