

REVISED 3-13-03

TOTAL # OF VOLUMES 90

BATCH # 105821

SCANNING TRACKING SHEET

FOIPA # 910504-2

SUBJECT National Archives

FILE # 66-HQ-10249

SECTION # acl
(Please use a separate form for each section)

SERIAL # 9

LEGAL TECH

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NAME U TEAM EXT.

DATE FORWARDED TO SCANNING 4/24/06

DATE COMPLETED _____
INITIAL AND DATE:

ACL NEEDED _____

INITIAL AND DATE:

DOCUMENTS PREPARED BY _____

SCANNED BY _____

QUALITY CONTROLLED BY _____

REWORKED BY _____

CATALOGED BY _____

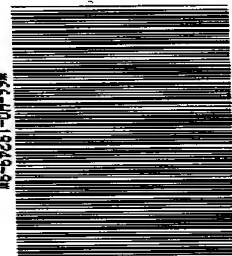
REASSEMBLED BY _____

ACL APPLIED BY _____

U. S. DEPARTMENT OF JUSTICE

MATERIAL MUST NOT BE REMOVED FROM OR ADDED TO THIS

FEDERAL BUREAU
OF
INVESTIGATION
HEADQUARTERS



SERIALS 281-331

86-19249

SECTION 9

DO NOT
DESTROY

FOIPA # 918504-2

SECTION 9
SERIALS 281-331

Transfer - Call 3421

Use Care in Handling this File

ATTENTION

The following documents appearing in FBI files have been reviewed under the provisions of The Freedom of Information Act (FOIA) (Title 5, United States Code, Section 552); Privacy Act of 1974 (PA) (Title 5, United States Code, Section 552a); and/or Litigation.

FOIA/PA

Litigation

Executive Order Applied

Requester: _____

Subject: _____

Computer or Case Identification Number: _____

Title of Case: _____ Section _____

* File _____

Serials Reviewed: _____

Release Location: *File _____ Section _____

This file section has been scanned into the FOIPA Document Processing System (FDPS) prior to National Security Classification review. Please see the documents located in the FDPS for current classification action, if warranted. Direct inquires about the FDPS to RIDS Service Request Unit b2

File Number: 66-14-14249 Section 9

Serial(s) Reviewed: all

FOIPA Requester: _____

FOIPA Subject: National Archives

FOIPA Computer Number: 9183 89

File Number: _____ Section _____

Serial(s) Reviewed: _____

FOIPA Requester: _____

FOIPA Subject: _____

FOIPA Computer Number: _____

File Number: _____ Section _____

Serial(s) Reviewed: _____

FOIPA Requester: _____

FOIPA Subject: _____

FOIPA Computer Number: _____

THIS FORM IS TO BE MAINTAINED AS THE TOP SERIAL OF THE FILE, BUT NOT SERIALIZED.

SCANNED BY DocLab (RMD)

DATE: 5-8-06

ATTENTION

LAST SERIAL: 331

DO NOT REMOVE FROM FILE

August 11, 1982

~~FEDERAL GOVERNMENT~~

[redacted]
[redacted] for Presidential Libraries
FBI Appraisal Project Director
National Archives and Records Service
Washington, D. C. 20408

Dear [redacted]

Pursuant to the August 26, 1981, Order of U.S. District Judge Harold H. Greene in the civil matter American Friends Service Committee, et al. v. William H. Webster, et al, Civil Action Number 79-1655, U.S. District Court, Washington, D. C., I request that you assign an archivist to the FBI Cincinnati Office to examine a large volume documentary evidence.

The Veterans Administration provided the FBI Cincinnati Office with 450 case binders in conjunction with the case captioned "[redacted]

[redacted] Also Known As; et al; Fraud Against the Government - Veterans Administration," Cincinnati file number 17A-1118. Additionally, 50 binders were provided the FBI Cincinnati Office by the Housing and Urban Development Regional Office in the case captioned [redacted] Also Known As; et al; Fraud Against the Government - Housing and Urban Development," Cincinnati file number 147B-794. In the case captioned [redacted]

[redacted] et al; Fraud Against the Government - Veterans Administration, Housing and Urban Development," Cincinnati file numbers 147A-793 and 17A-1075, the Veterans Administration and Housing and Urban Development Regional Office provided the FBI Cincinnati Office with 500 files.

The Veterans Administration and the Housing and Urban Development Regional Office have requested the return of their records.

Due to the large volume of documentary evidence involved, it would be impractical for the FBI Cincinnati Office to forward these documents to FBI Headquarters for review by a

66-19249

- Exec AD Inv. 1 - Mr. Monroe
- Exec AD:Adm. 1 - Mr. Mintz (Attn: [redacted])
- Exec AD LES 1 - AD, Records Management Division
- Asst. Dir.:
- Adm. Servs. 1 - Mr. Scherrer
- Crim. Inv. 1 - [redacted]
- Ident. 1 - [redacted]
- Intell. RWS:evm (7)
- Laboratory
- Legal Coun.
- Plan. & Insp.
- Rec. Mgnt.
- Tech. Servs.
- Training
- Public Affs. Off.
- Telephone Rm.
- Director's Sec'y

66-19249-281

12 AUG 12 1982

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MAIL ROOM

Hand carried to NARS. Aux

WHS 4. 1982



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member of your staff. The most practical method of resolving this matter would be for an archivist to travel to the the FBI Cincinnati Office to review the documents in question.

Please let me or Tom Dudney know of your decision so that this matter may be coordinated with the FBI Cincinnati Office.

With best personal regards,

RWS

Robert W. Scherrer
Section Chief
Records Systems Section
Records Management Division

APPROVED:

Director _____	Adm. Servs. _____	Laboratory _____
Exec. AD-Adm. _____	Crim. Inv. _____	Legal Coun. _____
AD-Inv. _____	Ident. _____	Off. of Cong. & Public Affs. _____
AD-LES _____	Inspection _____	Rec. Mgmt. <i>com/RWS</i>
	Intell. _____	Tech. Servs. _____
		Training _____

Memorandum



To : DIRECTOR, FBI (66-19249)

Date 8/6/82

From : SAC, OKLAHOMA CITY (66-2816)

Subject : DESTRUCTION OF RECORDS
NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ AND FIELD RECORDS

ReBuairtel 7/13/82.

It is requested that the Bureau furnish copies of Judge Harold Greene's orders pertaining to retention, return and destruction of records so that District Judges can be informed fully should a motion be made for the return of Grand Jury documents.

The Bureau is further requested to advise if Judge Greene's 6/17/82 order modified previous orders pertaining to the retention, release, destruction or copying of non-Grand Jury records.

Additionally, Grand Jury records are technically obtained from the Grand Jury through the USA. Is there any prohibition against returning Grand Jury documents to the USA's Office? It seems this would remove the FBI from all contention concerning disposition of the files and give relief from the problems of storage. Bureau instructions are requested on this matter.

(Handwritten initials)

2 - Bureau
1 - Oklahoma City

JAW:mwr
(3)

66-19249-282

AUG 16 1982

Schroeder

LET. TO OKLAHOMA CITY 8/12/82. RWS/evm
(Handwritten signature)

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54

AIRTEL

8/11/82

Director, FBI
SAC, Cincinnati

[Redacted]

[Redacted]

ET AL; FAG-VA
(OO: CI) (Cifile 17A-1118)

ET AL
FAG (VA-HUD)
(OO: CI) 147A-793
17A-1075

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[Redacted]

AKA, ET AL;
FAG-HUD
(OO: CI) (Cifile 147B-794)

NATIONAL ARCHIVES

Reurtel 7/29/82. AND RECORD SERVICE

The National Archives and Records Service has been requested to assign an archivist to the Cincinnati Office to review documentary evidence being held in captioned matter. You will be advised of the date the NARS archivist will visit your office.

- ① - 66-19249
- 1 - Mr. Revell
- 1 - Mr. Mintz (Attn: [Redacted])
- 1 - Mr. Monroe
- 1 - Mr. Scherrer

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RWS:evm
(8)

66-19249-

DUPLICATE YELLOW

NOT RECORDED

13 AUG 18 1982

ORIGINAL FILED IN 17-33097

SAC, Oklahoma City (66-2816)

8/12/82

Director, FBI (66-19249)

**DESTRUCTION OF RECORDS
NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ AND FIELD RECORDS**

Reurlet 8/6/82 and Buairtel 7/13/82.

Copies of Orders issued by U.S. District Judge Harold E. Greene in the civil matter American Friends Service Committee, et al., v. William H. Webster, et al., U.S. District Court, Washington, D. C., Civil Action Number 79-1655, pertaining to the disposition of documentary evidence have been forwarded by the U.S. Department of Justice Civil Division to all U.S. Attorneys, as indicated in the enclosure to reBuairtel. Should any U.S. District Judge in your territory inquire as to the content of Judge Greene's Orders in the aforementioned civil matter, you should refer the Judge to the U.S. Attorney.

As indicated in reBuairtel, Judge Greene's 6/17/82 Memorandum Order did not modify previous Orders pertaining to the retention, release or destruction of non-Grand Jury documentary evidence. You should follow instructions set forth in Bureau teletype to All SACs, dated 10/7/81, captioned as above, for specific instructions in this regard.

Judge Greene's Orders pertaining to Federal Grand Jury documentary evidence only covers such material entered into the FBI's records system. Any documentary evidence secured through a Federal Grand Jury subpoena, which is delivered directly to the Office of the U.S. Attorney and not entered into the FBI's records system, is not covered by any of Judge Greene's Orders and the disposition of this material is left to the discretion of the U.S. Attorney.

Do not hesitate to contact FBIHQ should you have any additional questions concerning captioned matter.

NOTE: In response to re Oklahoma City letter. Response coordinated by the Records Management Division with the Legal Counsel Division.

- Exec AD Inv.
- Exec AD Adm.
- Exec AD LED
- Asst. Dir.:
- Adm. Servs.
- Crim. Inv.
- Ident.
- Intell.
- Laboratory
- Legal Coun.
- Plan. & Insp.
- Rec. Mgnt.
- Tech. Servs.
- Training
- Public Affs. Off.
- Telephone Rm.
- Director's Sec'y

Mr. Mintz (Attn:)
Mr. Monroe
Mr. Scherrer

APPROVED:

Director _____
Exec. AD-Adm. _____
Exec. AD-Inv. _____
Exec. AD-LES _____

Adm. Servs. _____	Laboratory _____
Crim. Inv. _____	Legal Coun. <u>DM/JS</u>
Ident. _____	Off. of Cong. & Public Affs. _____
Inspection _____	Rec. Mgnt. <u>CJ/RW</u>
Intell. _____	Tech. Servs. _____
	Training _____

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evm (7)

MAIL ROOM

MAILED 14
AUG 12 1982
FBI

66-19249-

AUG 16 1982

July 26, 1982

FEDERAL GOVERNMENT

[redacted] for Presidential Libraries
FBI Appraisal Project Director
National Archives and Records Service
Washington, D. C. 20408

Dear [redacted]

Pursuant to the August 26, 1981, Order of U.S. District Judge Harold H. Greene in the civil matter American Friends Service Committee, et al. v. William H. Webster, et al, Civil Action Number 79-1655, U.S. District Court, Washington, D. C., I request that you assign an archivist to the FBI Washington Field Office to examine documentary evidence provided the FBI by the Immigration and Naturalization Service (INS).

By way of background, the INS provided the FBI Washington Field Office with transaction history computer print-outs for the case captioned [redacted]

[redacted] These transaction histories are used to keep track of computer usages and act as a safeguard against employee misuse of the computer. The fact that these records are presently retained in the bulky evidence room at the FBI Washington Field Office is an inconvenient arrangement for INS personnel when the need arises to consult the transaction histories. INS personnel have requested the return of these documents in order to simplify research of these records for problems or discrepancies which may have occurred. The FBI has no additional need for these records inasmuch as subject pleaded guilty and was sentenced.

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I would appreciate your informing me of your decision in this matter so that I can coordinate the visit of the archivist with the FBI Washington Field Office.

With best personal regards,

RWS
Robert W. Scherrer
Section Chief
Records Systems Section
Records Management Division

Exec AD Inv. _____
Exec AD Adm. _____
Exec AD LES _____ 66-19249

Asst. Dir.:
Adm. Servs. 1 - Mr. Revell
Crim. Inv. 1 - Mr. Mintz (Attn: [redacted])
Ident. 1 - Mr. Monroe
Intell. 1 - Mr. Scherrer
Laboratory _____
Legal Coun. 1 - [redacted]

Plan. & Insp. _____
Rec. Mgnt. _____ RWS:evm (7)
Tech. Servs. _____
Training _____
Public Affs. Off. _____
Telephone Rm. _____
Director's Sec'y _____

MAIL ROOM

note: Hand carried to NARS 8/26/82

APPROVED:

66-19249-284
Director _____
Exec. AD-Inv. _____
Exec. AD-LES _____
Adm. Servs. _____
Crim. Inv. _____
Ident. _____
Inspection _____
Intell. _____
Laboratory _____
Legal Coun. _____
Off. of Cong. & Public Affs. _____
Rec. Mgnt. _____
Tech. Servs. _____
Training _____

17 AUG 24 1982



General Services Administration

National Archives and Records Service

Washington, DC 20408

TL

July 30, 1982

Robert W. Scherrer
Chief, Records Systems Section
Records Management Division
Federal Bureau of Investigation
Washington, D.C. 20535

Dear Mr. Scherrer:

In response to the Bureau's requests of March 9 and May 20, 1982, to make an archivist available to review material relating to a case originating in Los Angeles, [redacted] of our Los Angeles Federal Archives and Records Center, reviewed the material at the FBI Los Angeles Office on June 22, 1982.

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The documentary material reviewed relates to Los Angeles case file 28D-8082 and consists of 419 video cassettes of copyrighted films. This material was seized legally from the Home Video Center of Huntington Beach, California, by Bureau agents through a search warrant.

[redacted] personally selected 42 of the 419 cassettes, advanced each randomly to a segment of the tape, and determined that the tapes were in fact reproductions of popular motion pictures. Originals of these films are maintained by the movie industry. These copies have no historical or other research value to merit permanent retention and may be destroyed as authorized by the owner of the Home Video Center.

Sincerely,

[redacted signature box]

for Presidential Libraries

66-19249-

NOT RECORDED
38 AUG 6 1982

SEP 9 1982

ORIGINAL FILED IN 28-5013-105



General Services Administration

National Archives and Records Service

Washington, DC 20408

July 30, 1982

391

Robert W. Scherrer
Chief, Records Systems Section
Records Management Division
Federal Bureau of Investigation
Washington, D.C. 20535

Dear Mr. Scherrer:

NARS

In response to the Bureau's request of May 4, 1982, to make an archivist available to review material relating to three cases originating in Washington, [redacted] of our staff examined the materials at the Washington Field Office on June 8, 1982.

The documentary material reviewed relates to Washington Case Files 208-75,* 208-106, and 208-107 and consists of copies of GSA contracts and correspondence, reports, and regulations relating to GSA contracting procedures. These materials were voluntarily made available to the FBI by the GSA Inspector General. The subjects of each case have been convicted of bribery and sentenced.

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This material lacks sufficient evidential or informational value to warrant permanent retention and may be returned to the GSA Inspector General as requested.

Sincerely,

[Redacted signature box]

for Presidential Libraries

* Note: 208-75 is FBIHQ
file #. 208-80 is w70 file #.
[redacted] telephonically
advised. 8/2/82 RLS

208-75-19

66-17249-

NOT RECORDED
18 SEP 9 1982

ORIGINAL FILED IN

AIRTEL

8/3/82

TL

Director, FBI
SAC, Los Angeles (28D-8082)

HOME VIDEO CENTER
8907 WARNER AVENUE
HUNTINGTON BEACH, CALIFORNIA
COPYRIGHT MATTER

Reurtel 2/26/82.

The National Archives and Records Service (NARS), after reviewing documentary evidence retained by your office in captioned matter, concluded that this evidence lacks sufficient value to warrant permanent retention and may be returned to the owners or their designated representatives or destroyed.

Enclosed for completion of your office file on captioned matter is a self-explanatory letter dated July 30, 1982, from NARS authorizing the return or destruction of the documentary evidence, supra.

Enclosure

- ① - 66-19249
 - 1 - Mr. Revell
 - 1 - Mr. Mintz (Attn:)
 - 1 - Mr. Monroe
 - 1 - Mr. Scherrer
 - 1 -
- RWS:evm
(9)

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66-19249-

NOT RECORDED
38 AUG 6 1982

DUPLICATE

28-5013-8

ORIGINAL FILED IN

SEP 9 1982

AIRTEL

8/4/82

Director, FBI

SAC, Washington Field Office (208-80)

[Redacted]

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AGENCY AND COURTS LIAISON OFFICER
OFFICE OF THE REGIONAL COMMISSIONER
REGION 3, PUBLIC BUILDINGS SERVICE (PBS)
GENERAL SERVICES ADMINISTRATION (GSA)
WASHINGTON, D.C.
FAC-GSA; BRIBERY; OO:WFO

ReBuairtel 5/4/82.

The National Archives and Records Service (NARS), after reviewing documentary evidence retained by your office in captioned matter, concluded that this evidence lacks sufficient value to warrant permanent retention and may be returned to the owners or their designated representatives.

Enclosed for completion of your office file on captioned matter is a self-explanatory letter dated July 30, 1982, from NARS authorizing the return of documentary evidence, supra.

Enclosure

- ① - 66-19249
 - 1 - Mr. Revell
 - 1 - Mr. Mintz (Attn: [Redacted])
 - 1 - Mr. Monroe
 - 1 - Mr. Scherrer
 - 1 - [Redacted]
- RWS:evm
(9)

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66-19249

NOT RECORDED
15 SEP 9 1982

DUPLICATE YELLOW

ORIGINAL FILED IN

41-75-10

AIRTEL

8/4/82

Director, FBI

SAC, Washington Field Office (208-106)

SAT

[Redacted]

DBA JOHN HENRY ASSOCIATES AND MARKET PLACE INTERIORS

[Redacted]

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b7C

STATE DEPARTMENT FIELD OFFICE (SFO)
WEST AREA, REGION 3, PUBLIC BUILDINGS SERVICE (PBS)
GENERAL SERVICES ADMINISTRATION (GSA)
WASHINGTON, D.C.
FAG-GSA; BRIBERY; OO:WFO

ReBuairtel 5/4/82.

The National Archives and Records Service (NARS), after reviewing documentary evidence retained by your office in captioned matter, concluded that this evidence lacks sufficient value to warrant permanent retention and may be returned to the owners or their designated representatives.

Enclosed for completion of your office file on captioned matter is a self-explanatory letter dated July 30, 1982, from NARS authorizing the return of documentary evidence, supra.

Enclosure

- ① - 66-19249
- 1 - Mr. Revell
- 1 - Mr. Mintz (Attn: [Redacted])
- 1 - Mr. Monroe
- 1 - Mr. Scherrer
- 1 - [Redacted]

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66-19249-

RWS:evm

(9) *[Signature]*

NOT RECORDED
13 SEP 9 1982

1 - ENCLOSED

DUPLICATE YELLOW

208-106-11

ORIGINAL FILED IN

FBI

TRANSMIT VIA:

- Teletype
- Facsimile
- AIRTEL

PRECEDENCE:

- Immediate
- Priority
- Routine

CLASSIFICATION:

- TOP SECRET
- SECRET
- CONFIDENTIAL
- UNCLAS E F T O
- UNCLAS

Date 8/5/82

TO: DIRECTOR, FBI (29-92234)
ATTENTION: SA ROBERT W. SCHERRER,
 SECTION CHIEF,
 RECORDS SYSTEMS SECTION,
 RECORDS MANAGEMENT DIVISION

FROM: SAC, EL PASO (29B-1102) (C)

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[redacted] aka
 dba Ranger Oilfield Industrial Equipment
 Big Spring, Texas
 BF&E (CHECK KITE)
 OO: EP

NATIONAL ARCHIVES and RECORDS SERVICE

Re EP prosecutive report of SA [redacted]
 [redacted] dated 10/14/81; DL FD-515 to Bureau, 7/28/82.

Enclosed are the original and three copies of a self-explanatory LHM containing a synopsis of captioned matter and final disposition. For information of the Bureau, subject was agreeable to plead under Rule 20 at Dallas, Texas, to three counts of the six count indictment for violation of Title 18, U.S. Code, Section 1014. Subject sentenced on 6/24/82, on three counts and received two years custody of the U.S. Attorney General and four years supervised probation, with other three counts being dismissed. Final Disposition report (R-84) being submitted by the Dallas Division.

FD-467 being submitted by the El Paso Division.

ENCLOSURE

For information of Records Systems Section, Records Management Division, Commercial Bank & Trust Company (CBTC), Midland, Texas, victim bank, voluntarily furnished the original signature card, two CBTC deposit slips, three CBTC bank money

- ③ Bureau (Enc. 4)
- 1- El Paso
- RB/pms
- (4)

66-19249-

NOT RECORDED
16 AUG 18 1982

ORIGINAL FILED IN 29-99234-16

Approved: _____ Transmitted _____ (Number) _____ (Time)

Per **CARBON COPY**

EP 29B-1102

orders, six starter checks drawn on CBTC and one check drawn on Coahoma State Bank, Coahoma, Texas.

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Also obtained and voluntarily furnished for fingerprint and handwriting examination purposes, were one fingerprint card of [redacted] from the Howard County Sheriff's Department, Big Spring, Texas, and five pages of adult probation reports, for subject, from the Howard County Probation Department, Big Spring, Texas.

All contributors requested that the original documents be returned upon completion of the FBI's investigation.

On 8/3/82, all original documents were returned to the original contributors and appropriate xerox copies are contained in the appropriate 1A envelopes.

El Paso considers this case closed.



U.S. Department of Justice

Federal Bureau of Investigation

In Reply, Please Refer to
File No.

El Paso, Texas
August 5, 1982

[REDACTED]
Also Known As [REDACTED]
[REDACTED]

Doing Business As Ranger Oilfield
Industrial Equipment,
Big Spring, Texas
BANK FRAUD & EMBEZZLEMENT
(CHECK KITE)

This investigation was instituted upon receipt
of a complaint on October 23, 1980, from [REDACTED]

[REDACTED] Commercial Bank
& Trust Company (CBTC), Midland, Texas, who advised that on
October 1, 1980, a new bank customer, who identified himself
as [REDACTED] doing business as (dba) Ranger Oilfield
Industrial Equipment, Big Spring, Texas, opened a new commercial
checking account, number [REDACTED], with an initial deposit of
\$50.00 cash.

Investigation determined that on October 3, 1980,
a \$15,000.00 check, drawn on the Coahoma State Bank (CSB),
Coahoma, Texas, account number [REDACTED] was deposited to
the newly established checking account which was later returned
marked "unable to locate". It was further determined that from
October 3, 1980, through October 7, 1980, six starter checks
were cashed at CBTC, in amounts ranging from \$20.00 to \$8,000.00,
for either cash or bank money orders, after which CBTC suffered
a \$18,671.00 loss due to the check kite operated by [REDACTED]
[REDACTED]

Investigation at CSB, Coahoma, Texas, determined
that account number [REDACTED] was opened on August 6, 1980,
with \$15.00 cash and was closed on September 3, 1980, due
to numerous overdrafts. It was determined that check number

This document contains neither recommendations nor conclusions
of the FBI. It is the property of the FBI and is loaned to
your agency; it and its contents are not to be distributed outside
your agency.

66-19249 -

ENCLOSURE

[redacted] Also Known As;
Doing Business As Ranger Oilfield
Industrial Equipment
Big Spring, Texas

[redacted] dated October 2, 1980, made payable to Ranger Oilfield Industrial Equipment, in the amount of \$15,000.00, signed [redacted] was determined to be a fictitious and fraudulent check.

Investigation at CBTC located bank employees who identified [redacted], through photographic line-up as the individual who either cashed starter checks or received bank money orders.

FBI Laboratory Division, Document Section, identified [redacted] through handwriting as the individual who wrote the six starter checks. FBI Identification Division, Latent Fingerprint Section, also identified latent fingerprints on some of the checks submitted from the El Paso Division.

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On March 15, 1982, subject was indicted by a Federal Grand Jury (FGJ), Western District of Texas (WDT), Pecos, Texas, on seven counts, for violation of Title 18, U.S. Code, Section 1014, arrest warrant issued and bond set at \$50,000.00 cash or corporate surety.

On March 17, 1982, subject was located in a Tarrant County Jail, Fort Worth, Texas.

On April 28, 1982, Assistant U.S. Attorney (AUSA), WDT), El Paso, Texas, advised that he had been in contact with [redacted] attorney and [redacted]

[redacted]

On June 24, 1982, subject sentenced in U.S. District Court, Northern District of Texas, Dallas, Texas, for three counts of violation of Title 18, U.S. Code, Section 1014, to two years custody of the U.S. Attorney General for count 1 and two years custody of the U.S. Attorney General for counts 3 and 5 to run concurrent with sentence in count 1. Sentences in counts 3 and 5 suspended and placed on probation for four years upon completion of confinement. Counts 2, 4 and 6 dismissed on motion of U.S. Attorney.

[Redacted]

Also Known As;

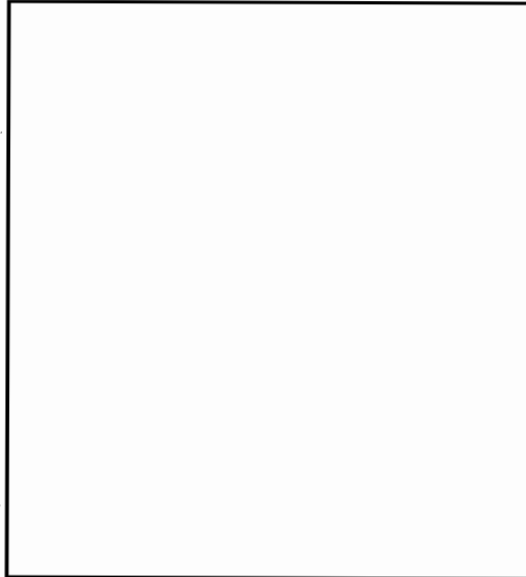
Doing Business As Ranger Oilfield
Industrial Equipment
Big Spring, Texas

[Redacted]

is described as follows:

Name
Aliases

Race
Sex
Height
Weight
Hair
Eyes
Date of birth
Place of birth
Texas driver's
license number
Social Security
Account Number



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El Paso considers this case closed.

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1 1

8/17/82

UNCLAS E F T O

ROUTINE

FM DIRECTOR FBI (17-32790)
TO FBI PITTSBURGH (17B-1049) ROUTINE

BT

UNCLAS E F T O

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b7C

[REDACTED]

FAG - VETERANS ADMINISTRATION, 00:PG

REURTEL 8/12/82, CAPTIONED AS ABOVE; BUAIRTEL TO ALL SACS
7/13/82, CAPTIONED "DESTRUCTION OF RECORDS, NATIONAL ARCHIVES
AND RECORDS SERVICE (NARS) APPRAISAL OF FBIHQ AND FIELD
RECORDS."

INASMUCH AS DOCUMENTARY EVIDENCE WAS SECURED THROUGH THE
SERVICE OF A FEDERAL GRAND JURY SUBPOENA, YOU SHOULD FOLLOW
INSTRUCTIONS SET FORTH IN REBUAIRTEL.

BT

1

66-19249-

RWS:evm

8/17/82

5644

4185

- ① - 66-19249
- 1 - MR. REVELL
- 1 - MR. MINTZ (ATTN: [REDACTED])
- 1 - MR. MONROE
- 1 - MR. SCHERRER
- 1 - [REDACTED]

b6
b7C

NOT RECORDED
34 AUG 20 1982

DUPLICATE YELLOW

ORIGINAL FILED IN 17-32790-4

2

NOTE: IN RESPONSE TO REPGTEL.

8/18/82

UNCLAS E F T O

IMMEDIATE

FM DIRECTOR FBI

TO FBI, DENVER (196B-8393) IMMEDIATE

BT

UNCLAS E F T O

*National Archives
and Records Service*

[Redacted]

AKAT ET AL

FBIHQ (OO:DN)

REURTEL 8/18/82; BUAIRTEL 7/13/82, CAPTIONED "DESTRUCTION OF RECORDS, NATIONAL ARCHIVES AND RECORDS SERVICE (NARS) APPRAISAL OF FBIHQ AND FIELD FILES"; BUTELCALL 8/18/82, TO SA [Redacted] [Redacted] OF YOUR OFFICE.

SINCE DOCUMENTARY EVIDENCE DESCRIBED IN RETEL WAS OBTAINED THROUGH A FEDERAL GRAND JURY SUBPOENA, YOU SHOULD FOLLOW INSTRUCTIONS SET FORTH IN REBUAIRTEL.

b6
b7C

BT

RWS:LCM

8/18/82

5644

4185

- 1 - 66-19249
- 1 - MR. REVELL
- 1 - MR. MINTZ (ATTN: [Redacted])
- 1 - MR. MONROE
- 1 - MR. SCHERRER
- 1 - [Redacted]

66-19249-

b6
b7C

NOT RECORDED

5 AUG 25 1982

ORIGINAL FILED IN 196-1373

DUPLICATE YELLOW

NOTE: IN RESPONSE TO REDNTEL.

00019 24007.6

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DE SD

A 272643E AUG 82

FM SAN DIEGO (91A-7215) (C)

TO DIRECTOR, ROUTINE

RECORDED
INDEXED
28 AUG 82 8 47

FEDERAL BUREAU OF INVESTIGATION

(3)

UNCLAS

National Archives and Record Services

ATTENTION: SA FREDERICK W. SCHWARTZ, RECORDS SYSTEMS SECTION, RECORDS

MANAGEMENT DIVISION

[REDACTED] SECURITY PACIFIC NATIONAL BANK, 911 EAST

BLAZA BOULEVARD, NATIONAL CITY, CALIFORNIA. APRIL 19, 1982.

LA (A). OO: SAN DIEGO.

[REDACTED]

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b7c

[REDACTED]

[REDACTED]

66-19249-

NO RESPONSE
NECESSARY. COPY
OF CHECK MADE
& RETAINED BY SD
RUX

NOTE TO CLASSIFYING
SUBUNIT:
PLEASE COPY IN
66-19249 Rux

USE, DIV. 5
[Handwritten signature]

NOT RECORDED
178 SEP 7 1982

59 SEP 15 1982

ORIGINAL FILED IN - 91-093011-8

AIRTEL

8/20/82

Director, FBI (183-2698)

SAC, Newark (183A-638)

589

[Redacted]

AKA; ET AL

RICO

OO: NEWARK

NATIONAL ARCHIVES AND

RECORDS SERVICE

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b7c

ReNktel 8/19/82.

The National Archives and Records Service has been requested to assign an archivist to the Newark Field Office to review documentary evidence being held in captioned matter. You will be advised of the date the NARS archivist will visit your office.

- ① - 66-19249
- 1 - Mr. Revell
- 1 - Mr. Mintz (Attn: [Redacted])
- 1 - Mr. Monroe
- 1 - Mr. Scherrer
- 1 - [Redacted]

RWS:evm
(8)

ORIGINAL FILED IN

183-2698-108

66-19249-

NOT RECORDED
44 AUG 24 1982

325
50 AUG 24 1982

IP0885 2362129

RR HQ

DE IP

R 242109Z AUG 82

FM INDIANAPOLIS (9A-3118) P
TO DIRECTOR (9-66562) ROUTINE

RECEIVED
TELETYPE UNIT

4 AUG 82 22 11z

FEDERAL BUREAU
OF INVESTIGATION

LM

BT

UNCLAS

ATTENTION SA ROBERT W. SCHERRER, SECTION CHIEF, RECORDS SYSTEM
SECTION, RECORDS MANAGEMENT DIVISION.

Exec AD-1	
Exec AD-2	
Exec AD-LES	
Asst. Dir.:	
Adm. Serv.	
③ Crim. Inv.	DBR
Ident.	
Inspection	
Intell.	
Laboratory	
Legal C.	
Off. Cong. & Public Aff.	
Rec. Mgmt.	
Tech. Serv.	
Training	

UNSUB; [REDACTED] VICTIMS, EXTORTION, OC: INDIANAPOLIS
RE BUREAU TELETYPE, OCT. 7, 1981, CAPTIONED "DESTRUCTION OF
RECORDS; NATIONAL ARCHIVES AND RECORDS SERVICE (NARS), APPRAISAL
OF FBIHQ FIELD RECORDS."

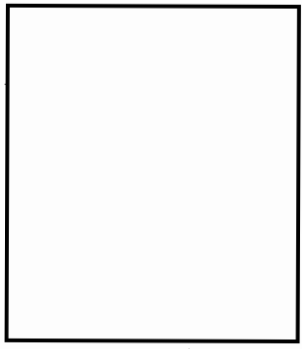
b6
b7c

ON AUG. 24, 1982, [REDACTED] REQUESTED THE RETURN OF THE
FOLLOWING DOCUMENTS FURNISHED BY HER IN JAN. AND FEB., 1982, RE
INSTANT MATTER: (1) ADDRESS BOOK. (2) LETTER WRITTEN BY [REDACTED]
[REDACTED] (3) THREATENING LETTER RECEIVED BY VICTIM.
PROSECUTION WAS DECLINED BY AUSA, SOUTHERN DISTRICT OF IND. (SDI),
ON JUNE 16, 1982. ITEM NO. 1 IS A THREE-INCH BY FOUR-INCH ADDRESS
BOOK, HAVING APPROX. FORTY PAGES, OF WHICH APPROX. HALF CONTAINED

ORIGINAL FILED IN
9-66562-2

66-19249-

NOT RECORDED
31 AUG 30 1982



NO RESPONSE
NECESSARY RWR

NOTE TO CLASSIFYING
SUBUNIT:
PLACE COPY IN
9-66562-2 RWR
82-19249

[Handwritten signature]

PAGE TWO IP 9A-3118 UNCLAS

WRITTEN MATERIAL; ITEM NO. 2 IS A BLUE ENVELOPE CONTAINING A LETTER WRITTEN ON BOTH SIDES OF NINE-INCH BY TWELVE-INCH LINED PAPER; ITEM NO. 3 IS A WHITE ENVELOPE CONTAINING A LETTER WRITTEN ON ONE SIDE OF FIVE-INCH BY NINE-INCH UNLINED PAPER. IN ABSENCE OF AUSA WHO DECLINED PROSECUTION ON INSTANT MATTER, AUSA THOMAS W. TURNER, SDI, WAS APPRISED OF SAME AND WAS IN CONCURRENCE RE RETURN OF AFOREMENTIONED DOCUMENTS.

ABOVE-LISTED ITEMS HAVE BEEN XEROXED AND RETAINED AND ORIGINALS WILL BE RETURNED TO CONTRIBUTOR, UACB.

BT

cc:CID

1 1

8/27/82

UNCLAS E F T O

ROUTINE

FM DIRECTOR FBI

TO FBI TAMPA (45-357) ROUTINE

BT

UNCLAS E F T O

*National Archives and
Records Service*

[REDACTED] AUGUST 22, 1981, CAPE CANAVERAL, FLORIDA; CRIME ON
HIGH SEAS-MYSTERIOUS DEATH; OO:TAMPA

REURTEL 8/25/82.

b6
b7C

YOU SHOULD ARRANGE TO HAVE A PRINT MADE OF EACH OF THE FOUR
SLIDES PROVIDED BY THE NAVAL INVESTIGATIVE SERVICE FOR RETENTION
IN YOUR OFFICE'S FILE ON CAPTIONED. THE FOUR SLIDES MAY THEN BE
TURNED OVER TO THE JUDGE ADVOCATE GENERAL'S OFFICE. YOU SHOULD
SECURE A RECEIPT TO DOCUMENT THE RETURN OF THE FOUR SLIDES.

BT

|

RWS:evm

8/27/82

5644

4185

- ① - 66-19249
- 1 - MR. REVELL
- 1 - MR. MINTZ (ATTN: [REDACTED])
- 1 - MR. MONROE
- 1 - MR. SCHERRER
- 1 - [REDACTED]

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b7C

66-19249 -

NOT RECORDED

5 SEP 7 1982

ORIGINAL FILED IN

45-11380-4

54 SEP 23 1982 RCDg

NOTE: IN RESPONSE TO RETPTEL.

