

AIRGRAM

PER 21

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FILE DESIGNATION

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CA-3491 UNCLASSIFIED

HANDLING INDICATOR

TO : All American Diplomatic and Consular Posts

FROM : DEPARTMENT OF STATE

DATE: Nov 4 3 18 PM '66

SUBJECT: Military Ready Reserve Status of Foreign Service Employees

REF :

1. This message asks for data to update the screening of key employees in the Ready Reserve as required by the Department of Defense.

2. As in the past, the screening operation will constitute a part of the continuing Reserve screening program required by law (10USC271). On the basis of DOD guidelines and criteria, the Department will identify its key officers and employees who are members of the Ready Reserve, and transmit this information to DOD. DOD will thereafter make the actual screening, and will inform each officer and employee of his transfer to the Standby Reserve or his retention in the Ready Reserve. Those transferred to the Standby Reserve will not be permitted to participate in reserve training for promotion and retirement points unless they have a statutory military service obligation, or unless on the date of transfer they shall have completed 18 years, but less than 20 years, of satisfactory service.

3. The enclosed questionnaire is an updated version of the one used for the 1965 survey. Each post should prepare on letter-size paper a sufficient number of copies of the questionnaire for its own use. One copy should be filled in by each American officer and employee within its regular post complement who is a member of the Ready Reserve.

ACTION
EMBOFFICE
Brasilia

P. O.	
Econ	
Pol	
adm.	H
Cons.	
Usis	
P	
IRJ	
M.S.	
CF	

ACTION TAKEN

Enclosure:
Questionnaire.

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FOR DEPT. USE ONLY

In Out

FORM DS-323

Drafting Date: 10/31/66

Contents and Classification Approved by: O/FPP - Jules Bassin

Clearance: O/FPP - TIRanson: aks

GPM - Mr. Vaughn WLG Mr. Forcier

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[The questionnaire should not (repeat not) be filled in by any employee of the Agency for International Development, the Peace Corps, or the U.S. Information Agency, nor by any employee of the Departments of Agriculture, Commerce, Labor, or Treasury, or any Executive Department other than the Department of State. Any data needed by these agencies will be the subject of further correspondence.]

4. Each post should transmit the completed questionnaires to the Department in a package by air mail with a covering OM setting forth a list of the names of the employees who filled them in. If there are no American employees within the regular post complement who are members of the Ready Reserve, a report to that effect should be submitted.

5. The screening operation requires the identification of key personnel among those in the Ready Reserve by an evaluation of their individual skills in relation to criteria established by DOD. The success in meeting the December 31 deadline will depend largely on the cooperation of posts in the field. The Officer in Charge should, accordingly, take the action necessary to assure full and complete execution of the questionnaire. Failure to do so will delay the entire project.

6. Replies should be clearly marked for the attention of O/FPP and should be transmitted to the Department as promptly as possible but in no case later than two weeks after the receipt of this instruction. The name of any eligible employee who is absent on leave or otherwise during the reporting period should, of course, be included in the post's OM together with an estimate of the duration of his absence. The completed questionnaire of an eligible absentee should be sent to the Department immediately after his return to duty.

RUSK

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ARMED FORCES READY RESERVE QUESTIONNAIRE

PERSONAL DATA

1. Name _____
2. Class and Category FSO _____, FSR _____, FSS _____, GS _____
(Indicate Class Level)
3. Functional Title _____
4. Post/Bureau _____
5. Date of Birth _____

MILITARY RESERVE DATA

1. Indicate hereunder your Reserve Component:

a. Army National Guard ()	e. Air National Guard ()
b. Army Reserve ()	f. Air Force Reserve ()
c. Naval Reserve ()	g. Coast Guard Reserve ()
d. Marine Corps Reserve ()	
2. What is your Rank and Organization? _____

3. How did you enter the Ready Reserve?
 - a. Voluntarily ()
 - b. To complete a military obligation ()
4. If you did not enter the Ready Reserve voluntarily, on what date will you complete your obligation? _____
5. For the purpose of retiring from the Military Reserve, how many years of "Satisfactory Federal Service"* do you have to your credit? _____
6. On what date do you expect to complete 20 years of such service?

Date of Questionnaire _____

*For this purpose, a year of "Satisfactory Federal Service" is (1) any year of Reserve service prior to 30 June 1949; and (2) any year of Reserve service subsequent to 30 June 1949 during which an officer earns a predetermined number of retirement points. For example, in the Naval Reserve the required number of points is 50 per annum.

OPERATIONS MEMORANDUM

TO: Department of State (O/PPP)

DATE: November 8, 1966

FROM: American Embassy Office BRASILIA

SUBJECT: Military Ready Reserve Status of Foreign Service Employees

REF: CA-3491 dated November 4, 1966

Department of State personnel assigned to the Embassy Office are not members of the Ready Reserve Components as reflected in the above reference.

ADMIN: PMHooper: TRHodet: masb