

Mr. Nichols

August 30, 1946

[REDACTED]

b6
b7C

[REDACTED] has been in the Bureau since July 15, 1940. His annual report for 1943 was "Very Good" and he was approved for speeches in March, 1944. His 1944 report was "Very Good." He was placed on probation in May, 1944, because of poor judgment in the New York Office. In August, 1944, he was rated "Good" by Mr. Conroy in Grade 11. His 1945 annual report, however, in New York was "Very Good" in Grade 11. He was rated "Excellent" in the same grade on June 3, 1945, and on October 18, 1945. His rating in March, 1946, in Grade 12 was "Good." The entire efficiency report was favorable. He has given five speeches so far in 1946 and he would seem satisfactory for this type of activity.

Arthur Joseph Archessault

This Agent is Assistant Special Agent in Charge in Detroit and his 1945 efficiency report was "Excellent." His 1946 efficiency report was "Good" in a higher Grade. Mr. Guerin specifically stated that his rating of "Good" was based on his newness in classification in Grade 13. He has given numerous speeches and seems well-qualified.

Clinton E. Stein

Mr. Stein was formerly Special Agent in Charge at San Francisco and was removed because of poor judgment displayed. His most recent efficiency rating was "Good." The Kansas City Office where he presently is assigned was told not to use him on administrative and related assignments. Stein is well-qualified for speeches but in view of the instructions already sent to Kansas City, no further action seems necessary at this time.

[REDACTED]

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[REDACTED] has been in the Bureau since June 30, 1941. He was approved for speeches in September, 1943. His 1944 efficiency rating was "Good" in Grade 10. He received a rating of "Very Good" in the same Grade in October, 1944. His annual report for 1945 was "Very Good" in Grade 11. His 1946 report, however, was only "Fair." He was placed on probation and the Omaha Office was advised by letter of April 16, 1946, not to use this Agent in speaking engagements. No further action thus seems necessary at this time.

[REDACTED]

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This Special Agent entered on duty July 15, 1940. He was approved for speeches before small groups in December, 1943. His 1944 annual report was "Good" and during In-Service in May, 1944, he was rated as a fully qualified speaker in connection with a talk in In-Service. His 1945 efficiency report

Mr. Nichols

August 30, 1946

was "Good" and the same applied to his 1946 efficiency report. He has been in Grade 12 since April, 1943. While his recent efficiency reports have been no better than "Good" in Grade CAF 12, [redacted] seems to be a fairly substantial Agent and there appears to be no reason why he cannot be used on speaking engagements. He has given two speeches in 1946.

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[redacted]

[redacted] entered on duty February 10, 1941. His 1945 efficiency report was "Excellent." He received a rating of "Very Good" on a special report in June, 1945. The New York Office rated him "Very Good" on speaking ability. His 1946 report in Grade 12 was "Good" and the report was generally favorable. He was in Grade 11 when he received his 1945 report of "Excellent" and in a police instructors' training course in 1946, it was indicated that he was an interesting speaker. It would appear this Agent is qualified for speeches. He has given three in 1946.

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Vincent Hughes

This Agent originally entered on duty in September, 1940. He was approved for speeches in July, 1941. He left the Bureau to go into the Armed Services and caused considerable trouble in attempting to get back in. It seemed apparent that he resigned in an attempt to gain a commission in the Marine Corps. His 1946 efficiency report was only "Good" and in a special report in May, 1946, Mr. Brantley in Kansas City rated him "Good." The Director commented in June, 1946, in connection with a possible reallocation for Hughes, that his record had been too spotty, etc. He is presently assigned to the Washington Field Office. It is not believed that Hughes should be used for speaking engagements at this time. He gave none during 1946.

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[redacted]

This Agent has been in the Bureau since August 11, 1941. He was rated "Excellent" in Grade 11 on a special report in February, 1946. His annual report, however, was "Good" in Grade CAF 12. I have noted nothing in this Agent's file which would indicate that he should not be used for speeches. In May, 1946, he was rated "Very Good" in the Speech School of the New York Office.

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[redacted]

[redacted] has been in the Bureau since March, 1942. His 1943 report was "Good" and he was approved for speeches in June, 1943. He was rated "Good" in 1944 and "Very Good" on a special report in December, 1944. His 1945 annual report was "Good" in Grade 11. In September, 1945, he was rated "Very Good" on a special report and in March, 1946, he was rated "Good" in Grade 11. He is not outstanding as an Agent. He has been used, however, on a number of speeches having given six so far in 1946. It is believed that he should be used only in emergency situations.

Mr. Nichols

August 30, 1946

[redacted]

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[redacted] has been in the Bureau since June 1, 1942. He was rated "Good" in 1943, "Very Good" in 1944 and 1945, and was approved for speeches in October of 1945. He received a rating of "Very Good" on a special report in October, 1945, when he was in Grade 11. On a special report in January, 1946, he was rated only "Fair." His 1946 annual rating, however, was "Good." In his efficiency report, Mr. Brantley set forth a number of shortcomings of this particular Agent. It is not believed that this Agent should be used as a speaker.

RECOMMENDATIONS: 1. It is suggested that the attached letters go forth to the Field concerning Agents [redacted], Hughes, [redacted] and [redacted].

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2. It is believed also that a form letter should go to the Field cautioning Special Agents in Charge in regard to using Agents who are not outstanding in their investigative work.

3. It is recommended that at the time annual efficiency ratings are submitted each year, we make a further check on this particular matter.

Respectfully,

GN 2

[redacted]

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HR

MS

Attachment

HAJ:med

W. MARK FELT - - - - SPECIAL AGENT

ENTERED ON DUTY: January 26, 1942

SALARY: \$5905.20

OFFICE PREFERENCE: None

Felt is a well rounded Bureau Agent, having served not only in the field but at the Bureau. He makes an above average personal appearance, is thorough in the handling and preparation of his cases. He has recently been assigned to one of the major Antitrust cases, and appears to be doing an excellent job on that case. Felt is considered to have the ability to make an excellent witness. He can be utilized on dangerous assignments. On the basis of his work I consider that he has supervisory ability. He is rated very good.

Self-Inspection Report
Seattle Office
SAC H. G. Maynor
August 12, 1946

3 OCT 2 1946
67-NOT RECORDED 3

ANNUAL REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL:
REGULAR (X) SPECIAL ()
PROBATIONAL or TRIAL PERIOD ()

As of March 31, 1946 based on performance during period from April 1, 1945 to March 31, 1946

WILLIAM MARK FELT
(Name of employee)

Special Agent, CAF-12
(Title of position, service, and grade)

Federal Bureau of Investigation

Seattle Field Division

(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE ✓ if adequate - if weak + if outstanding	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning _____ <input type="checkbox"/> All others _____ <input checked="" type="checkbox"/>
---	---	---

- (1) Maintenance of equipment, tools, instruments.
- (2) Mechanical skill.
- ✓ (3) Skill in the application of techniques and procedures.
- (4) Presentability of work (appropriateness of arrangement and appearance of work).
- ✓ (5) Attention to broad phases of assignments.
- ✓ (6) Attention to pertinent detail.
- (7) Accuracy of operations.
- ✓ (8) Accuracy of final results.
- ✓ (9) Accuracy of judgments or decisions.
- ✓ (10) Effectiveness in presenting ideas or facts.
- ✓ (11) Industry.
- ✓ (12) Rate of progress on or completion of assignments.
- ✓ (13) Amount of acceptable work produced. (Is mark based on production records? _____) (Yes or no)
- ✓ (14) Ability to organize his work.
- ✓ (15) Effectiveness in meeting and dealing with others.
- ✓ (16) Cooperativeness.
- ✓ (17) Initiative.
- (18) Resourcefulness.
- ✓ (19) Dependability.
- ✓ (20) Physical fitness for the work.

- (21) Effectiveness in planning broad programs.
- (22) Effectiveness in adapting the work program to broader or related programs.
- (23) Effectiveness in devising procedures.
- (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
- (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
- (26) Effectiveness in instructing, training, and developing subordinates in the work.
- (27) Effectiveness in promoting high working morale.
- (28) Effectiveness in determining space, personnel, and equipment needs.
- (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
- (30) Ability to make decisions.
- (31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED

- ✓ (A) Ability to direct and lead a group of Agents on raids and dangerous assignments.
- (B) _____
- ✓ (C) Capability for additional responsibility.

STANDARD

Deviations must be explained on reverse side of this form

Adjective rating

Plus marks on all underlined elements, and no minus marks	Excellent	Rating official	GOOD
Plus marks on at least half of the underlined elements, and no minus marks	Very good	Reviewing official	
Check marks or better on a majority of underlined elements, and any minus marks overcompensated by plus marks	Good		
Check marks or better on a majority of underlined elements, and minus marks not overcompensated by plus marks	Fair		
Minus marks on at least half of the underlined elements	Unsatisfactory		

Rated by L. V. Bourdonna Special Agent in Charge March 26, 1946
 (Signature of rating official) (Title) (Date)

Reviewed by [Signature] Assistant Director APR 18 1946
 (Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee _____ Report to employee _____
 (Date) (Adjective rating)

DEFERRED PERSONNEL DATA

1. Name of Employer. Federal Bureau of Investigation.
2. Registrant's Name. W. MARK FELT
3. Age. 29
4. Address. Washington
5. Marital Status; if married, give date. Married - 7-15-38
Number of children. None Number of other dependents.
6. Title of Position. Special Agent
7. Date of Appointment. 1-26-42
8. Vocation or type of work for past five years. Lawyer
9. Brief background which qualifies registrant for present duties.
(See attachment)
10. Annual Salary - as of date of deferment. CAF 10
11. Original Draft Classification. 3-A Changed to. 3-B Date. 1-9-43
12. Local Board Number and Location. 24, Washington, D. C.
13. Order Number. 2931
14. By whom was deferment requested? John Edgar Hoover, Director
Federal Bureau of Investigation.
15. Reason given for deferment; if indispensability claimed. Why?
(See attachment)
16. Length of deferment. 7-9-43
17. How many renewals of deferment. None Dates.
18. What attempts at replacement have been made. (See attachment)

Address: , General Counsel, #519 Old House Office Building

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Seattle, Washington
March 26, 1946

Re: WILLIAM MARK FELT
Special Agent

The following is submitted as the annual efficiency report on the above captioned Agent:

This Agent makes a very good personal appearance. He is alert, above average in intelligence, and has a friendly personality. He is neat in dress. FELT has demonstrated considerable initiative in cases and other work assigned to him and an ability to think and proceed with the minimum of assistance. He gives attention to his work and follows it through to a logical conclusion.

The stenographers give Agent FELT a rating of "1.2" in dictation, "1" being excellent, "2" very good. No constructive criticism was offered. This Agent is a satisfactory automobile driver. I have not had occasion to hear him testify in court as he has had only limited opportunity to handle criminal work since assignment in this division. From his appearance and intelligence and based upon a knowledge of his work, I think that he would do a very commendable job. FELT qualifies in the use of Bureau firearms and can be used on assignments of a dangerous character. He is presently assigned to a physical surveillance and is operating in a very satisfactory manner. This Agent types but does not take shorthand.

FELT submits an average volume of reports which require very little supervision. He is a very able agent in his contacts both in business and in the law enforcement field. This Agent has demonstrated an ability to organize and handle his own work and to accept the full responsibility therefor. FELT is in good physical condition and capable of arduous physical exertion.

This Agent has been assigned at the Seat of Government as a Supervisor in Espionage investigations. He has experience in the conduct of other investigations of a National Defense type, such as Sabotage and Internal Security matters. He likewise has considerable experience in the general criminal investigative field, having handled practically all of the more usual types of such violations within the Bureau's jurisdiction. These types include such cases as National Motor Vehicle Theft Act, Illegal Wearing of the Uniform, Impersonation, Extortion, et cetera. This Agent worked on a technical surveillance for two months.

FELT has demonstrated an ability to properly supervise his own work, keep it well organized, and direct it toward a logical conclusion. I feel that he does have supervisory ability. In his grade he is considered GOOD.

DC:Rd

s/ 


LELAND V. BOARDMAN, SAC

Office Memorandum • UNITED STATES GOVERNMENT

JEE:aa

TO : W. R. GLAVIN ✓

FROM : J. P. MOHR ✓

SUBJECT: WILLIAM MARK FELT
Special Agent
Seattle Field Division

DATE: 2/12/46

- Mr. Tolson _____
- Mr. E. A. Tamm _____
- Mr. Clegg _____
- Mr. Coffey _____
- Mr. Glavin ✓
- Mr. Ladd _____
- Mr. Nichols _____
- Mr. Rosen _____
- Mr. Tracy _____
- Mr. Carson _____
- Mr. Egan ✓
- Mr. Gurnea _____
- Mr. Harbo _____
- Mr. Pennington _____
- Mr. Quinn Tamm _____
- Tele. Room _____
- Mr. Nease _____
- Miss Beahm _____
- Miss Gandy _____

RE: REALLOCATION

This employee entered on duty as a Special Agent on 1/26/42 and was reallocated to CAF-11, \$3800 per annum on 2/16/44. As a result of the basic increase in salaries effective 7/1/45 his salary was changed to \$4300 per annum. On 7/30/45 he was promoted to \$4520 per annum in grade CAF-11 under the provisions of the Uniform Promotion Act. It is to be noted that this was a meritorious promotion. On 8/27/45 he was promoted to \$4740 per annum in grade CAF-11 under the provisions of the Uniform Promotion Act. He is now being considered for reallocation to CAF-12, \$5180 per annum.

On 1/23/46 SAC Boardman rated him EXCELLENT. A permanent brief of his file is attached.

RECOMMENDATION: It is recommended that he be reallocated to CAF-12, \$5180 per annum.

*Letter to Boardman
2-15-46
WPCB/BJD*

W. R. Glavin

File

15-46

NOT RECORDED

Prepared by: *[Signature]*
Checked by: *[Signature]*
Filed by:

February 15, 1946

Mr. W. Mark Felt
Federal Bureau of Investigation
United States Department of Justice
107 United States Court House
Seattle 4, Washington

Dear Mr. Felt:

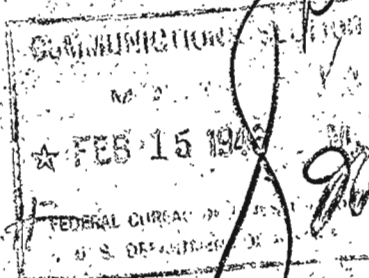
I am indeed pleased to advise you that you have been recommended for promotion from the position of Special Agent, \$1740 per annum in Grade CAF 11, to the position of Special Agent, \$5100 per annum in Grade CAF 12, effective February 24, 1946.

Sincerely yours,

John Edgar Hoover
Director

CC: SAC, Seattle
Miss Lital
CCO, Selective Service
Mr. J. E. Edwards
(encl - 1-26-46)

Tolson _____
E. A. Tamm _____
Clegg _____
Glavin _____
Ladd _____
Nichols _____
Rosen _____
Tracy _____
Carson _____
Egan _____
Gurnea _____
Harbo _____
Hendon _____
Pennington _____
Quinn Tamm _____
Nease _____
Gandy _____



CF-NOT RECORDED
FEB 19 1946

JW:BD

Federal Bureau of Investigation
United States Department of Justice

2/11/46

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to February 28, 1946, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~CASH~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name AUDREY R. FELT Address 3037 WEST 67TH, SEATTLE
Relationship WIFE Dated 2/11/46

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name AUDREY R. FELT Address _____
Relationship _____ Dated _____

Very truly yours,

W. Mark Felt
Special Agent

W. MARK FELT

ack
2/20/46
jc

RECORDED
NOT RECORDED
FEB 15 1946

Files
urg
Ree

DEPARTMENT OF JUSTICE
WASHINGTON-25, D. C.

February 25, 1946

Name

W. Park Felt
~~W. Park Felt~~

NO.

CIVIL SERVICE OR
OTHER LEGAL AUTHORITY

lc
en
3342

Nature
Of Action

~~Transfer~~

Effective

~~February 17, 1946~~

Position

FROM	TO
Special Agent	Case
GS-13 CP-10	GS-13 CP-10
Departmental <input type="checkbox"/> Or Field <input type="checkbox"/>	Departmental <input type="checkbox"/> Or Field <input checked="" type="checkbox"/>

NATURE OF POSITION

a NEW

P. C. No.

b ADDITIONAL IDENTICAL

P. C. No.

c VICE

P. C. No.

~~Special Agent~~
~~February 17-46~~

REMARKS:

DATE OF OATH

DATE OF BIRTH

15 FEB 25 1946

BY-NOT REQUIRED

JW/la
J. P. [Signature]
#

Seattle, Washington
January 23, 1946

0
RE: WILLIAM MARK FELT
SPECIAL AGENT

The following is submitted as a special efficiency report on William Mark Felt in accordance with Bureau teletype dated January 16, 1946.

Since the submission of my last efficiency report Special Agent Felt has been to the Bureau at In-Service Training and on special assignment in the Washington Field Office. There has not, therefore, been a continuous opportunity to observe his work. He has been assigned to the general squad, his cases have been handled properly, and his reports require very little supervision. He gives every indication of having sound judgment, of being a determined and careful investigator. The manner in which he handles his own work indicates that he has supervisory ability.

Handwritten initials and scribbles on the left margin.

He is qualified in the use of Bureau firearms and is suitable for use on raids and dangerous apprehensions. This Agent has not had an opportunity to testify in this division. As a dictator he is regarded as excellent by all stenographers who rated him.

On the basis of my observation of this Agent, I definitely feel that he warrants a rating of excellent in his present grade.

*4 FFH I 10000
R. U.*

87-
Placed... Recorded.....
INDEXED... SAC Checked.....
Numbered... Filed.....
JAN 31 1946
FEDERAL BUREAU OF INVESTIGATION

s/ Handwritten signature

DC:Mfg

*Handwritten note: - memo 12-5180
for memo 2/1/46*

THREE *Handwritten signature*
21

REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL:
REGULAR () SPECIAL ()
PROBATIONAL or TRIAL PERIOD ()

As of January 23, 1946 based on performance during period from 10/11/45 to 1/23/46

William Mark Felt
(Name of employee)

Special Agent, CAF-11
(Title of position, service, and grade)

Federal Bureau of Investigation - Seattle, Washington
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE V if adequate - if weak + if outstanding	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning <input type="checkbox"/> All others <input type="checkbox"/>
---	---	--

- | | |
|---|--|
| ----- (1) Maintenance of equipment, tools, instruments.
----- (2) Mechanical skill.
----- (3) Skill in the application of techniques and procedures.
----- (4) Presentability of work (appropriateness of arrangement and appearance of work).
----- (5) Attention to broad phases of assignments.
----- (6) Attention to pertinent detail.
----- (7) Accuracy of operations.
----- (8) Accuracy of final results.
----- (9) Accuracy of judgments or decisions.
----- (10) Effectiveness in presenting ideas or facts.
----- (11) Industry.
----- (12) Rate of progress on or completion of assignments.
----- (13) Amount of acceptable work produced. (Is mark based on production records? -----) (Yes or no)
----- (14) Ability to organize his work.
----- (15) Effectiveness in meeting and dealing with others.
----- (16) Cooperativeness.
----- (17) Initiative.
----- (18) Resourcefulness.
----- (19) Dependability.
----- (20) Physical fitness for the work. | ----- (21) <i>Effectiveness in planning broad programs.</i>
----- (22) <i>Effectiveness in adapting the work program to broader or related programs.</i>
----- (23) <i>Effectiveness in devising procedures.</i>
----- (24) <i>Effectiveness in laying out work and establishing standards of performance for subordinates.</i>
----- (25) <i>Effectiveness in directing, reviewing, and checking the work of subordinates.</i>
----- (26) <i>Effectiveness in instructing, training, and developing subordinates in the work.</i>
----- (27) <i>Effectiveness in promoting high working morale.</i>
----- (28) <i>Effectiveness in determining space, personnel, and equipment needs.</i>
----- (29) <i>Effectiveness in setting and obtaining adherence to time limits and deadlines.</i>
----- (30) <i>Ability to make decisions.</i>
----- (31) <i>Effectiveness in delegating clearly defined authority to act.</i> |
|---|--|

STATE ANY OTHER ELEMENTS CONSIDERED

- (A) -----
 ----- (B) -----
 ----- (C) -----

STANDARD Deviations must be explained on reverse side of this form	Adjective rating
Plus marks on all underlined elements, and no minus marks.....	Adjective rating Excellent
Plus marks on at least half of the underlined elements, and no minus marks.....	Very good
Check marks or better on a majority of underlined elements, and any minus marks overcompensated by plus marks.....	Good
Check marks or better on a majority of underlined elements, and minus marks not overcompensated by plus marks.....	Fair
Minus marks on at least half of the underlined elements.....	Unsatisfactory

Rating official EXCELLENT

Reviewing official _____

Rated by X. V. Boardman Special Agent in Charge 1/23/46
(Signature of rating official) (Title) (Date)

Reviewed by _____ (Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee _____ Report to employee _____
(Date) (Adjective rating)

gld

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

To: COMMUNICATIONS SECTION.

JANUARY 17, 1946

Transmit the following message to:

SAC, SEATTLE

RE SA *W* FELT. SUBMIT SPECIAL EFFICIENCY REPORT IMMEDIATELY.

HOOVER

SEND VIA WESTERN UNION

JEE:PZ
B

- Mr. Tolson _____
- Mr. E. A. Tamm _____
- Mr. Clegg _____
- Mr. Coffey _____
- Mr. Glavin _____
- Mr. Ladd _____
- Mr. Nichols _____
- Mr. Rosen _____
- Mr. Tracy _____
- Mr. Acers _____
- Mr. Carson _____
- Mr. Harbo _____
- Mr. Hendon _____
- Mr. Mumford _____
- Mr. Starke _____
- Mr. Quinn Tamm _____
- Mr. Nease _____
- Miss Gandy _____

FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE
COMMUNICATIONS SECTION

JAN 16 1946

TELETYPE

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19 JAN 22 1946

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SENT VIA _____

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Per *ef*

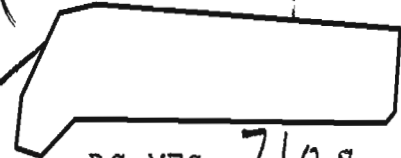
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE
COMMUNICATIONS SECTION

OCT 3 1946

ok
TELETYPE

- Mr. Tolson.....
- Mr. E. A. Tamm.....
- Mr. Clegg.....
- Mr. Glavin.....
- Mr. Ladd.....
- Mr. Nichols.....
- Mr. Rosen.....
- Mr. Tracy.....
- Mr. Carson.....
- Mr. Egan.....
- Mr. Gurnea.....
- Mr. Harbo.....
- Mr. Hendon.....
- Mr. Pennington.....
- Mr. Quinn Tamm.....
- Mr. Nease.....

Phw/rs



FBI SEATTLE

10-3-46

2-42 PM

DC MEG

7109

✓ DIRECTOR

ROUTINE

b6
b7C

REFER THREE L OPERATION PERFORMED SA W MARK FELT AND CONDITION
REPORTED ENTIRELY SATISFACTORY.

67-276576-19

Searched.....
MAYNOR
Numbered.....
Filed.....
OCT 10 1946
FEDERAL BUREAU OF INVESTIGATION

CORRECTION FIRST LINE REFER THREE L.

ACK AND HOLD

5-43 PM OK FBI WA DC SK

B
Wag/rs

October 21, 1946

Mrs. Edna B. Nye
Chief of Personnel
Federal Trade Commission
Washington, D. C.

Dear Mrs. Nye:

The attached Standard Forms 63 and 70 are being returned inasmuch as it is noted that the Standard Form 70 was executed for the year 1945, and our records reflect Mr. Felt entered on duty with this Bureau January 26, 1942.

Inasmuch as Standard Form 70 was not in effect in January 1942, it is requested that you execute No. 5 and 6 of Part B, of the Standard Form 63.

Sincerely,

John Edgar Hoover
Director

dh

RECORDED
276526-70

276526-70
OCT 21 1946
5-15 PM '46

[Handwritten signature]
m

- Mr. Tolson
- Mr. E. A. Tamm
- Mr. Clegg
- Mr. Glavin
- Mr. Ladd
- Mr. Nichols
- Mr. Rosen
- Mr. Tracy
- Mr. Carson
- Mr. Egan
- Mr. Gurnea
- Mr. Harbo
- Mr. Hendon
- Mr. Pennington
- Mr. Quinn Tamm
- Mr. Nease
- Miss Gandy

OCT 21 1946

[Handwritten initials]

HGM:Mfg

DICTIONATION ABILITY OF SPECIAL AGENTS

The stenographers were instructed to rate the Agent personnel of this office as to dictation ability. The results of the stenographers' ratings are set out below:

Agent	Number of Ratings	Rating
[Redacted]	2	1
[Redacted]	2	1
Bugas, William F.	3	1
[Redacted]	2	1
Ducommun, Lloyd A.	1	1
[Redacted]	3	1
Felt, W. Mark	6	1
[Redacted]	5	1
Hawley, Robert B.	4	1
[Redacted]	7	1
Kelley, Ottis V.	5	1
Lamb, Ray E.	2	1
[Redacted]	3	1
[Redacted]	1	1
MacFarland, Joseph P.	6	1
[Redacted]	4	1
Pieper, Joseph J.	3	1
Piper, C. Erwin	4	1
Porzer, William H.	6	1
[Redacted]	3	1
[Redacted]	5	1
[Redacted]	3	1
[Redacted]	4	1.2
[Redacted]	3	1.3
[Redacted]	3	1.3
[Redacted]	7	1.3
[Redacted]	8	1.3
[Redacted]	3	1.3
[Redacted]	5	1.4
[Redacted]	5	1.4
Overton, H. Rawlins	5	1.4
[Redacted]	3	1.4
[Redacted]	2	1.5
Butler, Edward W., Jr.	6	1.5

b6
b7C

Self-Inspection Report
Seattle Office
SAC H. G. Maynor
August 26, 1946

NOV 8 1946

(Dictation Ability of Special Agents, continued)

Agent	Number of Eatings	Rating
[Redacted]	3	1.5
[Redacted]	2	1.5
Clark, Eugene P.	4	1.5
[Redacted]	4	1.5
Olson, Orville B.	2	1.5
[Redacted]	2	1.5
[Redacted]	4	1.5
Brekke, Edward	5	1.6
[Redacted]	6	1.6
Cunningham, John D.	3	1.6
[Redacted]	4	1.7
Murphy, Samuel B.	4	1.7
Black, Roy W.	6	1.8
[Redacted]	2	2
[Redacted]	7	2
[Redacted]	3	2
[Redacted]	1	2
Drury, Alfred Cecil	4	2
Irwin, Curtis P.	1	2
[Redacted]	1	2
[Redacted]	1	2
[Redacted]	2	2.5
Steiner, Richard J.	2	2.5
[Redacted]	4	2.7

b6
b7C

It is noted that the lowest rating for any Agent on dictation ability is 2.7 which indicates improvement in the over-all dictation ability of the Special Agent personnel compared with the average ability during the last inspection.

REQUEST FOR PERSONNEL DATA AND LEAVE TRANSCRIPT

PART A—TO BE COMPLETED BY EMPLOYING AGENCY

(Insert within the window-envelope brackets below, the address of the releasing agency; indicate specific bureau or branch, and location.)

Mrs. Edna B. Nye
Chief of Personnel
Federal Trade Commission
Washington, D. C.

Edna B. Nye
(Signature of officer in employing agency)

Mr. John Edgar Hoover, Director
Federal Bureau of Investigation
October 1, 1946
(Date)

(Insert within the window-envelope brackets below, the specific address of the office to which this form is to be returned.)

Mr. John Edgar Hoover, Director
Federal Bureau of Investigation
U. S. Department of Justice
Washington D. C.

The following employee entered on duty:

William Mark Felt

(Name)

1-26-42

(Entrance on duty date)

Permanent

(Nature of appointment)

Special Agent CAF 10 \$3500

(Position, grade, and salary)

Previously employed by releasing agency as:

Atty. P-2 \$2600

(Position and salary)

Federal Trade Commission

(Bureau or office)

Washington, D. C.

(Location)

PART B—TO BE COMPLETED BY RELEASING AGENCY

1. Furnish the following information concerning this employee's service in your agency:

From 6/16/41 to 1/25/42
(Dates employed)

2. If transfer is without salary increase, (see special instructions), indicate:

(a) Last equivalent salary increase from any cause other than an "especially meritorious" increase
_____ and agency in
(Amount and effective date) which action took place, (if other than releasing agency)

OR

(b) Date employee entered on duty in Federal service, where there has been no subsequent break in service exceeding 30 days and no equivalent increase in compensation, other than an "especially meritorious" increase

(c) Date of any "especially meritorious" increase subsequent to date indicated under (a) or (b) _____

3. If probationary or trial period has not been completed, give date scheduled to be completed _____

4. Current (official) efficiency rating _____

Furnish below a transcript of leave transferable under Executive Order 9414 (see special instructions):

5. Length of work day _____ hours.

6. Permanent Employee

(a) Accumulated leave, January 1, 1945
Unliquidated advanced
(b) Leave granted during current calendar year
(c) Indicate any change during current calendar year which would affect the monthly credit of leave _____

7. Temporary Employee

(a) Balance of leave to employee's credit as of end of last service month
(b) Leave granted since end of last month of service

8. Total hours of leave without pay, excluding military, since the date employee began service period required prior to eligibility for within-grade pay increase under the act of August 1, 1941. x x x x x x x x

67-21135-119	Annual	7	Sick (Hours)	LWOP
	38		32	
Searched	x x x x			
Numbered	57			
Filed				
NOV 8 1946				
FEDERAL BUREAU OF INVESTIGATION				

Credited with 31 hours of annual leave

(Signature of officer in releasing agency)

COPY 1

(Date)

(Official title)

16-38806-1

INSTRUCTIONS

EMPLOYING AGENCY

a. **Initiation of Standard Form 63.**—Prepare the form in triplicate as soon as the transferee enters on duty. (This form will be used for all inter-agency transfers and may be used for intra-agency transfers and for obtaining information concerning employees who are reinstated or reemployed within 30 days from the date of separation from other agencies or departments.)

Complete Part A.—Insert within the window-envelope brackets the address of the agency from which the employee transferred, indicating the specific bureau or branch and location. Also, insert within the appropriate window-envelope brackets the address of the specific office to which the form is to be returned.

Transmit Copies 1 and 2 immediately to the releasing agency and retain Copy 3 pending return of the completed Copy 1. If desired, all 3 copies may be sent to the releasing agency for completion.

b. **Receipt of Completed Copy 1** (and Copy 3, if transmitted for completion).—Upon receipt, route the completed form to the appropriate office or offices for recording of pay increase data and leave transcript and then to the employee's file. Copy 3, if retained, may be destroyed.

RELEASING AGENCY

a. **Completion of Standard Form 63.**—Upon receipt, fill in Part B, furnishing personnel data for use in determining eligibility for within-grade pay increase, and a transcript of the employee's leave record. Return Copy 1 (and 3, if attached) to the employing agency; Copy 2 may be retained.

b. **Special Instructions.**—In considering the item, "If transfer is without salary increase . . ." compare the salary of the present position in the employing agency with that received in the releasing agency. If the transfer was with a salary increase equivalent to or greater than a within-grade pay increase under the act of August 1, 1941, 55 Stat. 614 (or Executive Order 8842, if employee is under the pay scale provided in Executive Order 6746), this item will not be completed. If the transfer is without an equivalent salary increase (or at a reduction in salary), fill out either item "a" or "b" and item "c."

The "current (official) efficiency rating" requested by item 4 refers to the latest official efficiency rating on record for the employee, made under a system of efficiency ratings prescribed or approved by the Civil Service Commission.

The transcript of leave transferable should only be filled out for an employee who transfers (or is reappointed) to another agency where leave is transferable under Executive Order 9414 prescribing leave laws and regulations for the Federal Government—

Item 5, "Length of work day hours," must be filled out in each case in order to enable the employing agency to determine whether the employee's work day has changed and, if so, make the necessary conversion in hours based upon the new work day.

The status of the employee in the releasing agency at the time of transfer, i. e., permanent or temporary for leave purposes as defined in Section 1.1 of Executive Order 9414, will determine whether item 6 or 7 of the leave transcript will be filled out.

In filling out item 6 (a), "accumulated leave, January 1, 19 . . ." include any accumulated leave previously lost but creditable to the employee by legislative act (Public Law 806, December 17, 1942).

Item 6 (c) should cover any change during the current calendar year which would affect the monthly credit of leave, i. e., any period during which the employee may have been temporary instead of permanent; any period of suspension, etc. This information is necessary to enable the employing agency to reconstruct the employee's leave record for the year.

Item 8 will be filled out for all employees.

RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

b6
b7C

NAME FELT, W. Mark AGE 33 YEARS, 3 MONTHS
NATIVITY (state of birth) Ida. MARRIED, SINGLE, WIDOWED: M NUMBER OF CHILDREN
FAMILY HISTORY No history of familial disease.

HISTORY OF ILLNESS OR INJURY Indefinite history of typhoid fever.

HEAD AND FACE Normal

EYES: PUPILS (size, shape, reaction to light and distance, etc.) equal, round, react to l & acc.

DISTANT VISION RT. 20/20; corrected to 20/

LT. 20/20; corrected to 20/

COLOR PERCEPTION It is red-green deficient AO 1940
(state edition of Stilling's plates or Lamps used)

DISEASE OR ANATOMICAL DEFECTS None

EARS: HEARING RT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH 15/15'

LT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH 15/15'

DISEASE OR DEFECTS None

NOSE Negative

(Disease or anatomical defect, obstruction, etc. State degree)

SINUSES Negative

TONGUE, PALATE, PHARYNX, LARYNX, TONSILS Tonsils surg. absent

TEETH AND GUMS (disease or anatomical defect):

MISSING TEETH 1-16-17

NONVITAL TEETH None

PERIAPICAL DISEASE None

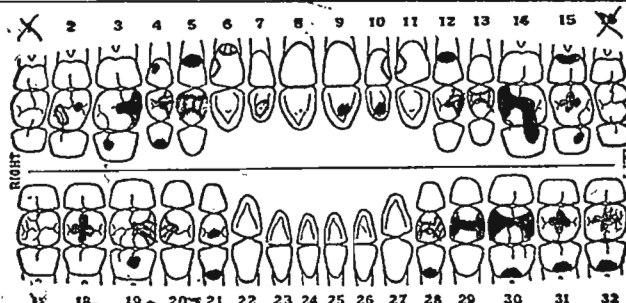
MARKED MALOCCLUSION No

PYORRHEA ALVEOLARIS None

TEETH REPLACED BY BRIDGES None

DENTURES None

REMARKS _____



JAN 30 1947

J. B. BANCROFT, CAPT, DC, USN

(Signature of Dental Officer)

10' 2765-76 72

GENERAL BUILD AND APPEARANCE Medium

TEMPERATURE 98.6 CHEST AT EXPIRATION 39 unrecorded

HEIGHT 61 CHEST AT INSPIRATION 41 unrecorded

WEIGHT 185 CIRCUMFERENCE OF ABDOMEN AT UMBILICUS 38 2

RECENT GAIN OR LOSS, AMOUNT AND CAUSE None

SKIN, HAIR, AND GLANDS Normal

NECK (abnormalities, thyroid gland, trachea, larynx) Normal FEDERAL BUREAU OF INVESTIGATION

SPINE AND EXTREMITIES (bones, joints, muscles, feet) Motion and conformity normal

*copy to OWCP
WS
12-30-74*

THORAX (size, shape, movement, rib cage, mediastinum) Normal size and motion.
RESPIRATORY SYSTEM, BRONCHI, LUNGS, PLEURA, ETC. /

Clear to percussion and auscultation

CARDIO-VASCULAR SYSTEM Normal

HEART (note all signs of cardiac involvement) Normal size,
shape, rhythm. No murmur

PULSE: BEFORE EXERCISE 83 BLOOD PRESSURE: SYSTOLIC 132
AFTER EXERCISE 96 DIASTOLIC 84
THREE MINUTES AFTER 74

CONDITION OF ARTERIES Good CHARACTER OF PULSE full & reg.
CONDITION OF VEINS Good HEMORRHOIDS None

ABDOMEN AND PELVIS (condition of wall, scars, herniae, abnormality of viscera) _____
Wall firm. No masses palpable. Et. herniorrhaphy scar.

GENITO-URINARY SYSTEM Normal

URINALYSIS: SP. GR. 1.020 ALB. Neg. SUGAR Neg. MICROSCOPICAL Neg.
VENEREAL DISEASE Denied.

NERVOUS SYSTEM Nervous indigestion, as stated by patient.
(organic or functional disorders)

ROMBERG Normal INCOORDINATION (gait, speech) None noted

REFLEXES, SUPERFICIAL Normal DEEP (knee, ankle, elbow) Normal TREMORS None

SEROLOGICAL TESTS Kahn Negative BLOOD TYPE OII

ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries) _____
None

SMALLPOX VACCINATION: DATE OF LAST VACCINATION April 1946

TYPHOID PROPHYLAXIS: NUMBER OF COURSES _____
DATE OF LAST COURSE One

REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE _____
Gastro intestinal x-ray series negative. (USNH, Seattle 11-13-46)

SUMMARY OF DEFECTS _____

CAPABLE OF PERFORMING DUTIES INVOLVING Arduous PHYSICAL EXERTION

IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS
WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS _____ (yes or no)
(when no is given state cause) Yes

FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary) _____

Physically qualified for duty as an agent of the FBI.

A. C. GLASEN, CAPT, MC, USNR

J. D. CHASE, LTJG, MC, USNR

DATE OF EXAMINATION 2 December 1946,

Seattle, Washington
March 31, 1947

0
Re: W. MARK FELT
Special Agent

This Agent makes an above average personal appearance. He is neat in dress, intelligent, alert, and enthusiastic toward his work. He has demonstrated initiative and resourcefulness in the handling of his assignments and is fully qualified from the standpoint of personal qualifications.

FELT is considered by the stenographers to be (an excellent dictator). He is a satisfactory automobile driver. The United States Attorney's Office at Seattle has advised that in his appearances before the Grand Jury, Agent FELT makes a very good witness. This Agent is qualified in the use of Bureau firearms and can be utilized on handling assignments of a dangerous character. He likewise could assume responsibility for the direction of a raiding party. FELT has operated on physical surveillances in connection with the [] case in a very satisfactory manner. He types but does not take shorthand.

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(This man makes excellent contacts in the law enforcement field and the business world. FELT submits an above average volume of reports, which reflect intelligent and logical investigation and require a minimum of supervision. This man is capable of organizing and initiating investigations directed to him for attention. He assumes the responsibility for their logical development.

(FELT is physically qualified for arduous exertion.)

Since September, 1945, Agent FELT has been on the General Squad and has handled most all types of general violations. His main responsibility has been Antitrust investigations. In three of these investigations, it appears that they will be brought to trial and on the basis of the present status, successful prosecution is definitely indicated. This indicates the excellent manner in which Agent FELT has operated. In addition it is noted that he has handled his contacts with the Antitrust Office with tact and ability.

(Agent FELT is an approved Bureau speaker. He has demonstrated in the handling of his cases supervisory ability and his present use as relief supervisor has been pending his handling of some expedite Antitrust matters. He will be afforded this training. This Agent is thoroughly qualified and capable of handling any type of assignment.)

Rating: EXCELLENT

APR 28 1947
RECORDED

67-276576-73

SEARCHED.....
SERIALIZED.....
INDEXED.....
FILED.....

APR 25 1947

FEDERAL BUREAU OF INVESTIGATION

H. G. MAYNOR, SAC

DC:Rh

s/ TRP

ANNUAL REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL:
REGULAR (X) SPECIAL ()
PROBATIONAL ()

As of March 31, 1947 based on performance during period from April 1, 1946 to March 31, 1947

W. MARK FELT Special Agent - CAF 12
(Name of employee) (Title of position, service, and grade)

Federal Bureau of Investigation Seattle Field Division
(Organization—Indicate bureau, division, section, unit, field station)

<p>ON LINES BELOW MARK EMPLOYEE</p> <p>✓ if adequate</p> <p>- if weak</p> <p>+ if outstanding</p>	<p>1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A.</p> <p>2. Underline the elements which are especially important in the position.</p> <p>3. Rate only on elements pertinent to the position.</p> <p style="margin-left: 20px;">a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions.</p> <p style="margin-left: 20px;">b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i>.</p>	<p>CHECK ONE:</p> <p>Administrative, supervisory, or planning <input type="checkbox"/></p> <p>All others <input checked="" type="checkbox"/></p>
---	---	--

- (1) Maintenance of equipment, tools, instruments.
- (2) Mechanical skill.
- ± (3) Skill in the application of techniques and procedures.
- (4) Presentability of work (appropriateness of arrangement and appearance of work).
- ± (5) Attention to broad phases of assignments.
- ± (6) Attention to pertinent detail.
- (7) Accuracy of operations.
- ± (8) Accuracy of final results.
- ± (9) Accuracy of judgments or decisions.
- ± (10) Effectiveness in presenting ideas or facts.
- ± (11) Industry.
- ± (12) Rate of progress on or completion of assignments.
- ± (13) Amount of acceptable work produced. (Is mark based on production records? -----) (Yes or no)
- ± (14) Ability to organize his work.
- ± (15) Effectiveness in meeting and dealing with others.
- ± (16) Cooperativeness.
- ± (17) Initiative.
- ± (18) Resourcefulness.
- ± (19) Dependability.
- ± (20) Physical fitness for the work.

- (21) Effectiveness in planning broad programs.
- (22) Effectiveness in adapting the work program to broader or related programs.
- (23) Effectiveness in devising procedures.
- (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
- (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
- (26) Effectiveness in instructing, training, and developing subordinates in the work.
- (27) Effectiveness in promoting high working morale.
- (28) Effectiveness in determining space, personnel, and equipment needs.
- (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
- (30) Ability to make decisions.
- (31) Effectiveness in delegating clearly defined authority to act.

STATE ANY OTHER ELEMENTS CONSIDERED

- ± (A) Ability to direct & lead a group of Agents on raids and dangerous assignments
- (B) -----
- ± (C) Capability for Additional Responsibility

STANDARD
Deviations must be explained on reverse side of this form

<p>Plus marks on all underlined elements, and check marks or better on all other elements rated.....</p> <p>Check marks or better on all elements rated, and plus marks on at least half of the underlined elements.....</p> <p>Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance.....</p> <p>Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance.....</p> <p>Minus marks on at least half of the underlined elements.....</p>	<p>Adjective Rating</p> <p>Excellent</p> <p>Very Good</p> <p>Good</p> <p>Fair</p> <p>Unsatisfactory</p>
--	---

Adjective Rating

Rating official.. EXCELLENT

Reviewing official.. Sarg/ Fed ws.

Rated by H. S. Smayner Special Agent in Charge April 9, 1947
(Signature of Rating official) (Assistant Director) (Date)

Reviewed by W. V. Glavin Federal Bureau of Investigation APR 21 1947
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee _____ (Date) Report to employee _____ (Adjective rating)

RE: AGENTS' DICTATION ABILITY

Inspector Naughten: During the course of the inspection the stenographers were severally asked to provide me with an adjective rating as well as constructive comments as to the agents' dictation ability. The results of the analysis are as follows:

<u>Name</u>	<u>Number of Times Rated</u>	<u>Adjective Rating</u>
[REDACTED]	6	VG
[REDACTED]	10	VG
[REDACTED]	8	VG
BLACK, ROY W.	7	E
[REDACTED]	8	VG
[REDACTED]	5	VG
[REDACTED]	9	E
BREKKE, EDWARD	6	VG
[REDACTED]	9	VG
[REDACTED]	5	E
BUGAS WILLIAM F.	5	E
[REDACTED]	8	E
BUTLER, E. W.	7	VG
[REDACTED]	7	E
[REDACTED]	10	E
CLARK, EUGENE P.	6	VG
[REDACTED]	7	E
[REDACTED]	6	E
[REDACTED]	3	E
CUNNINGHAM, JOHN D.	5	E
[REDACTED]	2	E
[REDACTED]	2	E
DRURY, ALFRED CECIL	8	VG
[REDACTED]	1	E
[REDACTED]	4	E
FELT, W. MARK	7	E
[REDACTED]	5	E
[REDACTED]	1	VG
[REDACTED]	6	E
HAWLEY, ROBERT B.	8	E
[REDACTED]	7	E
KELLEY, OTTIS V.	9	G

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b7C

6 7
APR 8 1947

Inspection Report
Seattle Office
Inspector Naughten
January 27, 1947

<u>Name</u>	<u>Number of Times Rated</u>	<u>Adjective Rating</u>
[REDACTED]	2	E
[REDACTED]	8	E
LAMB, RAY E.	4	E
LAWRENCE, ROBERT	9	E
[REDACTED]	7	E
MacFARLAND, J. P.	7	E
[REDACTED]	2	E
MURPHY, FREDERICK F.	1	VG
NASCA, VINIGIO H.	4	E
OLEON, ORVILLE B.	5	E
OVERTON, H. RAWLINS	4	E
[REDACTED]	1	E
PIPER, C. ERWIN	9	E
[REDACTED]	5	E
[REDACTED]	6	E
[REDACTED]	6	E
[REDACTED]	10	E
[REDACTED]	3	E
STEINER, RICHARD J.	5	E
[REDACTED]	9	VG
[REDACTED]	6	E
[REDACTED]	2	VG
[REDACTED]	6	VG

b6
b7C

It will be noted from the foregoing that all agents were rated satisfactory or better, with most agents rated above average,

The comment sheets as obtained from the stenographers are being turned over to you so that in subsequent personal conferences with the agent personnel you will be able to discuss individually with the agents the constructive comments submitted by the stenographers, designed to improve the agents' dictation.

SAC MAYNOR:

The comment sheets are being retained as suggested above, and individual comments concerning the various agents' dictation ability will be discussed with them personally.

NAME: W. MARK FELT

TITLE: SPECIAL AGENT

ENTERED ON DUTY: January 26, 1942

CAF 12 - \$5905.20

OFFICE PREFERENCE:

West Coast

EXAMINATIONS:

Set #11 - 88%

AM
SAC MAYNOR: This man makes an above average personal appearance and is very intelligent. He is able to proceed on his own initiative and is well-rounded, having had experience in both the criminal and security fields. He has exhibited an ability to handle major investigations and can be assigned to any type of case. He has had supervisory experience in the Bureau and from the manner in which he handles his work, indicates definite supervisory ability.

STATUS: Very good

INSPECTOR NAUGHTEN: This Agent presents a very neat appearance and has a pleasant personality. He is well grounded in Bureau work. He is enthusiastic and conscientious about his assignments and indicates some supervisory ability.

Emel/fg

Inspection Report
Seattle Office
Inspector Naughten
January 24, 1947

(Interviewed by SA)

b6
b7C

6 MAR 28 1947

32
RECEIVED

AFFIDAVIT

STRIKING AGAINST THE FEDERAL GOVERNMENT

DEPT. OF JUSTICE
(Dept. or Estab.)

FED. BUREAU INVEST.
(Bureau or Office)

SEATTLE, WASHINGTON
(Place of Employment)

I, W. MARK FELT, do hereby swear (or affirm) that 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 any 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.

W. Mark Felt
(Signature of employee or appointee)

Subscribed and sworn to before me this 16TH day of JULY, 19 46
at SEATTLE, W, State of W.N.

Mary J. Bassi
(Signature of Officer)

Chief Clerk

(SEAL)
(Not needed where none available)

NOTE: Any officer or employee of a department or establishment who is designated in writing by the head thereof to administer oaths in connection with employment as required by law is authorized to administer the affidavit required incidental to the foregoing and such affidavit must be administered without charge or fee and has the same force and effect as affidavits administered by officers having seals.

67-NOT RECORDED

STATUTORY PENALTY CLAUSE: "Any person who engages in a strike against the Government of the United States, or who is a member of an organization of Government employees that asserts the right to strike against the Government of the United States and accepts employment the salary or wages for which are paid from any appropriation contained in this act shall be guilty of a felony and, upon conviction, shall be fined not more than \$1,000 or imprisoned for not more than one year, or both: Provided further, that the above penalty clause shall be in addition to, and not in substitution for, any other provision of existing law."

JUL 20 1947
I L E
WRG

January 9, 1947.

PERSONAL AND CONFIDENTIAL

Mr. W. Mark Felt
Federal Bureau of Investigation
Seattle, Washington

Dear Mr. Felt:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Naval Hospital, *Seattle, Washington, on December 2, 1946.*

This report reflects that you have no physical defects.

The Board of Examining Physicians of the United States Naval Hospital reports that you are capable of performing strenuous physical exertion and have no physical defects that would interfere with your participation in raids or other work involving the practical use of firearms.

Sincerely yours,

J. E. Hoover

John Edgar Hoover
Director

CC: SAC-Seattle

7 JAN 30 1947
67-NOT RECORDED

- Mr. Tolson _____
- Mr. E. A. Tamm _____
- Mr. Clegg _____
- Mr. Coffey _____
- Mr. Glavin _____
- Mr. Ladd _____
- Mr. Nichols _____
- Mr. Rosen _____
- Mr. Tracy _____
- Mr. Carson _____
- Mr. Egan _____
- Mr. Gurnea _____
- Mr. Hendon _____
- Mr. Pennington _____
- Mr. Quinn Tamm _____
- Mr. Nease _____
- Miss Gandy _____

HLE: Dih
1947

J

Prepared by: *JLW*
Checked by: *JLW*
Filed by:

August 20, 1947

Mr. E. A. Tamm
Federal Bureau of Investigation
Washington, D. C.

Mr. E. A. Tamm

In connection with the ...
I am ...
...
...

...

...

RECORDED
AUG 20 1947

cc: SAC, Seattle

[Redacted Box]

b6
b7C

Movement Section

67-276576-94
Searched _____
Numbered _____
Filed 5.3 _____
4 AUG 14 1947
FEDERAL BUREAU OF INVESTIGATION

COMMUNICATIONS SECTION
 MAILED 8
 ★ AUG 13 1947 P.M.
 FEDERAL BUREAU OF INVESTIGATION
 U. S. DEPARTMENT OF JUSTICE

- Mr. Tolson _____
- Mr. E. A. Tamm _____
- Mr. Clegg _____
- Mr. Glavin _____
- Mr. Ladd _____
- Mr. Nichols _____
- Mr. Rosen _____
- Mr. Tracy _____
- Mr. Egan _____
- Mr. Gurnea _____
- Mr. Harbo _____
- Mr. Mohr _____
- Mr. Pennington _____
- Mr. Quinn Tamm _____
- Tele. Room _____
- Mr. Nease _____
- Miss Gandy _____

JW/FLW

JLW

V.R.

JLW

**U. S. DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
WASHINGTON 25, D. C.**

Prepared by: *[Signature]*
Checked by: *[Signature]*
Filed by: *[Signature]*

DR. W. THOMAS WALKER
MR. W. MARK FELT
PERIODIC PAY INCREASE

Date: **August 12, 1947**
 Personnel Action Number: **F.B.I. - 0020 2938**
 Legal Authority:

Nature of Action
 Effective

September 7, 1947

Position	FROM	TO
	<i>Special Agent</i>	
Grade	<i>GAP 12</i>	<i>same</i>
Salary	<i>\$2909.60</i>	<i>\$3144.60</i>
Division and Section Headquarters		
Appropriations	<i>S & E, F.B.I.</i>	<i>S & E, F.B.I.</i>
Departmental or Field	<input type="checkbox"/> Dept.	<input checked="" type="checkbox"/> Field

NATURE OF POSITION		
a. VICE	b. ADDITIONAL IDENTICAL	c. NEW
P. C. NO.	P. C. NO.	P. C. NO.
	Date of Birth	Date of Oath

REMARKS

Prom. under the Auto. Prom. Bill, Public Law 600 as amended 6/30/46. Prom. from GAP 12 \$2940 to GAP 12 \$2909.60. 2/24/46. Prom. to \$3144.60. 7/1/46.

12 AUG 27 1947
[Signature]
 67-NOV 21 1947

[Signature]
 S



United States Department of Justice
Federal Bureau of Investigation

6/24/47



IN REPLY, PLEASE REFER TO

FILE No. _____

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to July 15, 1947, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONET-ORDER~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name AUDREY R. FELT Address 3037 W 67TH, SEATTLE, W.N.
Relationship WIFE Dated 6/24/47

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name SAME Address _____
Relationship _____ Dated _____

*ack
6/30/47
Cui*

*2 JUL 2 1947
NOT RECORDED*

Very truly yours
[Signature]
Special Agent
W. MARK FELT

0 12870

Form PR3 Revised (LWOP)

DEPARTMENT OF JUSTICE
NOTICE OF LEAVE WITHOUT PAY

No. _____

M. W. Mark Felt

Date June 17, 1947

Title

Grade and Salary

Division or Bureau **FBI**

Department

Appropriation

Field **Agent**

Beginning

Terminating C. O. B.

Indefinite []*

Remarks

Deduct 8 hours on June 14, 1947.

J. Edgar Hoover

***IMPORTANT:**

This form to be used for reporting all leave without pay EXCEPT military.

Persons returning to duty subsequent to this report or from indefinite leave will not be restored to the pay roll until Form PR3a (LWOP) is submitted.

Stamp: **9 JUN 20 1947**
Handwritten signature: *J. Edgar Hoover*

Handwritten number: **38**

Handwritten signature: *Mark*

8. (Bureau)

ANNUAL REPORT OF EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL:
REGULAR (X) SPECIAL ()
PROBATIONAL or TRIAL PERIOD ()

As of March 31, 1948 based on performance during period from April 1, 1947 to March 31, 1948

W. MARK FELT
(Name of employee)

SPECIAL AGENT CAF-12
(Title of position, service, and grade)

Federal Bureau of Investigation Seattle, Washington
(Organization—Indicate bureau, division, section, unit, field station)

<p>ON LINES BELOW MARK EMPLOYEE</p> <p><input checked="" type="checkbox"/> if adequate</p> <p><input type="checkbox"/> if weak</p> <p><input checked="" type="checkbox"/> if outstanding</p>	<p>1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A.</p> <p>2. Underline the elements which are especially important in the position.</p> <p>3. Rate only on elements pertinent to the position.</p> <p style="margin-left: 20px;">a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions.</p> <p style="margin-left: 20px;">b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i>.</p>	<p>CHECK ONE:</p> <p>Administrative, supervisory, or planning <input type="checkbox"/></p> <p>All others <input checked="" type="checkbox"/></p>
--	---	--

- | | |
|--|--|
| <p><input type="checkbox"/> (1) Maintenance of equipment, tools, instruments.</p> <p><input type="checkbox"/> (2) Mechanical skill.</p> <p><input checked="" type="checkbox"/> (3) Skill in the application of techniques and procedures.</p> <p><input type="checkbox"/> (4) Presentability of work (appropriateness of arrangement and appearance of work).</p> <p><input checked="" type="checkbox"/> (5) Attention to broad phases of assignments.</p> <p><input checked="" type="checkbox"/> (6) Attention to pertinent detail.</p> <p><input type="checkbox"/> (7) Accuracy of operations.</p> <p><input checked="" type="checkbox"/> (8) Accuracy of final results.</p> <p><input checked="" type="checkbox"/> (9) Accuracy of judgments or decisions.</p> <p><input checked="" type="checkbox"/> (10) Effectiveness in presenting ideas or facts.</p> <p><input checked="" type="checkbox"/> (11) Industry.</p> <p><input checked="" type="checkbox"/> (12) Rate of progress on or completion of assignments.</p> <p><input checked="" type="checkbox"/> (13) Amount of acceptable work produced. (Is mark based on production records? <input type="checkbox"/> (Yes or no) <input type="checkbox"/>)</p> <p><input checked="" type="checkbox"/> (14) Ability to organize his work.</p> <p><input checked="" type="checkbox"/> (15) Effectiveness in meeting and dealing with others.</p> <p><input checked="" type="checkbox"/> (16) Cooperativeness.</p> <p><input checked="" type="checkbox"/> (17) Initiative.</p> <p><input checked="" type="checkbox"/> (18) Resourcefulness.</p> <p><input checked="" type="checkbox"/> (19) Dependability.</p> <p><input checked="" type="checkbox"/> (20) Physical fitness for the work.</p> | <p><input type="checkbox"/> (21) Effectiveness in planning broad programs.</p> <p><input type="checkbox"/> (22) Effectiveness in adapting the work program to broader or related programs.</p> <p><input type="checkbox"/> (23) Effectiveness in devising procedures.</p> <p><input type="checkbox"/> (24) Effectiveness in laying out work and establishing standards of performance for subordinates.</p> <p><input type="checkbox"/> (25) Effectiveness in directing, reviewing, and checking the work of subordinates.</p> <p><input type="checkbox"/> (26) Effectiveness in instructing, training, and developing subordinates in the work.</p> <p><input type="checkbox"/> (27) Effectiveness in promoting high working morale.</p> <p><input checked="" type="checkbox"/> (28) Effectiveness in determining space, personnel, and equipment needs.</p> <p><input type="checkbox"/> (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.</p> <p><input type="checkbox"/> (30) Ability to make decisions.</p> <p><input type="checkbox"/> (31) Effectiveness in delegating clearly defined authority to act.</p> |
|--|--|

RECORDED
12 MAY 18 1948

67-276576-75

STATE ANY OTHER ELEMENTS CONSIDERED

Capability for additional

(A) responsibility 58

(B) 64

(C) APR 26 1948

<p>STANDARD</p> <p>Deviations must be explained on reverse side of this form</p>	<p>Adjective rating</p>
<p>Plus marks on all underlined elements, and no minus marks.....</p> <p>Plus marks on at least half of the underlined elements, and no minus marks.....</p> <p>Check marks or better on a majority of underlined elements, and any minus marks overcompensated by plus marks.....</p> <p>Check marks or better on a majority of underlined elements, and minus marks not overcompensated by plus marks.....</p> <p>Minus marks on at least half of the underlined elements.....</p>	<p>Excellent</p> <p>Very good</p> <p>Good</p> <p>Fair</p> <p>Unsatisfactory</p>
<p>Rating official EXCELLENT</p> <p>Reviewing official _____</p>	<p style="font-size: 2em; font-weight: bold;">A</p>

Rated by J. B. Wilson Special Agent in Charge March 31, 1948
(Signature of rating official) (Title) (Date)

Reviewed by J. B. Wilson Assistant Director 5-11-48
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee _____ Report to employee _____
(Date) (Adjective rating)

Seattle, Washington
March 31, 1948

Re: W. MARK FELT
Special Agent

Agent Felt makes an above average personal appearance, is neat in dress and has an affable personality. He has demonstrated initiative, resourcefulness and aggressiveness in the handling of his assignments.

The stenographers rate Agent Felt as an excellent dictator. Felt (qualifies in an above average manner in the use of Bureau firearms) He has had considerable experience in apprehensions. (He is not only capable of being utilized to handle dangerous assignments but is qualified to lead and direct a raiding party.) Felt has been on a number of physical surveillances and is an excellent operator in that field.

(This Agent's reports and memoranda require practically no supervision.) He has made very good contacts since assignment in Seattle both in the law enforcement and business field. During the period under review Agent Felt has not developed any confidential informants.

Agent Felt is able to handle involved and delicate types of investigation and to proceed on his own initiative. He is well rounded, having handled practically all types of investigations, including Security Matter - C and Espionage - R.

(This Agent served as relief supervisor on the desk of the ASAC and was recently transferred to the Communist Squad. He has definitely demonstrated supervisory ability and could be used as an Assistant SAC. He is in good physical condition. Rating: EXCELLENT.)

DC:Rh

s/ 

MR. TOLSON

M/2/12

H. W. CLEGG

TRAINING IN INSPECTION PROCEDURES

The following members of In-Service Class #5 received training in inspection procedures on April 14 and 25, 1948:

G. Bygwin Alderson

Robert A. Collier

W. Mark Felt

Charles B. Flock, Jr.

Robert A. Garvey (A)

[REDACTED] (A)

Roy W. Roger

b6

b7c

All of these individuals are believed to be well qualified to assist on inspections.

JAG:RG

2 MAY 11 1948

87

April 21, 1948

SAC, Seattle

RE: **W. M. FELT**
SPECIAL AGENT
General In-Service Course 4/5/48 to 4/17/48

Dear Sir:

The above named Special Agent attended the above General In-Service training course at the Seat of Government and attained the following grades:

Notebook Examination	Excellent
Hip Shooting	96
Practical Pistol Course	92
Shotgun(Skeet)	93
.30 Rifle	17/25
Machine Gun	92
2 days Specialized Training in:	100
<u>Inspectors' Aide Training</u>	

The firearms grades with the exception of the Shotgun Skeet Course should be entered on the individual field firearms training record card.

Very truly yours,

J. E. Hoover

John Edgar Hoover
Director

cc: SA W. L. Felt
Seattle

L.S.
HLS:dcs

COMMUNICATIONS SECTION
MAILED 10 5
★ APR 21 1948 PM
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

2 APR 23 1948
RECORDED 2

copy: jn

OFFICE MEMORANDUM

UNITED STATES GOVERNMENT

TO : MR. CLEGG
FROM : J. P. MOHR
SUBJECT : INSPECTORS' AIDE TRAINING

Date: 4/7/48

It is desired that the following Special Agents presently attending In-Service Training School be afforded Inspectors' Aide training:

G. M. Alderson
R. A. Collier
W. M. Felt
C. B. Flack
R. A. Garvey

R. W. Reger

b6
b7C

JPM:DH

2 APR 23 1948

W. MARK FELT

SPECIAL AGENT

EOD: January 26, 1942

CAF-12 \$6144.60.

Offices of Preference (1) Los Angeles

Agents Examination: 93.75

SAC Wilcox

This man is a well rounded, careful investigator. He proceeds on his own initiative, can and has handled involved and delicate matters, and has been utilized as relief supervisor. He is now handling Loyalty of Government Employee investigations. Rating: EXCELLENT.

Inspector Gurnea

Felt presents a good appearance and conducts an above average interview. He is alert, intelligent and a good conversationalist. I believe this Agent is considerably above average and possesses some supervisory ability.

Inspection Report
Seattle Office
Insp. Gurnea
Interviewed by Insp. Gurnea
March 10, 1948

14 JUN 9 1948

87-NOT RECORDED 1

b6
b7c

98
[Handwritten signature/initials]



United States Department of Justice
Federal Bureau of Investigation



IN REPLY, PLEASE REFER TO

FILE No. _____

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to February 15, 1948, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Funds:

Name AUGUST R. FELT Address 3037 W 67TH SEATTLE
Relationship WIFE Dated 1/26/48

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name SAME Address _____
Relationship _____ Dated _____

ack 2/3/48

Zwing

3 FEB 5 1948
Very truly yours,
W. Marshall
Special Agent

67-NOT RECORDED

90

DEPARTMENT OF JUSTICE
NOTICE OF LEAVE WITHOUT PAY

No. 0 11040

M. W. Mark Felt

Date December 23, 1947

Title Agent

Grade and Salary

Division or Bureau FBI

Department

Appropriation

Field

Beginning

Terminating C. O. B.

Indefinite []*

Remarks

Deduct 8 hours on December 20, 1947.

J. Edgar Hoover

***IMPORTANT:**

This form to be used for reporting all leave without pay EXCEPT military.

Persons returning to duty subsequent to this report or from indefinite leave will not be restored to the pay roll until Form PR3a (LWOP) is submitted.

8 JAN 2 1948
67-NGT RECORDED 1
71

SAC, SEATTLE

May 5, 1948

DIRECTOR, FBI

SPECIAL AGENT W. MARK FELT
FIREARMS EXPERT TRAINING

This is to advise that Special Agent W. Mark Felt was afforded special firearms training at Quantico, Virginia, from April 19 through May 1, 1948, and is now a qualified firearms expert.

In this capacity, Agent Felt is not only authorized to conduct field office firearms training but is also qualified to give lectures and demonstrations before outside groups.

12 MAY 17 1948

RECORDED

276571-76

cc: Movement Section

cc: - Room 5234

b6
b7C

SEARCHED	INDEXED
SERIALIZED	FILED
MAY 6 1948	
FEDERAL BUREAU OF INVESTIGATION	

COMMUNICATIONS SECTION OF JUSTICE
 MAILED 63
 MAY 5 1948
 FEDERAL BUREAU OF INVESTIGATION
 U. S. DEPARTMENT OF JUSTICE

Tolson
 E. A. Tamm
 Clegg
 Glavin
 Ladd
 Nichols
 Rosen
 Tracy
 Harbo
 Mohr
 Winterrowd
 Tele. Rm.
 Nease
 Holloman

HLS: dcs

VW
Cham
Q

RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

b6
b7C

NAME FELT, "W" Mark AGE 34 YEARS, 10 MONTHS
NATIVITY (state of birth) Idaho MARRIED, SINGLE, WIDOWED: Married NUMBER OF CHILDREN
FAMILY HISTORY Father, mother living and well.

HISTORY OF ILLNESS OR INJURY Tonsillectomy 1917. Hernia, Repair, Rt. 1946. Sinus Drainage, Left 1925. Usual childhood diseases.

HEAD AND FACE Normal
EYES: PUPILS (size, shape, reaction to light and distance, etc.) Equal-round-react to L&A

DISTANT VISION RT. 20/ 20, corrected to 20/ -

LT. 20/ 20, corrected to 20/ -

COLOR PERCEPTION Defective color perception AOC 1940

(state edition of Stilling's plates or Lamps used)

DISEASE OR ANATOMICAL DEFECTS None

EARS: HEARING RT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH 15/15'

LT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH 15/15'

DISEASE OR DEFECTS None

NOSE Normal

(Disease or anatomical defect, obstruction, etc. State degree)

SINUSES Normal

TONGUE, PALATE, PHARYNX, LARYNX, TONSILS Tonsils surgically absent

TEETH AND GUMS (disease or anatomical defect): As charted

MISSING TEETH #3, 16, 17, 32

NONVITAL TEETH None apparent

PERIAPICAL DISEASE None apparent

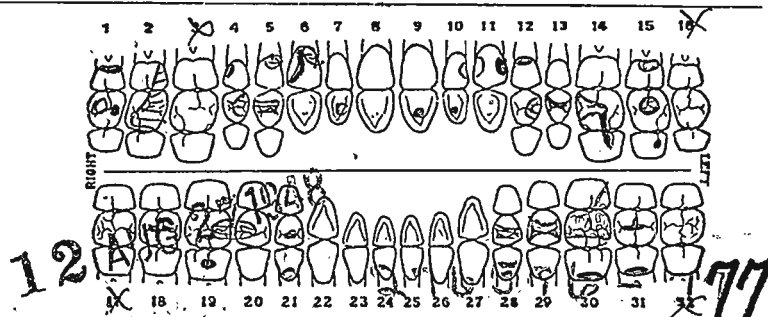
MARKED MALOCCLUSION No

PYORRHEA ALVEOLARIS None

TEETH REPLACED BY BRIDGES None

DENTURES None

REMARKS None



Glenn W. BERRY, CAPT DC USN

(Signature of Dental Officer)

GENERAL BUILD AND APPEARANCE Asthenic-Medium-Erect

TEMPERATURE 98.6 CHEST AT EXPIRATION 39

HEIGHT 72 1/2 CHEST AT INSPIRATION 41

WEIGHT 188 CIRCUMFERENCE OF ABDOMEN AT UMBILICUS 35

RECENT GAIN OR LOSS, AMOUNT AND CAUSE None

SKIN, HAIR, AND GLANDS Normal

NECK (abnormalities, thyroid gland, trachea, larynx) Normal

SPINE AND EXTREMITIES (bones, joints, muscles, feet) Normal

*Copy OWCD
12-30-46*

Handwritten notes and signatures, including '8-25-48' and 'HAG/amp'.

THORAX (size, shape, movement, rib cage, mediastinum) Normal
RESPIRATORY SYSTEM, BRONCHI, LUNGS, PLEURA, ETC. Normal
Chest X-ray #9383-negative

CARDIO-VASCULAR SYSTEM Normal
HEART (note all signs of cardiac involvement) Normal

PULSE: BEFORE EXERCISE 80 BLOOD PRESSURE: SYSTOLIC 120
AFTER EXERCISE 104 DIASTOLIC 68
THREE MINUTES AFTER 76
CONDITION OF ARTERIES Normal CHARACTER OF PULSE Normal
CONDITION OF VEINS Normal HEMORRHOIDS None

ABDOMEN AND PELVIS (condition of wall, scars, herniae, abnormality of viscera)
Normal-Right inguinal scar well healed

GENITO-URINARY SYSTEM Normal
URINALYSIS: SP. GR. 1.021 ALB. Neg SUGAR Neg MICROSCOPICAL ---
VENEREAL DISEASE None apparent

NERVOUS SYSTEM Normal
(organic or functional disorders)
ROMBERG Negative INCOORDINATION (gait, speech) None
REFLEXES, SUPERFICIAL Normal DEEP (knee, ankle, elbow) Plus 1 TREMORS None
SEROLOGICAL TESTS Kahn negative BLOOD TYPE non
ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries) None

SMALLPOX VACCINATION: DATE OF LAST VACCINATION 1946
TYPHOID PROPHYLAXIS: NUMBER OF COURSES None
DATE OF LAST COURSE Claims to be toxic
REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE None

SUMMARY OF DEFECTS Defective color perception, NOT considered disqualifying.

CAPABLE OF PERFORMING DUTIES INVOLVING Arduous PHYSICAL EXERTION
IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS
WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS Yes (yes or no)
(when no is given state cause)

FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary) Physically qualified
for duty with the FBI

F.W. KRAFT, LCDR MC USNR

DATE OF EXAMINATION 7-28-48

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: November 5, 1948

mb

FROM : Inspector

b6
b7C

SUBJECT: Special Agent W. M. FELT

Special Agent FELT assisted me during the inspection of the Los Angeles Office. FELT is analytical and experienced no difficulty in completing his assignments. It was obvious that he is interested in inspection work and he expressed appreciation of the opportunity to learn more about this phase of the Bureau's work. He is thoroughly qualified to assist during the inspection of field offices.

3 NOV 23 1948
RECORDED

MEG:FR

67-276576-78	
Searched
Numbered	72 ✓
Filed	7
4 NOV 18 1948	
FEDERAL BUREAU OF INVESTIGATION	

by

noted

[Signature]

[Signature]



United States Department of Justice
Federal Bureau of Investigation



IN REPLY, PLEASE REFER TO

FILE No. _____

Director
Federal Bureau of Investigation
United States Department of Justice,
Washington, D. C.

See attached memo.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to November 30, 1948, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Fund:

Name Mrs. Audrey R. Felt Address _____
Relationship Wife Dated _____

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name Same Address _____
Relationship _____ Dated _____

In event of death of wife, [redacted]

Very truly yours,

b6
b7C

W. Mark Felt
Special Agent

1 Enc
ack 10/12/48
CSW

3 copies
EX-102 PROC-11

Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI
 FROM : SAC, SEATTLE
 SUBJECT: W. MARK FELT
 SPECIAL AGENT

DATE: 11/5/48

ATTENTION: CHIEF CLERK

Special Agent FELT advises me that he did not receive Bureau letter dated October 28, 1948 advising of a \$10.00 assessment being made on members of the FBI Agents' Insurance Fund.

Undoubtedly, the letter was lost somewhere enroute and Agent FELT has requested me to transmit with this letter his personal check in the amount of \$10.00 for payment of this assessment.

He advises that the beneficiary of his insurance will be his wife, Mrs. AUDREY R. FELT, or in the event of her death,

b6
b7C

/ ENCL

WMF:CK
 ENCLOSURE - 1

*from passed
 in line.
 11/12/48
 CWJ*

August 25, 1948

PERSONAL AND CONFIDENTIAL

Mr. W. Mark Felt
Federal Bureau of Investigation
Seattle, Washington

Dear Mr. Felt:

The Bureau is in receipt of the report of the physical examination afforded you at the United States Naval Hospital, Seattle, Washington, on July 28, 1948.

This report reflects that you have defective color perception which was also noted on your previous physical examination. This defect is not considered disqualifying.

The Board of Examining Physicians of the United States Naval Hospital reports that you are capable of performing strenuous physical exertion and have no physical defects that would interfere with your participation in raids or other work involving the practical use of firearms.

Sincerely yours,

John Edgar Hoover
Director

12 AUG 27 1948

Vi
[Signature]

nd

- Mr. Tolson
- Mr. Clegg
- Mr. Glavin
- Mr. Ladd
- Mr. Nichols
- Mr. Rosen
- Mr. Tracy
- Mr. Egan
- Mr. Gurnea
- Mr. Harbo
- Mr. Mohr
- Mr. Pennington
- Mr. Quinn Tamm
- Mr. Nease
- Miss Gandy

cc: SAC Seattle

not

COMMUNICATIONS SECTION
 MAILED 11
 AUG 27 1948 P.M.
 FEDERAL BUREAU OF INVESTIGATION
 U.S. DEPARTMENT OF JUSTICE

Prepared by: *Bgl*
Checked by: *JW*
Filed by:

March 2, 1949

Mr. W. Earl Holt
Federal Bureau of Investigation
Seattle, Washington

Dear Mr. Holt:

In connection with the Uniform Promotion Act, I am
indeed pleased to advise you that you have been recommended
for promotion from \$6774.00 per annum to \$6774.00 per annum
in Grade GS-12, effective March 20, 1949.

Sincerely yours,

John Edgar Hoover
Director

3 MAR 8 1949

276576-79
55
55
MAR 8 1949

RECORDED
INDEXED
MAR 8 1949

- Mr. Tolson _____
- Mr. Clegg _____
- Mr. Glavin _____
- Mr. Ladd _____
- Mr. Nichols _____
- Mr. Rosen _____
- Mr. Tracy _____
- Mr. Egan _____
- Mr. Gurnea _____
- Mr. Harbo _____
- Mr. Mohr _____
- Mr. Pennington _____
- Mr. Quinn Tamm _____
- Tele. Room _____
- Mr. Nease _____
- Miss Gandy _____

CC - SAC, Seattle
 Mr. J. E. Edwards
 COMMUNICATIONS SECTION
 MAILED 15
 MAR 2 1949 P.M.
 JW: bgb
 FEDERAL BUREAU OF INVESTIGATION
 U. S. DEPARTMENT OF JUSTICE

V/A
JW

**U. S. DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION**

Prepared by: *lwm*
Checked by: *ger*
Filed by:

WASHINGTON 25, D. C.

MR. W. MARK FELT
ED. W. [unclear] [unclear]

Date: **APR 2, 1949**
Personnel Action Number:
F. B. I. - 30040
Legal Authority:

Nature of Action

Effective -

March 20, 1949

	FROM	TO
Position	Special Agent	
Grade	GS-12	GS-12
Salary	\$6,474.00	\$6,474.00
Division and Section		
Headquarters		
Appropriations	S & E, F.B.I.	S & E, F.B.I.
Departmental or Field	Dept. <input type="checkbox"/> Field <input checked="" type="checkbox"/>	Dept. <input type="checkbox"/> Field <input type="checkbox"/>

NATURE OF POSITION

a. VICE	b. ADDITIONAL IDENTICAL	c. NEW
P. C. NO.	P. C. NO.	P. C. NO.
	Date of Birth	Date of Oath

REMARKS

From Special Agent, from 1947, Public Law 1000 on extended 6-30-48. From, under the new bill from \$5,000.00 to \$6,474.00 in GS-12 off. 1-1-49. Last satisfactory rating - excellent - Approved Salary Increase 2-11-49.

gml/lwm

W

OFFICE MEMORANDUM

* UNITED STATES GOVERNMENT

TO : Director, FBI

DATE: January 14, 1949

FROM : SAC, Seattle

SUBJECT: SEATTLE OFFICE
SUPERVISORY EMPLOYEES

I feel it necessary at this time to utilize an additional employee on supervisory duties in this office. We have a number of new men assigned to our General Criminal Squad and their work takes more than an average amount of supervision. We are trying to train these new men more or less along the lines the Bureau has recently indicated New Agents should be trained, that is, that they should be given general criminal work as soon as possible in order that their Bureau training will not be lost. Some of these men have been in the field a year or more, but have not had an opportunity to work on general criminal work. Such men being assigned to this squad takes more than the usual amount of time of the Supervisor, and I feel that the use of an additional Supervisor on this work is warranted at the present time.

Special Agent W. MARK FELT has been supervising this type of work recently and has been doing an excellent job. Unless advised to the contrary, I plan to use Special Agent RAY E. LAMB to assist him on this work. I do not anticipate that it will be necessary to use Mr. LAMB for a long period of time, however I definitely feel that it is to the Bureau's advantage to give these new men the best possible training and supervision in the beginning.

JBW:lke

11 FEB 15 1949

OFFICE MEMORANDUM

United States Government

DATE: AUGUST 23, 1948

To : DIRECTOR, FBI CONFIDENTIAL

From : SAC, SEATTLE

Subject: SUPERVISION - SEATTLE OFFICE

There are assigned to the Seattle Office at the present time some two hundred Agents. About half of these Agents are assigned to fourteen resident agencies, and about ninety per cent of their work is the handling of rough drafts in connection with the Atomic Energy Act Applicant-Employees program.

We have one supervisor, LLOYD A. DUCOMMUN, handling Security Matter and Internal Security - C and R cases. One supervisor, [redacted] assists Mr. DUCOMMUN from time to time, but, for the most part, is engaged full time in the supervision of Loyalty cases. One supervisor, C. HERWIN PIPER, handles all applicant investigations with the assistance part time from Mr. CHARLES DeFORD. One supervisor, the Assistant Special Agent in Charge, handles all the investigative matters not falling within the previously described classifications. My time is occupied fully in making speeches, making contacts, supervising major investigations, inspections, etc.

b6
b7c

The criminal work handled by Mr. CURRIE'S desk has increased to such an extent that I feel that an additional supervisor is warranted. I recommend that 1/M/ MARK FELT be designated. He has assisted on Mr. CURRIE'S desk over a considerable period of time as a relief supervisor. He has had supervisory experience at the Bureau, and has done a very commendable job. Unless advised to the contrary, Mr. FELT will be used in this capacity, although I do not believe that his services will be needed full time all the time.

DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 08-07-2009

JBW:LP

12 DEC 7 1948

**ANNUAL
REPORT OF
EFFICIENCY RATING**

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL:
REGULAR (X) SPECIAL ()
PROBATIONAL ()

As of March 31, 1949 based on performance during period from 4/1/48 to 3/31/49

W. MARK FELT 261888 Special Agent, CAF 12
(Name of employee) (Title of position, service, and grade)

Federal Bureau of Investigation, Seattle, Washington
(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE ✓ if adequate - if weak + if outstanding	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning <input checked="" type="checkbox"/> All others <input type="checkbox"/>
---	---	---

- _____ (1) Maintenance of equipment, tools, instruments.
- _____ (2) Mechanical skill.
- + (3) Skill in the application of techniques and procedures.
- _____ (4) Presentability of work (appropriateness of arrangement and appearance of work).
- + (5) Attention to broad phases of assignments.
- + (6) Attention to pertinent detail.
- _____ (7) Accuracy of operations.
- + (8) Accuracy of final results.
- + (9) Accuracy of judgments or decisions.
- + (10) Effectiveness in presenting ideas or facts.
- + (11) Industry.
- + (12) Rate of progress on or completion of assignments.
- + (13) Amount of acceptable work produced. (Is marked based on production records? _____ (Yes or no))
- + (14) Ability to organize his work.
- + (15) Effectiveness in meeting and dealing with others.
- + (16) Cooperativeness.
- + (17) Initiative.
- + (18) Resourcefulness.
- + (19) Dependability.
- + (20) Physical fitness for the work.

- + (21) *Effectiveness in planning broad programs.*
- + (22) *Effectiveness in adapting the work program to broader or related programs.*
- + (23) *Effectiveness in devising procedures.*
- + (24) *Effectiveness in laying out work and establishing standards of performance for subordinates.*
- + (25) *Effectiveness in directing, reviewing, and checking the work of subordinates.*
- + (26) *Effectiveness in instructing, training, and developing subordinates in the work.*
- + (27) *Effectiveness in promoting high working morale.*
- + (28) *Effectiveness in determining space, personnel, and equipment needs.*
- + (29) *Effectiveness in setting and obtaining adherence to time limits and deadlines.*
- + (30) *Ability to make decisions.*
- + (31) *Effectiveness in delegating clearly defined authority to act.*

STATE ANY OTHER ELEMENTS CONSIDERED

- + (A) *Ability to lead & direct a group of Agents on raids & dangerous assignments.*
- + (B) *Capability for additional responsibility.*

I A JUN 1 1949 RECORDED

67-276576-80

STANDARD Deviations must be explained on reverse side of this form	Numbered <u>55</u>	Adjective Rating Rating official: EXCELLENT Reviewing official: _____
Plus marks on all underlined elements, and check marks on all other elements rated.	Adjective Rating: EXCELLENT APR 21 1949 Rating official: _____	Rating official: EXCELLENT
Check marks or better on all elements rated, and plus marks on at least half of the underlined elements.	Adjective Rating: Very Good Rating official: _____	Rating official: _____
Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance.	Adjective Rating: Good Rating official: _____	Rating official: _____
Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance.	Adjective Rating: Fair Rating official: _____	Rating official: _____
Minus marks on at least half of the underlined elements.	Adjective Rating: Unsatisfactory Rating official: _____	Rating official: _____

Rated by J.B. Wilcox Special Agent in Charge March 31, 1949
(Signature of rating official) (Title) (Date)
 Reviewed by W. J. Glavin Assistant Director 5-4-49
(Signature of reviewing official) (Title) (Date)

Rating approved by efficiency rating committee _____ (Date) Report to employee _____ (Adjective rating)

Seattle, Washington
March 31, 1949

RE: W. MARK FELT
SPECIAL AGENT

Mr. FELT presents an excellent personal appearance, has an excellent personality and dresses appropriately. He is above average in initiative, resourcefulness, force, and aggressiveness. Since August 1948, he has been a regular supervisor in this office, handling general criminal work. (He has taken an outstanding interest in his assignment, which has been a difficult one because of the large number of men assigned to his squad who are inexperienced in general work.) He has taken a personal interest in their individual developments in an effort to make them into real investigators. (The volume of work which he has handled has been large). Prior to the time he was designated as a supervisor in this office, he was engaged in the investigation of general cases, but was utilized to handle the most involved types of investigations. He has handled several Antitrust investigations very satisfactorily. Mr. FELT is a very good worker and his paper work requires no supervision. He readily accepts responsibility for assignments given him and follows through on them.

(He is in good physical condition). He is a qualified Bureau speaker, firearms expert, and has received inspector's aide training. He is enthusiastic, an excellent worker, and is above average in intelligence. He is developing fast in his ability as a supervisor. Mr. FELT is an excellent contact man and I feel presents excellent possibilities for further development. He is entitled to a rating of EXCELLENT.


JBW:lke

UNITED STATES DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION

407 U. S. Court House
Seattle 4, Washington
April 8, 1949

PERSONAL & CONFIDENTIAL

DIRECTOR, FBI

RE: SELF-INSPECTION, SEATTLE OFFICE
FEBRUARY, 1949

Dear Sir:

W. MARK FELT

Rebulet March 15, 1949 concerning captioned matters.

In accordance with instructions, there are submitted herewith memoranda obtained from Agents responsible for substantive delinquencies and from other employees responsible for the more serious administrative delinquencies.

I have gone over each of these delinquencies with the individuals involved and do not feel that further administrative action is warranted at this time.

With respect to the October mail which was located in a sealed envelope, the responsibility for that particular delinquency cannot be definitely fixed. [redacted] has submitted a memorandum, but it is possible that she was not the person responsible.

b6
b7C

In those instances where Agents have been transferred, no effort has been made to obtain a memorandum covering their full or partial responsibility for any particular delinquency.

You are advised that the delinquencies disclosed during the Self-Inspection have been corrected.

Very truly yours,

J. B. WELCOX

Special Agent in Charge

DC:CK

66-1202

3 Enclosures - 24

SAC, SEATTLE

MARCH 29, 1949

SA W. MARK FELT

[REDACTED]
ASN RA- [REDACTED] - FUGITIVE
DESERTER

b6
b7C

Reference is made to the Self-Inspection write-up, Seattle Office, February, 1949, in the above case.

On January 9, 1949, I telephonically approved a teletype to the Bureau and the Office of Origin, advising that the subject had been returned to military control. This teletype should have been marked "RUC".

The writer will not permit this error to recur in the future.

WMF:CK
42-2729

SAC, SEATTLE

MARCH 29, 1949

SA W. LEUK FOLT

[REDACTED] - FUGITIVE
ASH RA [REDACTED]
DESERTER

b6

b7C

Reference is made to the Self-Inspection write-up, Seattle Office, February, 1949 in the above case.

This write-up called attention to the fact that the writer did not mark "WUC" on the discontinued teletype received from the Office of Origin.

This error will not be permitted to recur in the future.

WLF:GH

42-2727

SAC, SEATTLE

MARCH 29, 1949

SA W. MARK FELT

[REDACTED]
ASN [REDACTED]
DISCUSS

b6
b7C

Reference is made to the Self-Inspection write-up, Seattle Office, February, 1949 in the above case.

The writer indicated that a case should be opened and assigned, whereas the original serial in this case should have been placed in 42-0.

This error will not be permitted to recur in the future.

WMP:CK
42-2735

Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI

DATE: August 10, 1949

FROM : SAC, SEATTLE

SUBJECT: W. MARK FELT
SPECIAL AGENT

b6
b7C

Special Agent FELT has requested that a copy of this letter be placed in his personnel file to reflect his office of preference as "any California office" instead of "Los Angeles, California."

VMF:NTE

15 AUG 24 1949

RECORDED

67-276576-81	
Searched	_____
Numbered	99
Filed	_____
5 AUG 16 1949	
FEDERAL BUREAU OF INVESTIGATION	

*File of memorandum
re cards 8/18/49
mlb*

THREE
mlb



United States Department of Justice
Federal Bureau of Investigation

6/27/49

IN REPLY, PLEASE REFER TO

FILE No. _____

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the widow or designated beneficiary of any Special Agent of the Federal Bureau of Investigation, United States Department of Justice, who had contributed to this fund prior to July 31, 1949, and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of ten dollars (\$10.00), made payable to the Chief Clerk of said Bureau, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund, which I understand is to be administered in the following manner:

The Director of the Bureau will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director of the Bureau in pertinent matters. The Chief Clerk of said Bureau shall receive all contributions and account for same to the Director.

Upon the death of any Special Agent, the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000.

The following person is hereby designated as my beneficiary for F. B. I. Agents' Insurance Funds:

Name AUDREY R. FELT Address 3037 W 167TH SEATTLE, WA
Relationship WIFE Dated 6/27/49

The following person is hereby designated as my beneficiary under the Chas. S. Ross Fund providing \$1500-death benefit to beneficiary of agents killed in line of duty.

Name S A M E Address _____
Relationship _____ Dated _____ 1949

Very truly yours,

[Signature]
Special Agent

b6
b7C

SHOULD MY WIFE ^{AUDREY} PREDECEASE ME I DESIRE THAT _____ SHARE ALL ^{17 19} ~~17-49~~ BENEFITS EQUALLY
WRONG DON U. MARK FELT

40



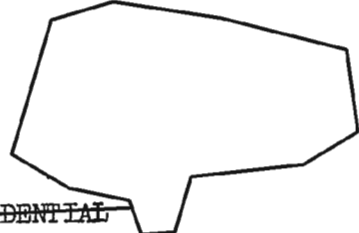
United States Department of Justice
Federal Bureau of Investigation



Seattle, Washington
April 25, 1949

IN REPLY, PLEASE REFER TO

FILE No. _____



b6
b7C

Director, FBI

~~CONFIDENTIAL~~

Re: SUPERVISORY STAFF

Dear Sir:

Rebulet April 13, 1949. Prior to the receipt of Bureau letter I had considered a reduction in the supervisory staff of this office due to a reduction in personnel and case load. I am now in the process of relieving Supervisor W. MARK FELT of his duties as a supervisor, and it is contemplated that Supervisor [redacted] who handles Loyalty Matters will, in view of the reduction in the Loyalty case load, spend only one-half time on supervisory duties. As a consequence, there has been a reduction from the supervisory staff of one and one-half men. I will follow this matter closely and make further reduction if the opportunity presents.

b6
b7C

RECORDED

67-880-1144
ERWIN
FEDERAL BUREAU OF INVESTIGATION

X The present supervisory assignments will consist of G. ERWIN PIPER and CHARLES H. DeFORD, Security Matters; Agent [redacted] part-time Loyalty; Agent LLOYD A. DUCOMMUN on Applicant and General Matters; Assistant SAC DANIEL CURRIE on General, and myself on Accounting Matters. The assignments of specific responsibilities for Agent DUCOMMUN, Assistant SAC CURRIE and myself are currently being worked out.

b6
b7C

Very truly yours;

J. B. Wilcox
J. B. WILCOX
Special Agent in Charge

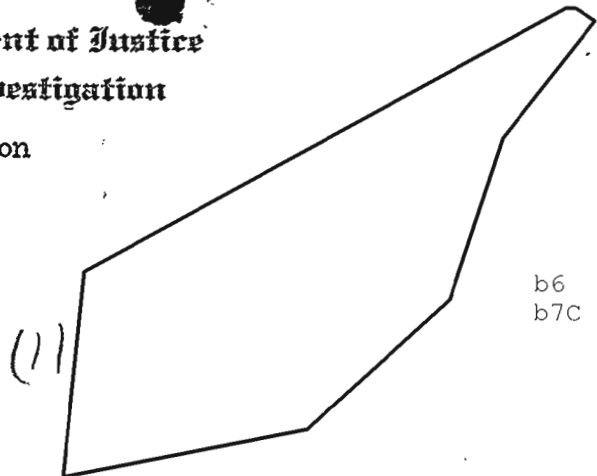
DC:lke



United States Department of Justice
Federal Bureau of Investigation

Seattle, Washington
December 5, 1949

IN REPLY, PLEASE REFER TO
FILE No. _____



b6
b7c

Mr. J. Edgar Hoover, Director
Federal Bureau of Investigation
Department of Justice
Washington, D. C.

Dear Sir:

A few months ago a memorandum was sent to the Bureau from the Seattle Office requesting that my Office of Preference be changed from Los Angeles, California, to any California Office.

Due to the fact that I have just purchased a new home in Seattle, it is now requested that my preference be listed as Seattle, Washington, with San Francisco and Los Angeles, California, listed as second and third choices.

Special Agent in Charge J. B. WILCOX is cognizant of this letter.

The above is not intended to mean that I am not available for any Bureau assignment.

*listed
12-9-49
ms*

DEC 15 1949

67-276576-82	
Coordinated	_____
Numbered	23
	94
6 DEC 8 1949	
FEDERAL BUREAU OF INVESTIGATION	

Respectfully yours,

W. MARK FELT
Special Agent
Seattle, Washington

cc Seattle Office

DIRECTOR, FBI

August 22, 1949

SAC, SEATTLE

PERSONAL AND CONFIDENTIAL

PERSONNEL ADVANCEMENT

Re SAC Letter #80, August 16, 1949, captioned as above, in which the Bureau desired that a list of those Agents be submitted who I feel should be considered on a long range basis for development as Bureau administrators and executives. The following are listed in the order in which I would recommend them:

Special Agent G. ERWIN PIPER

Mr. PIPER entered on duty March 3, 1941. He has received a better formal education than most Agents, having a Ph.D. Degree. He has served as a supervisor at the Seat of Government. He is a qualified Bureau speaker and police instructor. His talks are always very well received. He is a very good to excellent speaker and is an extremely clear, logical thinker. He has acted as a field supervisor in this office for approximately three years. He was supervisor of ABA applicant and employee cases in this office when the volume was extremely heavy and was instrumental in designing procedures in order that the work could be handled. He was not lost in details and always was able to keep the final objective in mind.

As has been indicated by SAC L. V. BOARDMAN in the past, he is polished and diplomatic. He is above average in intelligence, gets along well with people, makes excellent contacts, is well advised in Bureau policy and procedure and is available for assignment anywhere at any time. He is in good physical condition. He is an inspector's aid.

As I have indicated several times in the past, I am of the opinion that he is capable of functioning as a Special Agent in Charge at the present time.

Special Agent W. MARK FELT

Mr. FELT has been assigned to the Seat of Government as a supervisor. He has acted as a full-time supervisor in this office for approximately four months and has acted as a relief supervisor over a considerably longer period of time. He is a firearms expert, a police instructor, an inspector's aid and a qualified Bureau speaker. He makes an excellent talk which is well delivered and well organized. He presents an above average personal appearance, is tactful, makes excellent contacts and is above average in initiative and resourcefulness. He is able to handle involved types of

JEW:IM

99

6 SEP 12 1949

DIRECTOR, FBI
RE: PERSONNEL ADVANCEMENT

SAC, SEATTLE
August 22, 1949

Investigative matters, has had experience in various general types of Bureau work, is enthusiastic and above average in intelligence. He is in good physical condition and is available for assignment anywhere at any time. He is well advised in Bureau policies and procedures, considering his length of experience (he entered on duty 1-26-42); however, he needs additional instruction in the detailed operation of a Chief Clerk's Office. He is as qualified in this respect, and more so, than most Agents.

I feel that Mr. [REDACTED] could function as an ASAC at this time.

Special Agent [REDACTED]

[REDACTED] entered on duty as an Agent November 3, 1947. He previously spent approximately one year as a fingerprint classifier for the Bureau. [REDACTED] presents a better than average personal appearance. He is tactful, diplomatic and gets along extremely well with people. He has made some excellent contacts and has handled his own assignments in an above average manner. He is the kind of Agent who always has his eyes open and is alert to anything which concerns the Bureau. He is above average in enthusiasm, tactfulness, aggressiveness, initiative and resourcefulness. He seems to think along good, logical lines, is a good worker and is available for assignment anywhere at any time. He is in good physical condition. I think he presents good possibilities at the present time for a supervisory position at the Seat of Government, and if he develops as I feel he will, I believe eventually he would be qualified for higher positions in the Bureau.

b6
b7c

Mr. Tolson.....
Mr. Ladd.....
Mr. Clegg.....
Mr. Nichols.....
Mr. Rosen.....
Mr. Tracy.....
Mr. Harbo.....
Mr. Mohr.....
Tele. Room.....
Mr. Nease.....
Miss Gandy.....

Office Memorandum • UNITED STATES GOVERNMENT

TO : MR. TOLSON *[Signature]*

FROM : H. H. CLEGG *[Signature]*

SUBJECT: SA W. MARK FELT, Seattle
Aide to Inspector

DATE: 12-2-49

The above-named Agent assisted Mr. Naughten during the recent inspection at Portland. Felt has had previous experience of this type. Mr. Naughten advises that Felt is a valuable aide who approached his assignments with vigor, with a minimum of supervision, and with usually sound conclusions. He was completely objective throughout the entire inspection and did perform a constructive job. In view of his above-average showing, he is rated as very good as an aide.

[Handwritten initials]
TEN:emb

8. DEC 14 1949

RECORDED

67-276576-83 *[Handwritten]*

Searched.....

Numbered.....

Filed.....

3 DEC 9 1949

FEDERAL BUREAU OF INVESTIGATION

[Handwritten signature]

[Handwritten notes]
noted
DEC 9 1949
12/10/49

ANNUAL
REPORT OF
EFFICIENCY RATING

ADMINISTRATIVE-UNOFFICIAL ()
OFFICIAL:
REGULAR (X) SPECIAL ()
PROBATIONAL ()

As of March 31, 1950 based on performance during period from 4/1/49 to 3/31/50

W. MARK FELT
(Name of employee)

SPECIAL AGENT GS-12
(Title of position, service, and grade)

FEDERAL BUREAU OF INVESTIGATION, SEATTLE, WASHINGTON

(Organization—Indicate bureau, division, section, unit, field station)

ON LINES BELOW MARK EMPLOYEE V if adequate - if weak + if outstanding	1. Study the instructions in the Rating Official's Guide, C. S. C. Form No. 3823A. 2. Underline the elements which are especially important in the position. 3. Rate only on elements pertinent to the position. a. Do not rate on elements in <i>italics</i> except for employees in administrative, supervisory, or planning positions. b. Rate administrative, supervisory, and planning functions on elements in <i>italics</i> .	CHECK ONE: Administrative, supervisory, or planning ----- <input type="checkbox"/> All others ----- <input checked="" type="checkbox"/>
---	---	---

- (1) Maintenance of equipment, tools, instruments.
- (2) Mechanical skill.
- + (3) Skill in the application of techniques and procedures.
- (4) Presentability of work (appropriateness of arrangement and appearance of work).
- + (5) Attention to broad phases of assignments.
- + (6) Attention to pertinent detail.
- (7) Accuracy of operations.
- + (8) Accuracy of final results.
- + (9) Accuracy of judgments or decisions.
- + (10) Effectiveness in presenting ideas or facts.
- + (11) Industry.
- + (12) Rate of progress on or completion of assignments.
- + (13) Amount of acceptable work produced. (Is mark based on production records? -----) (Yes or no)
- + (14) Ability to organize his work.
- + (15) Effectiveness in meeting and dealing with others.
- + (16) Cooperativeness.
- + (17) Initiative.
- + (18) Resourcefulness.
- + (19) Dependability.
- + (20) Physical fitness for the work.

- (21) Effectiveness in planning broad programs.
- (22) Effectiveness in adapting the work program to broader or related programs.
- (23) Effectiveness in devising procedures.
- (24) Effectiveness in laying out work and establishing standards of performance for subordinates.
- (25) Effectiveness in directing, reviewing, and checking the work of subordinates.
- (26) Effectiveness in instructing, training, and developing subordinates in the work.
- (27) Effectiveness in promoting high working morale.
- (28) Effectiveness in determining space, personnel, and equipment needs.
- (29) Effectiveness in setting and obtaining adherence to time limits and deadlines.
- (30) Ability to make decisions.
- (31) Effectiveness in delegating clearly defined authority to act.

67-276576-84

STATE ANY OTHER ELEMENTS CONSIDERED

Searched _____

+ (A) Capability for additional responsibility.

(B) Filed 50

2 APR 18 1950

(C) _____

FEDERAL BUREAU OF INVESTIGATION

STANDARD

Deviations must be explained on reverse side of this form

- Plus marks on all underlined elements, and check marks or better on all other elements rated.....
- Check marks or better on all elements rated, and plus marks on at least half of the underlined elements.....
- Check marks or better on a majority of underlined elements, and all weak performance overcompensated by outstanding performance.....
- Check marks or better on a majority of underlined elements, and all weak performance not overcompensated by outstanding performance.....
- Minus marks on at least half of the underlined elements.....

- Adjective Rating
- Excellent
- Very Good
- Good
- Fair
- Unsatisfactory

Rating official EXCELLENT
Reviewing official _____

OK-WSTH

Rated by J. B. Wilcox (Signature of rating official) Special Agent in Charge (Title) March 31, 1950 (Date)
Reviewed by J. B. Wilcox (Signature of reviewing official) Assistant Director (Title) 4/26/50 (Date)
Federal Bureau of Investigation

Rating approved by efficiency rating committee _____ (Date) Report to employee _____ (Adjective rating)

Seattle, Washington
March 31, 1950

RE: W. MARK FELT
SPECIAL AGENT

This agent makes an excellent personal appearance. He is above average in intelligence, alert and has a friendly and engaging personality. He creates a favorable impression and makes contacts easily.

The stenographers rate Agent FELT as an excellent dictator. (He is a firearms expert and has demonstrated the ability to organize and lead a group of agents on a dangerous assignment. As a firearms expert, he has handled a number of firearms schools for law enforcement agencies in this State and has done an excellent job. This agent performs creditably on a physical surveillance.)

(Reports and memoranda prepared by Agent FELT require practically no supervision.) (During a portion of the rating period he served as Supervisor on certain general criminal classifications. He handled that assignment in an excellent manner.) Because of reduction of work, FELT was removed from desk work and has, for the past several months, been engaged exclusively on firearms matters and liaison. The volume of liaison work required in the Seattle Office is large; it consists of handling written and telephonic replies to name checks and in making frequent contact with representatives of the various armed service intelligence agencies and law enforcement organization. In addition FELT gives attention to the development of office contacts. He has handled all phases of the liaison work in an excellent manner.

During the inspection of the Seattle Office in October 1949, FELT received a grade on the inspection examination of 97.5. He was rated at that time by the stenographers as an excellent dictator.

This agent is thoroughly experienced in all phases of Bureau investigative activities. He can be assigned any type of investigation and will do an excellent job. He has demonstrated supervisory and executive ability and can operate at any time as an ASAC. FELT is a satisfactory witness. He is in good physical condition and is available for any general or special assignment.

RATING: EXCELLENT.

DC:eon

7



United States Department of Justice
 Federal Bureau of Investigation
 Washington, D. C.



Director
 Federal Bureau of Investigation
 United States Department of Justice
 Washington, D. C.

6108 (Rev. 1-22-50)

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of \$10, payable to the Chief Clerk of the FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Chief Clerk of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name AUDREY R. FELT Relationship WIFE Date 3/16/50

Address 125 N. 132ND ST. SEATTLE, 33, WASHINGTON.

IF MY WIFE PREDECEASES ME,



The following person is designated as my beneficiary under the Chas. D. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty.

Name SAME AS ABOVE Relationship _____ Date _____

Address _____

Ack
 MAR 23 1950
del

3/wrg

Very truly yours,

 W. MARK FELT
 Special Agent

19
 75
 67-117-1110-1111
 1950

b6
 b7C

Little

Mr. W. Mark Felt
Federal Bureau of Investigation
U. S. Department of Justice

Name: W. MARK FELT

Title: SPECIAL AGENT

EOD: 1/26/42

Salary: CAF-12 \$6714

Preference: Any California Office

Exam: 97.5%

Dictation Rating: Excellent

SAC WILCOX:

Mr. FELT presents an excellent personal appearance, has an outstanding personality and is above average in intelligence. He shows excellent prospects for future development. He handles police training matters, is a qualified Bureau speaker and until recently operated as a supervisor. He was released from this assignment as the number of men in the office decreased. He definitely has supervisory and administrative ability.

STATUS: EXCELLENT.

INSPECTOR NAUGHTEN: I agree. His supervisory work appeared to have been very satisfactory during time he was such.

15 JAN 6 1950
10
RECORDED

Inspection Report
Seattle Office
Inspector Naughten
October 20, 1949
Interviewed By: Inspector Naughten

LOC 7

RECORD OF PHYSICAL EXAMINATION OF OFFICERS AND SPECIAL AGENTS
FEDERAL BUREAU OF INVESTIGATION, U. S. DEPARTMENT OF JUSTICE

b6
b7c

NAME FELT, "W" Mark AGE 36 YEARS, 10 MONTHS
NATIVITY (state of birth) Idaho MARRIED, SINGLE, WIDOWED: Married NUMBER OF CHILDREN
FAMILY HISTORY Father and Mother living and well. One sister living and well.

HISTORY OF ILLNESS OR INJURY Usual childhood diseases. Herniorophy 1948.

HEAD AND FACE Normal

EYES: PUPILS (size, shape, reaction to light and distance, etc.) equal, round, react to L & A.

DISTANT VISION RT. 20/20; corrected to 20/

LT. 20/20, corrected to 20/

COLOR PERCEPTION Normal AOC 1940 abridged

(state edition of Stilling's plates or Lamps used)

DISEASE OR ANATOMICAL DEFECTS None

EARS: HEARING RT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH 15/15'

LT. WHISPERED VOICE 15/15' CONVERSATIONAL SPEECH 15/15'

DISEASE OR DEFECTS None

NOSE Normal

(Disease or anatomical defect, obstruction, etc. State degree)

SINUSES Normal

TONGUE, PALATE, PHARYNX, LARYNX, TONSILS Normal

TEETH AND GUMS (disease or anatomical defect): as charted

MISSING TEETH # 1, 14, 15, 17, 32.

NONVITAL TEETH None

PERIAPICAL DISEASE None

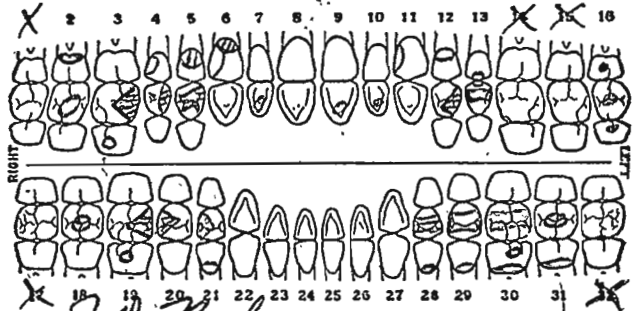
MARKED MALOCCLUSION None

PYORRHEA ALVEOLARIS None

TEETH REPLACED BY BRIDGES None

DENTURES None

REMARKS None



J. D. Nelson
J. D. NELSON LTJG DC USN

(Signature of Dental Officer)

GENERAL BUILD AND APPEARANCE Atheletic. Good

TEMPERATURE Normal CHEST AT EXPIRATION 40 1/2

HEIGHT 72" CHEST AT INSPIRATION 42

WEIGHT 185 1/2 CIRCUMFERENCE OF ABDOMEN AT UMBILIGUS 34 1/2

RECENT GAIN OR LOSS, AMOUNT AND CAUSE None

SKIN, HAIR, AND GLANDS Normal

NECK (abnormalities, thyroid gland, trachea, larynx) Normal

SPINE AND EXTREMITIES (bones, joints, muscles, feet) Normal

ENTERED
8-15-74
222 E/10/10

Copy OWCP
12-30-74
207

THORAX (size, shape, movement, rib cage, mediastinum) Normal Chest X-Ray Film # 9603
RESPIRATORY SYSTEM, BRONCHI, LUNGS, PLEURA, ETC. Normal dtd 7-13-50 Negative

CARDIO-VASCULAR SYSTEM Normal
HEART (note all signs of cardiac involvement) Normal

PULSE: BEFORE EXERCISE 75 BLOOD PRESSURE: SYSTOLIC 122
AFTER EXERCISE 100 DIASTOLIC 62
THREE MINUTES AFTER 76
CONDITION OF ARTERIES Normal CHARACTER OF PULSE full & regular
CONDITION OF VEINS Normal HEMORRHOIDS None

ABDOMEN AND PELVIS (condition of wall, scars, herniae, abnormality of viscera) _____
Right well healed herniorophy scar.

GENITO-URINARY SYSTEM Normal
URINALYSIS: SP. GR. 1.024 ALB. Negative SUGAR Negative MICROSCOPICAL Normal
VENEREAL DISEASE Denies

NERVOUS SYSTEM Normal
(organic or functional disorders)
ROMBERG Negative INCOORDINATION (gait, speech) None
REFLEXES, SUPERFICIAL Normal DEEP (knee, ankle, elbow) Normal TREMORS None
SEROLOGICAL TESTS Kahn Negative BLOOD TYPE "O"
ABNORMAL PSYCHE (neurasthenia, psychasthenia, depression, instability, worries) _____
None noted

SMALLPOX VACCINATION: DATE OF LAST VACCINATION 1948
TYPHOID PROPHYLAXIS: NUMBER OF COURSES 1
DATE OF LAST COURSE 1948
REMARKS ON ABNORMALITIES NOT OTHERWISE NOTED OR SUFFICIENTLY DESCRIBED ABOVE _____
None noted

SUMMARY OF DEFECTS Essentially Negative

CAPABLE OF PERFORMING DUTIES INVOLVING full PHYSICAL EXERTION
IS THIS INDIVIDUAL PHYSICALLY FIT TO PARTICIPATE IN RAIDS AND APPREHENSION OF CRIMINALS
WHICH MIGHT ENTAIL THE PRACTICAL USE OF FIREARMS Yes (yes or no)
(when no is given state cause) _____

FINDINGS, RECOMMENDATIONS AND REMARKS (as per boards, when necessary) _____

U.S. DEPT. OF JUSTICE

JUL 13 1950

PERSONNEL UNIT

S. B. Baer
S. B. BAER LTJG MC USNR
NAS, SEATTLE, WASHINGTON

DATE OF EXAMINATION 13 July 1950



United States Department of Justice
 Federal Bureau of Investigation
 Washington, D. C.



Director
 Federal Bureau of Investigation
 United States Department of Justice
 Washington, D. C.

8/18/50

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK ~~MONEY ORDER~~) the sum of \$10, payable to the Chief Clerk of the FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Chief Clerk of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name AUDREY R. FELT Relationship WIFE Date 8/18/50

Address 125 NORTH 132ND ST. SEATTLE, WASH.
 IN THE EVENT MY WIFE PURCHASES ME

b6
b7C

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty.

Name OTTO Relationship WIFE Date 8/18/50

Address _____

ack
 AUG 31 1950
 JM

Very truly yours,

 Special Agent
 W. MARK FELT

W. Mark Felt
Federal Bureau of Investigation
U. S. Department of Justice

Seattle

DIRECTOR, FBI

June 21, 1950

SAC, SEATTLE

SUPERVISION OF WORK
SEATTLE OFFICE

Effective June 19, 1950, I placed into effect a new division of work in this office, which has resulted in the elimination of one supervisor. Presently, therefore, in addition to myself and the ASAC, we have two supervisors. I am personally handling all matters not relating to investigative work. Mr. BURTON, the ASAC, is supervising criminal cases in the major classifications, as well as a number of others. For the other supervisor handling criminal matters as well as all applicant type matters, I have selected Special Agent W. MARK FELT. As I have indicated previously, I feel that Mr. FELT possesses considerable promise, and I feel he should have some field supervisory experience. He did operate as a supervisor for a period of several months and did a very good job.

Special Agents LLOYD A. DUCOMMUN and [REDACTED] will be returned to general investigative work. b6
b7C

The other supervisor remains Special Agent C. ERWIN PIPER, who will supervise all security type investigations, including Loyalty.

ASAC JOSEPH J. CASPER is assigned to our Richland Resident Agency and performs no supervisory work; he acts in reality as a Senior Resident Agent. We therefore now have four persons handling the supervisory work in the Seattle Office. I think this will be a sufficient number until such time as the volume of AEA cases increases above the present rate.

JBW:IM

2 JUL 26 1950

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Glavin

FROM : H. L. Edwards

SUBJECT: W. MARK FELT
Special Agent
Seattle

DATE: September 7, 1950

Tolson _____

Ladd _____

Clegg _____

Glavin _____

Nichols _____

Rosen _____

Tracy _____

Harbo _____

Belmont _____

Mohr _____

Tele. Room _____

Nease _____

Gandy _____

b6
b7C

RE. UNIFORM PROMOTION

This employee entered on duty as a Special Agent 1-26-42 in Grade CAF-9, \$3200 per annum, and on 2-24-46 was reallocated to Grade CAF-12, \$5180. As the result of three basic increases in pay and two uniform promotions, his present salary is \$6800 in Grade GS-12. He is eligible for a uniform promotion, effective 9-17-50.

As the result of a self-inspection of the Seattle Office in February, 1949, the following delinquencies against Agent Felt were noted: In the case entitled [redacted], Fugitive, Deserter, Agent Felt telephonically approved a teletype to the Bureau and the Office of Origin, advising that the subject had been returned to military control. The teletype should have been marked "RUC." In the case entitled [redacted], Fugitive, Deserter, this Agent did not mark "RUC" on the discontinued teletype received from the Office of Origin. In the case entitled [redacted], Deserter, the Agent indicated that a case should be opened and assigned, whereas the original serial in this case should have been placed in 42

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b7C

On 3-31-49 SAC Wilcox rated him EXCELLENT.

During the inspection of the Seattle Office in October, 1949, the SAC said Agent Felt had an outstanding personality, presented an excellent personal appearance, was above average in intelligence and showed excellent prospects for future development. He handled police training matters, was a qualified Bureau speaker and until recently had operated as a supervisor. He definitely had supervisory and administrative ability. Inspector Naughten agreed with the comments of the SAC and added that Agent Felt's supervisory work appeared to have been very satisfactory.

On 3-31-50 SAC Wilcox rated him EXCELLENT and said he created a favorable impression, made contacts easily, was rated an excellent dictator, was a firearms expert and had demonstrated the ability to organize and lead a group of agents on a dangerous assignment. As a firearms expert he had handled a number of firearms schools for law enforcement agencies and had done an excellent job. This agent performed creditably on a physical surveillance. Reports and memoranda prepared by Agent Felt required practically no supervision. For the past several months he had been engaged exclusively on firearms matters and liaison and he had handled all phases of the liaison work in an excellent manner. During the inspection of the Seattle Office in October, 1949, he had

67-276576-86

RECORDED

SEP 28 1950

File

33

SEP 11 1950

received a grade of 97.5 on the inspection examination. He was thoroughly experienced in all phases of Bureau investigative activities, could be assigned any type of investigation and would do an excellent job. He had demonstrated supervisory and executive ability and could operate at any time as an ASAC. He was a satisfactory witness, in good physical condition and was available for general or special assignment.

RECOMMENDATION: It is recommended that a special efficiency report be requested and that Agent Felt's uniform promotion be withheld pending receipt and review of the efficiency report. In the event this is approved, the necessary letter is attached.

no
for
JEE:rwd *ala*

H. J. Edwards
gr

Promotion not
now
9/19/50

[Signature]
9/18/50



b6
b7C

9-19-50
MAG/bm

Adv. Prom.
9/19/50
[Signature]

Prepared by
Checked by
Filed by

September 22, 1950

Mr. W. Mark Reft
Chief of Bureau of Investigation
Washington, D.C.

Re: [Illegible] ...
[Illegible] ... \$6800 ... \$7000 ...
GS-12, [Illegible]

6 SEP 27 1950

276576-87

Special Agents (Personnel Section)

Mr. J. E. Edwards
Personnel Section

Stamp area containing file number 276576-87 and other administrative markings.

RECEIVED READING ROOM
FBI
U.S. DEPT. OF JUSTICE
SEP 19 4 01 PM '50

- Wilson
- add
- clear
- lawth
- nichols
- ospen
- reay
- arbo
- elmont
- ohy
- file room
- sub
- andy

JW:RK *Rh*
67-276576

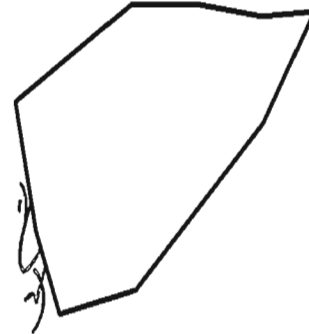
MAILED 17
SEP 26 1950
COMM - FBI

VA
Reed
TKR

Office Memorandum • UNITED STATES GOVERNMENT

W
 TO : DIRECTOR, FBI
 FROM : SAC, SEATTLE
 SUBJECT: W. MARK FELT
SPECIAL AGENT

DATE: 10/23/50



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b7C

SA FELT has advised me that his wife, AUDREY R. FELT, has accepted employment with the Veterans Administration, Seattle, Washington, effective this date.

WMF:CK

2 NOV 8
RECORDED

1950 - 276576 - 88

Searched
Numbered 63
Filed
OCT 28 1950	
FEDERAL BUREAU OF INVESTIGATION	

W
W

Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI

DATE: September 6, 1950

FROM : SAC, SEATTLE

PERSONAL AND CONFIDENTIAL

SUBJECT: PERSONNEL - ADVANCEMENT

Re SAC Letter #56, 8/11/50, desiring that the names of those Agents be submitted who I feel should be considered on a long range basis for development as Bureau administrators and executives.

Special Agent C. ~~ERWIN~~ PIPER ✓

My opinion concerning Mr. PIPER has not changed, and my views are reflected in my letter of August 22, 1949. He is above average in all respects and could capably function as an SAC at the present time.

Special Agent CHARLES H. ~~DeFORD~~ ✓

Mr. DeFORD entered on duty January 6, 1941. He has had supervisory training at the Bureau and acts as a relief supervisor practically his entire time because of the absence from the desks of the various supervisors and myself. He also has acted as full-time supervisor and in that capacity I feel is preeminently qualified. He is very versatile, an excellent "paper" man and is well acquainted with the over-all operations of a field office. He has excellent judgment, is very loyal, works more voluntary overtime than the average Agent by a considerable margin, and is outstanding in all respects. He presents a good personal appearance, makes a good talk before a group, and I think could be considered for the position of ASAC at this time.

Special Agent W. MARK ~~FELT~~ ✓

I commented concerning Mr. FELT in my letter of August 22, 1949. In the past he has acted as a relief supervisor and for the past several months has been acting as a full-time supervisor handling applicant type and related matters. His attitude is good, he works hard and learns rapidly. He presents an excellent personal appearance, gets along well with people, is tactful, and is a thoroughly experienced investigator. He has had Bureau supervisory experience, and I feel could act as an ASAC at this time.

Special Agent ARTHUR E. ~~FUSS~~, JR. ✓

Mr. FUSS entered on duty July 7, 1947. His headquarters are presently fixed at Tacoma. He presents an excellent personal appearance, gets along well with people and is very tactful. Although he has still some things to learn concerning investigative techniques, he has developed quite rapidly, and I think should be considered by the Bureau for long range development. He is married, has no children and is definitely interested in progressing in the Bureau. He is above average in his ability to meet people. I think he could be considered for a Bureau supervisory position at this time. I know of no special aptitudes which he possesses which would indicate the division for which he might best be suited, but I feel that his general over-all performance warrants consideration of him for the long range view.

JBW:IM

DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 08-07-2009

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**U. S. DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
WASHINGTON 25, D. C.**

STANDARD FORM 50
UNITED STATES
CIVIL SERVICE COMMISSION
OCTOBER 1946

FORM APPROVED
BUDGET BUREAU NO. 50-R064

Prepared by: *[Signature]*
Checked by: *[Signature]*
Noted by: *[Signature]*

NOTIFICATION OF PERSONNEL ACTION

1. NAME (MR. - MISS - MRS. - FIRST - MIDDLE INITIAL - LAST) MR. W. MARK FELT	2. DATE OF BIRTH 9-17-13	3. JOURNAL OR ACTION NO. F. B. I. 3004 3604	4. DATE 9-15-46
This is to notify you of the following action affecting your employment:			
5. NATURE OF ACTION (USE STANDARD TERMINOLOGY) PERIODIC PAY INCREASE	6. EFFECTIVE DATE 9-17-46	7. CIVIL SERVICE OR OTHER LEGAL AUTHORITY	

FROM		TO	
Special Agent	8. POSITION TITLE		
GS 12 \$6000 per annum	9. SERVICE, GRADE, SALARY	GS 12 \$7000 per annum	
	10. ORGANIZATIONAL DESIGNATIONS		
	11. HEADQUARTERS		
<input checked="" type="checkbox"/> FIELD	<input type="checkbox"/> DEPARTMENTAL	<input type="checkbox"/> FIELD	<input type="checkbox"/> DEPARTMENTAL
12. FIELD OR DEPT'L		12. FIELD OR DEPT'L	

13. VETERAN'S PREFERENCE					14. POSITION CLASSIFICATION ACTION						
<input type="checkbox"/> NONE	<input type="checkbox"/> 5 PT.	<input type="checkbox"/> 10 POINT			<input type="checkbox"/> WWII	<input type="checkbox"/> WWI	<input type="checkbox"/> OTHER	<input type="checkbox"/> NEW	<input type="checkbox"/> VICE	<input type="checkbox"/> I. A.	<input type="checkbox"/> REAL.
		<input type="checkbox"/> DISAB.	<input type="checkbox"/> WIFE	<input type="checkbox"/> WIDOW							
15. SEX	16. RACE	17. APPROPRIATION S. & E., FBI			18. SUBJECT TO C. S. RETIREMENT ACT (YES-NO)		19. DATE OF OATH (ACCESSIONS ONLY)		20. LEGAL RESIDENCE		
		FROM: DATE			YES NO						
		TO: DATE									

21 NOV 1 1950 *[Signature]*

REMARKS

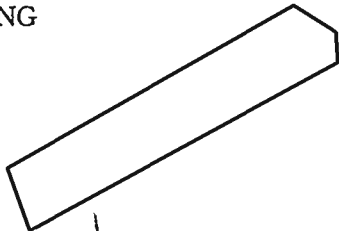
Exam Prom. under the Auto. Prom. Bill, Public Law #263 on extended 6-30-45. Prom. under the same Bill from \$5474.00 to \$6710 in CAF 12 off. 3-20-49. Last efficiency rating - **EXCELLENT - Approved Salary Committee 4-26-49.**

[Signature]
SIGNATURE OR OTHER AUTHENTICATION

8. FILE

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING



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b7C

Name of Employee: W. MARK FELT *261888*

Where Assigned: Seattle Supervisor - Criminal-Applicant Squad
(Division) (Section, Unit)

Payroll Title: Special Agent

Rating Period: from 4/1/50 to 3/31/51

ADJECTIVE RATING: Satisfactory
Outstanding, Satisfactory, Unsatisfactory

Employee's
Initials

W

Rated by: *J. B. Nielsen* Special Agent in Charge 3/31/51
Signature Title Date

Reviewed by: _____
Signature Title Date

Rating approved by: *W. R. Glavin* Assistant Director, MAY 2 1951
Signature Federal Bureau of Investigation Title Date

TYPE OF REPORT

- (X) Official
- (X) Annual

- () Administrative
- () 60-day
- () Transfer *Apr 30 1951*
- () Separation from service
- () Special

14 MAY 21 1951
57-276576-89

WJL

NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

U.S. DEPT. OF JUSTICE
FBI

MAY 2 8 58 AM '51

REC'D
PERSONNEL UNIT

MAY 2 1951

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD - 185)

Name of Employee W. MARK FELT Title SPECIAL AGENT
 Rating Period: from 4/1/50 to 3/31/51

RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).
✓ Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).
- Unsatisfactory.
0 No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out below.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- | | |
|---|--|
| <p><u>✓</u> (1) Personal appearance.
 <u>+</u> (2) Personality and effectiveness of his personal contacts.
 <u>✓</u> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load).
 <u>✓</u> (4) Physical fitness (including health, energy, stamina).
 <u>✓</u> (5) Resourcefulness and ingenuity.
 <u>✓</u> (6) Forcefulness and aggressiveness as required.
 <u>✓</u> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives.
 <u>✓</u> (8) Initiative and the taking of appropriate action on own responsibility.
 <u>✓</u> (9) Planning ability and its application to the work.
 <u>✓</u> (10) Accuracy and attention to pertinent detail.
 <u>✓</u> (11) Industry, including energetic consistent application to duties.
 <u>✓</u> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control.
 <u>✓</u> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'knowhow' of application.
 <u>✓</u> (14) Technical or mechanical skills.
 <u>-</u> (15) Investigative ability and results:
 ___ (a) Internal security cases
 ___ (b) Criminal or general investigative cases
 ___ (c) Fugitive cases
 ___ (d) Applicant cases
 ___ (e) Accounting cases
 <u>0</u> (16) Physical surveillance ability.</p> | <p><u>✓</u> (17) Firearms ability.
 <u>0</u> (18) Development of informants and sources of information.
 <u>✓</u> (19) Reporting ability:
 <u>✓</u> (a) Investigative reports
 <u>✓</u> (b) Summary reports
 <u>✓</u> (c) Memos, letters, wires
 (Consider: ___ conciseness; ___ clarity; ___ organization; ___ thoroughness; ___ accuracy; ___ adequacy and pertinency of leads; ___ administrative detail.)
 <u>✓</u> (20) Performance as a witness.
 <u>✓</u> (21) Executive ability:
 ___ (a) Leadership
 ___ (b) Ability to handle personnel
 ___ (c) Planning
 ___ (d) Making decisions
 ___ (e) Assignment of work
 ___ (f) Training subordinates
 ___ (g) Devising procedures
 ___ (h) Emotional stability
 ___ (i) Promoting high morale
 ___ (j) Getting results
 <u>✓</u> (22) Ability on raids and dangerous assignments:
 <u>✓</u> (a) As leader
 <u>✓</u> (b) As participant
 <u>✓</u> (23) Organizational interest, such as making of suggestions for improvement.
 <u>✓</u> (24) Ability to work under pressure.
 ___ (25) Miscellaneous. Specify and rate:

 _____</p> |
|---|--|

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Supervisor - Applicant-Criminal Squad

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): investigator, desk man, speaker

- C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING: Satisfactory
 Outstanding, Satisfactory, Unsatisfactory

Seattle, Washington
March 31, 1951

RE: W. MARK FELT
SPECIAL AGENT, GS-12

Since July 7, 1950, Mr. FELT's services have been utilized as a supervisor in the Seattle Office. He is supervising principally applicant matters but included on his desk are some of the criminal violations. Mr. FELT presents an excellent personal appearance, is above average in intelligence and has a pleasing personality. He is able to make excellent contacts with persons outside the office, is in good physical condition and turns out a very good volume of work. He has rapidly learned his job as a supervisor. His work has required only normal supervision. He is above average in his ability to dictate, has above average planning ability and is able to supervise the work of others. Mr. FELT is well grounded in Bureau policy and procedures and has demonstrated that he has supervisory ability. I believe also that he has administrative ability. He is enthusiastic concerning his assignment, is cooperative and loyal. He is available for any Bureau assignment.

He should be rated in the upper bracket of his grade.



JBW:LM



**United States Department of Justice
Federal Bureau of Investigation
Washington, D. C.**



2/8/57

Director
Federal Bureau of Investigation
United States Department of Justice
Washington, D. C.

Dear Sir:

For inclusion in the fund to be paid to the designated beneficiary of any Special Agent of the FBI who has previously contributed to this fund and who dies from any cause except self-destruction while employed as a Special Agent, I am forwarding herewith (by CHECK - ~~MONEY ORDER~~) the sum of \$10, payable to the Chief Clerk of the FBI, to be included in said fund. Payment will be made for death by self-destruction after the Agent has been a member of the fund for two years. It is understood and agreed that the sum tendered herewith is a voluntary, gratuitous contribution to said fund which I understand is to be administered in the following manner.

The Director of the FBI will appoint a committee which shall consider all matters pertaining to the acquisition, safe keeping and expending of said fund, which committee will recommend appropriate action to the Director in pertinent matters. The Chief Clerk of the FBI shall receive all contributions and account for same to the Director. Upon the death of any Special Agent who is a member of said fund the appointed committee will consider the case and submit a recommendation to the Director as to its conclusions. Appropriate instructions will then be issued to the Chief Clerk, directing him to pay to the designated beneficiary the sum of \$10,000. The following person is designated as my beneficiary for FBI Agents' Insurance Fund:

Name AUDREY P FERT Relationship WIFE Date 2/8/57
 Address 125 NORTH BRAND (SEATTLE, WA)
AND IF SHE PREDECEASES

30 MAR 18 1957

b6
b7C

The following person is designated as my beneficiary under the Chas. S. Ross Fund providing \$1500 death benefit to beneficiary of agents killed in line of duty.

Name SAME Relationship _____ Date _____

Address _____

*ack
MAR 7 1957*

3 MRG

Very truly yours,

W. MARK FERT
Special Agent

Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI

DATE: June 25, 1951

FROM : SAC, SEATTLE

PERSONAL & ~~CONFIDENTIAL~~

SUBJECT: W. MARK FELT
SUPERVISOR
SEATTLE DIVISION

Re SAC Letter #62, 6/22/51, Paragraph A.

Mr. FELT meets the requirements set forth in the reference. My comments concerning him as of March 31, 1951, still apply. It is recommended he be considered for promotion to Grade GS-13. He has been supervisor in this office since July 7, 1950.

JBW:LM

*Memo to Mr. Glavin
Re: Revell
1/24/51 JWB*

*REC-950
2 JUL 28 1951*

67-276576-90	
Searched
Numbered	90
Filed	123
5 JUN 30 1951	
FEDERAL BUREAU OF INVESTIGATION	

JWB

W
FELT, MARK

Cold, 2nd treatment

3/16/45

Cold

3/17/45

Cold, 2nd treatment

3/19/45

Indigestion

4/26/45

Anacin, Headache

4/27/45

Headache

5/16/45

Sore throat, 2nd treatment.

7/3/45

Headache.

7/13/45

276576-90

144
118
10

Felt, W. Mark	iv. 5	
Soda.		10/16/43
Cold 2 treatments.		12/3/43
Cold 2nd treatment		12/4/43
Cold.		12/15/43
Headache.		7/12/44
Headache.		10/23/44
Indigestion.		11/24/44
Soda		1/27/45
Eye inflamed		2/9/45
Cold in eye, 2nd treatment		2/24/45
Cold, 2nd treatment		3/12/45
Cold, 2nd treatment		3/13/45
Cold		3/15/45

June 1, 1951

SAC, Seattle

RE: W. MARK FELT
SPECIAL AGENT
General In-Service Course 5/14 to 5/26/51

Dear Sir:

The above-named Special Agent attended the above General In-Service Training Course at the Seat of Government and attained the following grades:

Notebook	E
Examination	95 3/4
Double Action Course	86
Practical Pistol Course	94
Shotgun (Skeet)	15
.30 Rifle	90
Machine Gun	90

The firearms grades with the exception of the Shotgun Skeet Course should be entered on the individual field firearms training record.

Very truly yours,

J. E. Hoover
John Edgar Hoover
Director

JUN 27 1951

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

cc: SA W. Mark Felt
Seattle

[Handwritten signature]

COMM - FBI
JUN - 1 1951
MAILED 20

[Handwritten initials]

DIRECTOR, FBI

April 23, 1951

SAC, SEATTLE

AIRMAIL - SPECIAL DELIVERY

SPECIAL AGENT PERSONNEL - ADVANCEMENT

PERSONAL AND CONFIDENTIAL

Re SAC Letter No. 29, March 27, 1951, captioned SPECIAL AGENT PERSONNEL - ADVANCEMENT, in which you desire that I submit a list of those special agents in this office who should be considered on a long range basis for development in the Bureau.

Please refer to my letter bearing the caption "PERSONNEL - ADVANCEMENT" of September 6, 1951. At that time I listed the following agents:

G. ERVIN PIPER
CHARLES H. DE FORD
W. MARK FELT
ARTHUR E. FUSS, JR.

My comments concerning these agents at that time still apply and I would still recommend them for the positions indicated at that time.

I feel that in the fairly near future I shall be able to consider H. EDWARD McNULTY but at the present he should not be considered because of a personal situation existing involving the physical condition of [redacted] and it would be unfair to him to consider him for transfer at this time.

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b7c

JEB:ton

15 JUN 7 1951
141

DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 08-07-2009

W. MARK FELT

SPECIAL AGENT

EOD: 1/26/42

Grade & Salary: GS-12

\$7000

Office Preference: 1. Seattle

2. San Francisco 3. Los Angeles

Examination: Set #: 1

Grade: 90

Dictation Ability: Excellent

SAC WILCOX: Mr. FELT is the supervisor of the Applicant Squad in this office and has been for almost the past year. Prior to that time he also had some supervisory experience. He handles a good volume of work, knows his job and gets along well with people. He presents an above average personal appearance, is an excellent public speaker, a good organizer and I have been entirely satisfied with his services as a supervisor.

(Upper bracket, GS-12)

INSPECTOR LONG: FELT makes a very favorable impression on interview. He has a very heavy case assignment being over 1400 cases which include a high turnover in applicant type cases, and over 500 criminal cases. His attitude seems excellent. In the [redacted] SS case (Fugitive) subject was located [redacted], 1951, but the Bureau and the Office of Origin were not advised by teletype but only by an investigative report dated April 19, 1951. The Agent submitted a suggested teletype but FELT, as supervisor, destroyed it feeling the report was adequate. The substantive delinquency on his desk was 1.4 percent but the errors of form not high. There has been a high failure to meet deadlines and while some has been attributable to lack of personnel other instances were inexcusable. The SAC knew of the high case load for this supervisor and it is inconceivable he could have been expected to do a proper job even with sporadic assistance without excessive overtime. However his overtime in January and February averaged less than one hour per day; an hour and 52 minutes in March, giving an overall average of about one hour and six minutes per day, which does not reflect a tremendous effort on his part under the circumstances. I recommend he be censured for his handling of the case cited.

*around in Insp. letter
the SAC was handling
this supervisor's desk*

Excellent showing

b6
b7C

*no action
HBO*

*MAY 29 1951
714
Recommendation letter
Gly*

Inspection Report
Seattle Office
Inspector LONG
Interviewed by: H. B. LONG
Date: 4-18-51

44-11823

Just

[Redacted]

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b7C

SUBJECT: [Redacted] - FUGITIVE
SELECTIVE SERVICE ACT OF 1948
Bureau file 25-215000
Seattle file 25-11823

INSPECTOR LONG: This is a closed case having been assigned to SA [Redacted] and supervised by Supervisor W. MARK MITT. Los Angeles is office of origin.

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b7C

The report of SA [Redacted] dated April 19, 1951 and showing April 11, 1951 as the period for which made WJC's this matter and shows that the subject was located and interviewed in Vancouver, B. C. The file does not show that the Bureau and Office of Origin have been notified by teletype of the location in Canada of the fugitive.

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It is noted that SA [Redacted] report shows no other report as a reference but does show the Bureau and Los Angeles file numbers.

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Comments are requested from SA [Redacted] as to his failure to notify the Bureau and the Office of Origin so that unnecessary investigation could be avoided. Comments are also requested from Supervisor MITT and the SAI.

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W. MARK MITT: No comments from SA [Redacted] should be required because I recall that his rough draft report was accompanied by a rough draft teletype which I destroyed thinking that notification to the Bureau and Los Angeles would be adequately and more economically taken care of by the report. I realize now that auxiliary offices should have been advised to discontinue. This error will not be permitted to recur.

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J. B. WILCOX: This was an error of judgment on the part of the supervisor.

INSPECTOR REPORT
Seattle office
INSPECTOR J. B. LONG
April 23, 1951

Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI

DATE: 7-30-51

FROM : SAC, SEATTLE

SUBJECT: SPECIAL AGENT W. MARK FELT

This is to advise that AUDREY R. FELT, wife of Special Agent W. MARK FELT, has resigned her position with the Veterans' Administration, Textile Tower, Seattle, Washington.

WMF:EP

0 AUG 14 1951

RECORDED - 23

67-276576-91

154

3 AUG 21 1951

FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

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Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. Glavin

FROM : H. L. Edwards

SUBJECT: WILLIAM MARK FELT
Special Agent
Seattle Office

DATE: July 24, 1951

RE: REALLOCATION

Tolson	
Ladd	
Clegg	
Glavin	
Nichols	
Rosen	
Tracy	
Harbo	
Belmont	
Mohr	
Tele. Room	
Nease	
Gandy	

b6
b7c

This employee entered on duty 1-26-42 as a Special Agent in Grade CAF-9, \$3200 per annum and on 2-24-46 he was reallocated to Grade CAF-12, \$5180 per annum. As the result of three Uniform Promotions and three basic salary increases his present salary is \$7000 per annum in Grade GS-12. He is being considered for Grade GS-13 reallocation.

On 7-30-45 he was afforded a meritorious promotion to \$4520 per annum in Grade CAF-11 in view of his excellent work in the Peasant Case as well as his deep interest in and loyal application to his duties in the whole German counterespionage program.

On 3-31-48, 3-31-49, and 3-31-50 he was rated EXCELLENT.

By memorandum dated 7-7-50 his SAC was advised that he was authorized to utilize Agent Felt's services as a Supervisor.

By memorandum dated 9-6-50 his SAC submitted his name for consideration on a long range basis for development.

His daily average overtime for October, 1950 was 34 minutes, for November, was 37 minutes, and for December was 33 minutes. The Office overtime for October was 1 hour 5 minutes, for November was 1 hour 6 minutes, and for December was 1 hour 10 minutes.

67-276576-92
RECORDED-95
AUG 18 1951
Numbered 108
FEDERAL BUREAU OF INVESTIGATION

On 3-31-51 SAC Wilcox rated him in the upper limits of SATISFACTORY and said his services had been utilized as a Supervisor in the Seattle Office. He was supervising principally applicant matters but included on his desk were some of the criminal violations. He was above average in intelligence and had a pleasing personality. He was able to make excellent contacts with persons outside the office, was in good physical condition and turned out a very good volume of work. He had rapidly learned his job as a supervisor. His work had required only normal supervision. He was above average in his ability to dictate, had above average planning ability and was able to supervise the work of others. He was well grounded in Bureau policy and procedures and had demonstrated that he had supervisory ability. He was enthusiastic concerning his assignment, was cooperative and loyal. He was available for any Bureau assignment.

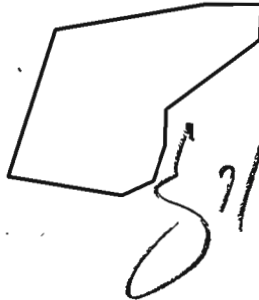
By memorandum dated 4-23-51 his SAC submitted his name for consideration on a long range basis for development.

By memorandum dated 6-25-51 his SAC recommended that he be considered for Grade GS-13 reallocation.

It is noted he is available for special and general assignment.

RECOMMENDATION: It is recommended that he be passed over for GS-13 reallocation and be reconsidered in October, 1951.

H. Edwards
gr



b6
b7C

JEE/wg

Wm
7/26

*Letter to SAC requesting
reason for low b.T. and
also other report
JEE/wg 10-13-51*

SAC, Seattle

October 12, 1951

Director, FBI

~~CONFIDENTIAL~~

WILLIAM MARK FELT
Special Agent

From a review of information in the Bureau's files regarding the captioned Special Agent, it is noted that his average voluntary overtime for the months of October, 1950, was 34 minutes, for November was 37 minutes, and for December was 33 minutes per day.

The Bureau is desirous of being advised whether there was any reason for the low amount of voluntary overtime performed by this Agent during the months of October, November, and December, 1950.

It is also desired that you submit a special performance rating report on him at the same time.

DECLASSIFICATION AUTHORITY DERIVED FROM:
FBI AUTOMATIC DECLASSIFICATION GUIDE
DATE 08-07-2009

JEE:pjr

27-57-93
108

11 OCT 18 1951

- Tolson _____
- Ladd _____
- Clegg _____
- Glavin _____
- Nichols _____
- Rosen _____
- Tracy _____
- Harbo _____
- Alden _____
- Belmont _____
- Laughlin _____
- Mohr _____
- Tele. Room _____
- Hesse _____
- Gandy _____

COMM - FBI
OCT 12 1951
MAILED 20

[Handwritten signatures and initials]

FEDERAL BUREAU OF INVESTIGATION
UNITED STATES DEPARTMENT OF JUSTICE

REPORT OF PERFORMANCE RATING

Name of Employee: W. MARK FELT

Where Assigned: Seattle Supervisor - Applicant Squad
(Division) (Section, Unit)

Payroll Title: Special Agent

Rating Period: from 4/1/51 to 10/16/51

ADJECTIVE RATING: Satisfactory
Outstanding, Satisfactory, Unsatisfactory

Employee's
Initials

MF

Rated by: J. B. Wilcat Special Agent in Charge 10/16/51
Signature Title Date

Reviewed by: _____
Signature Title Date

Rating approved by: Alex ASSISTANT ATTORNEY GENERAL NOV 30 1951
Signature Title Date

TYPE OF REPORT

() Official

() Annual

(X) Administrative

() 60-day

() Transfer

() Separation from service

(X) Special

67-27626-94
SEARCHED
INDEXED
9 OCT 22 1951
FEDERAL BUREAU OF INVESTIGATION

RECORDED-59

[Signature]

49
35 DEC 4 1951

NARRATIVE COMMENTS

Note: The regulations require that OUTSTANDING ratings be supported by a statement in writing setting forth IN DETAIL the performance IN EVERY ASPECT and the REASONS for considering each worthy of SPECIAL COMMENDATION. UNSATISFACTORY ratings must be supported by a statement in writing stating (1) WHEREIN the performance is unsatisfactory, (2) the facts of the (90 day) PRIOR WARNING, and (3) the efforts made AFTER THE WARNING TO HELP the employee bring his performance up to a satisfactory level.

OCT 24 4 39 PM '51
BRIEFING SECTION
F. B. I.
U. S. DEPT. OF JUSTICE

Office Memorandum • UNITED STATES GOVERNMENT

TO : DIRECTOR, FBI

DATE: September 25, 1951

FROM : SAC, SEATTLE

SUBJECT: SPEAKING ENGAGEMENTS

Re SAC Letter #94, 9/18/51, Para. C, instructing that a list of Agents considered to be the best qualified for speaking engagements be set forth. Of the present approved Bureau speakers in this office, it is recommended that the following be retained as speakers:

SA [redacted] - Resident Agent at Spokane, Washington. He is frequently requested by persons to give talks before their groups.

In addition, Spokane is some 300 miles from Seattle, and we should have an Agent who can cover the northeastern portion of the state.

SA EUGENE P. CLARK - Resident Agent at Yakima, Washington. Yakima is in the central portion of the state, and the occasion may arise when it will be necessary for Mr. CLARK to handle a speaking assignment.

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SA [redacted] - Resident Agent at Everett, Washington. [redacted] is requested as a speaker on frequent occasions because he is well known in his resident agency and makes a good talk.

SA [redacted] - Resident Agent at Vancouver, Washington. [redacted] is well known in his resident agency territory and is requested as a speaker on frequent occasions. Vancouver is also some 200 miles from Seattle, and it is well, therefore, to have an approved Bureau speaker located in Vancouver.

SA GEORGE L. LEWIS - Resident Agent at Bremerton, Washington. Mr. LEWIS presents an imposing appearance, being some 6' 7" in height and a well built individual. He has been recently assigned to the Bremerton Resident Agency and I believe should be perhaps given some small speaking assignments to assist him in becoming well known in the territory. Also, although Bremerton is not many miles from Seattle, more than an hour's ferry ride each way is entailed, and it would be well to have someone on the western side of Puget Sound where Bremerton is located who can handle speeches.

SA [redacted]
SA [redacted]

SA W. MARK FELT - These three Agents are presently assigned at Seattle. All have had desk experience and have made numerous public appearances. They are able to do a very commendable job. I think they should be continued as approved Bureau speakers at such times as their services might be required.

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I assume that J. E. MILNES, the Assistant Agent in Charge who is under transfer to this office, is an approved Bureau speaker, but I have not seen his personnel file, as he has not yet arrived in this Division.

JBW:LM

22

NOV 15 1951

DIRECTOR, FBI
RE: SPEAKING ENGAGEMENTS

SAC, SEATTLE
September 25, 1951

I think the above list will adequately take care of the requests for speaking engagements in this territory, with a possible exception of the area around Richland, Washington, where in the past we have had a number of requests for speeches before various AEC groups. I think it is a good idea for the Senior Resident Agent at Richland to handle these talks because it makes him well known and gives him a great boost when it comes to making contacts and developing plant informants. The Senior Resident Agent there is DOUGLAS J. KRAUTER, and he is not an approved Bureau speaker but could very capably handle the assignment, and I intend to have him submit a manuscript within the near future.

I am fully confident that any of the above Agents could capably handle a speaking assignment of any nature that we are called upon to make and they are assigned throughout the state. I personally believe that this is particularly important because once in a while it happens that the ASAC or SAC cannot make a talk which has been previously scheduled, and a cancellation, if either of them had to make it, would be at the last minute. By having Agents scattered over the territory, these Resident Agents can handle a speaking assignment. From my own experience, this occurs only two or three times a year; nevertheless, I consider it important because it leaves a very bad effect on the group to have them build up an FBI speaker and then have him not put in an appearance, even though the excuse may be perfectly logical and reasonable. Although the scheduled speaker does not appear, someone substituting for him is much better than no appearance at all.

PERFORMANCE RATING GUIDE FOR INVESTIGATIVE PERSONNEL

(For use as attachment to Performance Rating Form No. FD-185)

Name of Employee W. MARK FETTER Title SPECIAL AGENT
 Rating Period: from 4/1/51 to 10/16/51

RATING GUIDE AND CHECK-LIST

Note: Only those items having pertinent bearing on employee's performance should be rated. All employees in same salary grade should be compared. Rate items as follows:

- + Outstanding (exceeding excellent and deserving special commendation).
- Satisfactory (ranging from good to excellent but not sufficient to rate outstanding).
- = Unsatisfactory.
- O No opportunity to appraise performance during rating period.

Guide for determining adjective rating:

An 'Outstanding' rating cannot be justified unless all elements rated are 'plus', and in addition, of course, supporting comments must comply with the requirements as set out below.

So far as 'Satisfactory' and 'Unsatisfactory' ratings are concerned, it is impossible to provide a mechanical formula for computing the various 'plus', 'check', and 'minus' marks because such would presume equal weight for all elements rated. Good judgment must be exercised to insure that the adjective rating is reasonable in the light of the elements rated. All minus marks must be supported by narrative detail, and of course, all 'Unsatisfactory' ratings must comply with the requirements as set out below.

- | | |
|--|--|
| <ul style="list-style-type: none"> <input checked="" type="checkbox"/> (1) Personal appearance. <input checked="" type="checkbox"/> (2) Personality and effectiveness of his personal contacts. <input checked="" type="checkbox"/> (3) Attitude (including dependability, cooperativeness, loyalty, enthusiasm, amenability and willingness to equitably share work load). <input checked="" type="checkbox"/> (4) Physical fitness (including health, energy, stamina). <input checked="" type="checkbox"/> (5) Resourcefulness and ingenuity. <input checked="" type="checkbox"/> (6) Forcefulness and aggressiveness as required. <input checked="" type="checkbox"/> (7) Judgment, including common sense, ability to arrive at proper conclusions; ability to define objectives. <input checked="" type="checkbox"/> (8) Initiative and the taking of appropriate action on own responsibility. <input checked="" type="checkbox"/> (9) Planning ability and its application to the work. <input checked="" type="checkbox"/> (10) Accuracy and attention to pertinent detail. <input checked="" type="checkbox"/> (11) Industry, including energetic consistent application to duties. <input checked="" type="checkbox"/> (12) Productivity, including amount of acceptable work produced and rate of progress on or completion of assignments. Also consider adherence to deadlines unless failure to meet is attributable to causes beyond employee's control. <input checked="" type="checkbox"/> (13) Knowledge of duties, instructions, rules and regulations, including readiness of comprehension and 'know how' of application. <input checked="" type="checkbox"/> (14) Technical or mechanical skills. <input type="checkbox"/> (15) Investigative ability and results: <ul style="list-style-type: none"> <input type="checkbox"/> (a) Internal security cases <input type="checkbox"/> (b) Criminal or general investigative cases <input type="checkbox"/> (c) Fugitive cases <input type="checkbox"/> (d) Applicant cases <input type="checkbox"/> (e) Accounting cases <input type="checkbox"/> (16) Physical surveillance ability. | <ul style="list-style-type: none"> <input type="checkbox"/> (17) Firearms ability. <input type="checkbox"/> (18) Development of informants and sources of information. <input checked="" type="checkbox"/> (19) Reporting ability: <ul style="list-style-type: none"> <input type="checkbox"/> (a) Investigative reports <input checked="" type="checkbox"/> (b) Summary reports <input checked="" type="checkbox"/> (c) Memos, letters, wires (Consider: ___ conciseness; ___ clarity; ___ organization; ___ thoroughness; ___ accuracy; ___ adequacy and pertinency of leads; ___ administrative detail.) <input checked="" type="checkbox"/> (20) Performance as a witness. <input checked="" type="checkbox"/> (21) Executive ability: <ul style="list-style-type: none"> <input type="checkbox"/> (a) Leadership <input type="checkbox"/> (b) Ability to handle personnel <input type="checkbox"/> (c) Planning <input type="checkbox"/> (d) Making decisions <input type="checkbox"/> (e) Assignment of work <input type="checkbox"/> (f) Training subordinates <input type="checkbox"/> (g) Devising procedures <input type="checkbox"/> (h) Emotional stability <input type="checkbox"/> (i) Promoting high morale <input type="checkbox"/> (j) Getting results <input checked="" type="checkbox"/> (22) Ability on raids and dangerous assignments: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> (a) As leader <input checked="" type="checkbox"/> (b) As participant <input checked="" type="checkbox"/> (23) Organizational interest, such as making of suggestions for improvement. <input checked="" type="checkbox"/> (24) Ability to work under pressure. <input type="checkbox"/> (25) Miscellaneous. Specify and rate: _____ |
|--|--|

A. Specify general nature of assignment during most of rating period (such as security, criminal, applicant squad, or as resident Agent, supervisor, instructor, etc.): Supervisor - Applicant Squad

B. Specify employee's most noteworthy special talents (such as investigator, desk man, research, instructor, speaker): desk man

C. (1) Is employee available for general assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)
 (2) Is employee available for special assignment wherever needs of service require? Yes (If answer is not 'yes', explain in narrative comments.)

D. Has employee had any abnormal sick leave record during rating period? No (If so, explain in narrative comments.)

ADJECTIVE RATING : Satisfactory
 Outstanding, Satisfactory, Unsatisfactory