WFO 010000Z

- Best Available Copy -

FM WFO

TO DIRECTOR (44-2391525)

ZNY

FM WASHINGTON FIELD (290-5171) (C) (C-3)

TO DIRECTOR FBI ROUTINE

ATTN: SA ROBERT A. SCHERER

SECTION CHIEF

RECORDS SYSTEMS SECTION

RECORDS MANAGEMENT DIVISION

BT

UNCLAS

Noted from Records Service

[Redacted]

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b7c

WASHINGTON, D.C., 00 0000Z

THE PERSONNEL DEPARTMENT OF CAPTIONED BANK VOLUNTARILY PROVIDED A PHOTOGRAPH AND FINGERPRINT CARD FOR CAPTIONED SUBJECT TO BE USED TO DETERMINE IF SUBJECT'S FINGERPRINTS MATCH OTHER PIECES OF EVIDENCE.

66-19249

NAME DANIEL S. CRIVELY, DISTRICT OF COLUMBIA, WASHINGTON, D.C., ENCLOSED REPRODUCTION AND COMPARED THIS SET OF PIECES OF EVIDENCE SHOULD BE RETURNED TO THE BANK STATING THAT THEY ARE PART OF A PERSONNEL FILE OF THE BANK WHICH IS NOT

No response necessary

NOTE TO CLASSIFYING SUBUNIT: PLACE COPY IN 66-19249 Box

NOT RECORDED
28 SEP 3 1982

ORIGINAL FILED IN 66-19249-29

4-5-82

(Handwritten marks and initials)

PAGE TWO DE WF 8234 U R G L A S

THEM AT A LATER DATE .

XEROX COPIES WERE MADE FOR WFO FILES AND THE ORIGINALS
WERE RETURNED TO THE PERSONNEL DEPARTMENT OF CAPTIONED BANK.

BT

#6304

WFO

0126

Handwritten initials

AIRTEL

8/31/82

Director, FBI (145-5627)
SAC, Baltimore (145A-953)

CLEAN STRREETS, RICO
OO: BALTIMORE

ReBuairtel 8/3/82.

The National Archives and Records Service (NARS), after reviewing documentary evidence retained by your office in captioned matter, concluded that this evidence lacks sufficient value to warrant permanent retention and may be returned to the owners or their designated representatives.

Enclosed for completion of your office file on captioned matter is a self-explanatory letter dated August 27, 1982, from NARS authorizing the return of documentary evidence, supra.

Enclosure

- ① - 66-19249
 - 1 - Mr. Revell
 - 1 - Mr. Mintz (Attn:)
 - 1 - Mr. Monroe
 - 1 - Mr. Scherrer
 - 1 -
- RWS:evm
(9)

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66-19249-

NOT RECORDED
17 SEP 3 1982

785
99 SEP 20 1982

305
~~69 SEP 16 1982~~

DUPLICATE YELLOW

UNRECORDED COPY FILED IN 145-5627-416

8-31-82
MEMORANDUM 33-82

~~(S)~~ ANNUAL SUMMARY OF RECORDS HOLDINGS

The National Archives and Records Service, General Services Administration, requires Federal agencies to submit statistical summaries of records holdings within thirty days of the close of the fiscal year. Therefore, you are requested to prepare record statistics for the twelve-month period beginning October 1, 1981, and ending September 30, 1982. The following data must be furnished:

- (1) Volume of records in cubic feet on hand as of 10/1/81;
- (2) Volume of records in cubic feet on hand as of 9/30/82;
- (3) Volume of records in cubic feet which were destroyed during the period 10/1/81 to 9/30/82; and
- (4) Also provide the approximate total linear feet of closed files.

8-31-82
MEMORANDUM 33-82

- 4 -

ORIGINAL FILED IN

66-04-4400

66-19249-

RECORDED
OCT 4 1982

BV

All record material must be included. Examples of nonrecord material which need not be considered are preliminary work sheets, ticklers, and reference books.

A table of equivalents is set forth for your assistance in determining this data:

Letter-size filing cabinets (full but workable)	1 1/2 cubic feet per drawer
Legal-size filing cabinets (full but workable)	2 cubic feet per drawer
Letter-size shelf files	4/5 cubic foot per linear foot
Legal-size shelf files	1 cubic foot per linear foot
Tabulating cards	10,000 per cubic foot
3 x 5 filing case (full but workable)	1/10 cubic foot per 12-inch drawer
4 x 6 filing case (full but workable)	1/4 cubic foot per 12-inch drawer
5 x 8 filing case (full but workable)	1/4 cubic foot per 12-inch drawer
All other equipment, including rotor filing equipment	Cubic measurements of inside of container
Magnetic tape	1 cubic foot per 7 reels.

Statistical summaries must reach Headquarters, attention: Records Management Division, Records Systems Section, by October 6, 1982. To assist you in your compilations, current volume combined with destruction figure should equal or exceed the volume of records reported for the previous year. You are not required to wait until the last day of the fiscal year to begin your compilation.

Records which have been forwarded to Headquarters by Legal Attache Offices for security reasons will be counted at Headquarters and included with the current volume of records of the respective offices. All records holdings at Headquarters, with the exception of certain areas from which compilations are routinely received, will be counted by personnel of the Records Management Division.

8-31-82

MEMORANDUM 33-82

- 5 -

Memorandum



Exec AD Adm. _____
 Exec AD Inv. _____
 Exec AD LES _____
 Asst. Dir.:

- Adm. Servs. _____
- Crim. Inv. _____
- Ident. _____
- Intell. _____
- Laboratory _____
- Legal Coun. _____
- Plan. & Insp. _____
- Rec. Mgnt. _____
- Tech. Servs. _____
- Training _____
- Off. of Cong. & Public Affs. _____
- Telephone Rm. _____
- Director's Sec'y _____

To : Mr. Monroe *CM*

Date 9/3/82

From :

[Redacted]

Subject :

DESTRUCTION OF RECORDS
NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ AND FIELD RECORDS

NARS

Re Scherrer to Monroe memo 7/14/82.

The congratulatory letters received by Hoover from 1924 to 1972 generally on the occasion of his anniversary of appointment as Director of the FBI or on periodic anniversaries as an employee of the Department of Justice, were reviewed by the FOIPA Section between 8/26/82 and 8/31/82. One (1) congratulatory letter sent to Hoover and 61 copies of reply letters from Hoover to the correspondent have been segregated from the collection and placed on a separate file back. Public release of the information contained in the one congratulatory letter or in the notes/addenda on the FBI's copy of the reply letters would represent a clearly unwarranted invasion of the personal privacy of either the correspondent or other individuals mentioned in the note.

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Attached are work sheets showing the identity of FOIPA Section personnel who reviewed the individual volumes of congratulatory messages.

[Handwritten signature]

Attachment

24 ENCLOSURE

ENCLOSURE ATTACHED

- 1 - Mr. Groover (Attn: [Redacted])
- 1 - Mr. Mintz (Attn: [Redacted])
- 1 - Mr. Monroe
- 1 - Mr. Young (Attn: [Redacted])
- 1 - Mr. Hall
- 1 - Mr. Scherrer (Attn: [Redacted])

DE-104 66-19249-285

7 SEP 8 1982

MEL:rkr (7)

[Handwritten signature]

yca

45

ENCLOSURE

66-19249-785

D

CONGRATULATORY LETTERS RECEIVED BY J. EDGAR HOOVER

<u>Anniversary</u>	<u>Date of Anniversary</u>	<u>Volume #</u>	<u>Reviewed By</u>	<u>Date of Review</u>
36	5-10-6	V1	<div data-bbox="776 472 1096 562" style="border: 1px solid black; height: 43px; width: 197px;"></div> <p>b6 b7C</p>	8-27-82

D

CONGRATULATORY LETTERS RECEIVED BY J. EDGAR HOOVER

<u>Anniversary</u>	<u>Date of Anniversary</u>	<u>Volume #</u>	<u>Reviewed By</u>	<u>Date of Review</u>
35th	5/10/59	XII (13)	<div data-bbox="784 468 1114 569" style="border: 1px solid black; height: 48px; width: 203px;"></div> b6 b7c	8/27/82

CONGRATULATORY LETTERS RECEIVED BY J. EDGAR HOOVER

<u>Anniversary</u>	<u>Date of Anniversary</u>	<u>Volume #</u>	<u>Reviewed By</u>	<u>Date of Review</u>
35 th	5/10/59	XIV (14)	<div data-bbox="803 472 1153 598" style="border: 1px solid black; height: 60px; width: 215px;"></div> <p>b6 b7C</p>	8/27/82

CONGRATULATORY LETTERS RECEIVED BY J. EDGAR HOOVER

<u>Anniversary</u>	<u>Date of Anniversary</u>	<u>Volume #</u>	<u>Reviewed By</u>	<u>Date of Review</u>
37	5-10-61	I	<div data-bbox="792 466 1122 556" style="border: 1px solid black; width: 100%; height: 100%;"></div> <p>b6 b7C</p>	8-27-82

CONGRATULATORY LETTERS RECEIVED BY J. EDGAR HOOVER

<u>Anniversary</u>	<u>Date of Anniversary</u>	<u>Volume #</u>	<u>Reviewed By</u>	<u>Date of Review</u>
37	5/10/61	II	[Redacted] b6 b7C	8/27/82

9

CONGRATULATORY LETTERS RECEIVED BY J. EDGAR HOOVER

<u>Anniversary</u>	<u>Date of Anniversary</u>	<u>Volume #</u>	<u>Reviewed By</u>	<u>Date of Review</u>
35 th	5/10/59	<u>VIII</u> (8)	<div data-bbox="824 506 1159 594" style="border: 1px solid black; width: 206px; height: 42px;"></div> b6 b7C	8/26/82

CONGRATULATORY LETTERS RECEIVED BY J. EDGAR HOOVER

<u>Anniversary</u>	<u>Date of Anniversary</u>	<u>Volume #</u>	<u>Reviewed By</u>	<u>Date of Review</u>
35 th	5/10/59	X (10)	<div data-bbox="787 472 1136 556" style="border: 1px solid black; width: 100%; height: 100%;"></div> b6 b7c	8/27/82

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CONGRATULATORY LETTERS RECEIVED BY J. EDGAR HOOVER

<u>Anniversary</u>	<u>Date of Anniversary</u>	<u>Volume #</u>	<u>Reviewed By</u>	<u>Date of Review</u>
35 th	5/10/59	<u>IX</u> 9	<div data-bbox="771 472 1096 556" style="border: 1px solid black; height: 40px; width: 200px;"></div> b6 b7C	8/26/82

CONGRATULATORY LETTERS RECEIVED BY J. EDGAR HOOVER

<u>Anniversary</u>	<u>Date of Anniversary</u>	<u>Volume #</u>	<u>Reviewed By</u>	<u>Date of Review</u>
35 th	5/10/59	XL (11)	<div data-bbox="779 472 1128 567" style="border: 1px solid black; height: 45px; width: 215px;"></div> b6 b7C	8/27/82

CONGRATULATORY LETTERS RECEIVED BY J. EDGAR HOOVER

<u>Anniversary</u>	<u>Date of Anniversary</u>	<u>Volume #</u>	<u>Reviewed By</u>	<u>Date of Review</u>
50th	7-26-67	II C-D	b6 b7C	8-26-82
44th	5-10-68	XII sect.2		8-26-82
44th	5-10-68	XII Sect 1		8-26-82
43 RD	5-10-67	XI SEC 1		8-26-82
43 rd	5-10-67	XI Sec 2		8-26-82
50 th	7-26-67	IX		8-26-82

CONGRATULATORY LETTERS RECEIVED BY J. EDGAR HOOVER

<u>Anniversary</u>	<u>Date of Anniversary</u>	<u>Volume #</u>	<u>Reviewed By</u>	<u>Date of Review</u>
50 th	JULY 26, 1967	VII		8/26/82
50 th	July 26, 1967	V		8/26/82
50 th	July 26, 1967	VI		8/26/82
50 th	July 26, 1967	III		8/27/82
50 th	July 26, 1967	I		8/26/82
			b6 b7C	
35 th	5/10/57	I, II, III		8/26/82
35th				

CONGRATULATORY LETTERS RECEIVED BY J. EDGAR HOOVER

<u>Anniversary</u>	<u>Date of Anniversary</u>	<u>Volume #</u>	<u>Reviewed By</u>	<u>Date of Review</u>
20 th	5/10/44	1		8-26-82
21 st - 29 th	5/10/45- 5/10/53	1		8-26-82
30 th	5/10/54	1 A-J		8-26-82
30 th	5/10/54	2 K-Z		8-26-82
30 th PH	5/10/54	1		8-26-82
31 st	5/10/55	1		8/26/82
32 nd	5/10/56	1		8-26-82
33 rd	5/10/57	1		8/26/82
34 th	5/10/58	1		8/26/82
34 th	5/10/58	2		8/26/82
35 th	5/10/59	1 A		8/26/82
35 th	5/10/59	2 B		8-26-82
35 th	5/10/59	3 C		8/26/82
35 th	5/10/59	4 D-E		8/26/82
35 th	5/10/59	5 F-G		8-26-82
35 th	5/10/59	6 H	8/26/82	
35 th	5/10/59	7 I, J, K	8/26/82	
35th				

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CONGRATULATORY LETTERS RECEIVED BY J. EDGAR HOOVER

<u>Anniversary</u>	<u>Date of Anniversary</u>	<u>Volume #</u>	<u>Reviewed By</u>	<u>Date of Review</u>
30th	July 26, 1947	NOT MARKED		8/26/82 2 CLIP
46th, 47th, 48th + 49th	7/26/63, 7/26/64, 7/26/65, 7/26/66	not marked		8/26/82 2 clips
41 through 44	7-26/58 7/26/61	Not Marked		8-26-82 8/26/82 2 clips
40th	7/26/57	Not Marked		
31-39	7/26/48 - 7/26/56	NOT MARKED		8/26/82
45th	7/26/62	Not Marked		8/27/82

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CONGRATULATORY LETTERS RECEIVED BY J. EDGAR HOOVER

<u>Anniversary</u>	<u>Date of Anniversary</u>	<u>Volume #</u>	<u>Reviewed By</u>	<u>Date of Review</u>
Congratulatory Upon Appointment as Director of Division of Investigations	7/1/33	Vol 1		8/26/82
	7/1/33	Vol 2		8/26/82
51 yrs. of service DOJ	7/26/68	One Volume		8/26/82
52, 53, & 54 yrs. of service DOJ	7/26/69	all in one Volume		8/26/82
	7/26/70			
	7/26/71			
47th Anniv.	5/10/71	Vol 15 Sec 3		8/26/82
50 yrs. service DOJ	7/26/67	Vol 8 U-2	SA [redacted]	8/26/82
40th Anniv. as Director. Letter from Minneapolis Division	5/64	all in one volume	[redacted]	8/26/82
40th Anniv Congratulatory from Chicago Division	1964	One book	SA [redacted]	8/26/82

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CONGRATULATORY LETTERS RECEIVED BY J. EDGAR HOOVER

<u>Anniversary</u>	<u>Date of Anniversary</u>	<u>Volume #</u>	<u>Reviewed By</u>	<u>Date of Review</u>
35 th	5/10/59	XII (12)	b6 b7C	8/27/82

7

CONGRATULATORY LETTERS RECEIVED BY J. EDGAR HOOVER

<u>Anniversary</u>	<u>Date of Anniversary</u>	<u>Volume #</u>	<u>Reviewed By</u>	<u>Date of Review</u>
36 th	5/10/60	1	<div data-bbox="803 472 1091 567" style="border: 1px solid black; height: 45px; width: 177px;"></div> <p>b6 b7C</p>	8/26/82

D

CONGRATULATORY LETTERS RECEIVED BY J. EDGAR HOOVER

<u>Anniversary</u>	<u>Date of Anniversary</u>	<u>Volume #</u>	<u>Reviewed By</u>	<u>Date of Review</u>
36 th	5/10/60	II (2)	<div style="border: 1px solid black; width: 150px; height: 60px; margin: 0 auto;"></div> <p style="text-align: center;">b6 b7C</p>	8/26/82

D

CONGRATULATORY LETTERS RECEIVED BY J. EDGAR HOOVER

<u>Anniversary</u>	<u>Date of Anniversary</u>	<u>Volume #</u>	<u>Reviewed By</u>	<u>Date of Review</u>
36 th	5/10/60	<u>III</u> (3)	<div style="border: 1px solid black; width: 150px; height: 40px; margin: 0 auto;"></div> b6 b7C	8/26/82

D

CONGRATULATORY LETTERS RECEIVED BY J. EDGAR HOOVER

<u>Anniversary</u>	<u>Date of Anniversary</u>	<u>Volume #</u>	<u>Reviewed By</u>	<u>Date of Review</u>
36	5-10-60	IV	<div data-bbox="797 474 1089 558" style="border: 1px solid black; width: 180px; height: 40px;"></div> <p>b6 b7C</p>	8-27-82

CONGRATULATORY LETTERS RECEIVED BY J. EDGAR HOOVER

<u>Anniversary</u>	<u>Date of Anniversary</u>	<u>Volume #</u>	<u>Reviewed By</u>	<u>Date of Review</u>
35	5-10-59	PRESS COMMENT	<div data-bbox="808 478 1084 546" style="border: 1px solid black; width: 170px; height: 32px;"></div>	8-27-82

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CONGRATULATORY LETTERS RECEIVED BY J. EDGAR HOOVER

<u>Anniversary</u>	<u>Date of Anniversary</u>	<u>Volume #</u>	<u>Reviewed By</u>	<u>Date of Review</u>
36	5-10-60	V		8-27-82

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b7C

CONGRATULATORY LETTERS RECEIVED BY J. EDGAR HOOVER

<u>Anniversary</u>	<u>Date of Anniversary</u>	<u>Volume #</u>	<u>Reviewed By</u>	<u>Date of Review</u>
37 th	5-10-61	<u>III</u>		8/26-30/82
37 th	5-10-61	<u>IV</u>		
38 th	5-10-62	<u>V</u>		
38 th	5-10-62	<u>VI</u>		
39 th	5-10-63	<u>VII</u>		
39 th	5-10-63	<u>VIII</u>		
41st	5-10-65	<u>IX</u>		
41 st	5-10-65	<u>IX</u> SECTION 1		
		<u>IX</u> SECTION 2		
42 nd	5-10-66	<u>X</u> SECTION 1		
42 nd	5-10-66	<u>X</u> SECTION 2		
35 th SPECIAL BOOK OF LETTERS TOP BUSINESS ORGANIZATIONS	5-10-59	—		

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b7c

CONGRATULATORY LETTERS RECEIVED BY J. EDGAR HOOVER

<u>Anniversary</u>	<u>Date of Anniversary</u>	<u>Volume #</u>	<u>Reviewed By</u>	<u>Date of Review</u>
45 th	5-10-69	<u>XIII</u> SECTION 1	2	8/30-31/82
45 th	5-10-69	<u>XIII</u> SECTION 2	1	b6 b7c
46 th	5-10-70	<u>XIV</u> SECTION 1	3	
46 th	5-10-70	<u>XIV</u> SECTION 2	0	
47 th	5-10-71	<u>XV</u> SECTION 1	2	
47 th	5-10-71	<u>XV</u> SECTION 2	3	

CONGRATULATORY LETTERS RECEIVED BY J. EDGAR HOOVER

<u>Anniversary</u>	<u>Date of Anniversary</u>	<u>Volume #</u>	<u>Reviewed By</u>	<u>Date of Review</u>
25	7/26/42	11		8/26/82
25	7/26/42	1		8/26/82
26 through 29	7/26/43 through 1946			8/26/82
20	7/26/37			8/26/82
21-24	7/26/38 Vol. 41			8/26/82
(Letters of Congratulation on Appointment as Director)	12-10-24	11		8/26/82 (1 clip)
Letters of Congratulation	10-10-24	#1		8/26/82 (1 clip)

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Memorandum



Exec AD Adm. ___
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 Exec AD LES ___
 Asst. Dir. ___
 Adm. Servs. ___
 Crim. Inv. ___
 Ident. ___
 Intell. ___
 Laboratory ___
 Legal Coun. ___
 Plan. & Insp. ___
 Rec. Mgnt. ___
 Tech. Servs. ___
 Training ___
 Off. of Cong. & Public Affs. ___
 Telephone Rm. ___
 Director's Sec'y ___

To : Mr. Monroe *cm/Rwx*

Date 8/30/82

From : R. W. Scherrer *Rwx*

Subject : DESTRUCTION OF RECORDS
 NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
 APPRAISAL OF FBIHQ AND FIELD RECORDS

PURPOSE:

To place the attached draft of an article by F. Gerald Ham of the State Historical Society of Wisconsin, which will appear in the "American Archivist," on record.

RECOMMENDATION:

For information.

APPROVED:

Director _____	Adm. Servs. _____	Laboratory _____
Exec AD-Adm. _____	Crim. Inv. _____	Legal Coun. _____
Exec AD-Inv. _____	Ident. _____	Off. of Cong. & Public Affs. _____
Exec AD-LES _____	Inspection _____	Rec. Mgnt. <i>cm/Rwx</i>
	Intell. _____	Tech. Servs. _____
		Training _____

DETAILS

On 8/23/82, [redacted] for Presidential Libraries and Director of the FBI Appraisal Project, NARS, made available a copy of the above-described draft article.

A review of the draft article disclosed it contains a generally factual summary of the [redacted] recent NARS appraisal of FBIHQ and field records. The draft article may be useful for future reference and should be filed as an enclosure to instant memorandum.

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36

Enclosure

- 66-19249
 1 - Mr. Mintz (Attn: [redacted])
 1 - Mr. Monroe
 1 - Mr. Scherrer
 1 - [redacted]
 1 - [redacted]

RWS:evm (6)

Rwx

66-19249-286

AUG 31 1982

59 SEP 15 1982 *nb*

131

ENCLOSURE

4/Rwx

APPRAISAL OF THE RECORDS OF THE FEDERAL BUREAU OF INVESTIGATION: A Report to Hon. Harold H. Greene, United States District Court for the District of Columbia. Submitted by the National Archives and Records Service and the Federal Bureau of Investigation. November 9, 1981, (2 vols. Washington, D.C. processed).

This report is the result of the most massive and complex records appraisal exercise ever undertaken. It grew out of an historic lawsuit challenging a NARS appraisal decision to permit the destruction of FBI field office case files. The court ruled that NARS had not followed its own rules for appraising records and ordered NARS and the FBI to submit for court approval a retention plan for the Bureau's massive files. This appraisal involved some 25 million case files maintained in 214 different file classifications (e.g. bank fraud, espionage, smuggling) and housed at FBI headquarters, in 59 field offices, and 12 U. S. foreign missions. The files total about 300,000 cubic feet dating primarily from 1939 to the present.

Prodded by an irate judge who set a November 9, 1981 deadline for the report, NARS appointed a 17 member task force headed by James E. O'Neill and Charles M. Dollar to carry out the project. The major work was completed in about six months time.

How does one examine files of this magnitude for appraisal purposes? Their numerical organization suggested that statistical sampling might prove a useful tool. Further, this methodology had worked in the appraisal and selective retention of the less voluminous files of the Massachusetts Superior Court (see review of Michael S. Hindus and others, The Files of the Massachusetts Superior Court, 1859-1959 in AA, Fall, 1981, 360-61).

66-19247-234

ENCLOSURE

Using the "Hindus Report" as a conceptual model, the task force selected a stratified sample of 1800^D case files from the 214 file classifications, collected basic information from each case, and produced a computer-generated "classification profile" to assist the task force in determining each file's research potential. The profile also was used to determine the linkages and duplication between headquarters and field office cases.

This analysis further revealed (1) most files are not rich sources of historical information; only 27% of the sample had any research potential (2) the FBI is still much more gangbusters than spy hunters; more cases are opened dealing with crime than with national security, (3) individual files are not bulging with information on crooks or spys; 66% are no more than one-quarter inch and only 4% have more than one folder or section, and (4) the best indicator of research value of a case is its size, a finding which bears out the "fat file theory" of the "Hindus Report" that thick files have greater research potential than thin files.

According to the schedules in the report, the bulk of records to be preserved will be selected through a small systematic evidential sample to illustrate the nature of investigations in those files with low informational value or by a larger systematic information sample for those files with high research value. In an effort to preserve those relatively few so-called "exceptional cases" which contain unique and important historical information that might be lost in a sampling procedure, the task force, with input from the research community, developed a list of approximately 4,000 exceptional cases. Based on the examination of these cases the staff developed a list of 12 criteria for the future selection of such cases.

By combining statistical sampling and analysis with traditional appraisal notions about archival value, the task force has given archivists an important appraisal methodology for the selective retention of voluminous records. In addition, the project has demonstrated the value of teamwork and collaboration in major appraisal decisions. Each task force member was assigned a number of file classifications for which to prepare a preliminary appraisal report and disposition recommendation. These reports were then discussed by the whole group, and decisions made by a majority vote. The task force recommendations were forwarded to the project's deputy director, who determined sample size and the method for drawing the sample.

The task force also utilized a number of experts in history, law, criminal justice, historical demography, and statistical sampling to review and evaluate the task force procedures and results. The experts proposed no major modification in the retention program, but no doubt their evaluation was important politically to give the project legitimacy.

The real critique of this appraisal report will be made by future researchers. Only their use of the records will reveal if the task force, by reducing the bulk of the records by about 83 percent, has significantly impaired the research value of the files. If a final evaluation must remain for a distant future, for some time to come archivists, researchers, and the litigants in this case will be arguing about some key appraisal decisions. The most controversial involves the gargantuan indexes (65,000,000 cards at headquarters and an estimated 200,000,000 in the field offices). While

these cards often have useful information about subjects or individuals, the report recommended keeping only the cards for retained cases. Other controversial decisions involved retaining a systematic evidential sample for each file classification no matter how unimportant the research value of the material. This decision may reflect a bias in NARS appraisals toward the evidential value of records; it may also be a political sop to pacify the "save it all" constituency. A third appraisal decision involves the criteria for selecting "exceptional cases." Some will argue that the criteria are a seine that is too coarse to catch all such cases. Criticism such as these reinforce the notion that archivists must recognize that their appraisal work, like historical interpretation, has a subjective and tentative quality. Archivists in the future will have to give greater attention to monitoring, testing, and modifying their decisions, especially those involving systematic sampling and special selection.

Though archivists now have two applications of the use of statistical sampling techniques in examining records for appraisal, the current cost of implementing this approach may well be beyond the reach of almost every archival agency. The Massachusetts Superior Court files project cost \$65,320 while NARS, committing the largest single block of resources in its history to a single project, estimates its cost at over \$500,000. Continued research and development in appraisal for selected records retention will perhaps lower the cost.

Even so, no future archival appraiser will be justified in consigning important data to the scrap heap just because of its bulk without first carefully analyzing the applicability of systematic sampling for appraisal and scheduling of records (and without first considering the legal

implications of such a decision). NARS can greatly amplify the impact of this major contribution to modern appraisal practice by issuing this report in a revised form that omits the records retention schedules (the bulk of the two massive volumes) and elaborates on the history, methodology, and findings of the project in the manner of the "Hindus Report."

State Historical Society
of Wisconsin

F. Gerald Ham

MS
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9/1/82

UNCLAS E F T O

IMMEDIATE

#FD93E00 PHIDE HQ H0093 #H4YE0 D11946Z SEP 82

[Handwritten initials]

FM DIRECTOR FBI (66-19249)

TO FBI PHILADELPHIA IMMEDIATE

PERSONAL ATTENTION

BT

UNCLAS E F T O

DESTRUCTION OF RECORDS; NATIONAL ARCHIVES AND RECORDS SERVICE

(NARS) APPRAISAL OF FBIHQ AND FIELD RECORDS

FBIHQ HAS BEEN INFORMED BY THE U.S. DEPARTMENT OF JUSTICE CIVIL DIVISION THAT THE CHIEF U.S. DISTRICT JUDGE FOR THE EASTERN DISTRICT OF PENNSYLVANIA ISSUED A BLANKET ORDER ON 9/1/82 THAT THE FBI RETURN ALL DOCUMENTARY EVIDENCE SECURED THROUGH THE FEDERAL GRAND JURY PROCESS AFTER PROSECUTIVE AND INVESTIGATIVE NEEDS HAVE BEEN SATISFIED.

THE U.S. DEPARTMENT OF JUSTICE CIVIL DIVISION MUST INFORM U.S. DISTRICT JUDGE HAROLD H. GREENE OF THIS BLANKET ORDER IN CONNECTION WITH THE CIVIL MATTER "AMERICAN FRIENDS SERVICE"

[Handwritten initials]

APPROVED BY

[Handwritten initials]

DRAWN BY
RWS:evm

DATE
9/1/82

ROOM
5644

[Redacted box]

287

66-19249-287

- 1 - MR. REVELL
- 1 - MR. MINTZ (ATTN: [Redacted])
- 1 - MR. MONROE
- 1 - MR. SCHERRER
- 1 - [Redacted]

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FEDERAL BUREAU OF INVESTIGATION
COMMUNICATIONS CENTER

SEP 1 1982

SEP 2 1982

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PAGE TWO DE HQ 0093 UNCLAS E F T O

COMMITTEE, ET AL. V. WILLIAM H. WEBSTER, ET AL., U.S. DISTRICT COURT, WASHINGTON, D.C., CIVIL ACTION NUMBER 79-1655." UNTIL ADVISED OF THE CONTRARY BY THE BUREAU, YOU SHOULD NOT, REPEAT, NOT RETURN ANY DOCUMENTARY EVIDENCE OF A GRAND JURY ORIGIN TO THE OWNER/CONTRIBUTOR.

BT

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Memorandum



Exec AD Adm. _____
 Exec AD Inv. _____
 Exec AD LES _____
 Asst. Dir.:
 Adm. Servs. _____
 Crim. Inv. _____
 Ident. _____
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 Laboratory _____
 Legal Coun. _____
 Plan. & Insp. _____
 Rec. Mgnt. _____
 Tech. Servs. _____
 Training _____
 Off. of Cong. & Public Affs. _____
 Telephone Rm. _____
 Director's Sec'y _____

To : Mr. Monroe *CM*

Date 8/30/82

From : R. W. Scherrer *RWS*

Subject: DESTRUCTION OF RECORDS
 NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
 APPRAISAL OF FBIHQ AND FIELD RECORDS

PURPOSE: To advise that a NARS archivist and a Records Management Division (RMD) representative will visit the Honolulu (HN) Office to review a large volume of record information and documentary evidence on an emergency basis, also to advise that the FBI will cover the archivist's travel and per diem expenses.

SYNOPSIS: For well over one year, the HN Office has been in possession of a large volume of documentary evidence in the case captioned [redacted]

[redacted] ITOM; ITSP; RICO (A); OO: HN, "HN file 183A-105, FBIHQ file 145-5882. This investigative matter is a spin off of the [redacted] investigation. The documentary evidence consists of a large volume of video cassettes of copyrighted film, which, by Order of the U.S. District Court (USDC), Honolulu, Hawaii, must be destroyed and/or erased and utilized by law enforcement. The material is voluminous and occupies a large portion of the already crowded and expensive HN Office space which is desperately needed to house HN pending and closed files precluded from destruction by the 1/10/80, Order of U.S. District Judge Harold H. Greene in the civil matter American Friends Service Committee, et al. v. William H. Webster, et al., USDC, Washington, D. C., Civil Action Number 79-1655. The U.S. District Court, Honolulu and the Department of Justice (DOJ) require the resolution of this matter to comply with the Court's Order; therefore, a NARS field archivist based in California and a RMD representative will be dispatched to the HN Office to conduct a review of this material to resolve its disposition and permit HN to promptly comply with the USDC Honolulu's Order.

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RECOMMENDATION: For information.

APPROVED: _____
 Director _____
 Exec. AD Inv. _____
 Exec. AD-LES _____

Adm. Servs. _____
 Crim. Inv. _____
 Ident. _____
 Inspection _____
 Intell. _____

Laboratory _____
 Legal Coun. _____
 Off. of Cong. & Public Affs. _____
 Rec. Mgnt. *CM* _____
 Tech. Servs. _____
 Training _____

- 66-19249
- 1 - 145-5882
- 1 - Mr. Mintz
- 1 - Mr. Groover (Attn: [redacted])
- 1 - Mr. Revell
- 1 - Mr. Monroe
- 1 - Mr. Scherrer
- 1 - Mr. Andrews (Attn: [redacted])
- 1 - [redacted]

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SEP 2 1982

66-19249-288

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RWS:eymo(9) SEP 15 1982

Memorandum R. W. Scherrer to Mr. Monroe
RE: DESTRUCTION OF RECORDS
NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ AND FIELD RECORDS

DETAILS:

By way of background, a ten count indictment was returned in the aforementioned HN case by the Federal Grand Jury, Honolulu, charging the subjects with conspiracy, interstate transportation of stolen property, child pornography and copyright violations. The subjects pleaded guilty in USDC, Honolulu, to four counts, including interstate transportation of stolen property, child pornography, conspiracy and copyright violations. In entering guilty pleas, subjects agreed to forfeit all equipment involved in video reproductions of major motion pictures and pornography. Subsequent to indictments and issuance of search warrants, a large number of video cassettes of copyrighted films was seized. A subsequent order was issued by U.S. District Court, Honolulu, instructing that upon completion of trial and sentencing, the video cassettes of copyrighted films be forfeited to the Government and be either destroyed or erased and tapes made use of by law enforcement. Strike Force Attorney, Honolulu, concurred.

As a result of the above civil action, the FBI has been enjoined since 1/10/80, from the destruction of any investigative records, as well as the unrestricted disposition of documentary evidence. The presiding Judge in the aforementioned civil matter issued an Order 8/26/81, permitting the FBI to destroy or return documentary evidence to the owner/contributor, provided the evidence was first reviewed by NARS archivists and a certification was made that the material holds no archival or other value to warrant its permanent retention by the FBI.

The HN Office has been unable to comply with the USDC Honolulu's Order due to the USDC, Washington, D. C.'s 1/10/80 and 8/26/81 Orders, since there is no NARS archivist in Honolulu to review the seized video cassettes, which are considered to be documentary evidence. HN first sought FBIHQ assistance in resolving this dilemma during November, 1981. RMD immediately requested the assistance of NARS, since it appeared that the only method of satisfactorily complying with Orders of USDCs Honolulu and Washington, D. C., would be to dispatch an archivist to Honolulu to review the documentary evidence in question. NARS was reluctant to assign an archivist to the HN Office due to the travel and per diem expense. NARS took the matter under consideration and sought an alternate solution. [redacted] [redacted] for Presidential Libraries

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Memorandum R. W. Scherrer to Mr. Monroe
RE: DESTRUCTION OF RECORDS
NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ AND FIELD RECORDS

and FBI Appraisal Project Director, NARS, advised that NARS had decided that copies of pirated motion picture films or sound recordings obtained by the FBI, per se, had no archival, historical or other value, since the originals were maintained by the motion picture and sound recording industries, respectively. In order to provide necessary certification to the USDC, Washington, D. C., with regard to the content of the video cassettes being held by the HN Office, [redacted] advised that NARS considered having a Special Agent from the HN Office submit a sworn affidavit certifying that the video cassettes being held by the HN Office contained, in fact, pirated motion pictures. However, [redacted] stated that this procedure was rejected by GSA's General Counsel and the DOJ, Civil Division, inasmuch as this methodology would not be acceptable to Judge Harold H. Greene, the presiding Judge in the above-mentioned civil matter, or to the plaintiffs. The DOJ, Civil Division is pressing for a prompt resolution of this matter, as is the USDC; Honolulu.

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The review of above-mentioned documentary evidence will also require the archivist to review a volume of hard copy file material which must be prescreened for the purpose of identifying and masking information that reveals the identity of informants, Title III, and IRS, as well as Grand Jury material, as the archivist is precluded by statute or regulation from accessing this information. The prescreening process will require the experience and expertise of an FBI employee familiar with field office files and records and the prescreening procedures utilized during the NARS/FBI appraisal of FBIHQ and field office records to develop the FBI's records retention/disposition plan now pending with the USDC, Washington, D.C.

Due to the large volume of documentary evidence involved, it would be impractical for the HN Office to forward the above material to FBIHQ for review by a NARS archivist. Contact with [redacted] supra, disclosed that severe budgetary constraints would preclude NARS from dispatching an archivist to the HN Office to examine the material in question. However, [redacted] advised he would make available Mr. Kenneth F. Rossman of the NARS Los Angeles Federal Archives and Records Center to travel to Honolulu to review this material, provided the FBI would defray travel and per diem expenses. Mr. Rossman did not participate in the NARS/FBI Appraisal Group and will rely on

Memorandum R. W. Scherrer to Mr. Monroe
RE: DESTRUCTION OF RECORDS
NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ AND FIELD RECORDS

guidance from a RMD representative. The review of these documents by a NARS archivist would be a definite benefit to the FBI, and facilitate compliance with the Order issued by USDC, Honolulu. Accordingly, travel and per diem expenses for the NARS archivist to travel from Los Angeles to Honolulu will be paid by the FBI from RMD's account. A RMD representative will accompany the NARS archivist, due to the need to prescreen the material as indicated above, and the lack of the archivist's familiarity with FBI files and records. Arrangements for travel and per diem expenses by the NARS archivist have been coordinated with SA J. A. Brixey, Section Chief, Budget and Accounting Section, Administrative Services Division.

