

Finally, as to medical examinations for fitness for duty, these are conducted by the agencies. As a result of such examinations, agencies may reassign employees, or they may retain them in their present positions, or they may file applications for disability retirement on behalf of the employee. Our stated policy here is that agencies should make every effort to reassign or retrain an employee who, because of his physical or mental condition, can no longer do his work efficiently and safely.

Disability retirement is approved only when evidence shows that the employee has a disease or injury which prevents him from performing his job in a useful and efficient manner and without danger to himself or others. Any reasonable doubt is to be resolved in favor of the employee. Almost all claims involving emotional illness include psychiatric examination. Psychological testing is also used, but always as an adjunct to, and never independent of, examination by a psychiatrist.

In conclusion, Mr. Chairman, let me point out that our policy is intended to prohibit general use of personality tests as they are presently designed. I am convinced that we must find more practical and acceptable ways of measuring those personal qualities which are so critical to job performance. Thus, our staff will keep alert to research findings, and will, as the opportunity arises, try out new methods that may meet the special demands of the merit system.

Mr. Chairman, I also have an additional statement, which it has been suggested by Mr. Cornish, the committee might also wish to have. With your permission, I will read that into the record as well, or would you prefer to question me on my statement first?

Mr. GALLAGHER. Mr. Chairman, I would like to congratulate you on your statement. However, since this is the first public announcement of this policy, we would appreciate very much, if you could read the justification of that policy.

Mr. MACY. This statement is entitled "The Appraisal of Personal Characteristics in the Selection of Federal Employees Under the Merit System."

I. MERIT SYSTEM EXAMINING METHODS

A. The qualifications of applicants (other than physical abilities and suitability) that are important to examine in filling Federal positions fall into four broad areas:

- (1) Basic aptitudes and abilities to learn the duties of the position.
- (2) Specific knowledge.
- (3) Specific skills and abilities.
- (4) Personal characteristics.

B. Any examining method for merit system use must be considered in terms of whether—

- (1) It provides information about the candidate which is necessary and useful in reaching a conclusion that he will be successful in the particular occupation;

- (2) The information provided is stable and dependable; that is to say, the information is as free as can be from distortion due to bias (intentional or otherwise) on the part of the applicant or the persons using the results, and free of other factors that are unrelated to the qualifications being measured;