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Title: **104-10291-10013\_p223.png**

Provenance:

Category: **Uncategorized**

Person:

Date:

SECRET FITNESS REPORT EMPLOYEE SERIAL NUMBER 055292 SECTION A GENERAL 1. NAME Nond, James 2. DATE OF REPORT 3. POSITION TITLE Chief of Base 4. GRADE GS-16 5. OFFICE/BRANCH DDP/FOO 6. STATION San Francisco 7. CHECK ENTRY OF APPOINTMENT TEMPORARY 8. CHECK TYPE OF REPORT PERIODIC 9. CAREER SERVICE DESIGNATION 10. REPORTING PERIOD 1 April 67 - 31 March 1968 11. DATE REPORT DUE IN O.P. SECTION B PERFORMANCE EVALUATION N - Needs

Performance ranges from wholly inadequate to slightly less than satisfactory. A rating in this category requires Improvement positive, remedial action. The nature of the remedial action may range from counseling to further training, to placing on probation, to removal, depending on the seriousness of the deficiencies and the potential for improvement. S - Satisfactory Performance meets all requirements. It is entirely satisfactory and is characterized neither by deficiency nor by 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. O - Outstanding Performance is exceptional in relation to requirements of the work and in comparison to the performance of others doing similar work to warrant special recognition. SPECIFIC DUTIES List six of the most important specific duties performed during the rating period. Insert rating letter which best describes the employee's work performance EACH specific duty. Consider ONLY effectiveness in performance of that duty. All employees who are supervisory responsibilities MUST list one that duty relating to supervision of subordinates. SPECIFIC DUTY NO. 1 Chief of Base supervising six professional and three clerical subordinates. RATING 8 SPECIFIC DUTY NO. 2 Establishment and maintenance of operational support mechanisms. RATING

8 SPECIFIC DUTY NO. 3 Operational reporting. RATING 8 SPECIFIC DUTY NO. 4 Liaisons with FBI and DCS, et al. RATING 8 SPECIFIC DUTY NO. 5 Directions of recruitment and handling of support assets. RATING 8 SPECIFIC DUTY NO. 6 RATING OVERALL PERFORMANCE IN CURRENT POSITION Take into account everything about the employee which influences his effectiveness in his current position such as performance specific duties, conduct, knowledge of job, supervisory skill, personal characteristics during the rating period. Indicate letter in the rating box corresponding to the statement which most accurately reflects his level of performance. SECRET FORM 45 USE PREVIOUS EDITIONS