This matter will be coordinated with the HN
Office.

Memorandum



Exec AD Adm. _____
 Exec AD Inv. _____
 Exec AD LES _____
 Asst. Dir.:

- Adm. Servs. _____
- Crim. Inv. _____
- Ident. _____
- Intell. _____
- Laboratory _____
- Legal Coun. _____
- Plan. & Insp. _____
- Rec. Mgnt. _____
- Tech. Servs. _____
- Training _____
- Off. of Cong. & Public Affs. _____
- Telephone Rm. _____
- Director's Sec'y _____

To : Mr. Monroe *cm/RWS*

Date 8/31/82

From : R. W. Scherrer *RWS*

Subject : DESTRUCTION OF RECORDS
NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ AND FIELD RECORDS

PURPOSE:

To report details of an Order, which is scheduled to be issued by the Chief U.S. District Judge (USDJ) for the Eastern District of Pennsylvania (EDPA) with regard to the disposition of documentary evidence obtained by the FBI through the Federal Grand Jury process.

RECOMMENDATION:

For information.

APPROVED:

Director _____	Adm. Servs. _____	Laboratory _____
Exec. AD-Adm. _____	Crim. Inv. _____	Legal Coun. _____
Exec. AD-Inv. _____	Ident. _____	Off. of Cong. & Public Affs. _____
Exec. AD-LES _____	Inspection _____	Rec. Mgnt. _____
	Intell. _____	Tech. Servs. _____
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DETAILS

On 8/30/82, SA [redacted] Principal Legal Advisor, Philadelphia Office, contacted the Legal Counsel Division and provided the following information:

The Chief USDJ for the EDPA instructed the Office of the U. S. Attorney, EDPA, Philadelphia, Pennsylvania, to prepare a blanket Order instructing that all documentary evidence secured by the FBI through the Federal Grand Jury process be returned to the owner/contributor, after it was determined that the evidence held no additional prosecutive or investigative value. This blanket Order is scheduled to be signed by the Chief USDJ, EDPA, on 9/1/82. Apparently, the Federal Courts Bar Committee in Philadelphia approached the Chief USDJ with regard to the 6/17/82

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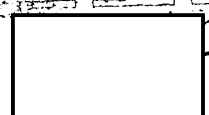
66-19249

- 1 - Mr. Mintz (Attn: [redacted])
- 1 - Mr. Monroe
- 1 - Mr. Scherrer
- 1 - [redacted]

RWS:evm (5)

RWS
 59 SEP 15 1982

SEP 2 1982



Memorandum R. W. Scherrer to Mr. Monroe
RE: DESTRUCTION OF RECORDS
NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ AND FIELD RECORDS

Memorandum Order of USDJ Harold H. Greene in the civil matter American Friends Service Committee, et al. v. William H. Webster, et al, U.S. District Court, Washington, D. C., Civil Action Number 79-1655, which indicated that the FBI may return documentary evidence secured through the Federal Grand Jury process when so ordered by another USDJ, provided that the Court was aware of the appropriate archival statutes prior to the issuance of such an order. The Bar Committee informed the Chief USDJ, EDPA, that Judge Greene's 6/17/82 Memorandum Order required that the owners/contributors of documentary evidence secured through Federal Grand Jury subpoena seek individual orders from USDJs through their attorneys for the return of their property, which had been subpoenaed, thereby resulting in unnecessary burdensome costs. To remedy this situation, the Bar Committee recommended to the Chief USDJ that he issue a blanket Order for the EDPA, as detailed above. The Chief USDJ called the U.S. Attorney, EDPA, to discuss the Bar Committee's recommendation. The Chief USDJ asked whether the U.S. Attorney would be willing to draft an appropriate Order. The U.S. Attorney noted previous problems with Judge Greene's orders and orders issued by another USDJ in the EDPA related to the return of Federal Grand Jury documentary evidence, in connection with the aforementioned civil matter, and expressed his reluctance to draft such an Order. The Chief USDJ then ordered the U.S. Attorney to draft the blanket Order. The U.S. Attorney gave this assignment to his first assistant, who prepared a draft blanket Order for the consideration of the Chief USDJ. SA [] advised he was shown a copy of the draft blanket Order by the first assistant and that he suggested minor grammatical and style changes in the draft Order. SA [] emphasized that the initiative for the blanket Order originated with the Bar Committee and not the Government.

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SA [] stated that the U.S. Attorney, EDPA, provided the foregoing information to the Department. Contact with the Civil Division, U.S. Department of Justice, established that a teletype would be sent to the U.S. Attorney, EDPA, instructing him to oppose the Chief USDJ's blanket Order, which is scheduled to be issued on 9/1/82.

AIRTEL

9/1/82

JH

Director, FBI (66-19249)

SAC, Honolulu (66-798)
Attention: ASAC John Howard

DESTRUCTION OF RECORDS
NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ AND FIELD RECORDS

ReBuairtel 8/5/82.

For your information, [redacted] NARS
Los Angeles Federal Archives and Records Center, has been ordered
by NARSHQ to visit your office to review the video cassettes
containing pirated motion picture films described in reBuairtel.
[redacted] will be accompanied by [redacted] Unit
Chief, Records Research Unit, Records Management Division, who
will assist [redacted]

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You will be advised of travel arrangements.

- 1 - 145-5882
- 1 - Mr. Revell
- 1 - Mr. Mintz (Attn: [redacted])
- 1 - Mr. Monroe
- 1 - Mr. Scherrer
- 1 - [redacted]

RWS:evm
(9)

APPROVED: Adm. Servs. _____ Laboratory _____
 Crim. Inv. _____ Legal Coun. _____
 Director _____ Ch. of Cong. & Public Affs. _____
 Exec. AD-Adm. _____ Rec. Mgnt. *CM/RM*
 Exec. AD-Inv. _____ Insp. _____ Tech. Servs. _____
 Exec. AD-LES _____ Intel. _____ Training _____

MAILED 3
SEP 1 1982
FBI

- Exec AD Inv. _____
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- Exec AD LES _____
- Asst. Dir.:
- Adm. Servs. _____
- Crim. Inv. _____
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- Director's Sec'y _____

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TO SEP 7 1982

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Memorandum



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- Asst. Dir.:
- Adm. Servs. _____
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- Training _____
- Off. of Cong. & Public Affs. _____
- Telephone Rm. _____
- Director's Sec'y _____

To : Mr. Monroe *cm/Bux*

Date 9/7/82

From : R. W. Scherrer *RWS*

Subject : DESTRUCTION OF RECORDS
NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ AND FIELD RECORDS

PURPOSE:

To advise of the temporary allocation of Records Systems Section space to the task force processing NARS documents in connection with discovery in the civil matter American Friends Service Committee, et al. v. William H. Webster, et al, U.S. District Court, Washington, D. C., Civil Action Number 79-1655.

RECOMMENDATION:

For information.

APPROVED:

Director _____	Adm. Servs. _____	Laboratory _____
Exec AD-Adm. _____	Crim. Inv. _____	Legal Coun. _____
Exec AD-Inv. _____	Ident. _____	Off. of Cong. & Public Affs. _____
Exec AD-LES _____	Inspection _____	Rec Mgnt. <i>cm/Bux</i>
	Intell. _____	Tech. Servs. _____
		Training _____

DETAILS:

A task force of Records Management Division analysts processing a large volume of documents for discovery in the above-mentioned civil matter has temporarily been assigned Records Systems Section space in room 4997. This space was recently altered to accommodate the ELSUR Index Subunit, presently located in room 5847.

66-19249

- 1 - Mr. Monroe
- 1 - Mr. Bresson
- 1 - Mr. Dean
- 1 - Mr. Scherrer
- 1 - Mr. Litzenberg
- 1 - [Redacted]

RWS:evm (7)

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66-19249-291
 SEP 8 1982

59 SEP 16 1982

Memorandum



Exec AD Adm. _____
 Exec AD Inv. _____
 Exec AD LES _____
 Asst. Dir.:

- Adm. Servs. _____
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- Ident. _____
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- Rec. Mgnt. _____
- Tech. Servs. _____
- Training _____
- Off. of Cong. & Public Affs. _____
- Telephone Rm. _____
- Director's Sec'y _____

To : Mr. Monroe *em/RW*

Date 9/7/82

From : R. W. Scherrer *RW*

Subject : DESTRUCTION OF RECORDS
 NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
 APPRAISAL OF FBIHQ AND FIELD RECORDS

PURPOSE:

To place the attached document, dated 9/3/82, summarizing statistical information provided to NARS regarding FBIHQ, field and Legat files, on record.

RECOMMENDATION:

For information.

APPROVED:

Director _____	Adm. Servs. _____	Laboratory _____
Exec. AD-Adm. _____	Crim. Inv. _____	Legal Coun. _____
Exec. AD-Inv. _____	Ident. _____	Off. of Cong. & Public Affs. _____
Exec. AD-LES _____	Inspection _____	Rec. Mgnt. <i>em/RW</i>
	Intell. _____	Tech. Servs. _____
		Training _____

DETAILS:

During the course of research to respond to the Court in the civil matter American Friends Service Committee, et al. v. William H. Webster, et al, U.S. District Court, Washington, D. C., Civil Action Number 79-1655, the above-described document was prepared. This document should be filed as an enclosure to referenced memorandum.

Enclosure
66-19249

- 1 - Mr. Mintz (Attn:)
- 1 - Mr. Monroe
- 1 - Mr. Bresson
- 1 - Mr. Scherrer
- 1 -

b6
b7C

RWS:evm (6)

RW

66-19249-192

SEP 8 1982

HBR

9/3/82

On 2/18/81, representatives of the National Archives and Records Service (NARS) were provided with the total number of cases in each classification at FBIHQ, the total number of file drawers containing files in each classification at FBIHQ, the total number of microfilm reels containing files in each classification at FBIHQ, the total volume in cubic feet of files in each classification at FBIHQ and the percentage of each classification in the total FBIHQ file population. On 2/25-26/81, representatives of NARS were provided with the total number of files destroyed at FBIHQ in the 25, 26, 40, 95 and 100 classifications, as well as unknown subject cases. Representatives of NARS were informed that the total number of files in each classification at FBIHQ could be calculated by deducting the total number of cases destroyed in the previously noted classifications from the total number of cases in each classification. It was pointed out to representatives of NARS that no destruction had been carried out at FBIHQ in any classification, with the exception of the 25, 26, 40, 95, ~~100~~ 100 and unknown subject cases.

On 2/6/81, at the request of NARS representatives, a teletype was directed to all Special Agents in Charge and Legal Attaches, which requested that FBIHQ be informed of (1) the last file number in each classification and (2) the total volume in cubic feet in each classification, both pending and closed. On 2/24/81, at the request of NARS representatives, a teletype was directed to all Special Agents in Charge and Legal Attaches instructing that FBIHQ be informed of the last case number in each classification which had been destroyed in connection with previously authorized destruction programs. NARS representatives were provided with the foregoing information as received during March, 1981, from the various field offices and Legal Attache Offices. NARS representatives were informed that the total number of files in each classification in each field office and Legal Attache Office could be calculated by counting the number of cases from the last case number in each classification which had been destroyed to the last file number in each classification.

During the period 4/6/81 - 6/5/81, at the request of NARS representatives, computer printouts were generated to list all multi-section cases at FBIHQ by file number in the 62, 63, 66 and 94 classifications.

On 9/16/81, in response to their request, NARS representatives were provided with the number of single zero sections created in each field office and Legal Attache office, as well as the number of single zero sections then existing and the serial number of the first document in the oldest existing single zero section.

4/2x

Memorandum



To : DIRECTOR, FBI (196-2413)
(Attn: Robert Scherrer
Records Management Division)
From : LOS ANGELES (196B-1817) (WCC-1) (C)

Date 9/8/82

Subject :
FBW

OO: Los Angeles

LM

National Archives and Records Service

Re WFO airtel to Los Angeles, dated 8/5/82.

For information of the Records Management Division on 4/29/81, and 10/28/81, Honorable Charles Wilson, U. S. House of Representatives, Washington, D. C., voluntarily provided to the Washington Field Office original copies of documents given to Congressman Wilson by the subject of this investigation, At the time Congressman Wilson provided the original documents he requested the documents be returned upon the completion of the FBI Fraud by Wire investigation involving Congressman Wilson was a victim in fraudulent scheme and in fact was the individual who brought the matter to the attention of the FBI and U. S. Attorney's Office at Los Angeles, California.

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and has been sentenced in U. S. District Court, Central District of California, Los Angeles, California,

The original documents will be returned via separate communication to Congressman Wilson, pursuant to the latest order of U. S. District Judge Harold Greene, and copies of the documents will be maintained in the Los Angeles Division investigative case file.

ORIGINAL FILED IN 196-19249-8

66-19249-

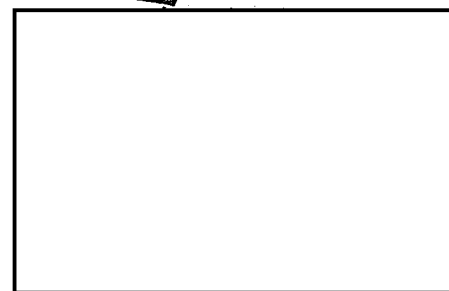
- ② - Bureau
- 2 - WFO (196-666)
- 2 - Los Angeles

BEP/tlh

(6)

NO RESPONSE NECESSARY. Rux
NOTE TO CLASSIFYING AGENCY: PLACE COPY IN 66-19249. Rux

NOT RECORDED
31 SEP 22 1982



- Best Available Copy -

JP

251113Z

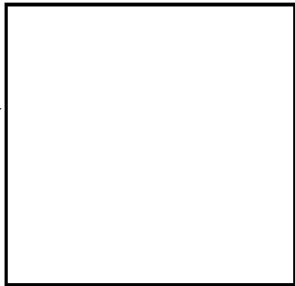
17

8 SEP 19 08z

FEDERAL BUREAU OF INVESTIGATION

NATIONAL ARCHIVES and RECORDS SERVICE

b6
b7c



NOT RECORDED

16 SEP 13 1982

18 SEP 14 1982

NO RESPONSE
NECESSARY
Rux

DATE TO CLASSIFY
BY: [handwritten]
CLASS COPY
45-19249
Rux

1000

ORIGINAL FILED IN

196-102-8

1 1

9/9/82

UNCLAS E F T O

ROUTINE

SH

FM DIRECTOR FBI (87-152904)

TO FBI CHICAGO (87D-48463) ROUTINE

BT

UNCLAS E F T O

NATIONAL ARCHIVES AND
RECORD SERVICES

[REDACTED] AKA; ET AL; ITSP;

ORIGINAL FILED IN
87-152904-11

b6
b7c

OO: CHICAGO

REURTEL 9/4/82.

YOU ARE AUTHORIZED TO RETURN DOCUMENTARY EVIDENCE DESCRIBED
IN RETEL TO THE OWNER/CONTRIBUTOR. YOU SHOULD MAKE A LEGIBLE
MACHINE COPY OF EACH DOCUMENT RETURNED AND RETAIN SAME IN YOUR
OFFICE'S FILE ON CAPTIONED. YOU SHOULD ALSO SECURE A RECEIPT TO
DOCUMENT THE RETURN OF THE EVIDENCE.

BT

1

66-19249-

RWS:evm

9/9/82

5644

4185

- 1 - 66-19249
- 1 - MR. REVELL
- 1 - MR. MINTZ (ATTN: [REDACTED])
- 1 - MR. MONROE
- 1 - MR. SCHERRER
- 1 - [REDACTED]

NOT RECORDED
13 SEP 20 1982

DUPLICATE YELLOW

2

NOTE: IN RESPONSE TO RECGTEL.

1 1

9/10/82

UNCLAS E F T O

ROUTINE

Handwritten initials

FM DIRECTOR FBI (196-1832)

TO FBI LOS ANGELES (196A-1627) ROUTINE

BT

UNCLAS E F T O

[Redacted] AKA; ET AL; FBW (A); ITSP; MF; OO:LOS ANGELES
 REURTEL 9/9/82, CAPTIONED AS ABOVE; BUAIRTEL TO ALL SACS
 7/13/82, CAPTIONED "DESTRUCTION OF RECORDS; NATIONAL ARCHIVES
 AND RECORDS SERVICE (NARS) APPRAISAL OF FBIHQ AND FIELD
 RECORDS."

b6
b7c

INASMUCH AS DOCUMENTARY EVIDENCE WAS SECURED THROUGH THE SERVICE OF A FEDERAL GRAND JURY SUBPOENA, YOU SHOULD FOLLOW INSTRUCTIONS SET FORTH IN REBUAIRTEL.

BT

1

ORIGINAL FILED IN 196-1832-161

RWS:evm

9/10/82

5644

4185

Handwritten file number: 66-19249-

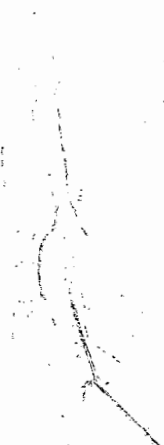
- ① - 66-19249
- 1 - MR. REVELL *327*
- 1 - MR. MINTZ (ATTN: [Redacted])
- 1 - MR. MONROE
- 1 - MR. SCHERRER
- 1 - [Redacted]

NOT RECORDED
17 SEP 16 1982

DUPLICATE YELLOW

2

NOTE: IN RESPONSE TO RELATEL.



1 2

9/14/82

UNCLAS E F T O

ROUTINE

FM DIRECTOR FBI (52B-105277)

TO FBI CINCINNATI (52B-5831) ROUTINE

BT

**NATIONAL ARCHIVES AND
RECORD SERVICE**

UNCLAS E F T O

AKA; ET AL; CGR; B&E; ITSP; OO:CI

ORIGINAL FILED IN

52-105277-9

b6
b7c

REURLET 9/9/82, CAPTIONED AS ABOVE; BUAIRTEL TO ALL SACS 7/13/82, CAPTIONED "DESTRUCTION OF RECORDS; NATIONAL ARCHIVES AND RECORDS SERVICE (NARS) APPRAISAL OF FBIHQ AND FIELD RECORDS."

RELET DID NOT DESCRIBE THE TYPE OF EVIDENCE BEING HELD BY YOUR OFFICE IN CAPTIONED MATTER. ACCORDINGLY, UNTIL THIS INFORMATION IS RECEIVED BY FBIHQ, NO SPECIFIC DISPOSITION INSTRUCTIONS CAN BE ISSUED. HOWEVER, ALL ITEMS OF PHYSICAL EVIDENCE SECURED BY YOUR OFFICE IN INSTANT MATTER MAY BE RETURNED TO THE OWNER/CONTRIBUTOR, PROVIDED THIS MATERIAL NO LONGER HOLDS PROSECUTIVE OR INVESTIGATIVE VALUE. THE RETURN OF

66-19247-

RWS:evm

9/14/82

5644

4185

NOT RECORDED

13 SEP 20 1982

- 1 - 66-19249
- 1 - MR. REVELL
- 1 - MR. MINTZ (ATTN: [redacted])
- 1 - MR. MONROE
- 1 - MR. SCHERRER
- 1 - [redacted]

DUPLICATE YELLOW

2

ANY SUCH PHYSICAL EVIDENCE TO THE OWNER/CONTRIBUTOR SHOULD BE DOCUMENTED BY A RECEIPT. ITEMS OF NON-GRAND JURY DOCUMENTARY EVIDENCE WHICH YOUR OFFICE MAY BE HOLDING IN THIS MATTER MAY BE RETURNED TO THE OWNER/CONTRIBUTOR AFTER LEGIBLE MACHINE COPIES HAVE BEEN MADE FOR RETENTION IN YOUR OFFICE'S CASE FILE ON CAPTIONED MATTER. AGAIN, RECEIPTS SHOULD BE SECURED TO DOCUMENT THE RETURN OF THIS TYPE OF EVIDENCE. FINALLY, DOCUMENTARY EVIDENCE SECURED THROUGH THE GRAND JURY PROCESS MAY BE RETURNED TO THE OWNER/CONTRIBUTOR AFTER THE REQUIREMENTS ARTICULATED IN REBUAIRTEL HAVE BEEN MET. ADVISE FBIHQ OF YOUR ACTIONS IN THIS MATTER.

BT

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NOTE: IN RESPONSE TO RECILET.

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1 1

9/15/82

UNCLAS E F T O

ROUTINE

FM DIRECTOR FBI

TO FBI LAS VEGAS {87B-13212} ROUTINE

BT

UNCLAS E F T O

National Archives Records Service

[Redacted]

ITSP {B}; 00:LV

REURTEL 9/15/82.

b6
b7C

YOU ARE AUTHORIZED TO RETURN DOCUMENTARY EVIDENCE DESCRIBED IN RETEL TO THE OWNER/CONTRIBUTOR. YOU SHOULD MAKE A LEGIBLE MACHINE COPY OF EACH DOCUMENT RETURNED AND RETAIN SAME IN YOUR OFFICE'S FILE ON CAPTIONED. YOU SHOULD ALSO SECURE A RECEIPT TO DOCUMENT THE RETURN OF THE EVIDENCE.

BT

|

RWS:evm

9/15/82

5644

4185

- ① - 66-19249
- 1 - MR. REVELL
- 1 - MR. MINTZ (ATTN: [Redacted])
- 1 - MR. MONROE
- 1 - MR. SCHERRER
- 1 - [Redacted]

66-19249-

NOT RECORDED
34 SEP 29 1982

252 DUPLICATE YELLOW

87-1672-1
ORIGINAL FILED IN

NOTE: IN RESPONSE TO RELVTEL.

FBI

TRANSMIT VIA:

- Teletype
- Facsimile
- AIRTEL

PRECEDENCE:

- Immediate
- Priority
- Routine

CLASSIFICATION:

- TOP SECRET
- SECRET
- CONFIDENTIAL
- UNCLAS E F T O
- UNCLAS

Date 9/15/82

TO: DIRECTOR, FBI (26-445292)
 (ATTENTION: SPECIAL AGENT ROBERT W. ^{DJ}ERRER, SECTION CHIEF,
 RECORDS SYSTEM SECTION, RECORDS MANAGEMENT DIVISION)

FROM: SAC, PITTSBURGH (26A-39025) (C)

SUBJECT: [REDACTED]
 ITSELV - CT
 OO: PITTSBURGH

*National Archives and
 Records Service*

[REDACTED]

[REDACTED] has requested that the Federal Bureau of Investigation (FBI) make available to his office a particular document from the file on this case for their use in defending the Commonwealth of Pennsylvania against a claim by the purchaser of one of the stolen Cadillacs in this case for reimbursement for this Cadillac, which was seized as a stolen vehicle by the Pennsylvania State Police (PSP) in connection with their investigation in this case. This particular document is a counterfeit State of New Jersey Certificate of Ownership issued in the name of [REDACTED] for a 1977 Cadillac, Vehicle Identification Number (VIN) [REDACTED]. This Certificate of Ownership was provided to the FBI by the PSP who had obtained it from the Pennsylvania Department of Transportation, Bureau of Motor Vehicles.

b6
 b7C

66-19279

SEARCHED
SERIALIZED
INDEXED
FILED
 (4)
 TO RECEIVE NECESSARY

NOTE TO CLASSIFYING
AGENTS
PLEASE ADVISE BY
DATE BY FAX
8/27/82

NOT RECORDED
 28 OCT 5 1982

Schuster
 RECEIVED

ORIGINAL FILED IN 26-445292-292

PG 26A-39025

No further investigation or prosecution is anticipated in this case, and Assistant United States Attorney Charles D. Sheehy, Pittsburgh, Pennsylvania, who handled the prosecution in this matter, has agreed that this document may be turned over to the Commonwealth of Pennsylvania.

Pittsburgh will turn this document over to the Commonwealth of Pennsylvania after making a copy of it to be retained in the Pittsburgh file.

1 1

9/21/82

UNCLAS E F T O

ROUTINE

JK

FM DIRECTOR FBI

TO FBI COLUMBIA (70C-2589) ROUTINE

BT

National Archives and Records

UNCLAS E F T O

Services

[Redacted]

MILITARY DEPENDENT; NEIL BOEING,

b6
b7C

CIVILIAN; FT. JACKSON EXCHANGE, MAY 16, 1981, CGR-FRAUDULENT CHECKS, OO: COLUMBIA.

REURTEL 9/20/82.

YOU ARE AUTHORIZED TO RETURN DOCUMENTARY EVIDENCE DESCRIBED IN RETEL TO THE OWNER/CONTRIBUTOR. YOU SHOULD MAKE A LEGIBLE MACHINE COPY OF EACH DOCUMENT RETURNED AND RETAIN SAME IN YOUR OFFICE'S FILE ON CAPTIONED. YOU SHOULD ALSO SECURE A RECEIPT TO DOCUMENT THE RETURN OF THE EVIDENCE.

ORIGINAL FILED IN 70-78155-16

66-19249-

BT

1

NOT RECORDED
1 OCT 1982

RWS:evm

9/21/82

5644

4185

- 1 - 66-19249
- 1 - MR. REVELL
- 1 - MR. MINTZ (ATTN: [Redacted])
- 1 - MR. MONROE
- 1 - MR. SCHERRER
- 1 - [Redacted]

[Handwritten signature/initials]

b6
b7C

DUPLICATE YELLOW

2

NOTE: IN RESPONSE TO RECOTEL.

Kennel
AIRTEL

9/23/82

TO: DIRECTOR, FBI (29A-92228)

FROM: SAC, CLEVELAND (29A-3711) b6
b7C

RE:

ET AL;

BF&E (A)

OO: CLEVELAND

NATIONAL ARCHIVES and Records Administration

Re Cleveland airtel to the Director, dated 3/17/81; Cleveland teletype to the Director, dated 3/25/82; and teletype from the Director to Cleveland, dated 3/30/82.

Enclosed for the Bureau is the original and three copies of a self-explanatory Letterhead Memorandum suitable for dissemination. A copy of said letterhead memorandum is being forwarded to the United States Attorney, Northern District of Ohio, under separate cover.

Above two referenced teletypes was a request by Cleveland and authorization by the Bureau for the return of original documents to the victim institution, Women's Federal Savings and Loan Association, for the pursuit of foreclosure actions by Women's Federal. Unless advised to the contrary by the Bureau, the Cleveland Division will return any remaining original documents to Women's Federal. Cleveland will maintain copies of returned original documents, and will obtain a receipt for said documents, inasmuch as the United States Attorney has declined prosecution in this matter and it is considered closed by the Cleveland Division.

29-92228-4
ORIGINAL FILED IN

2 - Bureau (Enc. 4)
1 - Cleveland
DLN:kry
(3)

EB

66-1247-
NOT RECORDED
42 OCT 5 1982

1 1

9/28/82

UNCLAS E F T O

ROUTINE

FM DIRECTOR FBI (213-60)

TO FBI NEW HAVEN (213B-35) ROUTINE

BT

UNCLAS E F T O

[Redacted]

AKA: FAG-DOED; OO: NH

REURTEL 9/27/82, CAPTIONED AS ABOVE; BUAIRTEL TO ALL SACS
7/13/82, CAPTIONED "DESTRUCTION OF RECORDS; NATIONAL ARCHIVES
AND RECORDS SERVICE (NARS) APPRAISAL OF FBIHQ AND FIELD
RECORDS."

INASMUCH AS DOCUMENTARY EVIDENCE WAS SECURED THROUGH THE
SERVICE OF A FEDERAL GRAND JURY SUBPOENA, YOU SHOULD FOLLOW
INSTRUCTIONS SET FORTH IN REBUAIRTEL.

BT

|

RWS:evm

9/28/82

5644

4185

- ① - 66-19249
- ① - MR. REVELL
- ① - MR. MINTZ (ATTN: [Redacted])
- ① - MR. MONROE
- ① - MR. SCHERRER
- ① - [Redacted]

b6
b7C

66-19249

NOT RECORDED
31 SEP 12 1982

ORIGINAL FILED IN

213-60-7

2

NOTE: IN RESPONSE TO RENHTEL.

Memorandum



To : DIRECTOR, FBI Date 9/29/82
 Attention: SA Robert W. Scherrer, Section Chief, Records and Systems Section, Records Management Division
 From : SAC, INDIANAPOLIS (9A-12530) (C)
 3119

sg

Subject :
 b6 THREAT TO BLOW UP RCA RECORDS
 b7c 6550 EAST 30TH STREET
 INDIANAPOLIS, INDIANA
 EXTORTION (A)

NATIONAL ARCHIVES
RECORDS SERVICES

OO: Indianapolis

Re Bureau teletype dated 10/7/81, captioned "Destruction of Records, National Archives and Records Services (NARS); Appraisal of FBIHQ and Field Records."

Prosecution declined regarding instant matter. Extortion letter returned to contributor as per request. Xeroxed copy of same retained in 1A.

ORIGINAL FILED IN 9A-12530-3119

66-19249-

- ② - Bureau
- 1 - Indianapolis

MLC-mjs
(3)

NOT RECORDED
 14 NOV 8 1982

5H

1 1

9/29/82

UNCLAS E F T O

ROUTINE

NATIONAL ARCHIVES AND

FM DIRECTOR FBI {29-91884}

RECORD SERVICE

TO FBI PITTSBURGH {29-3478} ROUTINE

ORIGINAL FILED IN

29-91884-18

BT

UNCLAS E F T O

b6
b7c

UNSUB: [REDACTED] THEFT AND UNAUTHORIZED

USE OF VISA CARDS, PITTSBURGH NATIONAL BANK, PITTSBURGH, PA;

BF&E: 00:PITTSBURGH

REURTEL 9/28/82.

YOU ARE AUTHORIZED TO RETURN THE DOCUMENTARY EVIDENCE DESCRIBED IN RETEL TO THE PITTSBURGH NATIONAL BANK. YOU SHOULD SECURE A RECEIPT TO DOCUMENT THE RETURN OF THIS EVIDENCE AND RETAIN COPIES OF THE RETURNED EVIDENCE IN YOUR OFFICE'S FILE ON CAPTIONED MATTER.

BT

1

66-19249-

RWS:evm

9/28/82

5644

4185

- 1 - 66-19249
- 1 - MR. REVELL
- 1 - MR. MINTZ (ATTN: [REDACTED])
- 1 - MR. MONROE
- 1 - MR. SCHERRER
- 1 - [REDACTED]

b6
b7c

NOT RECORDED
13 OCT 14 1982

DUPLICATE YELLOW

382

2

NOTE: IN RESPONSE TO REPGTEL.

September 30, 1982

FEDERAL GOVERNMENT

[Redacted] For Presidential Libraries
FBI Appraisal Project Director
National Archives and Records Service
Washington, D. C. 20408

Dear [Redacted]

Pursuant to the August 26, 1981, Order of U.S. District Judge Harold H. Greene in the civil matter American Friends Service Committee, et al. v. William H. Webster, et al, Civil Action Number 79-1655, U.S. District Court, Washington, D. C. I request that you assign an archivist to the FBI Washington Field Office to examine documentary evidence being held in the case titled [Redacted] Copyright Matters."

By way of background, [Redacted] consented to a search of his residence, which resulted in the seizure of approximately 200 video tapes of films and two video recording devices. On July 19, 1982, [Redacted]

[Redacted] On September 23, 1982, [Redacted] was sentenced to one year probation and fined \$250.

[Redacted] On September 28, 1982, [Redacted] requested that his property be returned to him,

[Redacted] The Assistant United States Attorney has no objections to the release of [Redacted] property.

I would appreciate your informing me of your decision in this matter so that I can coordinate the visit of the archivist with the FBI Washington Field Office.

With best personal regards,

RWS

OCT 2 1982

Robert W. Scherrer
Section Chief
Records Systems Section
Records Management Division

APPROVED:	Adm. Servs. _____	Laboratory _____
	Crim. Inv. _____	Legal Coun. _____
	Ident. _____	Off. of Cong. & Public Affs. _____
	Exec. AD-Adm. _____	Rec. Mgnt. <i>cm/RWS</i>
	Exec. AD-Inv. _____	Tech. Servs. _____
	Exec. AD-LES _____	Training _____

- Exec AD Inv. _____
- Exec AD Adm. _____
- Exec AD LES _____
- Asst. Dir.:
- Adm. Servs. _____
- Crim. Inv. _____
- Ident. _____
- Intell. _____
- Laboratory _____
- Legal Coun. _____
- Plan. & Insp. _____
- Rec. Mgnt. _____
- Tech. Servs. _____
- Training _____
- Public Affs. Off. _____
- Telephone Rm. _____
- Director's Sec'y _____

66-19249

- 1 - Mr. Revell
- 1 - Mr. Mintz (Attn: Mr. [Redacted])
- 1 - Mr. Monroe
- 1 - Mr. Scherrer
- 1 - [Redacted]

RWS:evm (7)
MAIL ROOM

note: Hand carried to NARS by RWS Employee

b6
b7C
b7D

AIRTEL

9/30/82

Director, FBI

SAC, Washington Field Office (88-619)

[Redacted]

COMBAT

National Archives and Records

WFOFOTel 9/29/82.

b6
b7C
b7D

The National Archives and Records Service has been requested to assign an archivist to the Washington Field Office to review video tapes being held in captioned matter. You will be advised of the date the NARS archivist will visit your office.

- ① - 66-19249
- 1 - Mr. Revell
- 1 - Mr. Mintz (Attn: [Redacted])
- 1 - Mr. Monroe
- 1 - Mr. Scherrer
- 1 - [Redacted]

b6
b7C

RWS:evm
(8)

ORIGINAL FILED IN
28-5153

66-19249

NOT RECORDED
2 4 OCT 1982

DUPLICATE YELLOW

7015

1 1

10/4/82

UNCLAS E F T O

PRIORITY

gb

FM DIRECTOR FBI [17-31366]

TO FBI DETROIT [17A-1953] PRIORITY

BT

UNCLAS E F T O

NATIONAL ARCHIVES AND RECORDS SERVICE

[Redacted]

INSTITUTE OF COMPUTER

b6
b7c

TECHNOLOGY, INCORPORATED, 14650 WEST EIGHT MILE ROAD, OAK PARK, MICHIGAN; VAM-EDUCATION; FAG-BASIC EDUCATIONAL OPPORTUNITY GRANT PROGRAMS; FALSE CLAIM-CIVIL SUIT; OO:DETROIT

REURTEL 9/29/82.

YOU ARE AUTHORIZED TO RETURN DOCUMENTARY EVIDENCE DESCRIBED IN RETEL TO THE OWNER/CONTRIBUTOR WITHOUT DUPLICATING SAME. YOU SHOULD SECURE A RECEIPT TO DOCUMENT THE RETURN OF THIS EVIDENCE.

BT

1

66-19249 -

RECORDED
OCT 12 1982

RWS:evm

10/4/82 ~~5644~~ 185

- ① - 66-19249
- 1 - MR. REVELL
- 1 - MR. MINTZ (ATTN: [Redacted])
- 1 - MR. MONROE
- 1 - MR. SCHERRER
- 1 - [Redacted]

b6
b7c

53 OCT 21 1982

ORIGINAL FILED IN

17-31366-24

2

NOTE: IN RESPONSE TO REDETEL.

FBI

TRANSMIT VIA:

- Teletype
- Facsimile
- Airtel

PRECEDENCE:

- Immediate
- Priority
- Routine

CLASSIFICATION:

- TOP SECRET
- SECRET
- CONFIDENTIAL
- UNCLAS E F T O
- UNCLAS

Date 10/4/82

TO: DIRECTOR, FBI
(ATTN: ROBERT W. SCHERRER;
RECORDS MANAGEMENT DIVISION)

FROM: SAC, LOS ANGELES (183A-501)(OC-2)(C)

RE:

[Redacted] aka;
dba SOUTHERN CALIFORNIA BANK
AND SOUTHERN CALIFORNIA LEASING;
RICO;
OO: Los Angeles

b6
b7C

National Archives and Records Service
For information of Bureau, pursuant to demand

by [Redacted]
[Redacted] for Glaser Brothers, 3130 Leonis Boulevard, Los Angeles, for return of original records obtained from him by FBI Agents without a subpoena on 7/21/78, for purposes of evidence. These records are being copied by the Los Angeles field division and the originals are being returned to [Redacted] UACB.

ORIGINAL FILED IN

183-1797-39

- ② - Bureau
- 1 - Los Angeles

WCF/lmi
(3)

66-19249-

NOT RECORDED
2 2 DEC 1982

CARBON COPY

66 DEC 6 1982

Approved: _____ Transmitted _____ Per _____
(Number) (Time)

October 5, 1982

FEDERAL GOVERNMENT

[Redacted]

for Presidential Libraries

FBI Appraisal Project Director
National Archives and Records Service
Washington, D. C. 20408

Dear [Redacted]

Pursuant to the August 26, 1981, Order of U.S. District Judge Harold H. Greene in the civil matter American Friends Service Committee, et al. v. William H. Webster, et al, Civil Action Number 79-1655, U.S. District Court, Washington, D. C., I am writing to request that you assign an archivist to FBI Headquarters to review video cassette and video disc evidence forwarded by the FBI Cleveland Office.

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b7C

The legitimate video cassettes and video discs were seized pursuant to the execution of a Federal search warrant in the matter [Redacted] "Copyright Matter." The FBI Cleveland Office file number is 28D-584.

I will retain the video cassettes and video discs in my office and will make available the FBI Headquarters file concerning this matter to the archivist whom you designate to review same.

With best personal regards,

RWS

Robert W. Scherrer
Section Chief
Records Systems Section
Records Management Division

66-19249

66-19249-294

- Exec AD Inv. 1 - Mr. Revell
- Exec AD Adm. 1 - Mr. Mintz (Attn: [Redacted])
- Exec AD LES 1 - Mr. Monroe
- Asst. Dir. 1 - Mr. Scherrer

- | | | |
|--------------------|------------------------------------|--------------------------|
| APPROVED: b6 | Adm. Servs. _____ | Laboratory _____ |
| b7C | Crim. Inv. _____ | Legal Coun. _____ |
| Director _____ | Off. of Cong. & Public Affs. _____ | |
| Exec AD-Adm. _____ | Ident. _____ | Rec. Mgnt. <i>cm/RWS</i> |
| Exec AD-Inv. _____ | Inspection _____ | Tech. Servs. _____ |
| Exec AD-LES _____ | Intell. _____ | Training _____ |

- Adm. Servs. 1 - [Redacted]
- Crim. Inv. _____
- Ident. _____
- Intell. _____
- Laboratory _____
- Legal Coun. _____
- Plan. & Insp. _____
- Rec. Mgnt. _____
- Tech. Servs. _____
- Training _____
- Public Affs. Off. _____
- Telephone Rm. _____
- Director's Sec'y _____

MAIL ROOM

7215
NOTE: Hand carried to NARS by RMD employee RWS

10 OCT 7 1982

FEDERAL GOVERNMENT

October 6, 1982

[Redacted] for Presidential Libraries
FBI Appraisal Project Director
National Archives and Records Service
Washington, D. C. 20408

Dear [Redacted]

Reference is made to my letters dated June 23, 1982, July 8, 1982, July 13, 1982, and August 11, 1982, requesting that an archivist be assigned to FBI Headquarters to review documentary evidence forwarded by the Salt Lake City, Kansas City, Boston and Cincinnati Field Offices, respectively.

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b7c

As you are aware, contributors of the documentary material mentioned in referenced letters have requested the return of these documents. In order to respond to inquiries from our field offices so that the owners of these documents may be advised of the status of efforts to return this material, I would appreciate being advised whether an archivist will be assigned to FBI Headquarters to review the material, supra.

All the documentary material in question is in my office and immediately available for review, along with the FBI Headquarters files concerning these matters.

(96)

With best personal regards,

V-29 7E-112 66-1249-295

Robert W. Scherrer
Section Chief
Records Systems Section
Records Management Division

66-19249

- Exec AD Inv. 1 - Mr. Revell
- Exec AD Adm. 1 - Mr. Mintz (Attn: [Redacted])
- Exec AD LES 1 - Mr. Monroe
- Asst. Dir.:
 - Adm. Servs. 1 - Mr. Scherrer
 - Crim. Inv. 1 - [Redacted]
 - Ident. 1 - [Redacted]
 - Intell. RWS (79)
 - Laboratory
 - Legal Coun.
 - Plan. & Insp.
 - Rec. Mgnt.
 - Tech. Servs.
 - Training
 - Public Affs. Off.
 - Telephone Rm.
 - Director's Sec'y

APPROVED: b6
b7c
Director
Exec. AD-Adm.
Exec. AD-Inv.
Exec. AD-LES

Adm. Servs.	Laboratory
Crim. Inv.	Legal Coun.
	Off. of Cong. & Public Affs.
	Rec. Mgnt.
Inspection	Tech. Servs.
Intell.	Training

3 OCT 7 1982

NOTE: Hand carried to NARS by a RMB employee

117

DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
COMMUNICATION MESSAGE FORM

PAGE 1 OF 2		CLASSIFICATION		PRECEDENCE	
DATE 10/5/82		UNCLAS E F T O		PRIORITY	
\$F1170PP PH0DE HQ \$*H0117 \$H0YE0P 052123Z OCT 82 START HERE FM DIRECTOR FBI (66-19249) TO FBI PHILADELPHIA PRIORITY BT UNCLAS E F T O DESTRUCTION OF RECORDS; NATIONAL ARCHIVES AND RECORDS SERVICE (NARS) APPRAISAL OF FBIHQ AND FIELD RECORDS REBUTEL 9/1/82. THE U.S. DEPARTMENT OF JUSTICE CIVIL DIVISION ADVISED THAT, BASED ON THE 9/1/82 ORDER OF THE CHIEF U.S. DISTRICT JUDGE FOR THE EASTERN DISTRICT OF PENNSYLVANIA THAT THE FBI RETURN ALL DOCUMENTARY EVIDENCE SECURED THROUGH THE FEDERAL GRAND JURY PROCESS AFTER PROSECUTIVE AND INVESTIGATIVE NEEDS HAVE BEEN SATISFIED AND RECENT CONTACT WITH THE U.S. ATTORNEY FOR THE EASTERN DISTRICT OF PENNSYLVANIA, YOU ARE AUTHORIZED TO RETURN ALL DOCUMENTARY EVIDENCE OF A GRAND JURY NATURE UPON RECEIPT					
DO NOT TYPE MESSAGE BELOW THIS LINE					
APPROVED BY <i>Sur</i>	DRAWN BY RWS:evm	DATE 9/28/82	ROOM 5644	TELE EXT	

DO NOT TYPE PAST THIS LINE

- 1 - 66-19249
- 1 - MR. REVELL
- 1 - MR. MINTZ (ATTN:)
- 1 - MR. MONROE
- 1 - MR. SCHERRER
- 1 -

66-19249-2110

b6
b7c

3 OCT 7 1982

26

FEDERAL BUREAU OF INVESTIGATION
COMMUNICATIONS CENTER
1458293
OCT 6 1982

59 OCT 15 1982

DO NOT FILE WITHOUT COMMUNICATIONS STAMP

2

PAGE TWO DE HQ 0117 UNCLAS E F T O

OF A SPECIFIC WRITTEN INSTRUCTION FROM THE U.S. ATTORNEY FOR THE EASTERN DISTRICT OF PENNSYLVANIA. YOU SHOULD CONTINUE TO NOTIFY FBIHQ VIA TELETYPE MARKED FOR THE ATTENTION OF SA ROBERT W. SCHERRER, SECTION CHIEF, RECORDS SYSTEMS SECTION, RECORDS MANAGEMENT DIVISION, OF EACH INSTANCE WHEREIN GRAND JURY DOCUMENTARY EVIDENCE WAS RETURNED TO THE OWNER/CONTRIBUTOR AT THE INSTRUCTION OF THE U.S. ATTORNEY FOR THE EASTERN DISTRICT OF PENNSYLVANIA. SUCH TELETYPES SHOULD BE FORWARDED UNDER THE INDIVIDUAL CASE CAPTION.

BT

3

NOTE: PHILADELPHIA IS BEING ADVISED OF THE U.S. DEPARTMENT OF JUSTICE CIVIL DIVISION'S DECISION CONCERNING THE DISPOSITION OF GRAND JURY DOCUMENTARY EVIDENCE PURSUANT TO THE 9/1/82 ORDER OF THE CHIEF U.S. DISTRICT JUDGE FOR THE EDPA. CONTENT OF THIS TELETYPE HAS BEEN COORDINATED WITH THE LEGAL COUNSEL DIVISION.

1 1

10/5/82

UNCLAS E F T O

ROUTINE

Kmm

FM DIRECTOR FBI

TO FBI CLEVELAND (147A-1251) ROUTINE

BT

NATIONAL Archives and Records Service

UNCLAS E F T O

[Redacted]

b6
b7C

DBA REX PROPERTIES, INC., GORDON SQUARE LTD., CLEVELAND, OHIO;
FAG-DHUD (URBAN DEVELOPMENT ACTION GRANT) (A) 00:CV

REURTEL 10/4/82.

YOU ARE AUTHORIZED TO RETURN DOCUMENTARY EVIDENCE DESCRIBED
IN RETEL TO THE OWNER/CONTRIBUTOR. YOU SHOULD MAKE A LEGIBLE
MACHINE COPY OF EACH DOCUMENT RETURNED AND RETAIN SAME IN YOUR
OFFICE'S FILE ON CAPTIONED. YOU SHOULD ALSO SECURE A RECEIPT TO
DOCUMENT THE RETURN OF THE EVIDENCE.

BT

|

66-19249-

NOT RECORDED
42 OCT 12 1982

270768
147-
ORIGINAL FILED IN

RWS:evm

10/5/82

5644

4185

- 1 - 66-19249
- 1 - MR. REVELL
- 1 - MR. MINTZ (ATTN: [Redacted])
- 1 - MR. MONROE
- 1 - MR. SCHERRER
- 1 - [Redacted]

38

b6
b7C

AIRTEL

10/5/82

Director, FBI (28-4844)

SAC, Cleveland (28D-584)

[Redacted]

COPYRIGHT MATTER

*National Archives and
Records Service*

Reurairtel 10/1/82.

The National Archives and Records Service has been requested to assign an archivist to review video cassettes and video discs forwarded to FBIHQ via reairtel. You will be promptly advised of the archivist's decision, at which time the video cassettes and video discs will be returned to your office with disposition instructions.

- ① - 66-19249
- 1 - Mr. Revell
- 1 - Mr. Mintz (Attn: [Redacted])
- 1 - Mr. Monroe
- 1 - Mr. Scherrer

1 - [Redacted] b6
RWS:evm b7C
(8)

ORIGINAL FILED IN J
28-4844-4

66-19249-

NOT RECORDED
22 OCT 1982

Ev
DUPLICATE YELLOW

b6
b7C

Memorandum



Exec AD Adm. _____
 Exec AD Inv. _____
 Exec AD LES _____
 Asst. Dir.:

- Adm. Servs. _____
- Crim. Inv. _____
- Ident. _____
- Insp. _____
- Intell. _____
- Lab. _____
- Legal Coun. _____
- Off. Cong. & Public Affs. _____
- Rec. Mgnt. _____
- Tech. Servs. _____
- Training _____
- Telephone Rm. _____
- Director's Sec'y _____

Handwritten initials

To : Mr. Young *Handwritten initials*

Date 10/6/82

From : Mr. Groover *Handwritten initials*

Subject : MEMORABILIA OF J. EDGAR HOOVER
FORMER DIRECTOR
STORED IN ROOM 1B869.A
J. EDGAR HOOVER BUILDING

PURPOSE: To transfer Hoover Memorabilia currently in the custody of Printing and Space Management Section (PSMS), Administrative Services Division (ASD), to the custody and control of the Office of Congressional and Public Affairs (OCPA).

DETAILS: Legal Counsel memorandum dated 7/27/82 to Assistant Director, ASD, captioned as above, advised that 91 cartons and/or crates of memorabilia of J. Edgar Hoover is now considered the property of the FBI. All memorabilia accumulated by former Director Hoover will be transferred to the care and custody of OCPA for use on the tour route, for possible display in Division conference rooms or appropriate disposition as set forth in Legal Counsel memorandum to the Director dated 8/12/82.

Section Chief Robert W. Scherrer, Records Systems Section, Records Management Division, advised the following items have been examined by the National Archives and Records Service (NARS), General Services Administration, and classified for permanent retention and will be transferred to NARS in approximately 30 days.

96

DE-123

ITEMS

Press Clippings (1920-1972)

V-91

BOXES

66-19249-296X

1-33, 55-60, 67-68

Congratulatory Letters (1924-1972)

34-40

5 NOV 30 1982

Photographs (1930-1972)

41-54

RECOMMENDATION: That the J. Edgar Hoover Memorabilia be transferred to the care and custody of OCPA.

APPROVED:

Handwritten signature
 Adm. Servs. _____
 Crim. Inv. _____
 Laboratory _____
 Legal Coun. _____
 Off. of Cong. & Public Affs. _____
 Rec. Mgnt. _____
 Tech. Servs. _____
 Training _____

Director _____

Exec. AD-Adm. _____

Exec. AD-Inv. _____

Exec. AD-LES _____

Ident. _____

Inspection _____

Intell. _____

- 1 - Mr. Young
- 1 - Mr. Groover
- 1 - Mr. Monroe (Attn: Mr. Scherrer/ Attn:)
- 1 - Mr. Mintz (Attn:)
- 1 -

OFF. OF CONG. & PUBLIC AFFS. SEC.
 SPACE MGMT. SEC.

59 DEC 20 1982

JJD:lfr (6)

b6
b7c

X AIRTEL

10/6/82

TO: DIRECTOR, FBI
ATTN: SA ROBERT W. SCHERRER,
SECTION CHIEF,
RECORDS SYSTEMS SECTION,
RECORDS MANAGEMENT DIVISION

FROM: SAC, EL PASO (91C-4236) (C)

SUBJECT: UNSUB; -

National Archives and Records Service
[REDACTED]
WESTERN NATIONAL BANK (WNB),
P.O. BOX 4597,
UNIVERSITY AND WEST COUNTY ROAD,
ODESSA, TEXAS
5/24/82
POSSIBLE ATTEMPTED BR;
BR SUSPECT (C)
OO: EL PASO

b6
b7C

Re El Paso airtel to Bureau, dated 6/2/82.

For information of the Records Systems Section, Records Management, a robbery demand was found in captioned bank. By elimination [REDACTED] were determined to have been in the bank at about the appropriate time. Investigation determined [REDACTED]

[REDACTED] Original personnel documents were voluntarily furnished by Tom Brown, Inc. and requested the documents be returned upon completion of laboratory examination.

On 9/30/82, the original documents were returned to [REDACTED] 11/2/82

② - Bureau
1 - El Paso
TNF:caf
(3) *35*

NOT RECORDED
178 OCT 20 1982

ORIGINAL FILED IN

REARBUIN

1 1

10/8/82

UNCLAS E F T O

ROUTINE

FM DIRECTOR FBI {52-105277}

TO FBI CINCINNATI {52B-5831} ROUTINE

BT

UNCLAS E F T O

AKA, ET AL; CGR; ~~REF~~ ITSP 00:CI

REURLET 10/1/82.

BF4E

b6
b7c

YOU ARE AUTHORIZED TO RETURN ALL DOCUMENTARY EVIDENCE DESCRIBED IN RETEL TO THE OWNER/CONTRIBUTOR. YOU SHOULD MAKE A LEGIBLE MACHINE COPY OF EACH DOCUMENT RETURNED AND RETAIN SAME IN YOUR OFFICE'S FILE ON CAPTIONED. YOU SHOULD ALSO SECURE A RECEIPT TO DOCUMENT THE RETURN OF THE EVIDENCE.

BT

1

66-19249-

NOT RECORDED
5 OCT 18 1982

RWS:evm

10/8/82

5644

4185

- ① - 66-19249
- 1 - MR. REVELL
- 1 - MR. MINTZ (ATTN: [redacted])
- 1 - MR. MONROE
- 1 - MR. SCHERRER
- 1 - [redacted]

b6
b7c

DUPLICATE YELLOW

59 NOV 9 1982

ORIGINAL FILED IN [redacted]

National Archives and Records Service

2

NOTE: IN RESPONSE TO RECILET.

Airtel

10/6/82

TO: DIRECTOR, FBI (183A-2698)
(ATTN: SECTION CHIEF ROBERT SCHERRER
RECORDS SYSTEM SECTION, RECORDS
MANAGEMENT DIVISION)

FROM: SAC, NEWARK (183A-638) (P) (C-4)

b6
b7c

[redacted] aka;
ET AL
RICO
(OO: NK)

RE: Bureau airtel to Newark, 8/20/82.
Phoncon between SA [redacted] Newark,
and [redacted] Records System Section,
9/29/82.

For information of Records System Section, Records Management Division, Newark no longer needs an archivist from the National Archives and Record Service (NARS) to review documentary items seized during searches conducted on 5/24/82.

On 9/28/82, Judge H. Curtis Meanor, District of New Jersey, after being informed by the government of the applicability of the archival statutes, ordered the disposal (return) of those documents seized for which the government did not need to retain originals.

66-19241 -

2-Bureau
2-Newark
GMF/rc
(4)

GMF
10/6/82

NOT RECORDED
28 OCT 22 1982

TEARON COPY

ORIGINAL FILED IN 158-218-167

AIRTEL

10-8-82

Handwritten initials

Director, FBI (44-90689)

SAC, Kansas City (44A-2507) (SQ (4) (P))

b6
b7C

[Redacted]
UNSUBS;
KANSAS CITY (KANSAS)
POLICE DEPARTMENT;

National Archives and Records Service

[Redacted] VICTIM
CIVIL RIGHTS (A)
OO:KANSAS CITY

Reurairtel 9/29/82 captioned as above requesting the status of the Archives review of the 10 1/2 inch magnetic tape reel obtained from the Kansas City, Kansas, Fire Department in connection with captioned matter.

On 7/8/82 the National Archives and Records Service (NARS) was requested to assign an Archivist to FBIHQ to review aforementioned tape. NARS has not responded, and on 10/6/82, was reminded of the FBI's outstanding request and asked to advise FBIHQ if an Archivist will be assigned to conduct the review, supra.

This matter is being closely followed and it is expected that it will be resolved in the not to distant future. You will be kept advised.

NOTE: Based on Kansas City Airtel 9/29/82 above captioned requesting status of review of aforementioned tape.

APPROVED:	Adm. Servs. _____	Laboratory _____
	Crim. Inv. _____	Legal Coun. _____
Director _____	Off. of Cong. & Public Affs. _____	
Exec. AD-Adm. _____	Ident. _____	Rec. Mgnt. <i>cm/Rus</i>
Exec. AD-Inv. _____	Inspection _____	Tech. Servs. _____
Exec. AD-LES _____	Intell. _____	Training _____

- 1 - 66-19249
 - 1 - Mr. Monroe
 - 1 - Mr. Scherrer
 - 1 - [Redacted]
- TBD:ve
(7)

b6
b7C

DUPLICATE YELLOW 66-19249 -
NOT RECORDED
42 OCT 22 1982

Memorandum



Exec AD Inv. _____
 Exec AD Adm. _____
 Exec AD LES _____
 Asst. Dir.:

- Adm. Servs. _____
- Crim. Inv. _____
- Ident. _____
- Intell. _____
- Laboratory _____
- Legal Coun. _____
- Plan. & Insp. _____
- Rec. Mgnt. _____
- Tech. Servs. _____
- Training _____
- Public Affs. Off. _____
- Telephone Rm. _____
- Director's Sec'y _____

To : Mr. Monroe *CM/TA*

Date 10/12/82

From : L. E. Dean *LED/TA*

Subject : NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)

PURPOSE: To advise of the current status of the declassification of Department of State documents by the National Archives and Records Service (NARS) covering the 1950-1954 period.

RECOMMENDATION: None, for information.

APPROVED:

Director _____	Adm. Servs. _____	Laboratory _____
Exec. AD-Adm. _____	Crim. Inv. _____	Legal Coun. _____
Exec. AD-Inv. _____	Ident. _____	Off. of Cong. & Public Affs. _____
Exec. AD-LES _____	Inspection _____	Rec. Mgnt. <i>CM/TA</i>
	Intell. _____	Tech. Servs. _____
		Training _____

DETAILS: In March, 1982, NARS advised the Classification Appeals Unit (CAU), Document Classification and Review Section (DCRS), Records Management Division (RMD), that NARS and the Department of State were undertaking a records accession project involving all State Department records created from 1/1/50 through 12/31/54. NARS created two teams to conduct the review of these documents. One team was assigned to review South American records, while the other team concentrated on East Asian records.

On 10/4/82, [redacted] Team Leader, NARS, advised that his team was assigned the records dealing with the South and Central American regions. Currently, his team is reviewing records with information concerning the Carribean Islands area. He expects his team to begin with documents concerning Mexico during December, 1982. He further advised that this team could not fix a percentage figure on the number of documents containing FBI information because of the large volume of information being reviewed. This phase is expected to last through February, 1983.

66-19249-297

[redacted] Team Leader, NARS, advised that his team has been assigned to review documents concentrating on Chinese areas. They have reviewed documents containing FBI information originating with the Hong Kong Legat. He expects these documents will be ready for review by CAU personnel during December, 1982.

23 OCT 14 1982

- 1 - Mr. Monroe
- 1 - Mr. Dean
- 1 - [redacted]
- 1 - [redacted]

(CONTINUED - OVER)

MCH:cm1 (5) *cm*

4-cm
FBI/DOJ

Memorandum from L. E. Dean to Mr. Monroe
Re: National Archives and Records Service (NARS)

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[redacted] further advised that the declassification guidelines furnished by the FBI were extremely helpful to NARS personnel in eliminating some of what would have been referred to the FBI for a classification decision.

Since July, 1982, the CAU has reviewed more than 560 pages of Department of State material containing FBI information, and CAU personnel continue to be prepared to review all records referred by NARS.

1 1

10/18/82

UNCLAS E F T O

ROUTINE

Kmeal
SP

FM DIRECTOR FBI (26-450088)

TO FBI COLUMBIA (26A-11169) ROUTINE

BT

UNCLAS E F T O

National Archives And Records Service

b6
b7C

[Redacted]

[Redacted]

ITSMV, ITSP, OO: COLUMBIA

REURTEL 10/18/82.

YOU ARE AUTHORIZED TO RETURN DOCUMENTARY EVIDENCE DESCRIBED IN RETEL TO THE OWNER/CONTRIBUTOR. YOU SHOULD MAKE A LEGIBLE MACHINE COPY OF EACH DOCUMENT RETURNED AND RETAIN SAME IN YOUR OFFICE'S FILE ON CAPTIONED. YOU SHOULD ALSO SECURE A RECEIPT TO DOCUMENT THE RETURN OF THE EVIDENCE.

BT

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66-19249 -

NOT RECORDED

42 OCT 27 1982

ORIGINAL FILED IN 26-450088-12

RWS:evm

10/18/82

5644

4185

- ① - 66-19249
- 1 - MR. REVELL
- 1 - MR. MINTZ (ATTN: [Redacted])
- 1 - MR. MONROE
- 1 - MR. SCHERRER
- 1 - [Redacted]

304

b6
b7C

2

NOTE: IN RESPONSE TO RECOTEL.

1 1

10/22/82

UNCLAS E F T O

ROUTINE

FM DIRECTOR FBI
TO FBI NEW ORLEANS (183D-287) ROUTINE

BT

UNCLAS E F T O

Off. of Int. Affairs and Records

[Redacted]

LOCAL 1655, ILA; UNIRAC; RICO

b6
b7C

REURTEL 10/20/82.

IT WILL NOT BE NECESSARY FOR YOUR OFFICE TO FORWARD A COPY
OF THE 10/3/82 ORDER OF U.S. DISTRICT JUDGE MORLEY L. SEAR OF
THE EDLA TO FBIHQ.

BT

1

RWS:evm

10/22/82

5644

4185

- 1 - 66-19249
- 1 - MR. REVELL
- 1 - MR. MINTZ (ATTN: [Redacted])
- 1 - MR. MONROE
- 1 - MR. SCHERRER
- 1 - [Redacted]

b6
b7C

271

66-19249-
NOTED
OCT 26 1982

183-287-113

DUPLICATE YELLOW

2

NOTE: IN RESPONSE TO RENOTEL.

VZCZCWFO 120

RR HQ

DE WF 0014 299 2114

ZNR UUUUU

R 261957Z OCT 82

FM FBI, WASHINGTON FIELD OFFICE (198-976) (P) (C-5)

TO DIRECTOR, FBI ROUTINE

(ATTN: SA ROBERT W. SCHERRER, SECTION CHIEF, RECORDS MANAGEMENT DIVISION)

BT

UNCLAS

National Archives and Records Service

FBW; ITSP;

OO:WFO.

FOR INFORMATION BUREAU, ON JUNE 15, 1982, FBI PHOENIX DIVISION SEIZED IN A CONSENSUAL SEARCH OF SUBJECT'S APARTMENT CERTAIN DOCUMENTARY ITEMS OF EVIDENCE. ON AUGUST 3, 1982, SUBJECT [REDACTED]

b6
b7C

[REDACTED] ON AUGUST 30,

1982, WAS REMANDED TO CUSTODY OF ATTORNEY GENERAL FOR PERIOD OF TEN YEARS. SUBJECT HAS REQUESTED TWELVE PAGES OF ORIGINAL DOCUMENTS BE RETURNED TO HIM UPON COMPLETION OF INVESTIGATION CONCURRENCE FROM AUSA CHARLES FLYNN, USDC, WASHINGTON, D.C.

NOV 12 1982

NO RESPONSE NECESSARY BWA

MAR 14 1983

NOTE TO CLASSIFYING SUBUNIT: PLACE COPY IN 66-19249 BWA

26

66-19249

NOT RECORDED
42 NOV 16 1982

66-19249
Div A - Records Mgmt

ORIGINAL FILED IN 101-13576

enter

23 Oct 82 182

EBE/TMP
1
2

PAGE TWO DE WF 0014 U N C L A S

HAS BEEN OBTAINED FOR THE RETURN OF THESE TWELVE PAGES OF ORIGINAL DOCUMENTARY EVIDENCE .

WFO HAS MADE COPIES OF THE PAGES OF DOCUMENTARY EVIDENCE TO BE RETURNED TO SUBJECT AND HAS RETAINED SAME .

BUREAU BE ADVISED THAT THE TWELVE PAGES OF DOCUMENTARY EVIDENCE REFERRED TO HEREIN HAVE BEEN FORWARDED TO PHOENIX DIVISION, FOR RETURN TO SUBJECT .

BT

#0014

NNNN

Rec'd Sgt. D17

cc

ALBANY 3002254Z

RR HQ

DE AL

R 271900Z OCT 82

FM ALBANY (194C-73) (P)

TO DIRECTOR, FBI (133-4834) (ROUTINE)

BT National Archives Records Service

UNCLAS

ATTN: SA ROBERT W. SHEPHERD, DIVISION 4.

[REDACTED] ET AL; RICO EXTORTION, HOBBS ACT - CPU.

[REDACTED] ALLEGED THAT [REDACTED]

[REDACTED] WERE THE VICTIMS OF POLITICAL
EXTORTION. [REDACTED]

[REDACTED]

[REDACTED] WERE

OBTAINED [REDACTED] PURSUANT TO A GRAND JURY SUBPOENA. [REDACTED]

HAS RECENTLY ASKED THAT [REDACTED] BE RETURNED TO HIM. ALBANY'S
INVESTIGATION IS COMPLETE AND AUSA DAVID R. HOMER HAS REQUESTED

THAT [REDACTED] BE TURNED OVER TO HIM IN ORDER THAT HE CAN
RETURN THEM TO [REDACTED]

b3
b6
b7C
b7D

NOT RECORDED
15 NOV 17 1982

NO RESPONSE
NECESSARY RWR

NOTE TO CLASSIFYING
SUBUNIT:
PLACE COPY IN
60-19249 RWR

34 DEC 6 1982

[REDACTED]

ORIGINAL FILED IN 102 11021

AL 194C-73 PAGE TWO UNCLAS

b3

[REDACTED] HAVE BEEN DUPLICATED AND THE DUPLICATE
[REDACTED] ARE BEING MAINTAINED BY ALBANY. THE ORIGINAL [REDACTED]
WILL BE FURNISHED TO AUSA HOMER UNLESS ADVISED TO THE CONTRARY
BY THE BUREAU.

BT.

#

AIRTEL

10/27/82

Director, FBI

SAC, Indianapolis

[redacted] aka; b6
 TERRE HAUTE FIRST NATIONAL BANK, b7C
 511 WABASH AVENUE BRANCH,
 TERRE HAUTE, INDIANA
 9/17/79; BR (B); OO: IP
 (IP File 91B-12111)
 (Bufile 91-78017)

National Archives and Records

[redacted] aka;
 TERRE HAUTE FIRST NATIONAL BANK,
 511 WABASH AVENUE BRANCH,
 TERRE HAUTE, INDIANA
 2/20/81; BR (A); OO: IP
 (IP File 91A-12493)
 (Bufile 91-88001)

Serrano

Reurairtel 10/20/82, which transmitted two rolls of bank surveillance film concerning captioned matters.

The above-described enclosures are being returned to your office. You may return the enclosures to the Terre Haute First National Bank, Terre Haute, Indiana.

NOTE: Return of documentary evidence at the owner's request authorized by the 10/19/82 Order of U.S. District Judge Harold H. Greene in the civil matter American Friends Service Committee, et al. v. William H. Webster, et al., U.S. District Court, Washington, D. C., Civil Action Number 79-1655.

- ① - 66-19249
 - 1 - Mr. Revell
 - 1 - Mr. Mintz (Attn: [redacted])
 - 1 - Mr. Monroe
 - 1 - Mr. Scherrer
 - 1 - [redacted]
- RWS:evm
(10)

b6
b7C

NOT RECORDED
34 NOV 2 1982

DUPLICATE YELLOW

ORIGINAL FILED IN 91-78017-

AIRTEL

10/28/82

Director, FBI (44-90689)

SAC, Kansas City (44A-2507)(SQ 4)(P)

National Archives Records Service

[Redacted]

b6
b7C

UNSUBS;
KANSAS CTY (KANSAS) POLICE DEPARTMENT;
[Redacted] VICTIM
CIVIL RIGHTS (A)
OO: KANSAS CITY

Reurairtel 7/1/82, which transmitted one 10 1/2 inch magnetic tape reel which was obtained from the Kansas City, Kansas, Fire Department in connection with captioned case.

The above-described enclosure is being returned to your office. Provided the local United States Attorney's Office concurs, you may return the enclosure to the Kansas City, Kansas, Fire Department. To document the return of the evidence, you should secure a receipt pursuant to instructions contained in the Manual of Administrative Operations and Procedures (MAOP), Part II, 2-4.4.1(1)(2), page 292.01.

Enclosure

NOTE: Return of documentary evidence at the owner's request authorized by the 10/19/82 Order of U.S. District Judge Harold H. Greene in the civil matter American Friends Service Committee, et al. v. William H. Webster, et al., U.S. District Court, Washington, D. C., Civil Action Number 79-1655.

- ① - 66-19249
 - 1 - Mr. Revell
 - 1 - Mr. Mintz (Attn: [Redacted])
 - 1 - Mr. Monroe
 - 1 - Mr. Scherrer
 - 1 - [Redacted]
- RWS:evm
(9)

b6
b7C

66-19249-

NOT RECORDED
34 NOV 2 1982

DUPPLICATE YELLOW

JEV

ORIGINAL FILED IN 44-90689-8

AIRTEL

10/28/82

Amul

Director, FBI (159-4984)

SAC, Cincinnati (159B-214)(P)

NATIONAL Archives and Record Service



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b7c

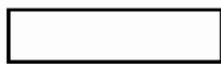

UNITED PAPER WORKERS
INTERNATIONAL UNION
AFL/CIO LOCAL 1009
LMRDA
OO: CI

Reurairtel 7/23/82, which transmitted documents seized during captioned investigation.

The above-described enclosures are being returned to your office. Provided the local United States Attorney's Office concurs, you may return the enclosures to the United Paper Workers International Union. To document the return of the evidence, you should secure a receipt pursuant to instructions contained in the Manual of Administrative Operations and Procedures (MAOP), Part II, 2-4.4.1(1)(2), page 292.01.

Enclosures

NOTE: Return of documentary evidence at the owner's request authorized by the 10/19/82 Order of U.S. District Judge Harold H. Greene in the civil matter American Friends Service Committee, et al. v. William H. Webster, et al., U.S. District Court, Washington, D. C., Civil Action Number 79-1655.

- ① - 66-19249
- 1 - Mr. Revell
- 1 - Mr. Mintz (Attn: )
- 1 - Mr. Monroe
- 1 - Mr. Scherrer
- 1 - 

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RWS:evm
(9)

287

DUPLICATE YELLOW!

66-19249
NOT RECORDED

42 NOV 1982

ORIGINAL FILED IN 159-19249-5

AIRTEL

10/20/82

Director, FBI (28-4844)

SAC, Cleveland (28D-584)(C)(SQ 7)

[Redacted]
COPYRIGHT MATTER (D)
OO: CLEVELAND

*National Archives and
Records Service*

Reurairtel 10/1/82, which transmitted legitimate video cassettes and video discs seized from subject pursuant to the execution of a Federal search warrant.

The above-described enclosures are being returned to your office. Reairtel indicates that on 3/7/82 the United States Attorney's Office declined prosecution regarding subject and authorized the return of the legitimate video cassettes and video discs to [Redacted]. Provided this position holds with the United States Attorneys Office, you may return the enclosures to [Redacted]. To document the return of the evidence, you should secure a receipt pursuant to instructions contained in the Manual of Administrative Operations and Procedures (MAOP), Part II, 2-4.4.1(1)(2), page 292.01.

ORIGINAL FILED IN

28-4844-5

Enclosures

NOTE: Return of documentary evidence at the owner's request authorized by the 10/19/82 Order of U.S. District Judge Harold H. Greene in the civil matter American Friends Service Committee, et al. v. William H. Webster, et al., U.S. District Court, Washington, D. C., Civil Action Number 79-1655.

- ① - 66-19249
- 1 - Mr. Revell
- 1 - Mr. Mintz (Attn: [Redacted])
- 1 - Mr. Monroe
- 1 - Mr. Scherrer
- 1 - [Redacted]

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RWS:evm
(9)

CONFIDENTIAL

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66-19249-

DUPLICATE YELLOW

NOT RECORDED
2 NOV 1982

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AIRTEL

10/28/82

Director, FBI (28-4192)

SAC, Boston (280-580)

National...

DBA
NORTHEASTERN VIDEO ASSOCIATES (NVA),
MIDDLESEX AVENUE,
LOWELL, MASSACHUSETTS
CM
(OO: BOSTON)

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Reurairtel 7/6/82, which transmitted documents seized during captioned investigation.

The above-described enclosures are being returned to your office. Provided the local United States Attorney's Office concurs, you may return the enclosures to the contributor. To document the return of the evidence, you should secure a receipt pursuant to instructions contained in the Manual of Administrative Operations and Procedures (MAOP), Part II, 2-4.4.1(1)(2), page 292.01.

Enclosures

NOTE: Return of documentary evidence at the owner's request authorized by the 10/19/82 Order of U.S. District Judge Harold H. Greene in the civil matter American Friends Service Committee, et al. v. William H. Webster, et al., U.S. District Court, Washington, D. C., Civil Action Number 79-1655.

- ① - 66-19249
 - 1 - Mr. Revell
 - 1 - Mr. Mintz (Attn:)
 - 1 - Mr. Monroe
 - 1 - Mr. Scherrer
 - 1 -
- RWS:evm
(9)

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178 NOV 3 1982

ORIGINAL FILED IN - 28-4192-11

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10/28/82

UNCLAS E F T O

ROUTINE

FM DIRECTOR FBI

TO FBI HOUSTON (196B-911) ROUTINE

Original Archives and Records Section

BT

UNCLAS E F T O

[Redacted]

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[Redacted]; TRANSPACIFIC ENERGY RESOURCES, INC.; [Redacted]

[Redacted] DBA L&L RESOURCES, HOUSTON, TEXAS; FBW; ENERGY

RELATED; OO: HOUSTON

REURTEL 10/27/82.

BASED ON A RECENT ORDER ISSUED BY U.S. DISTRICT JUDGE HAROLD H. GREENE, WHICH WAS ISSUED ON 10/19/82 AND FILED ON 10/20/82 IN CONNECTION WITH THE CIVIL MATTER "AMERICAN FRIENDS SERVICE COMMITTEE, ET AL. V. WILLIAM H. WEBSTER, ET AL." U.S. DISTRICT COURT, WASHINGTON, D.C., CIVIL ACTION NUMBER 79-1655, YOU ARE AUTHORIZED TO RETURN DOCUMENTARY EVIDENCE DESCRIBED IN RETEL TO THE OWNER/CONTRIBUTOR. IN ACCORDANCE WITH JUDGE

RWS:evm

10/28/82

5644

4185

- ① - 66-19249
- 1 - MR. REVELL
- 1 - MR. MINTZ (ATTN: [Redacted])
- 1 - MR. MONROE
- 1 - MR. SCHERRER
- 1 - [Redacted]

[Redacted]

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NOT RECORDED
28 NOV 17 1982

66-19249

JAN 11 1983

DUPLICATE YELLOW

ORIGINAL FILED IN 196 - 3959 - 2

2

GREENE'S 10/19/82 ORDER, IT WILL NOT BE NECESSARY FOR YOUR OFFICE TO MAKE MACHINE COPIES OF THE DOCUMENTARY EVIDENCE RETURNED. YOU SHOULD SECURE A RECEIPT FOR THE RETURN OF THE ORIGINAL DOCUMENTARY EVIDENCE DESCRIBED IN RETEL AND RETAIN SAME IN YOUR OFFICE'S FILE ON CAPTIONED.

DETAILS OF JUDGE GREENE'S 10/19/82 ORDER, MENTIONED ABOVE, WILL BE PROVIDED TO ALL SACS VIA SEPARATE COMMUNICATION.

BT

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NOTE: RETURN OF ORIGINAL DOCUMENTARY EVIDENCE AT THE OWNER'S/
CONTRIBUTOR'S REQUEST AUTHORIZED BY THE 10/19/82 ORDER OF USDJ
HAROLD H. GREENE IN THE ABOVE-MENTIONED CIVIL MATTER.

128

[Handwritten initials]

DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
COMMUNICATION MESSAGE FORM

PAGE 1 OF 5	CLASSIFICATION UNCLAS E F T O	PRECEDENCE PRIORITY
DATE 10/29/82	*F128IPP AFOIDE HQ H0128 *HTYEMP 292116Z OCT 82	
START HERE		
FM DIRECTOR FBI {66-19249}		
TO ALL FBI FIELD OFFICES PRIORITY		
PERSONAL ATTENTION		
BT		
UNCLAS E F T O		
DESTRUCTION OF RECORDS, NATIONAL ARCHIVES AND RECORDS SERVICE		
{NARS} APPRAISAL OF FBIHQ AND FIELD RECORDS		
PREVIOUS COMMUNICATIONS WERE DIRECTED TO YOUR OFFICE UNDER		
THE ABOVE CAPTION, SETTING FORTH RESTRICTIONS ON THE RETURN OF		
SEIZED, SUBPOENAED OR VOLUNTARILY CONTRIBUTED DOCUMENTARY		
EVIDENCE. THE RESTRICTIONS ON THE DISPOSITION OF SUCH		
DOCUMENTARY EVIDENCE WERE IMPOSED AS A RESULT OF COURT ORDERS		
ISSUED IN THE CIVIL MATTER "AMERICAN FRIENDS SERVICE COMMITTEE,		
ET AL., V. WILLIAM H. WEBSTER, ET AL." U.S. DISTRICT COURT,		
WASHINGTON, D. C., CIVIL ACTION NUMBER 79-1655. YOU WERE		
PREVIOUSLY ADVISED THAT IN RESPONSE TO GOVERNMENT MOTIONS, U.S.		
DISTRICT JUDGE HAROLD H. GREENE, THE PRESIDING JUDGE IN THE		
DO NOT TYPE MESSAGE BELOW THIS LINE		
APPROVED BY <i>[Signature]</i>	DRAFTER <i>[Signature]</i> RWS:evm	DATE 10/29/82
	ROOM 5644	TELE EXT

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DO NOT TYPE PAST THIS LINE

66-19249-298

- 1 - MR. COLWELL
- 1 - EAD INVESTIGATIONS
- 1 - MR. OTTO
- 1 - EACH ASSISTANT DIRECTOR
- 1 - MR. HOTIS
- 1 - MR. SCHERRER

- 1 - *[Redacted]*
- 1 - *[Redacted]*
- 1 - MANUALS DESK

[Redacted box]

16 38 7 AM
OCT 30 1982

16 NOV 3 1982

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DO NOT FILE WITHOUT COMMUNICATIONS STAMP

PAGE

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CONFIDENTIAL SOURCE

PAGE TWO DE HQ 0128 UNCLAS E F T O

PREVIOUSLY MENTIONED CIVIL MATTER, CLARIFIED AND/OR MODIFIED HIS
ORDERS ON SEVERAL OCCASIONS WHICH AFFECTED THE DISPOSITION OF
DOCUMENTARY EVIDENCE.

JUDGE GREENE, BY ORDER AND MEMORANDUM DATED OCTOBER 19,
1982, AND FILED ON OCTOBER 20, 1982, RULED INTER ALIA "THAT WHEN
DOCUMENTS BELONGING TO PRIVATE PARTIES HAVE BEEN SEIZED,
SUBPOENAED OR OTHERWISE RECEIVED BY THE FEDERAL GOVERNMENT FOR
LAW ENFORCEMENT PURPOSES, AND HAVE BEEN PLACED IN THE CUSTODY OF
THE FBI, THE FBI MAY DISPOSE OF SUCH DOCUMENTS WHEN THEY ARE NO
LONGER OF EVIDENTIARY VALUE TO THE FBI OR U.S. ATTORNEY BY
RETURNING THEM TO THEIR OWNERS, WITHOUT KEEPING COPIES OF THE
DOCUMENTS AND WITHOUT SUBJECTING THEM TO SCREENING BY THE
NATIONAL ARCHIVES AND RECORDS SERVICE... THE FBI MAY, OF COURSE,
KEEP DOCUMENTS OR COPIES OF DOCUMENTS IF THE MATERIAL HAS BEEN
ADMITTED INTO EVIDENCE OR OTHERWISE SERVES A CONTINUING LAW
ENFORCEMENT PURPOSE... THE FBI MUST MAKE AVAILABLE FOR ARCHIVAL
SCREENING ANY SEIZED, SUBPOENAED OR VOLUNTARILY CONTRIBUTED
DOCUMENTS THAT IT PRESERVES."

ACCORDINGLY, YOUR OFFICE SHOULD PROMPTLY RETURN ALL SEIZED,

DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
COMMUNICATIONS SECTION

PAGE

3

CONTINUATION SHEET

PAGE THREE DE HQ 0128 UNCLAS E F T O

✓
SUBPOENAED OR VOLUNTARILY CONTRIBUTED DOCUMENTARY EVIDENCE BEING
20 HELD BY YOUR OFFICE WHICH HOLDS NO FUTURE INVESTIGATIVE OR
18 PROSECUTIVE VALUE. THE CONCURRENCE OF THE RESPONSIBLE U.S.
ATTORNEY SHOULD BE SECURED PRIOR TO THE RETURN OF SUCH
16 DOCUMENTARY EVIDENCE. WHEN THE ORIGINALS OF DOCUMENTARY EVIDENCE
WERE PREVIOUSLY RETURNED TO THE OWNER/CONTRIBUTOR, AFTER COPIES
14 WERE MADE FOR RETENTION BY YOUR OFFICE PURSUANT TO JUDGE GREENE'S
PREVIOUS ORDERS, THE COPIES SHOULD NOW BE RETURNED TO THE
12 OWNER/CONTRIBUTOR. TO EXPEDITE THE RETURN OF COPIES OF ORIGINAL
DOCUMENTARY EVIDENCE PREVIOUSLY RETURNED TO THE OWNER/
10 CONTRIBUTOR, WHERE APPROPRIATE, YOU ARE AUTHORIZED TO RETURN THIS
MATERIAL VIA REGISTERED MAIL RETURN RECEIPT REQUESTED. THE
8 RETURN RECEIPT WILL SERVE TO DOCUMENT THE RETURN OF THE COPIES TO
THE OWNERS/CONTRIBUTORS. YOU ARE URGED TO TAKE PROMPT ACTION TO
6 EFFECT THE RETURN OF ALL DOCUMENTARY EVIDENCE HAVING NO FURTHER
PROSECUTIVE OR INVESTIGATIVE VALUE. A RECEIPT FOR ALL EVIDENCE
4 PERSONALLY RETURNED SHOULD BE OBTAINED AND RETAINED IN THE
PERTINENT CASE FILE TO DOCUMENT THE RETURN OF THIS EVIDENCE
2 PURSUANT TO INSTRUCTIONS CONTAINED IN MANUAL OF ADMINISTRATIVE
OPERATIONS AND PROCEDURES, PART II, 2-4.4.1(1)-(2), PAGE 292.01.

DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
COMMUNICATIONS SECTION

PAGE

4

COMMUNICATIONS SECTION

PAGE FOUR DE HQ 0121 UNCLAS E F T O

18 YOU WILL NOTE THAT JUDGE GREENE'S 10/19/82 ORDER MAKES NO
20 PROVISION FOR THE DESTRUCTION OF DOCUMENTARY EVIDENCE OBTAINED
19 AND PRESERVED BY THE FBI. IN THE FUTURE, YOU SHOULD INSURE THAT
16 ALL DOCUMENTARY EVIDENCE SECURED BY YOUR OFFICE IS OBTAINED WITH
14 THE CLEAR UNDERSTANDING THAT IT WILL BE RETURNED TO THE
12 OWNER/CONTRIBUTOR, AFTER IT HAS BEEN DETERMINED THAT THE
10 DOCUMENTARY EVIDENCE NO LONGER HAS EVIDENTIARY, PROSECUTIVE OR
THE MATTER OF THE DISPOSITION OF PIRATED MOTION PICTURE FILMS AND
SOUND RECORDINGS SECURED BY THE FBI. YOU WILL BE ADVISED
PROMPTLY UPON A RESOLUTION OF THIS QUESTION.

AS YOU WERE PREVIOUSLY ADVISED, ALL PHYSICAL EVIDENCE
SECURED THROUGH SEIZURE, SUBPOENA OR CONTRIBUTED VOLUNTARILY MAY
BE RETURNED TO THE OWNER/CONTRIBUTOR, WHEN SUCH PHYSICAL EVIDENCE
NO LONGER HAS ANY PROSECUTIVE OR INVESTIGATIVE VALUE AND THE U.S.
ATTORNEY CONCURS IN ITS RETURN.

IT WILL NO LONGER BE NECESSARY TO SEEK FBI AUTHORITY TO
RETURN DOCUMENTARY EVIDENCE TO THE OWNER/CONTRIBUTOR, NOR WILL IT
BE NECESSARY TO INFORM FBIHQ OF THE RETURN OF SUCH EVIDENCE TO
THE OWNER/CONTRIBUTOR.

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PAGE FIVE DE HQ 0128 UNCLAS E F T O

ANY QUESTIONS REGARDING THE IMPLEMENTATION OF THE FOREGOING INSTRUCTIONS SHOULD BE REFERRED TO SA ROBERT W. SCHERRER, SECTION CHIEF, RECORDS SYSTEMS SECTION, RECORDS MANAGEMENT DIVISION.

BT

|

NOTE: BASED ON THE OCTOBER 19, 1982, MEMORANDUM AND ORDER OF
USDJ HAROLD H. GREENE IN THE CIVIL MATTER "AMERICAN FRIENDS
SERVICE COMMITTEE, ET AL. V. WILLIAM H. WEBSTER, ET AL." U.S.
DISTRICT COURT, WASHINGTON, D.C., CIVIL ACTION NUMBER 79-1655,
WHICH WAS FILED ON OCTOBER 20, 1982. IMPLEMENTATION OF JUDGE
GREENE'S OCTOBER 19, 1982, ORDER WILL GIVE IMMEDIATE RELIEF TO
FIELD OFFICES HOLDING LARGE VOLUMES OF DOCUMENTARY EVIDENCE, THE
DISPOSITION OF WHICH HAD BEEN SEVERELY RESTRICTED BY PREVIOUS
ORDERS OF JUDGE GREENE. THE CONTENT OF INSTANT TELETYPE WAS
COORDINATED BY SECTION CHIEF R. W. SCHERRER, RECORDS MANGEMENT
DIVISION, WITH SA [REDACTED] LEGAL COUNSEL DIVISION.

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Russ

APPROVED:	Adm. Serv.	Lab. Serv.	<i>[Signature]</i>
Director			
Exec. AD-Adm.	<i>LC/164</i>		
Exec. AD-LES			
			<i>CM JB</i>

AIRTEL

11/1/82

Director, FBI (66-19249)

All SACs

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 9/29/83 BY SP-4 elw/alm

Comp. # 211847

DESTRUCTION OF RECORDS

NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)

APPRAISAL OF FBIHQ AND FIELD RECORDS

ReButel 10/29/82, captioned as above.

Enclosed is a copy of a self-explanatory U.S. Department of Justice Civil Division teletype, dated 10/22/82, to all U.S. Attorneys concerning the 10/19/82 Memorandum and Order of U.S. District Judge Harold H. Greene in the civil matter American Friends Service Committee, et al. v. William H. Webster, et al., U.S. District Court, Washington, D. C., Civil Action Number 79-1655, which was filed on 10/20/82.

The enclosure is provided for your information.

Enclosure

NOTE: Detailed instructions re disposition of seized, subpoenaed and voluntarily contributed documentary evidence pursuant to USDJ Greene's 10/19/82 Memorandum and Order, supra, were furnished the field via Butel 10/29/82, captioned as above. Field is being provided with a copy of DOJ, Civil Division, instructions to all U.S. Attorneys re Judge Greene's 10/19/82 Memorandum and Order.

APPROVED:

Adm. Servs.

Laboratory

Crim. Inv.

Legal Coun.

Director

Exec AD Inv.

Ch. of Cong.

Exec AD Adm.

Exec AD LES

Public Affs.

Exec AD Crim.

Exec AD Ident.

Rec. Mgnt.

Exec AD Tech.

Exec AD Training

Telephone Rm.

- 1 - Mr. Colwell
- 1 - EAD. Inv.
- 1 - Mr. Otto
- 1 - Ea. Assistant Director
- 1 - Mr. Scherrer

Rux

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NOV 10 1982

FBI
EXEC AD

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NOV 5 1982

- Exec AD Inv. 1
- Exec AD Adm. 1
- Exec AD LES 1
- Asst. Dir.: 1
- Adm. Servs. 1
- Crim. Inv. 1
- Ident. 1
- Intell. 1
- Laboratory 1
- Legal Coun. 1
- Plan. & Insp. 1
- Rec. Mgnt. 1
- Tech. Servs. 1
- Training 1
- Public Affs. Off. 1
- Telephone Rm. 1
- Director's Sec'y 1

Manuals Desk

RWS:evm

(141)

MAIL ROOM

66-19249-279

TELEGRAPHIC MESSAGE

NAME OF AGENCY DEPARTMENT OF JUSTICE		PRECEDENCE ACTION: INFO:	SECURITY CLASSIFICATION
ACCOUNTING CLASSIFICATION	DATE PREPARED 10/22/82		TYPE OF MESSAGE <input type="checkbox"/> SINGLE <input type="checkbox"/> BOOK <input type="checkbox"/> MULTIPLE-ADDRESS <i>MA. Scherren from 5644 JEH</i>
FOR INFORMATION CALL			
NAME		PHONE NUMBER	
THIS SPACE FOR USE OF COMMUNICATION UNIT b6 b7c			

MESSAGE TO BE TRANSMITTED (Use double spacing and all capital letters)

TO: ALL UNITED STATES ATTORNEYS

PURSUANT TO A MEMORANDUM ORDER ISSUED ON OCTOBER 20, 1982, BY UNITED STATES DISTRICT JUDGE HAROLD H. GREENE, THE FBI IS NO LONGER REQUIRED TO RETAIN ORIGINALS OR COPIES OF GRAND JURY SUBPOENAED, SEIZED OR VOLUNTARILY CONTRIBUTED DOCUMENTARY MATERIAL PURSUANT TO THE JANUARY 10, 1980 INJUNCTION, AS AMENDED, IN AMERICAN FRIENDS SERVICE COMMITTEE V. WEBSTER.

ACCORDINGLY, I AM RESCINDING MY PREVIOUS INSTRUCTIONS ISSUED ON JUNE 29, 1982, REGARDING DISPOSITION OF GRAND JURY SUBPOENAED DOCUMENTS IN ACCORDANCE WITH PREVIOUS ORDERS IN AMERICAN FRIENDS. THE ORDERS IN AMERICAN FRIENDS NO LONGER RESTRICT THE LAWFUL DISPOSITION OF GRAND JURY SUBPOENAED, SEIZED OR VOLUNTARILY CONTRIBUTED MATERIAL IN THE POSSESSION OF THE FBI.

SECURITY CLASSIFICATION

PAGE NO.	NO. OF PGS.
1	1

66-19249-299

Memorandum



Exec AD Adm. _____
 Exec AD Inv. _____
 Exec AD LES _____
 Asst. Dir.:
 Adm. Servs. _____
 Crim. Inv. _____
 Ident. _____
 Intell. _____
 Laboratory _____
 Legal Coun. _____
 Plan. & Insp. _____
 Rec. Mgnt. _____
 Tech. Servs. _____
 Training _____
 Off. of Cong. & Public Affs. _____
 Telephone Rm. _____
 Director's Sec'y _____

To : Mr. Monroe *cm/RWS*

Date 11/12/82

From : R. W. Scherrer *RWS*

Subject : DESTRUCTION OF RECORDS
NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ AND FIELD RECORDS

PURPOSE:

To advise of action taken at the request of NARS.

RECOMMENDATION:

For information.

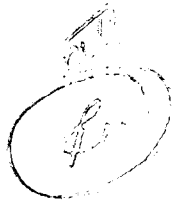
APPROVED: Adm. Servs. _____ Laboratory _____
 Crim. Inv. _____ Legal Coun. _____
 Director _____ Off. of Cong. & Public Affs. _____
 Exec AD-Adm. _____ Ident. _____ Rec. Mgnt. *cm/RWS*
 Exec AD-Inv. _____ Inspection _____ Tech. Servs. _____
 Exec AD-LES _____ Intell. _____ Training _____

DETAILS:

On November 10, 1982, [redacted] Deputy Director, NARS Appraisal Task Force, requested that a printout be generated through FACS of all multi-section files in the 65, 100 and 105 classifications for use by NARS. [redacted] advised that members of his staff would review approximately 50 multi-section files in each classification to identify the office of origin (OO) in each case. [redacted] stated NARS desired to determine whether the corresponding OO file to the selected FBIHQ multi-section file still existed in the field.

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Arrangements were made with the Technical Services Division to program FACS data base to print out all multi-section files in the 65, 100 and 105 classifications. The FACS printouts were made available by the Technical Services Division on 11/12/82, and [redacted] was so advised.



66-19249

- 1 - Mr. Mintz (Attn: [redacted])
- 1 - Mr. Monroe
- 1 - Mr. Scherrer
- 1 - [redacted]
- 1 - [redacted]

RWS:evm (6)

RWS



66-19249-300

NOV 17 1982

H/RWS
FBI/DOJ



A
KS
NOV 15 1982

FEDERAL GOVERNMENT

o
National Archives and
Records Service

Mr. Robert W. Scherrer
Section Chief
Records Systems Section
Records Management Division
Federal Bureau of Investigation
Washington, DC 20535

Dear Bob:

Recently, I received a letter from [redacted] in which he brought to my attention a memo from [redacted] (copy attached) to Mr. Hoover that obtained a reference to [redacted] having "checked confidential informal memoranda in my office . . ." Although, [redacted] has made an FOIA request for the [redacted] file, he asked if the file is still extant, and he wonders if [redacted] might have taken the file with him when he retired from the Bureau.

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I would appreciate your looking into what file [redacted] referred to and to ascertain if the file is still extant. Also, since [redacted] recently [redacted] could he be approached to provide information about the file?

In responding to my request for this information, you might wish to know that I would like to attach it to a letter I will send to [redacted]

DC

Sincerely,

[Redacted signature box]

FBI Appraisal Task Force

Enclosure

Rec. 11/16/82
LET. TO DR. O'NEILL
12/1/82. RWS/KVM.

file 66-19249
RWS

66-19249-300X

18 DEC 8 1982

ENCLOSURE

258
68 JUN 28 1984

#/RWS

[redacted] has checked official confidential files in your office and I have checked confidential informal memoranda in my office and the individual mentioned in [redacted] memorandum by the name of

[redacted]

[redacted] Discreet contacts this afternoon have advised that [redacted]

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Respectfully,

[redacted]

CDD:ejp
(2)

66-19249-300X
ENCLOSURE

General
Services
Administration

Washington
DC 20408

NL

Official Business
Penalty For Private Use \$300

Postage and Fees Paid
U.S. General Services Administration
GSA-361



Mr. Robert W. Scherrer
Section Chief
Records Systems Section
Records Management Division
Federal Bureau of Investigation
Washington, DC 20535

NOV 13 293 1989

RR HQ

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FM NEW ORLEANS (183D-087)

BUREAU OF INVESTIGATION

TO DIRECTOR ROUTINE

BT

UNCLAS

NATIONAL Archives AND
Records Service

ATTENTION: SECTION CHIEF ROBERT W. SCHERRER, RECORDS SYSTEM
SECTION (RSS), RECORDS MANAGEMENT DIVISION (RMD).

[REDACTED] LOCAL 1655, ILA; UNIRAC;

RUCO.

RE BUREAU AIRTEL TO ALL SACS DATED JULY 13, 1979,
CAPTIONED "DESTRUCTION OF RECORDS, NATIONAL ARCHIVES AND
RECORD SERVICE (NARS) APPRAISAL OF FBIHQ AND FIELD RECORDS."

FOR THE INFORMATION OF THE RSS, RMD, [REDACTED]

[REDACTED] REQUESTED THE RETURN OF CERTAIN
DOCUMENTS MADE AVAILABLE TO THE FBI IN 1979 PURSUANT TO A

TEL TO NO
10/22/84 RWS/evm
NOTE TO
CLASSIFYING & SUBMIT:
PLACE COPY IN
66-19249 Rwx

23

~~SEARCHED~~
~~SERIALIZED~~
~~INDEXED~~
~~FILED~~

66-19249-

NOT RECORDED
25 NOV 17 1982

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ORIGINAL FILED IN 187-389

H/Rws

59

PAGE TWO NO 183D-287 UNCLAS

FEDERAL GRAND JURY SUBPOENA. ON SEPTEMBER 20, 1982, PURSUANT TO INSTRUCTIONS SET OUT IN THE ABOVE-REFERENCED COMMUNICATION, [REDACTED] WAS ADVISED OF THE CURRENT PROCEDURES TO BE FOLLOWED TO OBTAIN THE SUBPOENAED RECORDS. ON OCTOBER 13, 1982, U. S. DISTRICT JUDGE, EASTERN DISTRICT OF LOUISIANA, MORLEY L. SEAR GRANTED A MOTION AND ORDER FOR RETURN OF RECORDS. THIS ORDER WAS BASED ON THE MOTION OF THE ATTORNEY FOR THE TRUSTEES OF THE [REDACTED] SEEKING THE RETURN OF [REDACTED]

b3

[REDACTED]

SOUGHT WERE SUBPOENAED ON AUGUST 16, 1979, BY A FEDERAL GRAND JURY IN THIS DISTRICT. THIS MOTION AND ORDER OF JUDGE SEAR SET FORTH A STATEMENT FROM ASSISTANT U. S. ATTORNEY, EASTERN DISTRICT OF LOUISIANA, ROBERT J. BOITMANN, THAT THE FEDERAL GRAND JURY INVESTIGATION REQUIRING THESE RECORDS HAS BEEN COMPLETED. ATTACHED TO THE COURT ORDER OF JUDGE SEAR AUTHORIZING THE RETURN OF THE ABOVE-DESCRIBED DOCUMENTS WAS A GOVERNMENT MEMORANDUM REGARDING THE RETURN OF THE SOUGHT-AFTER DOCUMENTS AND INTERPOSING NO OBJECTION. ALSO ATTACHED TO THE COURT ORDER OF JUDGE SEAR WERE THE LAWS IN TITLE 21, U. S. CODE,

PAGE THREE NO 183D-287 UNCLAS
CONCERNING THE ARCHIVAL ADMINISTRATION, AS WELL AS THE RULINGS
OF JUDGE HAROLD H. GREEN IN THE CASE ENTITLED "AMERICAN FRIENDS
SERVICE COMMITTEE, ET AL, VS. WILLIAM H. WEBSTER, ET AL,
DEFENDANTS, UNITED STATES DISTRICT COURT, DC, CIVIL ACTION
NUMBER 79-1655, ISSUED ON JUNE 17, 1980; JULY 28, 1981;
JULY 1, 1981; JUNE 9, 1981; AND JANUARY 10, 1980."

A REVIEW OF THE INSTRUCTIONS SET OUT IN THE ABOVE-REFERENCED
COMMUNICATION, AS WELL AS THE ENCLOSED INSTRUCTIONS FROM J.
PAUL MC GRAFF, ASSISTANT ATTORNEY GENERAL, CIVIL DIVISION,
REGARDING THE PROCEDURES TO BE FOLLOWED BY UNITED STATES
ATTORNEYS, REFLECTED THAT THE CURRENT PROCEDURES IN EFFECT
FOR THE RETURN OF SUBPOENAED FEDERAL GRAND JURY RECORDS HAVE
BEEN FOLLOWED.

SHOULD THE RGS, RMD, DESIRE A COPY OF THE COURT ORDER
OF JUDGE SEAR AND THE ABOVE-DESCRIBED ATTACHED DOCUMENTS, THEY
SHOULD SO ADVISE THE NEW ORLEANS DIVISION.

ANY QUESTIONS REGARDING THE ABOVE SHOULD BE DIRECTED
TO PLA WARREN JUNG OR SUPERVISOR OF THIS DIVISION.

b6
b7c

BT

Memorandum



Exec AD Adm. _____
 Exec AD Inv. _____
 Exec AD LES _____
 Asst. Dir.:

- Adm. Servs. _____
- Crim. Inv. _____
- Ident. _____
- Intell. _____
- Laboratory _____
- Legal Coun. _____
- Plan. & Insp. _____
- Rec. Mgnt. _____
- Tech. Servs. _____
- Training _____
- Off. of Cong. & Public Affs. _____
- Telephone Rm. _____
- Director's Sec'y _____

To : Mr. Monroe *cm/Rux*

Date 12/1/82

From : R. W. Scherrer *RWS*

Subject: DESTRUCTION OF RECORDS
NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ AND FIELD RECORDS

PURPOSE:

To advise that on 11/29/82 NARS was furnished information solicited from the field regarding the existence/nonexistence of selected office of origin multi-section cases in the 65, 100 and 105 classifications. Additionally, NARS was furnished a FACS printout reflecting, by classification, the total number of FBIHQ multi-section cases in classifications 1 through 214, and the total number of multi-section cases in these classifications with less than six sections.

RECOMMENDATION:

For information.

APPROVED:

Director _____

Exec. AD-Adm. _____

Exec. AD-Inv. _____

Exec. AD-LES _____

Adm. Servs. _____

Crim. Inv. _____

Ident. _____

Inspection _____

Intell. _____

Laboratory _____

Legal Coun. _____

Off. of Cong. & Public Affs. _____

Rec. Mgnt. _____

Tech. Servs. _____

Training _____

DETAILS:

In connection with captioned appraisal, NARS made a request on 11/10/82 that a printout be generated through FACS of all multi-section files in the 65, 100 and 105 classifications. The information requested by NARS was made available by the Technical Services Division and furnished to NARS 11/12/82. On 11/15/82 NARS provided FBIHQ a list of multi-section FBIHQ file numbers selected from aforementioned FACS printout and requested that the Office of Origin for each selected FBIHQ multi-section case be canvassed to determine the existence or nonexistence of the corresponding field office file. By teletype 11/18/82 the field offices involved in this request were furnished the file numbers for their respective office and instructed to determine the existence or nonexistence of the files and advise FBIHQ of results. Responses to this request were correlated and furnished to Bruce Ambacher, NARS, 11/29/82. Additionally, on 11/15/82 NARS

56 ENCLOSURE

ENC. BEHIND FILE

SECRET MATERIAL ENCLOSED

66-19249

1 - Mr. Mintz (Attn:)

1 - Mr. Monroe

1 - Mr. Scherrer

1 -

TBD:ve

(5)

b6
b7C

14 DEC 1 1982

a/Rux
FBI/DOJ

Memorandum R. W. Scherrer to Mr. Monroe
RE: DESTRUCTION OF RECORDS
NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ AND FIELD RECORDS

requested a FACS printout reflecting, by classification, the total number of FBIHQ multi-section cases in classifications 1 through 214, and the total number of multi-section cases with less than six sections. Arrangements were made with the Technical Services Division (TSD) to program FACS data base to print out this information. The printout was made available by TSD and furnished to [REDACTED] NARS, on 11/29/82.

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The above information was reviewed by the Document Classification and Review Section, RMD, for classification action prior to being furnished to NARS.

The field office responses to aforementioned request and the FACS printout of multi-section cases in classifications 1 through 214 are enclosed herewith and should be filed as enclosure behind file (EBF) or bulky enclosure to this memorandum.

Memorandum



Exec AD Adm. ___
 Exec AD Inv. ___
 Exec AD LES ___
 Asst. Dir.:
 Adm. Servs. ___
 Crim. Inv. ___
 Ident. ___
 Intell. ___
 Laboratory ___
 Legal Coun. ___
 Plan. & Insp. ___
 Rec. Mgnt. ___
 Tech. Servs. ___
 Training ___
 Off. of Cong. & Public Affs. ___
 Telephone Rm. ___
 Director's Sec'y. ___

To : Mr. Monroe *cm/Rus*

Date 11/17/82

From : R. W. Scherrer *Rus*

Subject: DESTRUCTION OF RECORDS
NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ AND FIELD RECORDS

Re R. W. Scherrer to Mr. Monroe memorandum 11/12/82 captioned as above.

PURPOSE:

To advise that on 11/12/82 NARS Representatives were furnished a computer printout from the FACS data base which listed all multi-section cases in the 65, 100 and 105 classifications.

RECOMMENDATION:

For information.

APPROVED:	Adm. Servs. _____	Laboratory _____
	Crim. Inv. _____	Legal Coun. _____
	Ident. _____	Off. of Cong. & Public Affs. _____
	Inspection _____	Rec. Mgnt. _____
	Intell. _____	Tech. Servs. _____
		Training _____

ms

DETAILS:

On November 10, 1982, [redacted] NARS Appraisal Task Force, requested that a computer printout be generated from the FACS data base of all multi-section files in the 65, 100 and 105 classification. The information requested by [redacted] was made available by the Technical Services Division and subsequently furnished to [redacted] NARS, 11/12/82. The aforementioned printout was returned to FBIHQ on 11/15/82. The printout is attached hereto and should be filed as a bulky enclosure to this memorandum.

b6
b7C

Enclosure

Bulky
ENCLOSURE IN BULKY ROOM

66-19249

- 1 - Mr. Monroe
- 1 - Mr. Scherrer
- 1 - [redacted]

TBD:ve
(4)

66-19249-302

17 DEC 3 1982

~~SECRET MATERIAL ATTACHED~~

57 DEC 7 1982

4/Rus
FBI/DOJ

602
A 92
P

025
025

1

11/18/82

UNCLAS E F T O

IMMEDIATE

Opz

- FM DIRECTOR FBI (66-19249)
- TO FBI ALBANY IMMEDIATE
- FBI BOSTON IMMEDIATE
- 10 FBI BUFFALO IMMEDIATE
- FBI CHICAGO IMMEDIATE
- 12 FBI CINCINNATI IMMEDIATE
- FBI CLEVELAND IMMEDIATE
- 10 FBI DETROIT IMMEDIATE
- FBI DENVER IMMEDIATE
- 8 FBI INDIANAPOLIS IMMEDIATE
- FBI LOS ANGELES IMMEDIATE
- 6 FBI LOUISVILLE IMMEDIATE
- FBI MILWAUKEE IMMEDIATE
- 4 FBI MIAMI IMMEDIATE
- FBI MINNEAPOLIS IMMEDIATE
- 2 FBI NEW HAVEN IMMEDIATE
- FBI NEWARK IMMEDIATE

66-19249-303

APPROVED BY <i>But</i>	DRAWN BY TBD:evm	DATE 11/18/82	ROOM 5648	EXT.
---------------------------	---------------------	------------------	--------------	----------

- 1 - MR. MONROE
- 1 - MR. SCHERRER
- 1 -

b6
b7C

FEDERAL BUREAU OF INVESTIGATION
COMMUNICATIONS CENTER
1877 AD
NOV 19 1982

3 NOV 24 1982

DO NOT FILE WITHOUT COMMUNICATIONS STAMP

2

PAGE TWO DE HQ 0025 UNCLAS E F T O
FBI NEW YORK IMMEDIATE
FBI PORTLAND IMMEDIATE
FBI PITTSBURGH IMMEDIATE
FBI PHILADELPHIA IMMEDIATE
FBI RICHMOND IMMEDIATE
FBI SAN DIEGO IMMEDIATE
FBI SEATTLE IMMEDIATE
FBI SAN FRANCISCO IMMEDIATE
FBI SPRINGFIELD IMMEDIATE
FBI SAN JUAN IMMEDIATE
FBI WASHINGTON FIELD IMMEDIATE

BT

UNCLAS E F T O SECTION 1 OF 2

DESTRUCTION OF RECORDS NATIONAL ARCHIVES AND RECORDS SERVICE
{NARS} APPRAISAL OF FBIHQ AND FIELD RECORDS; BUDED 11/23/82.

IN CONNECTION WITH CAPTIONED APPRAISAL, NARS HAS INDICATED A
NEED TO DETERMINE THE EXISTENCE OR NONEXISTENCE OF THE FIELD
FILES LISTED BELOW BY FIELD OFFICE. RECIPIENTS OF THIS
COMMUNICATION ARE INSTRUCTED TO COMPARE THE FILE NUMBERS LISTED

3

PAGE THREE DE HQ 0025 UNCLAS E F T O
FOR THE RESPECTIVE FIELD OFFICES AGAINST EXISTING FILES AND/OR
"LIST OF FILES DESTROYED," FROM FD-478, AND ADVISE FBIHQ OF
RESULTS BY COB 11/23/82. IF A FILE WAS DESTROYED UNDER A
PREVIOUSLY AUTHORIZED DESTRUCTION PROGRAM, SO ADVISE AND INDICATE
DATE FILE DESTROYED. IF THE LISTED FILE EXISTS IN YOUR OFFICE,
SO ADVISE AND INDICATE NUMBER OF EXISTING VOLUMES. IF THERE ARE
ANY RELATED SUBFILES BEARING THE SAME FILE NUMBER AS THE MAIN
FILE, SO ADVISE AND INDICATE NUMBER OF VOLUMES. THIS REQUEST
APPLIES TO MAIN FILES AND RELATED SUBFILES ONLY:

ALBANY

65-2325; 100-9817; 100-766; 100-12498; 105-639

BOSTON

100-1070; 100-16739; 100-17930; 100-17727

BUFFALO

65-1935; 100-2465; 100-7696; 100-9348

CHICAGO

157-5381; 100-4632; 100-18583; 100-21584; 100-24211;

100-21119; 100-24707

b2
b7D

PAGE 4

COMMUNICATIONS SECTION

PAGE FOUR DE HQ 0025 UNCLAS E F T O

CINCINNATI

20 65-1251; 66-2376; 100-1671; 157-3366

18 CLEVELAND

65-2955; 134-100

16 DETROIT

105-261; 201-1818

14 DENVER

100-2742; 100-6840

12 INDIANAPOLIS

100-9832; 100-4091

10 LOS ANGELES

62-2271; 65-895; 65-5301; 100-74493; 100-53677; 100-1034;

8 100-43850; 100-20510; 100-34970; 100-51965; 100-34880; 100-36493;

100-36494; 105-736; 105-16518; [REDACTED]

6 LOUISVILLE

b2
b7D

100-3889

4 MILWAUKEE

100-5736; 100-7299

2

DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
COMMUNICATIONS DIVISION

PAGE 5

CONTINUATION SHEET

PAGE FIVE DE HQ 0025 UNCLAS E F T O

MIAMI

20 100-12633

15 MINNEAPOLIS

100-4437

16 NEW HAVEN

100-15275

14 NEWARK

65-72; 65-305; 65-4938

12 NEW YORK

65-10419; 65-15171; 65-87; 65-1986; 65-6226; 65-4092; 65-6045;

10 65-7881; 65-13809; 65-14343; 65-14647; 65-14742; 65-14943;

65-15250; 65-15378; 65-15982; 65-16938; 65-1171; 97-29;

8 100-27079; 100-13326; 100-27328; 100-6015; 100-25524; 100-13463;

100-53054; 100-47682; 100-90750; 100-53111; 100-66271; 100-91702;

6 100-82538; 100-92547; 100-131839; 100-134448; 100-115011;

100-50874; 100-18419; *100-68572, 100-78514*
105-166621; 105-28895; 105-2880; 1054445;

4 105-10400; 105-9258; 105-13368; 105-24693; 105-30545; 105-35760;

105-30762; 105-29059; 201-896

b2
b7D

DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
COMMUNICATIONS SECTION

PAGE 6

COMMUNICATIONS SECTION

PAGE SIX DE HQ 0025 UNCLAS E F T O

PORTLAND

20 100-14741

18 PITTSBURGH

100-62

16 PHILADELPHIA

100-2838; 100-32731

14 RICHMOND

65-318; 105-229

12 SAN DIEGO

100-1225

10 SEATTLE

65-534; 65-184; 65-1471; 100-960; 100-3608

8 SAN FRANCISCO

65-3197; 65-5184; 97-206; 100-11519; 100-27321; 100-20545;

6 100-47478; 100-22073; 100-52769; 100-58739; 100-35820

SPRINGFIELD

4 65-240

BT

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7

11/18/82

UNCLAS E F T O

IMMEDIATE

*F02600 AL BS BU CG CI CV DN DE IP LA LS MM MI MP NK NH NY PH
PG PD RH SD SF SJ SE SI WFIDE HQ H0026 *H4YE0 191257Z NOV 82

FM DIRECTOR FBI (66-19249)

TO FBI ALBANY IMMEDIATE

FBI BOSTON IMMEDIATE

12 FBI BUFFALO IMMEDIATE

FBI CHICAGO IMMEDIATE

12 FBI CINCINNATI IMMEDIATE

FBI CLEVELAND IMMEDIATE

10 FBI DETROIT IMMEDIATE

FBI DENVER IMMEDIATE

8 FBI INDIANAPOLIS IMMEDIATE

FBI LOS ANGELES IMMEDIATE

6 FBI LOUISVILLE IMMEDIATE

FBI MILWAUKEE IMMEDIATE

4 FBI MIAMI IMMEDIATE

FBI MINNEAPOLIS IMMEDIATE

2 FBI NEW HAVEN IMMEDIATE

FBI NEWARK IMMEDIATE

APPROVED BY

DRAFTED BY

TBD:evm

DATE

11/18/82

ROOM

5648

- 1 - MR. MONROE
- 1 - MR. SCHERRER
- 1 - [Redacted]

b6
b7c

DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
COMMUNICATION MESSAGE FORM

PAGE 8

CONTINUATION SHEET

PAGE TWO DE HQ 0026 UNCLAS E F T O

FBI NEW YORK IMMEDIATE

20 FBI PORTLAND IMMEDIATE

19 FBI PITTSBURGH IMMEDIATE

FBI PHILADELPHIA IMMEDIATE

16 FBI RICHMOND IMMEDIATE

FBI SAN DIEGO IMMEDIATE

14 FBI SEATTLE IMMEDIATE

FBI SAN FRANCISCO IMMEDIATE

12 FBI SPRINGFIELD IMMEDIATE

FBI SAN JUAN IMMEDIATE

10 FBI WASHINGTON FIELD IMMEDIATE

BT

8 UNCLAS E F T O SECTION 2 OF 2 |

SAN JUAN

6 100-4785; 100-5822; 105-779; 105-3513

WASHINGTON FIELD

4 14-84; 65-1523; 65-5812; 65-6732; 100-499; 100-18774; 100-13755;

100-5050; 105-2218; 105-3609; 105-62310; 105-11105; 105-13640;

2 105-16672; 105-22435; 105-27480; 105-28598; 105-67385

DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
COMMUNICATION MESSAGE FORM

PAGE 9

CONTINUATION SHEET

PAGE THREE DEHQ**DE HQ UNCLA**0026 UNCLAS E F T O

ANY QUESTIONS REGARDING THIS REQUEST MAY BE DIRECTED TO
FBIHQ, ATTENTION RECORDS MANAGEMENT DIVISION, RECORDS SYSTEMS
SECTION, EXTENSION

b6
b7C

BT

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December 3, 1982

FEDERAL GOVERNMENT

copy

HS
[redacted] for Presidential Libraries
FBI Appraisal Project Director
National Archives and Records Service
Washington, D. C. 20408

Dear [redacted]

Reference is made to your letter dated November 15, 1982, enclosing a copy of a note from former Bureau official Cartha D. DeLoach to Mr. Hoover, which was furnished by [redacted]

In response to your request, I personally conducted inquiries and established the following:

The note from Mr. DeLoach to Mr. Hoover contained a notation on the top left corner "The Director" and was dated August 10, 1959. The note bore the notation in the left margin "XI-Miscellaneous." A copy of this note was furnished to [redacted] on 5/26/81, in connection with his FOIA request. The note was located in the "Nichols file" (FBI Headquarters file 62-116607).

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Mr. DeLoach was the Assistant Director of the Crime Records Division from April, 1959, through December, 1965, when he was promoted to a higher position. Mr. DeLoach was replaced as the Assistant Director of the Crime Records Division by [redacted]. Mr. DeLoach, upon being designated the Assistant Director of the Crime Records Division, received files maintained in the office of former Bureau official Louis B. Nichols. These records are now referred to as the "Nichols file." After he retired in 1957, Mr. Nichols was replaced by [redacted] who had the Crime Records Section (to become the Crime Records Division in 1959) in his division. It appears that the reference in the August 10, 1959, note indicating that Mr. DeLoach "checked confidential informal memoranda in my office" pertains to the "Nichols file" which would explain why the note 66-19249

1 - 62-116607

66-19249-303X

- Exec AD Inv. 1 - Mr. Monroe
- Exec AD Adm. 2 - Mr. Hall (Attn: [redacted])
- Exec AD LES
- Asst. Dir.:
- Adm. Servs. 1 - Mr. Scherrer
- Crim. Inv. 1 - [redacted]
- Ident. - [redacted]
- Intell. - [redacted]
- Laboratory - RWS:evm (9)
- Legal Coun. - [redacted]
- Plan. & Insp.
- Rec. Mgnt.
- Tech. Servs.
- Training
- Public Affs. Off.
- Telephone Rm.
- Director's Sec'y

[redacted]

DEC 8 1982

NOTE: Hand carried to NARS by a RMD employee, 12-3-82 Bus

68 JUN 28 1984

MAIL ROOM

UNRECORDED COPY FILED IN

[redacted]

was located in the "Nichols file" at FBI Headquarters. In conducting a review and analysis of the "Nichols file," your staff determined that according to former Bureau official [redacted] Mr. Hoover issued orders in the Summer of 1971, that all Bureau officials furnish a list of files being held in their offices. In response to Mr. Hoover's instruction, [redacted] indicated that he had one file drawer of miscellaneous records dating back 15 to 20 years which had accumulated in his division before Mr. Nichols retired in 1957. [redacted] took possession of these records from [redacted] and secured them in his office. These records are now permanently maintained in the Special File Room and are referred to as the "Nichols File." These records are considered historical and will be preserved until accessioned to the National Archives.

There is no "DeLoach file" at FBI Headquarters, nor is there any indication that Mr. DeLoach took any official Bureau documents with him when he retired from FBI service. I am certain that Mr. DeLoach would be responsive to an inquiry by the National Archives in this regard.

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[redacted] has made an FOIA request for the "DeLoach file," which will be answered by the Freedom of Information/Privacy Acts Section, Records Management Division. Please feel free to provide [redacted] with a copy of instant letter.

Please do not hesitate to call upon me for additional assistance in this matter.

Sincerely,

RWS

Robert W. Scherrer
Section Chief
Records Systems Section
Records Management Division

NOTE: In response to [redacted] 11/15/82, letter. Response coordinated by the Records Systems Section with the Freedom of Information/Privacy Acts Section.

SEARCHED _____ INDEXED _____
SERIALIZED _____ FILED _____
NOV 19 1982
FBI - MEMPHIS
CM/RWS

AIRTEL

12/8/82

Director, FBI (145-5882)

SAC, Honolulu (183A-105)



ITOM; ITSP; RICO (A); OO: HONOLULU

b6
b7C

ReBuairtel 9/1/82 captioned "DESTRUCTION OF RECORDS NATIONAL ARCHIVES AND RECORDS SERVICE (NARS) APPRAISAL OF FBIHQ AND FIELD RECORDS", Honolulu file 66-798.

Get

The National Archives and Records Service (NARS), after reviewing evidence retained by your office in captioned matter, concluded that this evidence lacks sufficient value to warrant permanent retention and may be destroyed.

ORIGINAL FILED IN 145-5882-85

Enclosed for completion of your office file on captioned matter is a self-explanatory letter dated December 6, 1982, from NARS authorizing the destruction of evidence, supra.

Enclosure

- ① - 66-19249
- 1 - Mr. Revell
- 1 - Mr. Mintz (Attn:)
- 1 - Mr. Monroe
- 1 - Mr. Scherrer
- 1 -

66-19249

b6
b7C

TDB:ve
(9)

RECORDED
INDEXED
DEC 16 1982

Note: Based on rebuairtel advising HN that a representative from NARS and a representative from Records Management Division would travel to the HN Office to review evidence in captioned HN Case to determine its historical or other research value.

66-19249-1023 *M*

DUPLICATE YELLOW



General Services Administration

National Archives and Records Service Washington, DC 20408

December 6, 1982

Handwritten signature

Mr. Robert W. Scherrer
Section Chief
Records Systems Section
Records Management Division
Federal Bureau of Investigation
Washington, DC 20535

Handwritten initials

Dear Mr. Scherrer:

NATIONAL

In response to the Bureau's request of November 16, 1981, Ken Rossman, an archivist with our Los Angeles Federal Archives and Records Center, reviewed evidence at the Honolulu FBI office on September 22-27, 1982.

Service

Honolulu case 183A-105 involves several violations, among them criminal copyright infringement of major motion picture productions. The evidence relating to this violation consists of two groups: the first, 319 video cassettes introduced as evidence in Court and ordered erased or destroyed by Court order, August 12, 1981; the second, a smaller number of 3/4-inch cassettes not introduced in Court. Mr. Rossman sampled freely from both groups, reviewing 49 cassettes in all. He determined that the tapes were in fact reproductions of popular motion pictures, the originals of which are preserved by the movie industry. The copies have no historical or other research value to warrant permanent retention in the National Archives. Both groups of tapes may be erased or otherwise destroyed.

ORIGINAL FILED IN

147-5882-84

Honolulu case 183A-105 also involves interstate transportation of illicit pornography. Mr. Rossman viewed a sampling of evidence in the form of 8mm silent motion picture films depicting pornographic subject matter. He determined that these films have no historical or other research value warranting permanent retention. They too may be destroyed.

Sincerely,

[Redacted signature box]

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b7C

for Presidential Libraries
Director, FBI Appraisal Project

66-19249

NOT RECORDED
DEC 16 1982

66 JAN 5 1983

Handwritten signature

AIRTEL

12/9/82

Director, FBI (162-3624)

SAC, Salt Lake City (162-139)

*Ob
ST*

[Redacted]

b6
b7C

ET AL;
IGA; ITAR-GAMBLING
ITWI; ECT: RICO
OO: SALT LAKE CITY

ReBuairtel 6/23/82 captioned as above.

The National Archives and Records Service (NARS), after reviewing evidence retained by your office in captioned matter, concluded that this evidence lacks sufficient value to warrant **permanent retention and may be returned to the owners or their designated representatives.**

Enclosed for completion of your office file on captioned matter is a self-explanatory letter dated December 6, 1982, from NARS authorizing the return of evidence, supra.

Enclosure

ENCLOSURE

- ① - 66-19249
 - 1 - Mr. Revell
 - 1 - Mr. Mintz (Attn: [Redacted])
 - 1 - Mr. Monroe
 - 1 - Mr. Scherrer
 - 1 - [Redacted]
- TBD:ve
(9)

b6
b7C

66-19249 -

NOT RECORDED
4 DEC 14 1982

NOTE: Based on Buairtel 6/23/82 captioned as above advising Salt Lake City that a NARS archivist would be requested to review evidence in captioned matter to determine historical or other research value.

7015



General
Services
Administration

National Archives
and
Records Service
Washington, DC 20408

December 6, 1982

Handwritten signature

Robert W. Scherrer
Chief, Records Systems Section
Records Management Division
Federal Bureau of Investigation
Washington, DC 20535

Dear Mr. Scherrer:

In response to the Bureau's request of June 23, 1982, to make an archivist available to review material relating to one case originating in Salt Lake City, [redacted] of our staff examined the materials at the FBI Headquarters Building on November 22, 1982.

The physical evidence relates to Salt Lake City Case File 162-139 and consists of photographs, tape cassettes, and documentary evidence such as an address book, bank and telephone records. These materials were obtained without a Federal Grand Jury subpoena.

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b7C

This material lacks sufficient evidential or informational value to warrant permanent retention and may be destroyed or returned to the owners of the material.

Sincerely,

[Redacted signature box]

for Presidential Libraries
Director, FBI Appraisal Project

66-19249-

ENCLOSURE

FBI

TRANSMIT VIA:

- Teletype
- Facsimile
- Airtel

PRECEDENCE:

- Immediate
- Priority
- Routine

CLASSIFICATION:

- TOP SECRET
- SECRET
- CONFIDENTIAL
- UNCLAS E F T O
- UNCLAS

Date 12/16/82

JH

TO: DIRECTOR, FBI
ATTN: [redacted] ROOM 3149

b6
b7C

FROM: SAC, LOS ANGELES (28-00) (WCC-6)

RE: DESTRUCTION OF RECORDS;
NATIONAL ARCHIVES AND
RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ
AND FIELD RECORDS

ORIGINAL FILED IN

4901-0-82

Re Bureau teletype to all FBI Field Offices dated 10/29/82.

As of 4/1/83, the Los Angeles Division will be physically moving the contents of its Bulky Exhibit storage area into a storage area within a new parking facility. Based upon the square footage which has been designated for the new Bulky storage room, the present amount of captioned evidence which has been retained due to the destruction restrictions imposed by U.S. District Judge Harold H. Green, the Los Angeles Division will not be able to maintain its entire present inventory at the same location.

On 2/15/83, an estimate of cost in moving the above evidence will have to be made to General Services Administration (GSA) along with the number of agent hours in aiding in this move. On 3/1/83, the final building and design of the Bulky area has to be submitted to the contractor involved in the construction.

66-19249-

- ② - Bureau
- 2 - Los Angeles

LJD/jma
(4)

NOT RECORDED
FEB 22 1983

66 MAR 10 1983

Approved: _____ Transmitted _____ (Number) _____ (Time) Per _____

LA 28-00

A determination that pirated motion pictures and sound recordings are of no value to the NARS would result in an expedient and cost effective transition of evidence from one location to the other.

The Bureau is requested to advise Los Angeles of the current status of its efforts to include the above tapes and films as items that can be destroyed and/or returned to appropriate companies or individuals.

Memorandum



Exec AD Adm. ___
 Exec AD Inv. ___
 Exec AD LES ___
 Asst. Dir.:

- Adm. Servs. ___
- Crim. Inv. ___
- Ident. ___
- Intell. ___
- Laboratory ___
- Legal Coun. ___
- Plan. & Insp. ___
- Rec. Mgnt. ___
- Tech. Servs. ___
- Training ___
- Off. of Cong. & Public Affs. ___
- Telephone Rm. ___
- Director's Sec'y ___

To : Mr. Monroe *CM/Rux*

Date 1/4/83

From : R. W. Scherrer *Rux*

Subject : DESTRUCTION OF RECORDS
 NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
 APPRAISAL OF FBIHQ AND FIELD RECORDS

PURPOSE:

To advise that on 1/4/83 [redacted] NARS, was furnished a copy of "Memorandum To All Special Agents in Charge", number 3-78, dated 1/18/78 regarding "Reporting Of Investigative Activities."

b6
b7C

RECOMMENDATION:

For information.

APPROVED:	Adm. Servs. ___	Laboratory ___
Director ___	Crim. Inv. ___	Legal Coun. ___
Exec. AD-Adm. ___	Ident. ___	Off. of Cong. & Public Affs. ___
Exec. AD-Inv. ___	Intell. ___	Rec. Mgnt. <i>CM/Rux</i>
Exec. AD-LES ___	Inspection ___	Tech. Servs. ___
		Training ___

DETAILS:

On 1/4/83 [redacted] NARS, requested and was furnished a copy of "Memorandum To All Special Agents in Charge", number 3-78, dated 1/18/78, regarding procedures for "Reporting Of Investigative Activities." Material requested by [redacted] is in connection with captioned appraisal. The aforementioned document was reviewed by the Document Classification and Review Section, Records Management Division, for appropriate classification action prior to its release to [redacted]

66-19249

- 1 - Mr. Monroe
- 1 - Mr. Scherrer
- 1 - [redacted]

TBD: [redacted] (4)

b6
b7C

66-19249-304

12 JAN 5 1983

**MONTGOMERY
COLLEGE**



A two year public community college

ROCKVILLE, MARYLAND 20850 ☐ (301) 279-5000

December 22, 1982

OUTSIDE SOURCE

AKS

National Archives and Records Service

Dear Director:

I understand that the FBI Laboratory has some out-of-date posters which contain no original material or records but which may be suitable to illustrate the key role of physical evidence in the classroom. These posters illustrate ballistics, tool-marks and handwriting in the administration of the legal process.

If these materials are furnished to me, I agree not to sell them but to use them in an instructional role.

Sincerely,

[Redacted signature box]

(Handwritten initials)

Professor of Criminal Justice

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b7C

RJD/ml1

66-1949-305

JAN 13 1983

28
57 FEB 16 1983

-4805/Jan

Handwritten initials

FEDERAL GOVERNMENT

Januray 13, 1983

[Redacted]

For Presidential Libraries
FBI Appraisal Project Director
National Archives and Records Service
Washington, D. C. 20408

Dear [Redacted]

Consistent with agency requirements set forth in 41 CFR 101-11.406-9(c), I am writing to determine whether the National Archives and Records Service (NARS) would be agreeable with the FBI donating certain items to the Montgomery College located in Rockville, Maryland.

By way of background, the FBI has, over the years, made photographic-type displays to hang on the walls in various locations of the FBI Laboratory for viewing by the general public while participating in the FBI tour program. These displays are in the form of hard poster boards containing copies of photographs of evidence in actual cases with a brief description of what is depicted. Each shows particular evidence such as toolmarks, ballistics examinations, handwriting samples, etc., and indicate how laboratory techniques were used to solve the crime and/or prove the guilt of the subject(s) involved. The information and photographs are all duplicative of information and materials still maintained in the actual FBI Headquarters case files. As the displays have become dated and better quality materials have become available for exhibition/display purposes, they have been replaced. The displays are currently in the custody of the Laboratory Division.

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We are in receipt of a request from [Redacted] of Criminal Justice, Montgomery College, Rockville, Maryland, for some of these displays to use in basic criminal justice courses for demonstration purposes. We believe this is a

- Exec AD Inv. _____
- Exec AD Adm. _____
- Exec AD LES _____
- Asst. Dir.: _____
- Adm. Servs. 1 - Mr. Mintz (Attn: [Redacted])
- Crim. Inv. 1 - Mr. Monroe
- Ident. 1 - Mr. Hall
- Intell. _____
- Laboratory 1 - Mr. Scherrer
- Legal Coun. 1 - [Redacted]
- Plan. & Insp. 1 - [Redacted]
- Rec. Mgnt. _____
- Tech. Servs. RWS:jl (8)
- Training _____
- Public Affs. Off. _____
- Telephone Rm. _____
- Director's Sec'y _____

DE-103
ENCLOSURE ATTACHED

66-19249-506

JAN 20 1983

note: Hand carried to NARS by a RMD employee

FEB 16 1983

-4 RWS/ang
FBI/DOJ



a worthwhile use of the materials which we no longer have need for and for which the original material is still maintained at FBI Headquarters. The transfer would be made without cost to the U. S. Government and the proposed recipient has agreed in writing not to sell the displays as records. Since the displays have been and are, in effect, created for the general public, subsection 101-11.406-9(c)(2)(v) does not appear to be applicable. In order to formally document the nature of these articles, I have attached the required SF 115.

Your opinion or comment in this regard would be sincerely appreciated.

Sincerely,

RSW

Robert W. Scherrer
 Section Chief
 Records Systems Section
 Records Management Division

b6
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Enclosure

NOTE: Based on oral request from [redacted] on or about 12/6/82, at which time he expressed an interest in the obsolete Laboratory displays. Subsequent contact was made with [redacted] to relate the Federal regulations associated with the donation of records for public use. By letter dated 12/22/82, [redacted] formally requested the displays and agreed not to sell the items but to use them in an instructional role. The appropriate number of copies of completed SF 115 are attached for referral to NARS. [redacted] communication is also attached.

APPROVED:	Adm. Servs. _____	Laboratory _____
	Crim. Inv. _____	Legal Coun. _____
Director _____		Off. of Cong. & Public Affs _____
Exec. AD-Adm. _____	Ident. _____	Rec. Mgnt. <i>cm/RSW</i>
Exec. AD-Inv. _____	Inspection _____	Tech. Servs. _____
Exec. AD-LES _____	Intell. _____	Training _____

507



66-19249-306
ENCLOSURE

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

TO: **GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1. FROM (AGENCY OR ESTABLISHMENT)

Department of Justice

2. MAJOR SUBDIVISION

Federal Bureau of Investigation

3. MINOR SUBDIVISION

Records Management Division

4. NAME OF PERSON WITH WHOM TO CONFER

Robert W. Scherrer

5. TEL. EXT.

LEAVE BLANK	
JOB NO.	
DATE RECEIVED	
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
b6 b7C	
Date	Archivist of the United States

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

A Request for immediate disposal.

B Request for disposal after a specified period of time or request for permanent retention.

C. DATE	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE
1/12/83		Section Chief, Records Systems Section, Records Management Division

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	<p>Displays prepared for public viewing to depict the contributions of and techniques employed by the Laboratory Division, Federal Bureau of Investigation, in the process of solving exemplary criminal cases. The displays contain no original material or records and are prepared to illustrate the key role of evidence, such as firearms, toolmarks, and handwriting, in the administration of the legal process. Twenty-eight displays are currently considered as being obsolete.</p> <p><u>DESTROY</u> when obsolete or superseded. May be donated pursuant to 41 CFR 101-11.406-9(c), contingent upon the approval of the National Archives and Records Service.</p>		



DOJ, advised of NARS' decision 1/23/83 by SA LEB BUK

JAN 28 1983

National Archives and Records Service

Mr. Robert Scherrer
Section Chief
Record Management Section
Records Management Division
Federal Bureau of Investigation
Washington, DC 20535

FEDERAL GOVERNMENT

Dear Bob:

NARS has no objection to the Bureau's proposed donation of twenty-eight display posters from the Laboratory Division to the Criminal Justice program at Montgomery College. We agree with the assessment that they are nonrecord material and require no authority or concurrence from NARS. Therefore, the SF 115 is being returned since it is not necessary for this kind of donation. Nevertheless, it may be prudent to consult with [redacted] of the Department of Justice regarding Judge Greene's order against disposal of FBI records before you donate the material to Montgomery College.

Sincerely,

[Redacted signature box]

FBI Appraisal Task Force

Enclosure

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b7C

(Handwritten initials)

file 66-19249

Handled 2/4/83 [initials]

66-19249-307

FEB 7 1983

[Redacted box]

4- OSURE

325

[Handwritten mark]

REQUEST FOR RECORDS POSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO.	
DATE RECEIVED	
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
b6	
b7C	
Date	Archivist of the United States

TO: **GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1. FROM (AGENCY OR ESTABLISHMENT)
Department of Justice

2. MAJOR SUBDIVISION
Federal Bureau of Investigation

3. MINOR SUBDIVISION
Records Management Division

4. NAME OF PERSON WITH WHOM TO CONFER
Robert W. Scherrer

5. TEL. EXT.
[]

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

A Request for immediate disposal.

B Request for disposal after a specified period of time or request for permanent retention.

C. DATE	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE
1/12/83	<i>Robert W. Scherrer</i>	Section Chief, Records Systems Section, Records Management Division

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	Displays prepared for public viewing to depict the contributions of and techniques employed by the Laboratory Division, Federal Bureau of Investigation, in the process of solving exemplary criminal cases. The displays contain no original material or records and are prepared to illustrate the key role of evidence, such as firearms, toolmarks, and handwriting, in the administration of the legal process. Twenty-eight displays are currently considered as being obsolete. <u>DESTROY</u> when obsolete or superseded. May be donated pursuant to 41 CFR 101-11.406-9(c), contingent upon the approval of the National Archives and Records Service.		

66-1111
ENCLOSURE

AIRTEL

2/10/83

Director, FBI (28-00)

SAC, Los Angeles (28-00) (WCC-6)

COPYRIGHT MATTERS;
DISPOSITION OF PIRATED
MOTION PICTURES & SOUND RECORDINGS

Reurairtel 12/16/82, captioned "Destruction of
Records, National Archives and Records Service (NARS), Appraisal
of FBIHQ and Field Records."

For your information, as a matter of policy NARS has ruled that copies of pirated motion pictures and sound recordings per se have no archival, historic or other value to warrant permanent retention by the Government since the originals of such material are maintained by the motion picture and recording industries. A NARS field representative from Laguna Nigal previously examined a volume of pirated motion picture material being held by your office and, as a result of his appraisal and documentation submitted to USDJ Harold M. Greene, USDC, Washington, D. C., disposition of this material was authorized.

- ① - 66-19249
 - 1 - Mr. Revell (Attn:)
 - 1 - Mr. Mintz (Attn:)
 - 1 - Mr. Monroe
 - 1 - Mr. Scherrer
 - 1 -
- RWS:cak (9)

b6
b7c

66-19249-

NOT RECORDED
FEB 22 1983

ORIGINAL FILED IN
28-0-1055

60mm

7815

Airtel to Los Angeles
RE: COPYRIGHT MATTERS:
DISPOSITION OF PIRATED
MOTION PICTURES & SOUND RECORDINGS
28-00

The 10/19/82, Memorandum and Order of Judge Greene which was filed on 10/20/82, in the civil matter American Friends Service Committee, et al. v. William H. Webster, et al., Civil Action 79-1655, USDC, Washington, D. C., as outlined in Butel 10/29/82, to All SACs contains language which appears to negate the need for a NARS archivist to review pirated motion picture films and sound recordings obtained by the FBI in connection with copyright investigations prior to disposition action being taken by the FBI. As noted in Butel 10/29/82, supra, the Department of Justice Civil Division has been requested to provide guidance in this matter by the Legal Counsel and Records Management Divisions. The Department of Justice has informally responded, but, to date, no formal response has been forthcoming. Until the Department of Justice provides formal guidance with regard to the applicability of Judge Greene's 10/19/82, Memorandum and Order in captioned matter, no disposition of pirated motion picture films or sound recordings may be made by your office without review by a NARS archivist.

FBIHQ is appreciative of the need for your office to plan for a new Evidence Control Room and to take the large volume of pirated motion picture films and sound recordings presently held by your office into consideration. Since the review of this material prior to disposition by a NARS archivist and the submission of his appraisal to Judge Greene are the only impediments preventing your office from carrying out final disposition action, the Records Management Division, through contact with NARSHQ, Washington, D. C., has arranged for the NARS field archivist at Laguna Nigel to examine this material. You should independently contact [redacted] NARS field archivist at Laguna Nigel, FTS telephone number [redacted] or commercial number [redacted] to arrange for his examination of whatever pirated motion picture films and sound recordings being maintained which qualify for immediate disposition.

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Do not hesitate to contact SA R. W. Scherrer, Section Chief, Records Systems Section, Records Management Division, should you require additional assistance in this matter.

Note: In response to re LA airtel. Content of instant airtel coordinated with SA [redacted] LCD by SA Scherrer, RMD.

Memorandum



FEDERAL GOVERNMENT

AKS

Subject

Public Use of Archives and
Federal Record Center Records

Date

9 MAR 1983

To

See Distribution

From

D. Jerry Rubino

D. Jerry Rubino
Department Security Officer

The National Archives and Records Service (NARS) provided the Security Staff (SS) on March 7, 1983, a copy of the proposed rule for the subject regulation (41 CFR, Part 105-61). The Archives has requested comments for the Department from the SS, since the public will have access to the Department records held by the NARS. Except as provided by this regulation, the Archives will release classified information it holds to the public. Therefore, if problems are apparent in this regulation (See Attachment 1), please advise the SS by telephone by March 14, 1983, of the nature of the difficulty.

AKS

In addition, the Archives has provided the SS with a copy of its proposed regulation on declassification of national security information. If problems are apparent in this regulation (See Attachment 2), please also advise the SS by telephone by March 21, 1983, of the nature of the difficulty.

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Any questions and comments on this matter should be directed to

[Redacted]

66-19219-308

Security Programs Manager
Federal Bureau of Investigation

16 MAR 15 1983

Security Programs Manager
Drug Enforcement Administration

Security Programs Manager
Immigration and Naturalization Service

[Redacted]

AKS

JR

4-

ENCLOSURE

59 APR 11 1983

attach. 1.

**GENERAL SERVICES
ADMINISTRATION**

41 CFR Part 105-61

[GSA Order ADM 7900.2]

**Public Use of Archives and FRC
Records**

**AGENCY: National Archives and Records
Service, GSA.**

ACTION: Proposed rule.

SUMMARY: This proposed rule revises procedures relating to public access to national security information in the legal custody of the National Archives and Records Service. This revision is required by the signing of Executive Order 12356, National Security Information, on April 2, 1982, and the issuance of the Information Security Oversight Office Directive Number 1 of June 22, 1982. This proposed rule affects the process of systematic and mandatory review for the declassification of classified records in the custody of the National Archives and Records Service.

DATE: Comments must be received on or before March 14, 1983.

66-19249-308

ENCLOSURE

ADDRESS: Comments should be addressed to National Archives and Records Service (NNA), Attn: Adrienne C. Thomas, Washington, DC 20408.

FOR FURTHER INFORMATION CONTACT: Mr. Edwin A. Thompson (202-523-3165).

SUPPLEMENTARY INFORMATION: The General Services Administration has determined that this rule is not a major rule for the purpose of Executive Order 12291 of February 17, 1981, because it is not likely to result in an annual effect on the economy of \$100 million or more; a major increase in costs to consumers or others; or significant adverse effects. The General Services Administration has based all administrative decisions underlying this rule on adequate information concerning the need for, and consequences of, this rule; has determined that the potential benefits to society from this rule outweigh the potential costs and has maximized the net benefits; and has chosen the alternative approach involving the least net cost to society.

List of Subjects in 41 CFR Part 105-61

Archives and records, Classified information, Freedom of Information.

GSA proposes to amend 41 CFR Part 105-61 as follows:

PART 105-61—PUBLIC USE OF RECORDS, DONATED HISTORICAL MATERIALS, AND FACILITIES IN THE NATIONAL ARCHIVES AND RECORDS SERVICE

1. The table of contents for Part 105-61 is amended by revising entries for Subpart 105-61.1 as follows:

Subpart 105-61.1 Public Use of Archives and FRC Records

- 105-61.104 Access to national security information.
- 105-61.104-1 Freedom of Information Act requests.
- 105-61.104-2 Declassification responsibility.
- 105-61.104-3 Public requests for mandatory review of classified information under Executive Order 12358.
- 105-61.104-4 Mandatory review of classified U.S. Government originated information or foreign government information provided to the United States in confidence.
- 105-61.104-5 Mandatory review of information originated by a defunct agency or received by a defunct agency from a foreign government.
- 105-61.104-6 Mandatory review of classified White House originated information and foreign government information received or classified by the White House less than 30 years old.
- 105-61.104-7 Mandatory review of classified White House originated information and foreign government information received or classified by the White House more than 30 years old.

105-61.104-8 Access by historical researchers and former Presidential appointees.

105-61.104-9 Fees.

2. Sections 105-61.104, 105-61.104-1, 105-61.104-2, 105-61.104-3, and 105-61.104-4 are revised to read as follows:

§ 105-61.104 Access to national security information.

Declassification of and public access to national security information and material, hereinafter referred to as "classified information" or collectively termed "information," is governed by Executive Order 12358 of April 2, 1982 (47 FR 14874, April 6, 1982), the implementing Information Security Oversight Office Directive Number 1 of June 22, 1982 (47 FR 27836, June 25, 1982), and the Freedom of Information Act (5 U.S.C. 552).

§ 105-61.104-1 Freedom of Information Act requests.

(a) *Requests for access to national security information under the Freedom of Information Act.* Requests for access to national security information under the Freedom of Information Act are processed in accordance with the provisions of § 105-61.103-1(b). Time limits for responses to Freedom of Information Act requests for national security information are those provided in the act rather than the longer time limits provided for responses to mandatory review requests specified by Executive Order 12358.

(b) *Agency action.* Upon receipt of a request forwarded by NARS for a determination regarding declassification, the agency with declassification responsibility shall:

(1) Advise whether the information should be declassified in whole or in part or should continue to be exempt from declassification;

(2) Provide a brief statement of the reason any requested information should not be declassified; and

(3) Return all reproductions referred for determination, including a copy of each document which should be released only in part, marked to indicate the portions which remain classified.

(c) *Denials and Appeals.* Denials under the Freedom of Information Act of access to national security information accessioned into the National Archives are made by designated officials of the originating or responsible agency. NARS notifies the requestor of the agency's determination. Appeals of denials of access to national security information must be made in writing to the appropriate authority in the agency having declassification responsibility for

the denied information as indicated in § 105-61.104-2.

§ 105-61.104-2 Declassification responsibility.

(a) *Classified U.S. Government originated information less than 30 years old.* Declassification of U.S. Government originated information less than 30 years old is the responsibility of the agency that originated the information.

(b) *Foreign government information provided to the United States in confidence and less than 30 years old.* Declassification of foreign government information (provided to the U.S. in confidence) less than 30 years old is the responsibility of the agency that initially received or classified the foreign government information in consultation with concerned agencies. NARS may make a declassification determination on foreign government information less than 30 years old only when the responsible agency has specifically authorized this action.

(c) *Classified U.S. Government originated information and foreign government information provided in confidence more than 30 years old.* Systematic reviews of U.S. Government originated information and foreign government information (provided to the U.S. in confidence) more than 30 years old (except for intelligence file series described in paragraph (d) of this section accessioned into the National Archives or donated to the Government) are the responsibility of NARS. NARS shall conduct systematic declassification reviews in accordance with guidelines provided by the head of the originating agency or, with respect to foreign government information, in accordance with guidelines provided by the head of the agency having declassification jurisdiction over the information. If no guidelines for review of foreign government information have been provided by the agency heads, the Director of the Information Security Oversight Office, after coordinating with the agencies having declassification authority over the information, shall issue general guidelines for systematic declassification reviews. With respect to the systematic reviews of Presidential papers or records, guidelines shall be developed by the Archivist of the United States and approved by the National Security Council.

(d) *Classified U.S. Government originated information concerning intelligence and cryptology.* Systematic reviews of accessioned records and presidential papers or records concerning intelligence activities

(including special activities), or intelligence sources or methods, and cryptology created after 1945, shall be conducted as the records become 50 years old. NARS shall conduct systematic declassification reviews in accordance with guidelines provided by the Director of the Central Intelligence Agency concerning information on intelligence activities and intelligence sources and methods, and by the Secretary of Defense concerning cryptologic information.

(e) *White House information.* Declassification of information from a previous administration which was originated by the President; by the White House staff; by committees, commissions; or boards appointed by the President; or by others specifically providing advice and counsel to a President or acting on behalf of the President (hereinafter referred to as "White House information") is the responsibility of the Archivist of the United States. Declassification determinations will be made after consultation with agencies having primary subject matter interest and will be consistent with the provisions of applicable laws or lawful agreements.

(f) *Information originated by a defunct agency.* NARS is responsible for declassification of all information in the custody of NARS originated by an agency that has ceased to exist and whose functions have not been transferred to another agency and of all foreign government information originally received or classified by such an agency. NARS shall make declassification determinations after consultation with all agencies having primary subject matter interest.

§ 105-61.104-3 Public requests for mandatory review of classified information under Executive Order 12356.

United States citizens or permanent resident aliens, Federal agencies, or State or local governments wishing to request mandatory review of classified information that has been accessioned into the National Archives or donated to the Government may do so by describing the document or material containing the information with sufficient specificity to enable NARS to locate it with a reasonable amount of effort. When practicable, a request shall include the name of the originator and recipient of the information, as well as its date, subject, and file designation. If the information sought cannot be identified from the description provided or if the information sought is so voluminous that processing it would interfere with NARS' capacity to serve all requesters on an equitable basis,

NARS shall notify the requester that, unless additional information is provided or the scope of the request is narrowed, no further action will be taken. NARS shall review for declassification and release the requested information or those declassified portions of the request that constitute a coherent segment unless withholding is otherwise warranted under applicable law. Requests for mandatory review should be addressed to the appropriate NARS depository listed in § 105-61.5101.

§ 105-61.104-4 Mandatory review of classified U.S. Government originated information and foreign government information provided to the United States in confidence.

(a) *NARS action.*—(1) *Information less than 30 years old.* NARS shall promptly acknowledge receipt of a request for mandatory review of classified U.S. Government originated information, and within 20 calendar days of receipt of the request, shall forward the request, with copies of the documents containing the requested information to the agency that originated the information or to the agency that the Archivist determines has primary subject matter interest. With respect to foreign government information, the request and copies of the documents shall be forwarded to the agency which initially received or classified the information. If unable to identify that agency, NARS shall forward the request to the agency which has primary subject matter interest. NARS shall inform the requester that referrals have been made.

(2) *Information more than 30 years old.* NARS shall acknowledge receipt of a request for mandatory review of classified U.S. Government originated information or foreign government information which NARS may review for declassification using systematic review guidelines, and within 60 days of receipt of the request shall act upon it and notify the requester of the action taken. If additional time is necessary to make a declassification determination, NARS shall notify the requester of the time needed to process the request. NARS will make a final determination within 1 year of the receipt of the request. Information that NARS may not declassify using the systematic review guidelines shall be promptly forwarded, with copies of the documents containing the requested information, to the responsible agency. NARS shall notify the requester that referrals have been made.

(b) *Agency action.* Upon receipt of a request for mandatory review of

classified U.S. Government originated information or foreign government information forwarded by NARS, the originating or responsible agency shall:

(1) Either make a prompt declassification determination and notify the requester accordingly, or inform the requester and NARS of the additional time needed to process the request. Except in unusual circumstances, agencies shall make a final determination within 1 year.

(2) Notify NARS of any other agency to which it forwards the request in those cases requiring the declassification determination of another agency.

(3) Forward the declassified reproductions to the requester with their determination and also notify NARS of that determination. When the request cannot be declassified in its entirety the agency must also furnish the requester (with a copy to NARS):

(i) A brief statement of the reasons the requested information cannot be declassified;

(ii) A statement of the right to appeal within 60 calendar days of receipt of the denial; procedures for taking such action, and the name, title, and address of the appeal authority. The agency appellate authority shall make a determination within 30 working days following the receipt of the appeal. If additional time is required to make a determination, the agency appellate authority shall notify the requester and NARS of the additional time needed and provide the requester with the reason for the extension. The agency appellate authority shall notify NARS and the requester in writing of the final denial.

(iii) The agency will also furnish to NARS a copy of each document released only in part, marked to indicate the portions which remain classified.

§§ 105-61.104-6 through 105-61.104-10 [Redesignated as §§ 105-61.104-5 through 105-61.104-9 and revised]

3. Sections 105-61.104-6 through 105-61.104-10 are renumbered § 105-61.104-5 through § 105.61.104-9 and revised as follows:

§ 105-61.104-5 Mandatory review of information originated by a defunct agency or received by a defunct agency from a foreign government.

(a) *NARS action.* NARS is responsible for declassification of all information in the custody of NARS originated by an agency which has ceased to exist and whose functions have not been transferred to another agency and of all foreign government information originally received or classified by such an agency. NARS shall promptly acknowledge receipt of requests for such

information, review the information using systematic review guidelines, and, when necessary, consult with any agency having primary subject matter interest. NARS shall either make a prompt declassification determination and notify the requester accordingly, or inform the requester of the additional time needed to process the request. Except in unusual circumstances NARS shall make a final determination within 1 year. If the request is denied in whole or in part, the Assistant Archivist for the National Archives or the Assistant Archivist for Presidential Libraries shall furnish the requester a brief statement of the reasons for denial and a notice of the right to appeal the determination within 60 calendar days to the Deputy Archivist of the United States (mailing address: General Services Administration (ND), Washington, DC 20408). Upon receipt of an appeal, the Deputy Archivist shall, within 30 calendar days:

(1) Review the previous decision made to deny the information and, as necessary,

(2) Consult with the appellate authorities in any agency having primary subject matter interest in the information previously denied; and

(3) Notify the requester of the determination and make available to the requester any additional information that has been declassified as result of the appeal.

(b) *Agency action.* Upon receipt of a request forwarded by NARS for consultation regarding the declassification of information originated by a defunct agency or of foreign government information originally received or classified by a defunct agency, the agency with primary subject matter interest shall:

(1) Advise the Archivist whether the information should be declassified in whole or in part or should continue to be exempt from declassification; and

(2) Return the request to NARS along with a brief statement of the reasons why any requested information should not be declassified.

§ 105-61.104-6 Mandatory review of classified White House originated information and foreign government information received or classified in the White House less than 30 years old.

(a) *NARS action.* (1) White House information is subject to mandatory review consistent with the provisions of applicable laws or lawful agreements that pertain to the respective Presidential papers or records. Unless precluded by such laws or agreements, White House originated information is subject to mandatory review 10 years

after the close of the administration which created the materials or when the materials have been archivally processed, whichever occurs first.

(2) NARS shall promptly acknowledge receipt of a request for mandatory review of White House originated information and foreign government information received or classified by the White House which is requested more than 10 years after the close of the administration or after it has been archivally processed, whichever occurs first.

(2) NARS shall review the requested information, determine which agencies have primary subject matter interest, forward to those agencies copies of material containing the requested information, and request their recommendation regarding declassification.

(3) NARS shall review the recommendations returned by the agencies and make its declassification determination within one year of receipt of the request.

(4) When the request cannot be declassified in its entirety, NARS shall furnish the requester:

(i) A brief statement of the reasons the requested information cannot be declassified;

(ii) Access to the portions of documents releasable in part that constitute a coherent segment; and

(iii) A notice of the right to appeal the determination within 60 days to the Deputy Archivist of the United States (mailing address: General Services Administration (ND), Washington, DC 20408).

(5) Upon receipt of an appeal, the Deputy Archivist shall within 30 calendar days:

(i) Review the decision to deny the information;

(ii) Consult with the appellate authorities in agencies having primary subject matter interest in the information previously denied;

(iii) Notify the requester of the determination and make available to the requester any additional information which has been declassified as a result of the appeal; and

(iv) Notify the requester of the right to appeal denials of access to the Director, Information Security Oversight Office (mailing address: General Services Administration (Z), Washington, DC 20405).

(b) *Agency Action.* Upon receipt of a request forwarded to NARS for consultation regarding declassification of White House originated information and foreign government information received or classified by the White

House, the agency with primary subject matter interest shall:

(1) Advise the Archivist of the United States whether the information should be declassified in whole or in part or should continue to be exempt from declassification;

(2) Provide a brief statement of the reasons any requested information should not be declassified; and

(3) Return all reproductions referred for consultation including a copy of each document that should be released only in part, marked to indicate the portions which remain classified.

§ 105-61.104-7 Mandatory review of classified White House originated information and foreign government information received or classified by the White House more than 30 years old.

(a) NARS shall promptly acknowledge the receipt of a request for mandatory review of classified White House originated information and foreign government information received by or classified in the White House that is more than 30 years old, and shall act upon the request within 60 days. If additional time is necessary to make a declassification determination, NARS shall notify the requester of the time needed to process the request. NARS shall make a final determination within 1 year of the receipt of the request.

(b) NARS shall review the information using applicable systematic review guidelines and shall make available to the requester information declassified using those guidelines.

(c) Information which cannot be declassified by NARS using systematic review guidelines shall be forwarded to the agencies with primary subject matter interest and further processed in accordance with § 105-61.104-6(a) (2) through (5) and (b).

§ 105-61.104-8 Access by historical researchers and former presidential appointees.

(a) Access to classified information may be granted to U.S. citizens who are engaged in historical research projects or who previously occupied policy making positions to which they were appointed by the President. Persons desiring permission to examine material under this special historical researcher/presidential appointees access program should contact NARS at least 4 months before they desire access to the materials to permit time for the responsible agencies to process the requests for access. NARS shall inform requesters of the agencies to which they will have to apply for permission to examine classified information and shall provide requesters with the information

and forms to apply for permission from the Archivist of the United States to examine classified information originated by the White House or classified information in the custody of the National Archives which was originated by a defunct agency.

(b) Requesters may examine records under this program only after the originating or responsible agency:

(1) Determines in writing that access is consistent with the interest of national security;

(2) Takes appropriate steps to protect classified information from unauthorized disclosure or compromise, and ensures that the information is safeguarded in a manner consistent with Executive Order 12356; and

(3) Limits the access granted to former presidential appointees to item that the person originated, reviewed, signed, or received while serving as a presidential appointee.

(c) To guard against the possibility of unauthorized access to restricted records, a director may issue instructions supplementing the research room rules provided in § 105-81.102.

§ 105-81.104-9 Fees.

NARS will charge requesters for copies of declassified documents according to the fees listed in 41 CFR 105-81.5206.

(Sec. 205(c), 63 Stat. 390; 40 U.S.C. 486(c))

Dated: January 13, 1983.

Robert M. Warner,

Archivist of the United States.

(FR Doc. 83-3051 Filed 2-9-83; 9:45 am)

BILLING CODE 4810-34-M

attch. 2.

**GENERAL SERVICES
ADMINISTRATION**

National Archives Records Service

41 CFR Part 101-11

**Records Management; Declassification
of and Public Access to National
Security Information**

AGENCY: National Archives and Records Service, General Services Administration.

ACTION: Proposed rule.

SUMMARY: This proposed rule revises the procedures for the declassification of and public access to national security information in the legal custody or under the declassification jurisdiction of the National Archives and Records Service. This revision is required by the signing of Executive Order 12356 of April 2, 1982 (National Security Information) and the issuance of the Information Security Oversight Directive Number 1 of June 22, 1982. This proposed rule affects the process for the mandatory declassification review of classified records by the National Archives and Records Service.

DATE: Comments must be received on or before March 31, 1983.

ADDRESS: Comments shall be addressed to National Archives and Records Service (NAA), Attn: Adrienne C. Thomas, Washington, D.C. 20408.

FOR FURTHER INFORMATION CONTACT: Edwin A. Thompson (202-523-3165).

SUPPLEMENTARY INFORMATION: The General Services Administration has determined that this rule is not a major rule for the purpose of Executive Order 12291 of February 17, 1981, because it is not likely to result in an annual effect on the economy of \$100 million or more; a major increase in costs to consumers or others; or significant adverse effects. The General Services Administration has based all administrative decisions underlying this rule on adequate information concerning the need for, and consequences of, this rule; has determined that the potential benefits to society from this rule outweigh the potential costs and has maximized the net benefits; and has chosen the alternative approach involving the least net costs to society.

List of Subjects in 41 CFR Part 101-11

Archives and records, Classified information, Freedom of Information.

GSA proposes to amend 41 CFR Part 101-11 as follows:

**PART 101-11—RECORDS
MANAGEMENT**

1. Part 101-11 is amended by revising Subpart 101-11.3a to read as follows:

Subpart 101-11.3a Declassification of and Public Access to National Security Information

- 101-11.320 General provisions.
101-11.321 Public requests for mandatory review of classified information under Executive Order 12356.
101-11.322 Mandatory review of classified U.S. Government originated information.
101-11.322-1 NARS action.
101-11.322-2 Agency action.
101-11.323 Mandatory review of foreign government information provided to the United States in confidence.
101-11.323-1 NARS action.
101-11.323-2 Agency action.
101-11.324 Mandatory review of classified information originated by a defunct agency or received by a defunct agency from a foreign government.
101-11.324-1 NARS action.
101-11.323-2 Agency action.
101-11.325 Mandatory review of classified White House originated information and foreign government information received or classified in the White House less than 30 years old.
101-11.325-1 NARS action.
101-11.325-2 NARS appellate process.
101-11.325-3 Agency action.
101-11.326 Mandatory review of classified White House originated information and foreign government information received or classified in the White House more than 30 years old.
101-11.327 Mandatory review of classified White House information in the custody of other agencies.
101-11.328 Liaison.
101-11.329 Requests for reclassification of information.
101-11.329-1 Information originated by or under the declassification jurisdiction of Federal agencies.
101-11.329-2 Information originated in the White House and under the declassification jurisdiction of the Archivist.
101-11.329-3 Appeals.
Authority: Sec. 205(c), 63 Stat. 390; 40 U.S.C. 468(c).

2. Subpart 101-11.3a is revised to read as follows:

Subpart 101-11.3a—Declassification of and Public Access to National Security Information.

§ 101-11.320 General Provisions.

Declassification of and public access to national security information and material (hereafter referred to as "classified information" or collectively termed "information") is governed by Executive Order 12356 of April 2, 1982 (47 FR 14874, April 6, 1982), and by the Information Security Oversight Office

Directive Number 1 of June 22, 1982 (47 FR 27836, June 25, 1982).

§ 101-11.321 Public requests for mandatory review of classified information under Executive Order 12356.

United States citizens or permanent resident aliens, federal agencies, or State or local governments wishing to request mandatory review of classified information which has been accessioned into the National Archives and Records Service or which has been donated to the Government should identify the records or information desired and apply in writing to the appropriate NARS depository listed in 41 CFR 105-61.5101. The documents or materials containing the information should be described with sufficient specificity to enable NARS to locate it with a reasonable amount of effort. When practicable, a request shall include the name of the originator and recipient of the information, as well as its date, subject, and file designation. If the information sought cannot be identified from the description provided or if the information sought is so voluminous that processing it would interfere with NARS' capacity to serve all requesters on an equitable basis, NARS shall notify the requester that, unless additional information is provided or the scope of the request is narrowed, no further action will be taken. NARS shall review for declassification and release the requested information or those declassified portions of the request that constitute a coherent segment unless withholding is otherwise warranted under applicable law.

§ 101-11.322 Mandatory review of classified U.S. Government originated information.

§ 101-11.322-1 NARS action.

(a) *Information less than 30 years old.* NARS shall promptly acknowledge receipt of a request for mandatory review of classified U.S. Government originated information, and within 20 calendar days of receipt of the request, shall forward the request together with copies of the documents containing the requested information to the agency which originated the information or the agency which the Archivist determines has primary subject matter interest. NARS shall inform the requester that referrals have been made.

(b) *Information more than 30 years old.* NARS shall acknowledge receipt of a request for mandatory review of classified U.S. Government originated information which NARS may review for declassification using systematic review guidelines and within 60 calendar days of receipt of the request

will act upon it and notify the requester of the action taken. If additional time is necessary to make a declassification determination, NARS shall notify the requester of the time needed to process the request. Except in unusual circumstances, NARS will make a final determination within 1 year of the receipt of the request. Information which NARS may not declassify using the systematic review guidelines will be promptly forwarded, with copies of documents containing the requested information, to the responsible agency. NARS shall inform the requester that referrals have been made.

§ 101-11.322-2 Agency action.

Upon receipt of a request for mandatory review of classified U.S. Government originated information forwarded by NARS, the originating or responsible agency shall:

(a) Either make a prompt declassification determination and notify the requester accordingly, or inform the requester and NARS of the additional time needed to process the request. Except in unusual circumstances agencies shall make a final determination within 1 year.

(b) Notify NARS of any other agency to which it forwarded the request in those cases requiring the declassification determination of another agency.

(c) Forward the declassified reproductions to the requester with their determination and also notify NARS of that determination. When the request cannot be declassified in its entirety, the agency must also furnish to the requester (with a copy to NARS):

(1) A brief statement of the reasons the requested information cannot be declassified; and

(2) A statement of the right to appeal within 60 calendar days of receipt of the denial, the procedures for taking such action; and the name, title, and address of the appeal authority. The agency appellate authority shall make a determination within 30 working days following the receipt of an appeal. If additional time is required to make a determination, the agency appellate authority shall notify the requester and NARS of the additional time needed and provide the requester with the reason for the extension. The agency appellate authority shall notify NARS and the requester in writing of the final determination and of the reasons for any denial.

(d) Furnish to NARS a copy of each document released only in part, marked to indicate the portions which remain classified.

§ 101-11.323 Mandatory review of foreign government information provided to the United States in confidence.

§ 101-11.323-1 NARS action.

(a) *Information less than 30 years old.* NARS shall promptly acknowledge receipt of a request for mandatory review of foreign government information and, within 20 calendar days of receipt of the request, shall forward the request, together with copies of the documents containing the requested information, to the agency which initially received or classified the information. If unable to identify the agency, NARS will forward the request to the agency which has primary subject matter interest. NARS will inform the requester of all such referrals.

(b) *Information more than 30 years old.* NARS shall acknowledge receipt of a request for mandatory review of foreign government information which NARS may review for declassification using applicable systematic review guidelines, and within 60 calendar days of receipt of the request will act upon it and notify the requester of the action taken. If additional time is necessary to make a declassification determination, NARS shall notify the requester of the time needed to process the request. Except in unusual circumstances, NARS will make a final determination within 1 year of the receipt of the request. Requests for information which NARS cannot declassify using the systematic review guidelines will be promptly forwarded, with copies of the documents containing the requested information, to the responsible agency. NARS will notify the requester of all such referrals.

§ 101-11.323-2 Agency action.

Upon receipt of a request forwarded by NARS for review of foreign government information, the agency shall:

(a) Either make a prompt declassification determination and notify the requester accordingly, or inform the requester and NARS of the additional time needed to process the request. Except in unusual circumstances agencies shall make a final determination within 1 year.

(b) Notify NARS of any other agency to which it forwarded the request in those cases requiring the declassification determination of another agency.

(c) Forward the declassified reproductions to the requester with their determination and also notify NARS of that determination. When the request cannot be declassified in its entirety, the agency must also furnish the

reproduction and information cited in § 101-11.322-2 (c) and (d).

§ 101-11-324 Mandatory review of classified information originated by a defunct agency or received by a defunct agency from a foreign government.

§ 101-11.324-1 NARS action.

NARS is responsible for declassification of all information in the custody of NARS originated by an agency which has ceased to exist and whose functions have not been transferred to another agency and of all foreign government information originally received or classified by such an agency. NARS will promptly acknowledge receipt of requests for such information, review the information using applicable systematic review guidelines, and, when necessary, consult with any agency having primary subject matter interest. NARS shall either make a prompt declassification determination and notify the requester accordingly, or inform the requester of the additional time needed to process the request. Except in unusual circumstances NARS shall make a final determination within one year. If the request is denied in whole or in part, the Assistant Archivist for the National Archives or the Assistant Archivist for Presidential Libraries will furnish the requester a brief statement of the reasons for denial and a notice of the right to appeal the determination within 60 calendar days to the Deputy Archivist of the United States, National Archives and Records Service (ND), Washington, DC 20408. Upon receipt of an appeal the Deputy Archivist shall, within 30 working days:

(a) Review the previous decision made to deny the information and, as necessary;

(b) Consult with the appellate authorities in any agency having primary subject matter interest in the information previously denied; and

(c) Notify the requester of the determination and make available to the requester any additional information that has been declassified as a result of the appeal.

§ 101-11.324-2 Agency action.

Upon receipt of a request forwarded by NARS for consultation regarding the declassification of information originated by a defunct agency or of foreign government information originally received or classified by a defunct agency, the agency with primary subject matter interest shall:

(a) Advise the Archivist whether the information should be declassified in whole or in part or should continue to be exempt from declassification; and

(b) Return the request to NARS along with a brief statement of the reasons any requested information should not be declassified.

§ 101-11.325 Mandatory review of classified White House originated information and foreign government information received or classified in the White House less than 30 years old.

Information originated by a President, the White House staff, by committees, commissions, or boards appointed by a President, or others specifically providing advice and counsel to a President or acting on behalf of a President (hereafter cited as White House originated information) is subject to mandatory review consistent with the provisions of applicable laws or lawful agreements that pertain to the respective Presidential papers or records. Unless precluded by such laws or agreements, White House originated information is subject to mandatory review 10 years after the close of the administration which created the materials or when the materials have been archivally processed, whichever occurs first.

§ 101-11.325-1 NARS action.

(a) NARS shall promptly acknowledge receipt of a request for mandatory review of such classified White House originated information and foreign government information received or classified in the White House.

(b) NARS will review the requested information, determine which agencies have primary subject matter interest, forward to those agencies copies of material containing the requested information, and request their recommendations regarding declassification.

(c) NARS will review the recommendations returned by the agencies and make its declassification determination within one year of receipt of the request, except in unusual circumstances.

(d) When the request cannot be declassified in its entirety, NARS will furnish the requester:

(1) A brief statement of the reasons the requested information cannot be declassified;

(2) Access to those portions of documents releasable only in part that constitute a coherent segment; and

(3) A notice of the right to appeal the determination within 60 calendar days to the Deputy Archivist of the United States, National Archives and Records Service (ND), Washington, DC 20408.

§ 101-11.325-2 NARS appellate process.

Upon receipt of an appeal, the Deputy Archivist shall within 30 working days:

(a) Review the decision made to deny the information;

(b) Consult with the appellate authorities in agencies having primary subject matter interest in the information previously denied;

(c) Notify the requester of the determination and make available to the requester any additional information which has been declassified as a result of the appeal; and

(d) Notify the requester of the right to appeal denials of access to the Director, Information Security Oversight Office (mailing address: General Services Administration (Z), Washington, DC 20405).

§ 101-11.325-3 Agency action.

Upon receipt of a request forwarded by NARS for consultation regarding declassification of White House originated information and foreign government information received by or classified in the White House, the agency with primary subject matter interest shall:

(a) Advise the Archivist whether the information should be declassified in whole or in part or should continue to be exempt from declassification; and

(b) Provide a brief statement of the reasons any requested information should not be declassified and return the reproductions to NARS.

(c) Return all reproductions referred for consultation including a copy of each document which should be released only in part, marked to indicate the portions which should remain classified.

§ 101-11.326 Mandatory review of classified White House originated information and foreign government information received by or classified in the White House more than 30 years old.

(a) NARS shall promptly acknowledge the receipt of a request for mandatory review of classified White House originated information and foreign government information received by or classified in the White House more than 30 years old, and shall act upon that request within 60 calendar days. If additional time is necessary to make a declassification determination, NARS shall notify the requester of the time needed to process the request. NARS will make a final determination within 1 year of the receipt of the request, except in unusual circumstances.

(b) NARS shall review the information using applicable systematic review guidelines and will make available to the requester information declassified using those guidelines.

(c) Information which cannot be declassified by NARS using systematic review guidelines will be promptly

forwarded to the agencies with primary subject matter interest and further processed in accordance with § 101-11.325-1(b) through (d) and §§ 101-11.325-2 through 101-11.325-3.

§ 101-11.327 Mandatory review of classified White House information in the custody of other agencies.

Agencies having custody of classified White House information of a previous administration shall forward requests for mandatory review of such information to the Office of the National Archives (mailing address: General Services Administration (NND), Washington, DC 20408) together with copies of documents containing the requested information and the agency's recommendations regarding declassification. NARS will make a declassification determination on such requests after consulting with any other agency with primary subject matter interest and will reply to the requester. If the request is denied in whole or in part, the requester may appeal within 60 calendar days of receipt of the denial to the Deputy Archivist of the United States (mailing address: General Services Administration (ND), Washington, DC 20408). Appeals are processed in accordance to the procedures listed in § 101-11.325-2.

§ 101-11.328 Liaison

To ensure that NARS will be able to respond promptly to mandatory review requests and appeals from denials, the head of each agency shall be requested to provide NARS with the current name, title, and address of the agency's designated mandatory review and appellate authority.

§ 101-11.329 Requests for reclassification of information

§ 101-11.329-1 Information originated by or under the declassification jurisdiction of Federal agencies.

An agency may request NARS to temporarily close, re-review, and possibly reclassify records and donated historical materials originated by the agency which were declassified in accordance with E.O. 12356 or predecessor Orders. The agency shall submit the request in writing to the Assistant Archivist for the National Archives (NN) or to the Assistant Archivist for Presidential Libraries (NL) (mailing address: General Services Administration, Washington, DC 20408). If the urgency of the matter precludes a written request, an authorized agency official may make a preliminary request by telephone. A written request shall follow the oral request within 5

workdays. In the request the authorized agency official shall:

- (a) Identify the records or donated historical materials involved as specifically as possible;
- (b) Explain the reason the agency believes a re-review and possible reclassification may be necessary in the interest of national security; and
- (c) Provide any information the agency may have concerning any previous public disclosure of the information in the records or donated historical materials.

§ 101-11.329-2 Information originated in the White House and under the declassification jurisdiction of the Archivist.

Requests from agencies to re-review and possibly reclassify information originated by a President; the White House staff; committees, commissions, or boards appointed by the President; or others specifically providing advice and counsel to a President or acting on behalf of a President and which has been declassified and disclosed shall be submitted in writing to the Archivist of the United States. In the request the authorized agency official shall:

- (a) Specifically identify the record or donated historical material;
- (b) Explain the reason the agency believes a re-review and possible reclassification may be necessary in the interest of national security; and
- (c) Provide any information the agency may have concerning the public disclosure of the information in the records or donated historical material.

§ 101-11.329-3 Appeals.

NARS may appeal to the Director, Information Security Oversight Office, any re-review or reclassification request from an agency when, in the Archivist's opinion, the facts of previous disclosure suggest that such action is unwarranted or unjustified.

Dated: January 12, 1983.

Robert M. Warner,
Archivist of the United States.

[FR Doc. 83-4420 Filed 2-28-83; 8:45 am]
BILLING CODE 6820-26-M

FEDERAL GOVERNMENT

Date: March 14, 1983
To: D. Jerry Rubino, Director
Security Staff
Department of Justice
From: Lloyd E. Dean, Security Programs Manager
Federal Bureau of Investigation
Subject: PUBLIC USE OF ARCHIVES AND
FEDERAL RECORD CENTER RECORDS

Reference is made to your letter of March 9, 1983, enclosing a copy of the National Archives and Records Service, General Services Administration's proposed rules for the "Public Use of Archives and FRC Records," and "Records Management; Declassification of and Public Access to National Security Information."

In compliance with your request, referenced enclosures were reviewed by the Document Classification and Review Section, Records Management Division, and the FBI is in agreement with the proposed rules as written.

Any questions and comments on this matter should be directed to

[Redacted]

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- 1 - Mr. Monroe
- 1 - Mr. Dean

[Redacted]

66-19242-309

18 MAR 15 1983

VRT:cm (7)

NOTE: On 3/7/83, NARS provided the DOJ Security Staff (DOJSS) with a copy of its proposed regulations on declassification of national security information. The changes in the regulations governing declassification of national security information are required by Executive Order 12356, which became effective on 8/1/82. DOJSS furnished the FBI with a copy of NARS's proposed regulations by letter dated 3/9/83, and requested the FBI to review and comment regarding them. The Classification Appeals Unit (CAU), Document Classification and Review Section, Records Management Division, reviewed the proposed regulations. On 3/11/83, Unit Chief [Redacted] CAU, telephonically advised [Redacted] DOJSS, that the FBI is in agreement with the NARS's proposed regulations on declassification of national security information. Above letter is to confirm Unit Chief [Redacted]'s telephone call to [Redacted]

MAILED 11
MAR 14 1983
FBI

- Exec AD Adm. ___
- Exec AD Inv. ___
- Exec AD LES ___
- Asst. Dir.:
- Adm. Servs. ___
- Crim. Inv. ___
- Ident. ___
- Insp. ___
- Intell. ___
- Lab. ___
- Legal Coun. ___
- Off. Cong. & Public Affs. ___
- Rec. Mgnt. ___
- Tech. Servs. ___
- Training ___
- Telephone Rm. ___
- Director's Sec'y ___

MAIL ROOM

Handwritten initials: JLD/TJA

Handwritten initials: MK

April 20, 1983

[redacted] for Federal Records Centers
National Archives and Records Service
Washington, D. C. 20408

Dear [redacted]

In response to your letter of April 11, 1983, please be advised that upon approval of the retention plan and disposition schedule submitted by the National Archives and Records Service (NARS) and the FBI to U. S. District Judge Harold Greene in the civil matter American Friends Service Committee, et al v. William H. Webster, et al, U. S. District Court, Washington, D. C., Civil Action Number 79-1655, the FBI will take prompt action to carry out the disposition of the numbering abstracts stored at the Washington National Records Center (WNRC). Specifically, the FBI will segregate for permanent retention those abstracts corresponding to multisection FBI headquarters (FBIHQ) files. Additionally, prompt action will be taken to arrange for the disposal of the remaining numbering abstracts which have been scheduled for destruction.

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The FBI appreciates your agreeing to accept the numbering abstracts at the WNRC; however, I regret you found it necessary to reject our request to accept the transfer of 790 cubic feet of hard-copy inactive investigative files which have been duplicated on microform to the WNRC. [redacted] and members of the FBI Appraisal Staff confirmed, due to the Court's prohibition of records disposition, space to accommodate additional active FBIHQ administrative and investigative records is completely exhausted. In order to recover urgently needed floor space for these records, 790 cubic feet of inactive criminal files were duplicated on microform and the hard-copy files were packed in archival containers and placed in temporary bulk storage at FBIHQ in the extremely limited space available for this purpose. We are continuing this process due to the growth of active administrative and investigative files; however, the limited space available to store the hard-copy records is now also exhausted. I had hoped to temporarily transfer the 790 cubic feet

66-18966

① - 66-19249

1 - Mr. Mintz (Attn: [redacted])

1 - Mr. Monroe

1 - Mr. Scherrer

1

1

RWS: [redacted]

(CONTINUED - OVER)

[REDACTED] for Federal Records Centers

of hard-copy criminal files to WNRC until Judge Greene approved the retention plan and the disposition schedule, at which time these hard-copy files could be destroyed since the microform of these files constitute an adequate record. Should these hard-copy files be transferred to the WNRC, there would be no reason for access by the FBI for file review or FOIA requests since the microform maintained at FBIHQ would serve these purposes. I had hoped that the recent resolutions of the AT&T and the IBM antitrust suits would have freed up sufficient space to the WNRC to accommodate the 790 cubic feet of criminal files.

Based on the foregoing, I request that you reconsider your decision not to accept the 790 cubic feet of hard-copy criminal files in the WNRC.

Please do not hesitate to call upon me should you have any questions concerning this matter.

Sincerely,

Robert W. Scherrer
Section Chief
Records Systems Section
Records Management Division

Memorandum



Exec AD Adm. _____
 Exec AD Inv. _____
 Exec AD LES _____
 Asst. Dir.:

- Adm. Servs. _____
- Crim. Inv. _____
- Ident. _____
- Intell. _____
- Laboratory _____
- Legal Coun. _____
- Plan. & Insp. _____
- Rec. Mgnt. _____
- Tech. Servs. _____
- Training _____
- Off. of Cong. & Public Affs. _____
- Telephone Rm. _____
- Director's Sec'y _____

To : Mr. Monroe *CM/Rux*

Date 3/17/83

From : R. W. Scherrer *Rux*

Subject : DESTRUCTION OF RECORDS
 NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
 APPRAISAL OF FBIHQ AND FIELD RECORDS

PURPOSE:

The purpose of this memorandum is to gain authority to forward amended pages to our records disposition schedule to NARS and to note the current status of the proposed storage of abstracts in the Federal records center.

RECOMMENDATION:

That the attached copies of SF 115 be forwarded to NARS.

APPROVED: _____

Adm. Servs. _____	Laboratory _____
Crim. Inv. _____	Legal Coun. _____
Director _____	Off. of Cong. & Public Affs. _____
Exec. AD-Adm. _____	Rec. Mgnt. <i>CM/Rux</i>
Exec. AD-Inv. _____	Tech. Servs. _____
Exec. AD-LES _____	Training _____

DETAILS:

During a review of items relating to the numerical abstracts, the Records Disposition Division, NARS, detected a discrepancy in the retention periods provided in the Retention Plan and in the disposition Schedule. [redacted] of the NARS Appraisal Staff subsequently requested that amended pages be prepared to resolve the discrepancy and that they be directed to the Records Disposition Division. Therefore, the appropriate number of copies of the amended SF 115 have been prepared and are attached for referral to NARS.

Enclosure
 66-19249

- 1 - Mr. Mintz (Attn: [redacted])
- 1 - Mr. Monroe
- 1 - Mr. Scherrer
- 1 - [redacted]
- 1 - [redacted]

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 b7C

CMG:ve (6)

24 APR 8 1983
[Signature]

66-19249-310
 MAR 18 1983

Memorandum R. W. Scherrer to Mr. Monroe
RE: DESTRUCTION OF RECORDS
NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ AND FIELD RECORDS

Additionally, we have been informally advised that the numbering abstracts, which we have sought to store in the Federal records center, will not be accepted in the current packing arrangement, i.e., the straight sequential order. The records center will undoubtedly require the segregation of permanent (abstracts to multi-section files) and temporary (disposable) abstracts before they are acceptable for storage.

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO.	
DATE RECEIVED	
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
	b6 b7c
Date	Archivist of the United States

TO: GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1. FROM (AGENCY OR ESTABLISHMENT)

Department of Justice

2. MAJOR SUBDIVISION

Federal Bureau of Investigation

3. MINOR SUBDIVISION

Records Management Division

4. NAME OF PERSON WITH WHOM TO CONFER

Robert W. Scherrer

5. TEL. EXT.

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 3 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

A Request for immediate disposal.

B Request for disposal after a specified period of time or request for permanent retention.

C. DATE	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE
3/16/83		Section Chief, Records Systems Sec Records Management Division

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	Files and records maintained at Federal Bureau of Investigation Headquarters and field offices as the Central Records System. An amendment has been performed to rectify a discrepancy in a sub-item relating to the Central Records System which was included in the comprehensive disposition schedule approved by the Archivist of the United States on November 9, 1981. (This is an amendment to Job No. NC1-65-82-4, approved November 9, 1981; Job No. NC1-65-82-5, approved December 30, 1981; and Job No. NC1-65-82-24, approved July 23, 1982. Amended pages should be inserted within the comprehensive disposition schedule which was approved by the Archivist on November 9, 1981.)		

66-19249-310

ENCLOSURE

Request for Records Disposition Authority—Continuation

PAGE OF
288 of 300

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
3.	<p>Specialized Indexes and Albums: Field Offices.</p> <p><u>DESTROY</u> when all administrative needs have ended.</p>		
4.	<p>Interesting Case Summaries.</p> <p>Brief summaries of investigative cases which the Bureau considered as having unusual interest. These summaries were prepared for distribution to the news media.</p> <p><u>PERMANENT</u>: Offer to NARS in 10 year blocks when 10 years old.</p>		
5.	<p>Abstracts.</p> <p>Brief summaries abstracted from "recorded" documents in the Bureau's case files. Abstracts contain absolutely no information not appearing in the abstracted recorded document. Information captured includes type of document, date, source and/or destination, preparer (in case of outgoing items and incoming reports), subject, and file number. Only 40 percent of the documents in file were also recorded. Hence, less than half of the case file records were abstracted. In 1979, the abstract system was replaced by a computerized system except for personnel and applicant matters, which are still being manually abstracted.</p> <p>a. abstracts arranged chronologically by source.</p> <p><u>PERMANENT</u>: Offer to NARS in 10 year blocks when 50 years old.</p>		

115-203

Four copies, including original, to be submitted to the National Archives

STANDARD FORM 115-A
Revised July 1974
Prescribed by General Services
Administration
FPMR (41 CFR) 101-11.4

Request for Records Disposition Authority - Continuation

JOB NO.

PAGE OF

289 of 300

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
6.	<p>b. abstracts arranged by case file number and corresponding serial number. These abstracts, which are called "numbering abstracts" are duplicative of the chronological source abstracts and also duplicative of the information appearing in the communication abstracted.</p> <p>(1) Abstracts corresponding with multi-section cases identified for permanent retention.</p> <p><u>PERMANENT.</u> Offer to NARS with corresponding case files.</p> <p>(2) Remaining abstracts.</p> <p><u>DESTROY</u> when administrative needs have been met.</p> <p>c. abstracts relating to the Special Intelligence Service, 1940 through 1948.</p> <p><u>PERMANENT.</u> Offer to NARS when 50 years old.</p> <p>d. abstracts relating to personnel and applicant matters.</p> <p><u>DESTROY</u> when administrative needs have expired.</p>		
	<p>6. Budget Records.</p> <p>a. unclassified budget formulation records documenting the development of the Bureau's budget and its revision by the Department</p>		

Memorandum



Exec AD Adm. _____
 Exec AD Inv. _____
 Exec AD LES _____
 Asst. Dir.:

- Adm. Servs. _____
- Crim. Inv. _____
- Ident. _____
- Insp. _____
- Intell. _____
- Lab. _____
- Legal Coun. _____
- Off. Cong. & Public Affs. _____
- Rec. Mgnt. _____
- Tech. Servs. _____
- Training _____
- Telephone Rm. _____
- Director's Sec'y _____

To : C. P. Monroe *CM*

Date 4/5/83

From : R. S. Young *y/urps*

NATIONAL Archives and Records Service

Subject : GSA DRAFT BILL TO AMEND TITLE 44, UNITED STATES CODE, TO CLARIFY ARCHIVAL AUTHORITY FOR RESTRICTED RECORDS

PURPOSE: To request the comments of the Records Management Division (RMD) on the proposed legislation.

DETAILS: By form memorandum dated 3/28/83, from the Office of Legislative Affairs, the FBI was provided a copy of the proposed legislation and was asked to provide the Bureau's comments on the proposal. This bill would add an additional section to Chapter 21 of Title 44 which would provide that, notwithstanding any restrictions on access to agency records imposed by Statute or Executive Order, certain persons employed by the National Archives and Records Service with appropriate clearance are permitted access to restricted records for certain specified archival work.

RECOMMENDATION: That RMD provide its comments to Congressional Affairs Office, (CAO), Attention [redacted] in time to enable CAO to meet the Departments 4/14/83 deadline.

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- 1 - Mr. Monore - Enc.
- 1 - Mr. Young - Enc.
- 1 - Mr. Haynes - Enc.
- 3 - Mr. Moschella - Enc.
- 1 - [redacted]

APPROVED:

Director _____	Adm. Servs. _____	Laboratory _____
Exec. AD-Adm. _____	Crim. Inv. _____	Legal Coun. _____
Exec. AD-inv. _____	Ident. _____	Off. of Cong. & Public Affs. <i>y/urps</i>
Exec. AD-LES _____	Inspection _____	Rec. Mgnt. _____
	Intell. _____	Tech. Servs. _____
		Training _____

SA [redacted]
Room 7700 TL #245

ADDENDUM: RECORDS MANAGEMENT DIVISION - PAGE 2

ADDENDUM: CRIMINAL INVESTIGATIVE DIVISION - PAGE 4

SEE INTD ADDENDUM PAGE 5

SEE LEGAL COUNSEL ADDENDUM PAGE 6

66 JUL

66-19249-

67 JUN 13 1983

18 MAY 24 1983

See. of C. & P. Affs. AS

*Schuster
REC. MGT.*

Memorandum from R. S. Young to Mr. Monroe
Re: GSA DRAFT BILL TO AMEND TITLE 44, UNITED STATES CODE,
TO CLARIFY ARCHIVAL AUTHORITY FOR RESTRICTED RECORDS

ADDENDUM: RECORDS MANAGEMENT DIVISION (RMD) 4/8/83 GL:cak

RMD has reviewed this memorandum and attached legislative amendment proposal and accompanying documents. The following observations/concerns are offered for consideration:

1. The language of the proposed amendment suggests that persons employed by the National Archives and Records Service (NARS) would have carte blanche access to records of Executive Agencies, including the FBI, notwithstanding any restrictions on access imposed by statute or Executive Order. It appears the only exception would be that NARS employees would be required to have the appropriate national security clearances before obtaining access to those restricted records. This appears to indicate that NARS employees would have access to electronic surveillance records, files and data emanating from judicial authority resulting from Chapter 119, Title 18, USC, § 2510 - 2520.

Section 2517 of this Chapter appears to restrict access or disclosure to only investigative officers and law enforcement officers except when such contents of communications obtained under provisions of this Chapter are disclosed while giving testimony under oath or affirmation in any proceeding held under the authority of the United States or of any state or political subdivision thereof. There appears to be other language in the chapter prohibiting disclosure of information obtained under provisions of the Chapter.

The Chapter goes on to say, in Section 2520, that any person whose communications are intercepted, disclosed, or used in violation of Chapter 119 shall "... (1) have a civil cause of action against any person who intercepts, discloses or uses, or procures any other person to intercept, disclose, or use such communication, and (2) be entitled to recover from any such person--

"(a) actual damages but not less than liquidated damages computed at the rate of \$100 a day for each day of violation or \$1,000, whichever is higher;

"(b) punitive damages; and

"(c) a reasonable attorney's fee and other litigation costs reasonable incurred.

"A good faith reliance on a court order or legislative authorization shall constitute a complete defense to any civil or criminal action brought under this chapter or under any other law."

Memorandum from R. S. Young to Mr. Monroe
 Re: GSA DRAFT BILL TO AMEND TITLE 44, UNITED STATES CODE,
 TO CLARIFY ARCHIVAL AUTHORITY FOR RESTRICTED RECORDS

2. The RMD recognizes the fact that publicly allowing NARS employees access to information identifying sources, informants and assets could have a devastating effect on the ability of FBI agents to develop sources, informants and assets, especially in those instances where the individuals have specifically and pointedly requested and insisted that no one outside the FBI, and only those within the FBI requiring the knowledge, be aware of their personally having a professional relationship with the FBI.

3. In "American Friends Service Committee, et al., v. William H. Webster, et al.," Civil Action No. 79-1655, U. S. District Court for the District of Columbia, other satellite issues, such as disclosure of tax return information barred by the nondisclosure provision of the Tax Reform Act of 1976, 26 USC § 6103 and the disclosure of Grand Jury information in violation of the Federal Rules of Criminal Procedure, Rule 6 (e), must be addressed.

The RMD defers to the Legal Counsel Division (LCD), the Criminal Investigative Division (CID), and the Intelligence Division (INTD) further comment on these observations and concerns in view of the fact these issues go beyond the maintenance, processing and control of records.

The RMD recommends that official comment on the proposed legislative change be obtained from LCD, CID and INTD.

APPROVED:	Adm. Servs.	Laboratory
Director	Comm. Div.	Leg. Coun.
Exec. AD-Adm.	Ident.	Off. of Cong. & Public Affairs
Exec. AD-Inv.	Inspection	Rec. Mgmt.
Exec. AD-LES	Intell.	Training

Handwritten initials: JWB, CMA, R/S

Memorandum from R. S. Young to Mr. Monroe
Re: GSA Draft Bill to Amend Title 44,
United States Code, to Clarify
Archival Authority for Restricted
Records

JAM
njw
ADDENDUM: CRIMINAL INVESTIGATIVE DIVISION, 4/12/83, JDM:njw

This Bill would grant NARS' employees, who have national security clearances, access to classified information. By extension, NARS' employees would have access to all other records absent a court order to the contrary.

CID opposes the enactment of this measure because it would result in NARS' having access to raw FBI files, including those pertaining to informants, assets and pending investigations. CID doubts a case can be made that NARS' need for access to such sensitive materials outweighs the potential risk and harm.

Furthermore, enactment of this proposal would result in an executive agency having access to documents which are classified pursuant to an Order issued by the Chief Executive. Such an eventuality, it seems to us, would invert the proper chain of command.

APPROVED: Adm. Servs. *AS* Laboratory _____
Crim. Inv. *OB* Legal Coun. _____
Director _____ Off. of Cong. & Public Affs. _____
Exec. AD-Adm. _____ Ident. _____ Rec. Mgnt. _____
Exec. AD-LES _____ Inspection _____ Tech. Servs. _____
Intell. _____ Training _____

Memorandum Young to Monroe, 4/5/83

Re: GSA DRAFT BILL TO AMEND TITLE 44, UNITED STATES CODE,
TO CLARIFY ARCHIVAL AUTHORITY FOR RESTRICTED RECORDS

ADDENDUM: INTELLIGENCE DIVISION (INTD), 4/14/83, CWD:jls *[Handwritten initials]*

INTD strenuously objects to the current formulation of the GSA draft bill. While the proposed language of §2115 (1) and (3) does not appear to present problems in that 44 USC, Chapter 21, allows the GSA Administrator to direct transfer only of records over 50 years old and in that 44 USC, Chapter 33, pertains to lists of records held, the paragraph at §2115 (2) has no limitation and appears to permit unlimited access.

Such unrestricted access is contrary to the minimization instructions contained in each court order permitting electronic surveillance under the Foreign Intelligence Surveillance Act. Dissemination of information to other agencies under FISA orders is strictly limited. The draft bill in its present form places the Legislative Branch in direct conflict with the Judicial Branch of government.

Almost all documents prepared by INTD are classified and consequently subject to the "need to know" principle as stated in various intelligence community documents. (See Executive Order 12356, at Section 5.3(c)). Even inside the FBI access to documents is not granted simply because employees hold the necessary clearances. A demonstrable need for access to classified information must be shown. While the archives people will hold security clearance, the need to evaluate records systems is, in the opinion of INTD, insufficient to endanger national security by exceeding the need to know principle.

In addition, unrestricted access to ongoing operational files or to asset files presents an unnecessary risk of compromise to these cases.

APPROVED:	<u>Adm. Servs.</u>	<u>Laboratory</u>
	<u>Crim. Inv.</u>	<u>Legal Coun.</u>
<u>Director</u>		<u>Off. of Cong. & Public Affs.</u>
<u>Exec. AD-Adm.</u>	<u>Ident.</u>	<u>Rec. Mgnt.</u>
<u>Exec. AD-Inv.</u>	<u>Inspection</u>	<u>Tech. Servs.</u>
<u>Exec. AD-LES</u>	<u>Intell.</u>	<u>Training</u>

[Handwritten signature]

Legal Counsel Addendum to Memorandum
 from R.S. Young to Mr. Monroe
 RE: GSA DRAFT BILL TO AMEND TITLE 44, UNITED STATES CODE,
 TO CLARIFY ARCHIVAL AUTHORITY FOR RESTRICTED RECORDS

LEGAL COUNSEL ADDENDUM: CH:gmd 4/18/83

The proposed bill granting National Archives and Records Service (NARS) access to "restricted records" would affect several types of records maintained in FBI files. "Restricted records" for FBI purposes would include:
 1) informant files or information, 2) Title III information, 3) Foreign Intelligence Surveillance Act records, 4) Federal Grand Jury matters, 5) information classified in the interests of national security, and 6) tax information provided to the FBI under Title 26, U.S.C., Section 6103.

Legal Counsel Division (LCD) defers to the judgment of Divisions 4, 5 and 6 regarding the substantive issues involved, and as is already expressed in their respective addenda. LCD recognizes, however, the negative impact such legislation could have on Bureau operations and concurs with their concerns.

It should also be noted that the issue of NARS access to three of the categories mentioned above, i.e., Title III, Grand Jury and tax information, under existing statutes is currently being litigated in American Friends Service Committee, et al. v. Webster, et al., No. 79-1655 (D.D.C.), and will be argued on appeal on April 25, 1983. It appears that the proposed legislation is aimed directly at the refusal of the Department of Justice to permit access by NARS to such "restricted records."

It should further be noted that the original FBIHQ deadline for response to the proposed legislation was extended from April 14, 1983, to April 21, 1983, per a telephone conversation between SA's [redacted] OCPA, and [redacted] LCD.

APPROVED:

Director _____	Adm. Servs. _____	Laboratory _____
Exec. AD-Adm. _____	Crim. Inv. _____	Legal Coun. _____
Exec. AD-Inv. _____	Ident. _____	Off. of Cong. & Public Affs. _____
Exec. AD-LES _____	Inspection _____	Rec. Mgnt. _____
	Intel. _____	Tech. Servs. _____
		Training _____

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April 11, 1983

Mr. Robert W. Scherrer, Section Chief
Records Systems Section
Records Management Division
Federal Bureau of Investigation
Washington, DC 20535

FEDERAL GOVERNMENT

NATIONAL ARCHIVES AND RECORD SERVICE

Dear Mr. Scherrer:

This responds to your letter of February 28, 1983, enclosing a Standard Form 135 and requesting approval to transfer records to the Washington National Records Center (WNRC).

We regret to inform you that we are unable to accept the transfer of the hard-copy criminal investigative files listed on the SF-135 because the microform constitutes an adequate record of these files. Continuing space shortages in the records centers preclude us from accepting duplicative material in instances such as this.

We are willing to accept the transfer of the abstracts with the understanding that the FBI will ensure disposition of these records in accordance with provisions of its schedule. As you are aware, the schedule designates two sets of abstracts for permanent retention. Regarding the third set, the case-serial set of "numbering abstracts", the schedule preserves only those abstracts corresponding to multi-section case files identified for permanent retention. The remainder of this set of abstracts is scheduled for disposal. Given the need to screen this set of abstracts for purposes of disposition, we request your assurance that the FBI will agree to undertake this screening once the Court has approved the schedule and the disposable abstracts are eligible for destruction. As soon as we receive your assurance on this, we will authorize WNRC to accept the records.

We are returning for necessary revision the SF-135 that you forwarded. The revised SF-135 should be sent directly to WNRC once we have authorized transfer of the abstracts. Please let me know if you have any questions about this matter.

Sincerely,



for Federal Records Centers

Enclosure

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66-19249-311

64 LETTER TO
7/20/83. RWS/COX
ENCLOSURE
& RETAINED AT SCHE.
DETACHED
/RWS

10 APR 22 1983

APR 27 1983

4/28

April 20, 1983

FEDERAL GOVERNMENT

[Redacted]

for Federal Records Centers

National Archives and Records Service
Washington, D. C. 20408

Dear [Redacted]

Records Management

In response to your letter of April 11, 1983, please be advised that upon approval of the retention plan and disposition schedule submitted by the National Archives and Records Service (NARS) and the FBI to U. S. District Judge Harold Greene in the civil matter American Friends Service Committee, et al v. William H. Webster, et al, U. S. District Court, Washington, D. C., Civil Action Number 79-1855, the FBI will take prompt action to carry out the disposition of the numbering abstracts stored at the Washington National Records Center (WNRC). Specifically, the FBI will segregate for permanent retention those abstracts corresponding to multisection FBI headquarters (FBIHQ) files. Additionally, prompt action will be taken to arrange for the disposal of the remaining numbering abstracts which have been scheduled for destruction.

The FBI appreciates your agreeing to accept the numbering abstracts at the WNRC; however, I regret you found it necessary to reject our request to accept the transfer of 790 cubic feet of hard-copy inactive investigative files which have been duplicated on microform to the WNRC. As [Redacted] and members of the FBI Appraisal Staff confirmed, due to the Court's prohibition of records disposition, space to accommodate additional active FBIHQ administrative and investigative records is completely exhausted. In order to recover urgently needed floor space for these records, 790 cubic feet of inactive criminal files were duplicated on microform and the hard-copy files were packed in archival containers and placed in temporary storage at FBIHQ in the extremely limited space available for that purpose. We are continuing this process due to the active administrative and investigative files; however, the limited space available to store the hard-copy records is now also exhausted. I had hoped to temporarily transfer the 790 cubic feet

66-18966-887

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- Exec AD Inv. _____
- Exec AD Adm. _____
- Exec AD LES _____
- Asst. Dir.:
- Adm. Servs. _____
- Crim. Inv. _____
- Ident. _____
- Intell. _____
- Laboratory _____
- Legal Coun. _____
- Plan. & Insp. _____
- Rec. Mgnt. _____
- Tech. Servs. _____
- Training _____
- Public Affs. Off. _____
- Telephone Rm. _____
- Director's Sec'y _____

66-18966-19249

- 1 - Mr. Mintz (Attn: [Redacted])
- 1 - Mr. Monroe
- 1 - Mr. Scherrer
- 1 - [Redacted]

APPROVED: _____

Adm. Servs. _____

66-19249- _____

Exec AD Inv. _____

Exec AD LES _____

100 APR 25 1983

RWS:cak (9)
MAIL ROOM

note: have carried to NARS by a representative of RMD-Rex 4-20-83

(CONTINUED - OVER)

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[REDACTED]
Acting Assistant Archivist for Federal Records Centers

of hard-copy criminal files to WNRC until Judge Greene approved the retention plan and the disposition schedule, at which time these hard-copy files could be destroyed since the microform of these files constitute an adequate record. Should these hard-copy files be transferred to the WNRC, there would be no reason for access by the FBI for file review or FOIA requests since the microform maintained at FBIHQ would serve these purposes. I had hoped that the recent resolutions of the AT&T and the IBM antitrust suits would have freed up sufficient space to the WNRC to accommodate the 790 cubic feet of criminal files.

Based on the foregoing, I request that you reconsider your decision not to accept the 790 cubic feet of hard-copy criminal files in the WNRC.

Please do not hesitate to call upon me should you have any questions concerning this matter.

Sincerely,

RWS
Robert W. Scherrer
Section Chief
Records Systems Section
Records Management Division

Memorandum



Exec AD Adm. _____
 Exec AD Inv. _____
 Exec AD LES _____
 Asst. Dir.:

- Adm. Servs. _____
- Crim. Inv. _____
- Ident. _____
- Intell. _____
- Laboratory _____
- Legal Coun. _____
- Plan. & Insp. _____
- Rec. Mgnt. _____
- Tech. Servs. _____
- Training _____
- Off. of Cong. & Public Affs. _____
- Telephone Rm. _____
- Director's Sec'y _____

To : Mr. Monroe *cm/Rux*

Date 5/6/83

From : R. W. Scherrer *Rux*

Subject : DESTRUCTION OF RECORDS
 NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
 APPRAISAL OF FBIHQ AND FIELD RECORDS

PURPOSE:

The purpose of this memorandum is to provide for record purposes two amended pages to the FBI record disposition schedule.

RECOMMENDATION:

None. For record purposes.

APPROVED: Adm. Servs. _____ Laboratory _____
 Crim. Inv. _____ Legal Coun. _____
 Director _____ Off. of Cong. & Public Affs. _____
 Exec. AD-Adm. _____ Ident. _____ Rec. Mgnt. *cm/Rux*
 Exec. AD-Inv. _____ Inspection _____ Tech. Servs. _____
 Exec. AD-LES _____ Intell. _____ Training _____

DETAILS:

Based on my memorandum, dated 3/17/83, two amended pages to the FBI disposition schedule were forwarded to NARS for approval. The amendments were necessary to resolve discrepancies appearing in the FBI Retention Plan and the disposition schedule regarding the disposition of numerical abstracts.

The amendment, which was approved by the Archivist of the United States, is attached for record purposes.

2 ENCLOSURE

Enclosure ENCLOSURE ATTACHED
66-19249

- 1 - Mr. Mintz (Attn:)
- 1 - Mr. Monroe (Admin.)
- 1 - Mr. Scherrer
- 1 -
- 1 -

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CMG:jls (6)

64 MAY 20 1983

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66-19249-312

MAY 16 1983

RECORDS SYSTEMS

66-19249-312

ENCLOSURE

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

TO: GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1. FROM (AGENCY OR ESTABLISHMENT)
Department of Justice

2. MAJOR SUBDIVISION
Federal Bureau of Investigation

3. MINOR SUBDIVISION
Records Management Division

4. NAME OF PERSON WITH WHOM TO CONFER

Robert W. Scherrer

5. TEL. EXT.

LEAVE BLANK	
JOB NO.	NC1-65-83-20
DATE RECEIVED	4-1-83
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
4-18-83 Date	

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 3 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

A Request for immediate disposal.

B Request for disposal after a specified period of time or request for permanent retention.

C. DATE 3/16/83	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Robert W. Scherrer</i>	E. TITLE Section Chief, Records Systems Sec Records Management Division
---------------------------	--	---

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	Files and records maintained at Federal Bureau of Investigation Headquarters and field offices as the Central Records System. An amendment has been performed to rectify a discrepancy in a sub-item relating to the Central Records System which was included in the comprehensive disposition schedule approved by the Archivist of the United States on November 9, 1981. (This is an amendment to Job No. NC1-65-82-4, approved November 9, 1981; Job No. NC1-65-82-5, approved December 30, 1981; and Job No. NC1-65-82-24, approved July 23, 1982. Amended pages should be inserted within the comprehensive disposition schedule which was approved by the Archivist on November 9, 1981.)		

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APPRAISAL REPORT ON RECORDS DISPOSITION REQUEST

JOB NUMBER

SECTION I – ACTION TAKEN

1. **APPROVED FOR DISPOSAL:** The records described under all items of the schedule, except those that may be listed in blocks 2, 3, and 4 of this section, are disposable because they do not have sufficient value for purposes of historical or other research, functional documentation, or the protection of individual rights to warrant permanent retention by the Federal Government.

GENERAL ACCOUNTING OFFICE CONCURRENCE IS NOT NECESSARY IS NECESSARY AND HAS BEEN OBTAINED.

2. **APPROVED FOR PERMANENT RETENTION:** The records described under the following item or items have been appraised by the National Archives and Records Service (NARS) and are designated for permanent retention by the Federal Government. The agency will offer these records to NARS as specified in the schedule.

3. **DISPOSITION NOT APPROVED:** The records described under the following item or items are not approved for disposition. See Section III of this form for explanation.

4. **WITHDRAWN:** The records described under the following item or items have been withdrawn at the request of the agency.

SECTION II – RECOMMENDATION/CONCURRENCES

	TITLE	SIGNATURE	DATE
APPRAISAL	APPRaiser	[Signature]	[Date]
	DIRECTOR, RECORDS DISPOSITION DIVISION	[Signature]	[Date]
CONCURRENCES			

SECTION III – APPRAISER'S COMMENTS

[Faint, illegible text in the comments section]

May 9, 1983

[Redacted] for
Federal Records Centers
National Archives and Records Service
General Services Administration
Washington, D. C. 20408

Dear [Redacted]

I have received your letter of May 2, 1983, which authorized the transfer of certain FBI records to the Washington National Records Center.

Attached are the required number of copies of completed SF 135 for your review and subsequent action.

I appreciate the assistance you have provided in resolving this matter.

Sincerely,

Robert W. Scherrer
Section Chief
Records Systems Section
Records Management Division

Enclosures (3)

NOTE: Based on letter from [Redacted] dated 5/2/83, wherein authorization was granted to transfer 1,419 cubic feet of numerical abstracts and 790 cubic feet of investigative files of the 87 (Interstate Transportation of Stolen Property) classification. Completed copies of SF 135 are being forwarded to [Redacted] to complete the record transfer. A copy of referenced letter is attached for information.

- 66-18966
- ① - 66-18249
- 1 - Mr. Mintz (Attn: [Redacted])
- 1 - Mr. Monroe
- 1 - Mr. Scherrer
- 1 - [Redacted]
- 1 - [Redacted]

CMG:jls (8)

ENCLOSURE

NOT RECORDED
MAY 9 1983

DUPPLICATE

REG COPY AND COPY OF ENCL FILED
66-18966-807

ORIGINAL FILED IN

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-4kw

RECORDS TRANSMITTAL AND RECEIPT

Complete and send original and two copies of this form to the appropriate Federal Records Center for approval prior to shipment of records. See specific instructions on reverse.

PAGE 1 OF 1 PAGES

1. TO (Complete the address for the appropriate records center serving your area)
 Federal Archives and Records Center
 General Services Administration
 Washington National Records Center
 Washington, D. C. 20409

5. FROM (Enter the name and complete mailing address of the office retiring the records. The signed receipt of this form will be sent to this address)
 Federal Bureau of Investigation
 Tenth and Pennsylvania Avenue, Northwest
 Washington, D. C. 20535

2. AGENCY TRANSFER AUTHORIZATION
 TRANSFERRING AGENCY OFFICIAL (Signature and title) DATE
Robert W. Scherer Section Chief 5/6/83
 Records Management Division

3. AGENCY CONTACT
 TRANSFERRING AGENCY LIAISON OFFICIAL (Name, office and telephone No.)
 [Redacted]

4. RECORDS CENTER RECEIPT
 RECORDS RECEIVED BY (Signature and title) DATE
 [Redacted]

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66-19247-
MANUSCRIPTS
Fold line

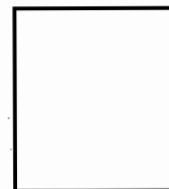
RECORDS DATA

ACCESSION NUMBER			VOLUME (ex. ft.)	AGENCY BOX NUMBERS	SERIES DESCRIPTION (With inclusive dates of records)	RESTRICTION	DISPOSAL AUTHORITY (Schedule and item number)	DISPOSAL DATE	COMPLETED BY RECORDS CENTER			
RG (a)	FY (b)	NUMBER (c)							LOCATION (j)	SHELF PLAN (k)	COUNT TYPE (l)	AUTO. DISP. (m)
65	83	0010	1419	1 thru 1419	Numerical abstracts, 1936-1979	R	Unresolved					
65	83	0011	790	1 thru 790	Hard-copy file material of the 87 (Interstate Transportation of Stolen Property) Classification which has been microfilmed consistent with regulations contained in 41 CFR 101-11.5	R	Unresolved					

NOTE: Records restricted to use by FBI employees only.



May 2, 1983



Mr. Robert W. Scherrer, Section Chief
Records Systems Section
Records Management Division
Federal Bureau of Investigation
Washington, DC 20535

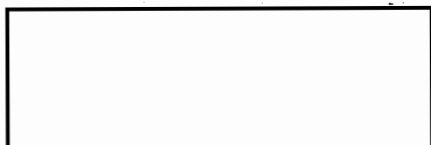
Dear Mr. Scherrer:

This responds to your letter of April 20, 1983 regarding transfer of records to the Washington National Records Center (WNRC). Given the FBI's commitment to screen the numbering abstracts for disposition, once the retention plan and disposition schedule for FBI records has received court approval, I am authorizing their transfer to WNRC.

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In view of the information provided in your letter, and from the stand-point of ensuring Governmental economy, I also am authorizing WNRC to accept a one-time transfer of 790 cubic feet of hard-copy investigative files duplicated on microfilm. We understand that the records will be eligible for immediate disposal as soon as the current court order enjoining the disposal of FBI records is lifted.

If you have further questions on this matter, please let me know.



for Federal Records Centers



May 13, 1983

FEDERAL GOVERNMENT

Mr. Robert Scherrer
Section Chief
Records Management Division
Federal Bureau of Investigation
Washington, DC 20535

Dear Bob:

National Archives and Records Service

In response to the FBI's request, Ken Rossman, archivist with our Laguna Niguel Federal Archives and Records Center, reviewed evidence at the Los Angeles FBI offices March 15 and 16, and April 6, 1983.

The evidence Mr. Rossman reviewed consisted of pirated copies of sound recordings or motion picture films from 24 copyright violation cases. He sampled tape cassettes, 8-track tapes, phonograph records, or video cassettes from each of the cases, determining that they were in fact pirated reproductions of a copyrighted production, the original of which is preserved by the recording or motion picture industry. The copies have no historical or other research value to warrant permanent retention in the National Archives. All cassette tapes, 8-track tapes, phonograph records, and video cassette recordings acquired as evidence in the following Los Angeles cases should be erased or destroyed:

- 28-376 [redacted] dba Gault Industries
- 28-823 [redacted] dba American Stereo
- 28-2768 [redacted]
- 28-5138 [redacted] dba Beatle Buys, et al.
- 28B-5319 [redacted]
- 28A-5319A [redacted]
- 28A-5868 [redacted] t al.
- 28A-5920 [redacted]
- 28B-6702 [redacted]
- 28-7184 [redacted]
- 28B-7577 [redacted]
- 28B-7771 [redacted] dba The Record Mall
- 28-7791 [redacted]
- 28-7853 [redacted]
- 28-7891 [redacted]
- 28A-7967 [redacted] et al., dba Virco Recording Co.
- 28-7979 [redacted]
- 28-7997 [redacted]
- 28A-8090 [redacted] dba Globe Record Co.

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Wider

66-19249-313

12 MAY 19 1983

AIRTEL TO LOS ANGELES 5/18/83. Aus/co. K JUN 22 1983

file 66-19249 Rux

4/Rux

AIRTEL

5/18/83

Director, FBI
SAC, Los Angeles (28-00) (WCC-6)

~~COPYRIGHT MATTERS:
DISPOSITION OF PIRATED
MOTION PICTURES & SOUND RECORDINGS~~

National Archives AND Records Service

ReBuairtel 2/10/83, captioned as above

Enclosed are two copies of a self-explanatory letter dated 5/13/83, from the National Archives and Records Service (NARS), which sets forth the results of an examination of a volume of pirated motion picture film and sound recordings being held by your office. This review was conducted by the NARS resident archivist from Laguna Niguel, California. You will note that NARS concluded the pirated motion picture film and sound recordings have no historical or other research value to warrant permanent retention and that NARS authorized the erasure or destruction of this material.

You should promptly carry out the erasure or destruction of the pirated motion picture film and sound recordings related to the twenty-four cases identified in the 5/13/83, NARS letter. You should place a copy of the 5/13/83, NARS letter in each of the case files identified in the letter.

Enclosure

DE-146

66-19249-314

Note: Los Angeles is being provided with disposition instructions for a volume of pirated motion picture film and sound recordings which were obtained in 24 individual copyright violation cases.

12 MAY 19 1983

- Exec AD Inv. _____
- Exec AD Adm. _____
- Exec AD LES _____
- Asst. Dir. _____
- Adm. Servs. _____
- Crim. Inv. _____
- Ident. _____
- Intell. _____
- Laboratory _____
- Legal Coun. _____
- Plan. & Insp. _____
- Rec. Mgnt. _____
- Tech. Servs. _____
- Training _____
- Public Affs. Off. _____
- Telephone Rm. _____
- Director's Sec'y _____

- 1 - 66-19249
- 1 - Mr. Revell (Attn: [redacted])
- 1 - Mr. Mintz (Attn: [redacted])
- 1 - Mr. Monroe
- 1 - Mr. Scherke
- 64 RWS: cak (9)

[redacted]

ROVED:

b6
b7C

- Director _____
- Exec AD-Adm. _____
- Exec AD-Inv. _____
- Exec AD-LES _____
- Adm. Servs. _____
- Crim. Inv. _____
- Ident. _____
- Inspection _____
- Intell. _____
- Laboratory _____
- Legal Coun. _____
- Off. of Cong. & Public Affs. _____
- Rec. Mgnt. _____
- Tech. Servs. _____
- Training _____

MAIL ROOM

John
Date: May 20, 1983

BY LIAISON

To: Edwin A. Thompson, Director
Records Declassification Division
National Archives and Records Service
Washington, D.C.

FEDERAL GOVERNMENT

From: Lloyd E. Dean, Security Programs Manager
Federal Bureau of Investigation

Subject: NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
LIST OF FEDERAL BUREAU OF INVESTIGATION (FBI)
DOCUMENTS WITHHELD PURSUANT TO EXECUTIVE
ORDER (EO) 12065 DURING CALENDAR YEAR 1979

Attached hereto is a list of FBI documents withheld during 1979 by NARS pursuant to EO 12065.

EO 12065 required that classified information over twenty years old be approved by the Attorney General for continued classification; however, on August 1, 1982, EO 12065 was replaced by EO 12356. EO 12356 does not require Attorney General approval for continued classification of information over twenty years old. Therefore, the attached list, which was originally furnished to the FBI by NARS, has been reviewed by the FBI, and the documents identified on the attached list continue to require extended classification for the reasons indicated. It is requested that you separate and keep protected, until December 31 of the year indicated, the records identified on the list.

Enclosure

CONFIDENTIAL MATERIAL ATTACHED

- 1 - Mr. Monroe
- 1 - Mr. Dean
- 1 -
- 1 -

b6
b7C

66-19249-315

23 MAY 20 1983

VRT: *CHM* (7)

- Exec AD Adm.
- Exec AD Inv.
- Exec AD LES
- Asst. Dir.:
- Adm. Servs.
- Crim. Inv.
- Ident.
- Insp.
- Intell.
- Lab.
- Legal Coun.
- Off. Cong. & Public Affs.
- Rec. Mgnt.
- Tech. Servs.
- Training
- Telephone Rm.
- Director's Sec'y

NOTE: The list of FBI documents withheld per EO 12065 during calendar year 1979 was furnished to the Department Review Committee for consideration by the Attorney General by letter dated January 17, 1981. By letter received March 23, 1983, Margaret A. Irving, Chief, Classification Review Unit, Office of Information and Privacy, DOJ, returned the attached list to DCRS, RMD, stating that EO 12356 does not require the Attorney General's direct participation and that the FBI, pursuant to the language of EO 12356 3.3, can make the classification response to NARS. Based on this response, the CAU, DCRS, has reviewed the list of FBI documents withheld during 1979 by NARS pursuant to EO 12065 and determined that their continued classification is essential under EO 12356.

hand carried by
5/20/83
4-File

MAIL ROOM



FEDERAL GOVERNMENT

JUN 2 1983

MIT

Mr. Robert Scherrer
Records Management Division
Room 5644
Federal Bureau of Investigation
9th and Pennsylvania Avenue, N.W.
Washington, DC 20535

National Archives and Records Service

Dear Mr. Scherrer:

In response to the FBI's request, Ken Rossman, archivist with our Laguna Niguel Federal Archives and Records Center, reviewed evidence at the Los Angeles FBI office on May 19, 1983.

The evidence Mr. Rossman reviewed consisted of pirated copies of motion picture films and 45-rpm phonograph records acquired in three copyright violation cases. He sampled the videotapes determining that they were in fact pirated reproductions of copyrighted productions, the originals of which are preserved by the motion picture industry. The approximately 80,000 phonograph records, most of them niched to prevent use, had been intended for destruction but were acquired by the subject for sale. The originals of the recordings are preserved by the music recording industry. None of the copies acquired in the three cases has historical or other research value to warrant permanent retention in the National Archives. All of the videotapes and phonograph records acquired in the following cases may be destroyed or erased:

- Los Angeles Case 28-8236 [redacted] dba L.A. Video
- Los Angeles Case 28-8250 [redacted] dba Impact Video of America
- Los Angeles Case 28-8274 [redacted] dba Out of the Past, Ltd.

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(Handwritten initials)

Sincerely,

[Redacted signature area]

for Public Programs and Exhibits

64 JUL 21 1983
DC
(Handwritten initials)

66-19249-316
DE-142

1 JUN 17 1983

RECORDED
INDEXED

AIRTEL TO
LA 6/18/83
RWS/CKK

AIRTEL

6/8/83

Director, FBI

SAC, Los Angeles (28-00) (WCC-6)

**COPYRIGHT MATTERS:
DISPOSITION OF PIRATED
MOTION PICTURES & SOUND RECORDINGS**

ReBuairtel 2/10/83, captioned as above.

Enclosed are two copies of a self-explanatory letter dated 6/2/83, from the National Archives and Records Service (NARS), which sets forth the results of an examination of a volume of pirated motion picture film and sound recordings being held by your office. This review was conducted by the NARS resident archivist from Laguna Niguel, California. You will note that NARS concluded the pirated motion picture film and sound recordings have no historical or other research value to warrant permanent retention and that NARS authorized the erasure or destruction of this material.

You should promptly carry out the erasure or destruction of the pirated motion picture film and sound recordings related to the three cases identified in the 6/2/83, NARS letter. You should place a copy of the 6/2/83, NARS letter in each of the case files identified in the letter.

Enclosure

Note: Los Angeles is being provided with disposition instructions for a volume of pirated motion picture film and sound recordings which were obtained in 3 individual copyright violation cases.

MAILED 1
JUN 9 1983
FBI

- Exec AD Inv. _____
- Exec AD Adm. _____
- Exec AD LES _____ 1 - 66-19249
- Asst. Dir.: _____
- Adm. Servs. _____ 1 - Mr. Revell (Attn: _____)
- Crim. Inv. _____ 1 - Mr. Mintz (Attn: _____)
- Ident. _____ 1 - Mr. Monroe (Attn: _____)
- Intell. _____ 1 - Mr. Scherrer (Attn: _____)
- Laboratory _____
- Legal Coun. _____
- Plan. & Insp. _____ RWS:cak (9)
- Rec. Mgnt. _____
- Tech. Servs. _____
- Training _____
- Public Affs. Off. _____
- Telephone Rm. _____
- Director's Sec'y _____

V-24

[Redacted box]

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APPROVED: _____

Director _____

Exec AD _____

Exec AD-LES _____

Adm. