

Central Intelligence Agency

(b) (3)



Washington, D.C. 20505

APPROVED FOR  
RELEASE DATE:  
29-Apr-2009

APR 27 2000

Brian W. Cubbage, Esquire  
Paleos & Krieger, P.C.  
510 King Street, Suite 300  
Alexandria, Virginia 22314

Reference: F-2000-00834

Dear Mr. Cubbage

This acknowledges receipt of your 27 April 1998 Freedom of Information Act (FOIA) request for the following records:

**"All documents and records of that certain dispute colloquially referred to as the women's CAT B class action suit, a sex discrimination matter, of which Grace B. Tilden was a class member."**

Your request has been assigned the reference number above for identification purposes. Please refer to this number in future correspondence about this request. We apologize for the lengthy delay in acknowledging your request. Be assured that your request will be placed appropriately in queue according to the date it was originally received.

We have accepted your request; it will be processed in accordance with the FOIA, 5 U.S.C. § 552, as amended, and the CIA Information Act, 50 U.S.C. § 431. Our search will be for documents in existence as of and through the date of this acceptance letter. Because we believe that fees would be minimal, and as an act of administrative discretion, we have determined that no fees will be charged for this request.

The heavy volume of FOIA requests received by the Agency has created delays in processing. Since we cannot respond within the 20 working days stipulated by the FOIA, you have the right to consider this a denial and may appeal to the Agency Release Panel. It would seem more reasonable, however,

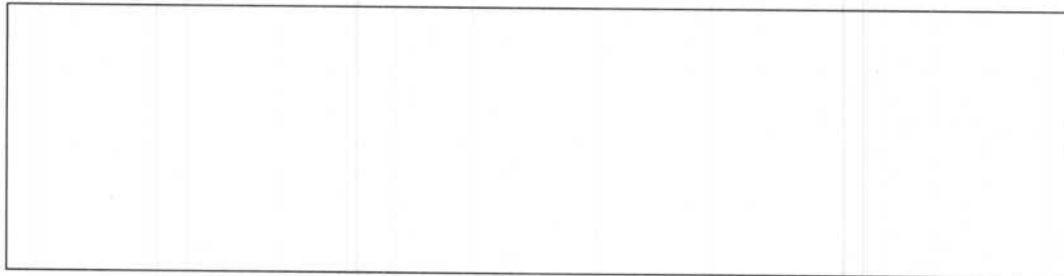
to have us continue processing your request and respond to you as soon as we can. You can appeal any denial of records at that time. Unless we hear from you otherwise, we will assume that you agree, and we will proceed on this basis.

That part of your request for information pertaining specifically to your client, Grace B. Tilden, falls under the auspices of the Privacy Act and was addressed via separate correspondence (P-1998-00880).

Sincerely,



Kathryn I. Dyer  
Information and Privacy Coordinator



FOIA\00834

05/05/98

APPROVED FOR  
RELEASE DATE:  
29-Apr-2009

Law Offices  
**PALEOS & KRIEGER, P.C.**

510 KING STREET  
SUITE 300  
ALEXANDRIA, VIRGINIA 22314  
(703) 519-7233  
FAX (703) 519-0674

*Brian W. Cabbage, Esquire*

By Certified Mail - Z 373 205 561  
Information and Privacy Coordinator  
Central Intelligence Agency  
Washington, D.C. 20505

RE: Grace B. Tilden (alias)  
Freedom of Information Act Request  
Privacy Act Request

IPCRD NO.  
*P-1998-00880*  
*ASK*

IPD Registry  
*2000-00834*  
*Chris*

Dear Madam or Sir:

Your agency employs a person who is using the alias Grace B. Tilden for purposes of a certain discrimination complaint. She can be identified by Mike Joram, EEO Counselor, 482-2338. A copy of her written complaint, mailed to the agency by certified mail (Z 373 205 556) is enclosed, along with a copy of her designation of the undersigned as her attorney. References to locations and persons in this request shall be identical to the references to the same locations and persons in the written complaint enclosed herewith.

Pursuant to the Freedom of Information Act and the Privacy Act, we request the following records which are relevant to Ms. Tilden's discrimination complaint. To the extent that any such records are classified information, then we request that such records be declassified, and that the Agency review the need and reasons for any such classification, in accordance with Executive Order 12356.

1. The medical files, security files, NOC files, and personnel files for Grace B. Tilden, including, but not limited to, "drop" files or similar such files maintained by her supervisors, and also including, but not limited to, any documents deleted from Tilden's files as proposed by Patricia V., the administrative person who monitored Ms. Tilden when she reviewed one of her personnel files on April 10, 1998.
2. An encrypted computer diskette containing Grace B. Tilden's work product generated by her in Domestic Location C.

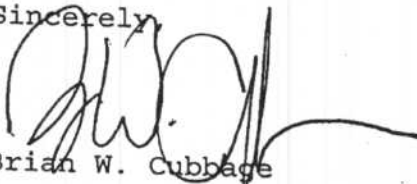


Information and Privacy Coordinator  
April 27, 1998  
Page 2

3. All documents and records of that certain dispute colloquially referred to as the women's CAT B class action suit, a sex discrimination matter, of which Grace B. Tilden was a class member.

Thank you for your attention to this matter.

Sincerely,



Brian W. Cabbage

cc: Mike Joram, EEO Counselor (without enclosures)  
CIA, Washington, D.C. 20505

## DESIGNATION OF EEO REPRESENTATION

8.

CFR 1614.605(a) At any stage in the processing of a complaint, including the counseling phase, the complainant shall have the right to be accompanied, represented, and advised by a representative of the complainant's choice.

Representative Name: W. Steven Paleos, Roy W. Krieger, Brian W. Cabbage, Paleos & Krieger, P.C.

Is Representative an Agency Employee?

Yes

☒ No (Clearance request ~~attached~~)

Representative Telephone Number: 703-519-7233

provided previously

Representative FAX Number: 703-519-0674

Representative Mailing Address for Certified Mail:

PALEOS & KRIEGER, P.C.; 510 King Street, Suite 300, Alexandria, Virginia 22314

CFR 1614.605(d) Unless the complainant states otherwise in writing, after the Agency has received written notice of the name, address and telephone number of a representative for the complainant, all official correspondence shall be with the representative with copies to the complainant. When the complainant designates an attorney as a representative, service of documents and decisions on the complainant shall be made on the attorney and not on the complainant, and time frames for receipt of materials by the complainant shall be computed from the time of receipt by the attorney.

Is Representative an Attorney?

☒ Yes

☐ No

I wish official correspondence served on (select one):

☐ Me

☒ My Representative

Signature of Complainant

4/13/98

Date

Certification by Agency Employee Designated as Representative:

CFR 1614.605(c) In cases where the representation of a complainant or agency would conflict with the official or collateral duties of the representative, the Commission or the Agency may, after giving the representative an opportunity to respond, disqualify the representative.

I agree to serve as representative to the above-named complainant. I certify that my representation of this complainant does not conflict with my official or collateral duties.

PALEOS & KRIEGER, P.C.

Signature of Representative

4/13/98

Date

By Certified Mail - Z 373 205 556

CENTRAL INTELLIGENCE AGENCY  
 1B25 Original Headquarters Building  
 Washington, D.C. 20505  
 c/o: Ana Mercedes McCollim, Director, EEO  
 By Certified Mail - Z 373 205 556

GRACE B. TILDEN, )  
 )  
 Complainant. )  
 )  
 v. )  
 )  
 GEORGE J. TENET, )  
 Director of Central Intelligence, )  
 )  
 Respondent. )  
 )

ADDENDUM TO FORMAL COMPLAINT,  
 AND, IN THE ALTERNATIVE,  
REQUEST FOR PRECOMPLAINT COUNSELING

Jurisdiction

1. The adverse actions described herein were taken against the Complainant by the Respondent because of the Complainant's sex, and to retaliate against her for having previously initiated a discrimination complaint, in violation of Title VII of the Civil Rights Act of 1964.

2. The matters described herein were timely raised with Michael T. Joram, EEO Counselor (hereinafter "Joram"), within 45 days of their occurrence, during in person meetings on February 4, 1998, March 4, 1998, and April 13, 1998.

3. With regard to those matters covered in a final interview on March 4, 1998, given by Joram, the Complainant filed her formal complaint of discrimination, pages 000001-000004 attached hereto, in accordance with the written instructions given to her by the Respondent (see page 000003 ¶ 3, attached hereto), by mailing the

same addressed to the Respondent at the address set forth in the written instructions (see page 000003 ¶ 2, attached hereto), on March 18, 1998. Predictably, however, Respondent denies receipt of its mail, an experience familiar to undersigned counsel in his prior dealings with Respondent.

4. The Complainant amended the Issue and Basis of her formal complaint, as shown on page 000003 ¶ 4, attached hereto, without understanding that she could raise more than one basis of discrimination, and based on the belief that she was permitted to raise only one such basis. Had she known she could raise more than one basis, she would have raised both gender and reprisal as bases for her formal complaint.

5. The Complainant did not sooner consult counsel with regard to the bases of her March 14, 1998, formal complaint, because she was advised by Joram that getting a lawyer was a bad idea. Joram described, at length, the situation of another, unnamed complainant, who, he said, had become obligated to pay tens of thousands of dollars worth of attorney fees without achieving any beneficial results to date.

6. Simply contacting counsel was difficult for the Complainant, and took about a week after she decided to consult counsel notwithstanding Joram's discouragement of the same, because she is only permitted to consult counsel after first clearing the consultation with the Respondent.



### Facts

7. The dates and times set forth below are approximations based on the best recollections of the Complainant, and may not be exactly accurate. The records and notes that would establish exact times and dates are not readily and easily available to the Complainant and her attorneys for obvious, National Security reasons.

8. The Complainant was at all times relevant herein employed by the Respondent, and has been so employed since 1989. Since 1991, and at all times relevant herein, Complainant was employed in the Respondent's Non-Official Cover ("NOC") program, and one of her primary job duties was to collect information from persons described as "assets," who, in some cases, did not know that they were supplying information to an employee of Respondent.

9. In 1992, and until November, 1995, Complainant was employed by Respondent in a certain foreign country hereinafter described as Foreign Location A.

10. In or around the Spring or Summer of 1993, the Complainant met with an asset in a hotel room in Foreign Location A, pursuant to and in accordance with her job duties, and he kissed Complainant on the lips.

11. The Complainant discouraged the asset from attempting to pursue any kind of romantic relationship with her by informing him that their relationship was a professional one, and that she was in no position to pursue anything other than a professional relationship with him.



12. The asset assented to the Complainant's wishes and ceased to pursue any kind of romantic relationship with the Complainant.

13. Uncertain whether she was required to formally report the foregoing incident to her employer, Complainant sought the counsel of her coworker in the NOC program, Jane Doe #1.

14. Jane Doe #1 advised the Complainant: "Don't worry about it," i.e., that the incident was too insignificant to merit a formal report. Jane Doe #1 further expressed the opinion that, if the incident were reported, then their managers, who were predominantly male, would "read into this" and "blow it out of proportion," or she used words or similar purport.

15. Several days later, Jane Doe #1 told another, male employee of Respondent, who was employed at the Respondent's station in Foreign Location A (John Doe #1), something apparently concerning the aforementioned incident, and which was reported by John Doe #1 in a written report.

16. A few days after that, Complainant was summoned to a meeting at Domestic Location A, where she was interviewed by the Deputy Chief of Station for Foreign Location A, a male, and the Chief of Operations for Foreign Location A, a female ("Jane COFLA"). Complainant described the entire non-event of the asset's romantic overture toward Complainant.

17. The Respondent's employees and managers, who subscribe to ridiculous stereotypes about women, immediately presumed that the Complainant was being deceptive, and that, in fact, she was engaged in a torrid love affair with an enemy agent and spilling national

security secrets in bed. Had she been a man, Complainant would have been instructed to seduce the asset, and to establish a sexual relationship with him for the purpose of learning enemy secrets. Alternatively, at worst, Complainant would have been informally, verbally counseled, with a wink and a nudge, "don't do that again."

18. At the conclusion of the interview in Domestic Location A, Complainant demanded a polygraph examination to establish that she was not being deceptive about the aforesaid non-event, and was dispatched to Domestic Location B for further interrogation.

19. At Domestic Location B, Complainant met with the Chief of the NOC program (John CNOC). John CNOC, who was well acquainted with Complainant, believed her, and refused to permit the administration of a polygraph examination because he feared that a false positive might result, given the inherent and well known unreliability of the polygraph test.

20. John CNOC did refer the Complainant to a psychologist employed by the Respondent for NOC program personality evaluations. Such a personality evaluation was conducted (Document #1). John CNOC regretted having to put Complainant through the evaluation, but, as he put it, "we have to have some documentation" to prove Complainant's innocence.

21. At a second meeting with John CNOC, John CNOC related to the Complainant that he had a very difficult time convincing the station managers for Foreign Location A that they had to reinstate the Complainant in her position in Foreign Location A, and he explicitly characterized their reluctance to reinstate the

Complainant as "blatant sex discrimination."

22. John CNOC related that he and the females on the staff of the NOC program were "fighting your case alone." One of the management officials who had to approve the Complainant's reinstatement in Foreign Location A was the Chief of the Region encompassing Foreign Location A and other locations (John CRegion). John CRegion, it is only reasonable to conclude, was one of the sexists discriminating against the Complainant.

23. After her return to Foreign Location A, Jane COFLA met her and informed her that the men in the station still disbelieved Complainant's description of the aforesaid non-event. COFLA quoted one of them as saying, "We know she was sleeping with him."

24. To the best of her recollection, Complainant was never permitted to contact any of her former assets again. She was stripped of her entire caseload. Finally, she was assigned a new asset, but the new asset was not a national of Foreign Location A, but was instead an American citizen. American-citizen assets were of a much lower priority in Foreign Location A, and were ascribed much less importance by management in Foreign Location A, and also by the promotional review panel, than assets who were nationals of Foreign Location A.

25. Several months later, the Complainant's agency contact, a male, provided Complainant with a sealed envelope marked "Eyes Only." Contained within, Complainant found a copy of the report, to the best of her recollection written by John Doe #1, which described the statements made by Jane Doe #1 to John Doe #1, and

which had triggered the investigation and sex discrimination against the Complainant (Document #2).

26. In accordance with security procedures, Complainant destroyed her copy of Document #2.

27. Subsequently, the Complainant was given a copy of her performance review for 1993-1994, prepared for the signature of her first level supervisor (John Supervisor #1), and of her second level supervisor (John Supervisor #2). The performance review contained a reference to the non-event as a "security incident." The Complainant objected to the said reference, but was informed that it was too late to do anything about the reference.

28. Based on the "security incident" reference, which operated to discriminate against the Complainant based on her sex, Complainant instituted an EEO Complaint.

29. The aforesaid EEO Complaint necessarily implicated, as a discriminating management official, John Supervisor #2. Moreover, John CRegion, as a high-level manager responsible for John Supervisor #2 and for Complainant, was, upon information and belief, possibly informed of the EEO Complaint.

30. Complainant was given the opportunity to submit a rebuttal (Document #3) to her performance review in resolution of her EEO Complaint. Document #3, which is a part of the Complainant's Official Personal Folder, makes explicit reference to the EEO Complaint. Complainant was not advised to avoid reference to the EEO Complaint in Document #3, where all of her future managers would have access to it, and thereby more easily target

the Complainant as a "troublemaker" or "problem child."

31. The EEO Counselor who investigated the EEO Complaint interviewed John CNOC, who affirmed and supported the Complainant's allegations of discrimination, as he had in private with the Complainant and with the female staff of the NOC program approximately a year earlier.

32. Complainant made numerous requests for "add-on cover," i.e., for additional, pretextual jobs, that would give the Complainant a good, pretextual reason to request information of different kinds from assets and potential assets, but all of her requests were denied. At one point, after her above described EEO Complaint, Complainant was informed by a female employee of Respondent's station in Foreign Location A that "They don't want to hear add-on cover proposals from you," or words of similar purport. The same female employee of Respondent stated "I was overruled," i.e., that she had supported and concurred in Complainant's add-on cover proposals.

33. Approximately a year later, the Complainant met and married a national of Foreign Location A, resulting in her transfer to Domestic Location C.

34. While Complainant was still in the process of her transfer to Domestic Location C, a male employee of Respondent's station in Foreign Location A, in an oblique reference to the aforescribed non-event and/or to the EEO Complaint, advised the Complainant "You won't get away with this" or words of similar purport. He told her that John Supervisor #2 had previously

transferred, only a few months before, to Domestic Location C, and would again be supervising the Complainant. He concluded by telling the Complainant, "They know what you did" or words of similar purport.

35. After her transfer, in or about October, 1995, Complainant learned that John Supervisor #2 had indeed been transferred to Domestic Location C shortly before she had. Soon thereafter, John CRegion was transferred to a high, supervisory post in Domestic Location C.

36. While in Domestic Location C, Complainant was belatedly promoted to GS-12, after about four years as a GS-11. Complainant, who had been a GS-11 for an extraordinary length of time, was well overdue for a promotion. Nonetheless, this promotion would be her last.

37. Up to and including the date hereof, Complainant has not been promoted to GS-13, nor to GS-14 as she would have in the normal course of her career, because of her sex and in retaliation against her because she had previously filed an EEO complaint. Complainant should have been promoted along a similar schedule to her male coworkers in Foreign Location A.

38. A year after Complainant's transfer, a female employee of Respondent's station in Domestic Location C informed the Complainant that she had heard Complainant's new first line supervisor, Jim Supervisor #1, say a few days after the Complainant's transfer to Domestic Location C, "Oh, I'm inheriting a problem child from [Foreign Location A]." Another female



employee of the Respondent's station in Domestic Location C, advised that she had heard the manager of another branch in Respondent's station in Domestic Location C say nearly the same words, also a few days after Complainant's transfer.

39. Almost a year after her transfer to Domestic Location C, one of Complainant's male coworkers attempted to give a lead to the Complainant, who was particularly well suited to initiate communications with the potential asset. Management, however, declined to refer this or any other leads to the Complainant. The said male coworker queried the Complainant, "Why can't you get a fair workload like everybody else?" demonstrating the disparate treatment of the Complainant.

40. Among the Complainant's managers in Domestic Location C was the female Deputy Chief of Station, Jane DCOS. Jane DCOS was Deputy for John CRegion. Jane DCOS advised the Complainant ominously, "I read your file." She made frequent references to what she considered to be the Complainant's unfortunate job history. She asked Complainant whether she wanted counseling on finding a new job, not working for Respondent.

41. In April, 1997, Complainant began recruiting two potential assets who had exciting possibilities for increasing the national security of the United States. Around the same time, a woman who also worked for Respondent in Domestic Location C related to Complainant that she had met another woman at a conference who was familiar with Complainant's work in Foreign Location A, and who had said that "[Complainant] had an unfair situation [in Foreign



Location A]" and that "[Jane Doe #1] had wronged" Complainant.

42. Since the Complainant had arrived in Domestic Location C, not a single one of the approximately eleven (11) other of the Respondent's case officers had achieved a single asset recruitment, although the Complainant recalls that two such recruitments had been achieved in close proximity to her arrival in Domestic Location C.

43. Despite the Complainant's achievement in beginning the recruitment of two potential assets who could possibly have great potential for increasing the national security of the United States, and despite the total lack of recruitments by her coworkers, Complainant was severely criticized by Jane DCOS for her failure to recruit assets.

44. Complainant was told that the managers of the NOC program had been advised that she had failed as a NOC, and that Complainant should begin work preparatory to outprocessing.

45. Complainant has been transferred to Domestic Location B and dismissed from the NOC program.

46. The blatantly pretextual justifications given to Complainant for her transfer out of the NOC program, in a letter dated on or about April 1, 1998 (Document #4), are (1) that she never completed her preliminary, 3-year probation, and (2) that she was never certified as a NOC. The Complainant was employed in the NOC program for approximately eight years.

47. Complainant was advised on April 16, 1998, by a mediator, that NOC program officials purportedly tried to place the

complainant as a NOC, but that "no one wanted you." This assertion impeaches the previous assertion in the April 1 letter that Complainant is not certified as a NOC.

Count I

48. On January 8, 1998, Complainant was transferred to Domestic Location B, because of her sex, and in reprisal against her because of her prior EEO complaint.

Count II

49. On or about March 2, 1998, Complainant was informed that her "trial period" has been extended to November, 1998, i.e., that she has been demoted to status as a probationary employee, because of her sex, and to retaliate against her because of her prior EEO complaint.

Count III

50. On or about April 1, 1998, and effective April 20, 1998, Complainant was transferred permanently out of the NOC program, because of her sex, and in reprisal against her because of her prior EEO complaint.

Count IV

51. The promotions board advised Complainant by a memo delivered to her on March 2, 1998, that her performance was "inconsistent," i.e., that she had been denied another promotion.

52. Contrary to the foregoing Counts, as explained in paragraph 2, above, the matters raised in this Count IV were not raised during any in person meetings with Mike Joram, but were instead raised with Mike Joram over the phone on April 16, 1998,

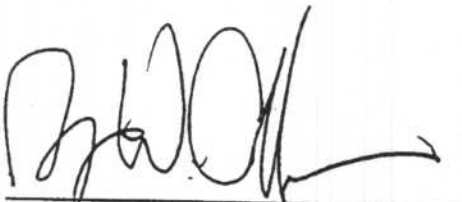
from the office of the Complainant's attorney, undersigned.

53. Complainant has been denied promotion because of her sex and to retaliate against her for previously filing an EEO Complaint.

\* \* \*

WHEREFORE, Complainant seeks a relief from the Respondent for her compensatory damages, in an amount not less than \$300,000.00, back pay, front pay, retroactive promotion, reinstatement, prejudgment and postjudgment interest, and such other and further equitable relief as is appropriate, including, but not limited to, an injunction barring further discrimination and retaliation by the Respondent.

Respectfully submitted, GRACE  
B. TILDEN, by and through her  
undersigned counsel



DATE: 4/16/98

W. Steven Paleos, Esq.  
Roy W. Krieger, Esq.  
Brian W. Cabbage, Esq.  
PALEOS & KRIEGER, P.C.  
510 King Street, Suite 300  
Alexandria, Virginia 22314  
ph: 703-519-7233  
fax: 703-519-0674

Z 373 205 556

US Postal Service  
**Receipt for Certified Mail**  
No Insurance Coverage Provided.  
Do not use for International Mail (See reverse)

Sent to Ana Mercedes McColin, Dir. EEO	
Street & Number CIA 1B25 Orig. HQ Bldg.	
Post Office, State & ZIP Code Washington DC 20505	
Postage	\$ 124
Certified Fee	135
Special Delivery Fee	
Restricted Delivery Fee	
Return Receipt Showing to Whom & Date Delivered	110
Return Receipt Showing to Whom, Date, Address, & ZIP Code	
USPS Postage & Fees	\$ 369
Postmark & Date	

NEARBY VA VISION

<b>SENDER:</b> Complete items 1 and/or 2 for additional services. Complete items 3, and 4a & b. Print your name and address on the reverse of this form so that we can return this card to you. Attach this form to the front of the mailpiece, or on the back if space does not permit. Write "Return Receipt Requested" on the mailpiece below the article number. The Return Receipt will show to whom the article was delivered and the date delivered.		I also wish to receive the following services (for an extra fee): 1. <input type="checkbox"/> Addressee's Address 2. <input type="checkbox"/> Restricted Delivery Consult postmaster for fee.
3. Article Addressed to: Ana Mercedes McColin Director, Equal Employment Opp CENTRAL INTELLIGENCE Agency 1B25 Original Headquarters Bldg Washington, D.C. 20505	4a. Article Number Z-373 205 556	
5. Signature (Addressee) [Signature]	4b. Service Type <input checked="" type="checkbox"/> Registered <input type="checkbox"/> Insured <input checked="" type="checkbox"/> Certified <input type="checkbox"/> COD <input type="checkbox"/> Express Mail <input type="checkbox"/> Return Receipt for Merchandise	
6. Signature (Agent) [Signature]	7. Date of Delivery 4/16/98	
8. Addressee's Address (Only if requested and fee is paid)		

RETURN ADDRESS completed on the reverse side?

Thank you for using Return Receipt Service.

# FORMAL COMPLAINT OF DISCRIMINATION

(Please Type or Print Legibly)

Complainant's Full Name

GRACE B. TILDEN

Complainant's Street Address

Complainant's City, State, and Zip Code

Complainant's Home Phone  
Including Area Code

Complainant's Work Phone  
Including Area Code

Are you represented?

If Yes, Name and Address of Representative

☐ Yes ☒ No

Name and Address of Current Employer

OED (address  
cannot be  
given)

If Yes, is your Representative an Attorney?

☐ Yes ☐ No

Are you now working for the Federal Government?

☒ Yes ☐ No

If Yes, Title and Grade of Current Position

NOC 12

Check Below Why You Believe You Were Discriminated Against

☐ Age. If so, state your age \_\_\_\_\_

☐ Color. If so, state your color \_\_\_\_\_

☐ Disability. If so, check appropriate boxes ☐ Mental ☐ Physical

☐ National Origin. If so, state your national origin \_\_\_\_\_

☐ Race. If so, state your race \_\_\_\_\_

☐ Religion. If so, state your religion \_\_\_\_\_

☒ Gender. If so, check the appropriate box ☒ Female ☐ Male

☐ Reprisal for participating in the EEO process

Name and Address of Agency You Believe  
Discriminated Against You

CIA  
Washington, D.C. 20505

Date of Most Recent Alleged Discrimination

Month JAN Day 8 Year 98

Have you discussed your complaint with an EEO  
Counselor? ☒ Yes ☐ No

If yes, give name of Counselor

Michael Toram

If yes, give date of final interview

Month March Day 7 Year 98

Define each issue in your complaint. You may simply attach a copy of your "Notice of Right to File Formal Complaint of Discrimination" and identify the paragraph of each issue in the notice that you wish to include in your complaint. Information on the merits of your complaint is not needed for a determination on which issues meet criteria for acceptance for investigation. If an issue is accepted for investigation, you will then be asked to provide detailed, supportive information in a sworn affidavit.

attached notice

What corrective action do you want taken on your complaint?

on file

000001

Sign and date your complaint here

(FOR AGENCY USE ONLY)

Agency Case Number

Complaint Filing Date:  
Month☐ Postmarked  
Day☐ Delivered  
Year

10\_Comp(laint Form) Date: 2/28/98

0000002

4 March 1998

MEMORANDUM FOR: Grace B. Tilden

FROM: Michael T. Joram  
EEO Counselor

SUBJECT: Notice of Right to File Formal Complaint of  
Discrimination

1. There has been no resolution of the matters on which you contacted us on 4 February 1998, therefore, counseling is hereby terminated. You are now entitled to file a formal complaint of discrimination if you believe you have been discriminated against on the bases of race, color, religion, gender, national origin, age, disability or reprisal.

2. If you file a formal complaint, it must be in writing to:

Ana Mercedes McCollim  
Director of Equal Employment Opportunity  
Central Intelligence Agency  
[ ] Headquarters Building  
Washington, D.C. 20505

3. If you file a formal complaint, it must be filed (i.e., hand delivered or post marked) on the attached form within 15 calendar days of the day you receive this notice.

4. The formal complaint must specify the matter or matters giving rise to the complaint. It must state the issues and the basis for the complaint which were discussed with the undersigned. The issue and basis on which you were counseled are as follows:

Issue and Basis: Complainant alleges discrimination on the basis of ~~reprisal~~ *gender* when on 8 January 1998 she was pulled short-of-tour *A.B.T.*

If you add issues on which you have not been counseled, the formal complaint will be returned to you for further counseling.

*mailed  
4:30 m 18 March*

10000003

SUBJECT: Notice of Right to File Formal Complaint of  
Discrimination

5. If you retain an attorney or any other person as your designated representative, you must notify the EEO office in writing. If your representative does not have a security clearance, you are responsible for providing to EEO the representative's full name, address, date and place of birth, and social security number so that the clearance process can be initiated. If you have any questions concerning the substance of your complaint or the process of handling it, contact the EEO Complaints System Manager on (703) 482-9379. Please acknowledge receipt of this notice by signing below and returning to the above address.

NAME

EEO Counselor

Attachment: Complaint Form

Complainant

Date

- 18 March 98

000004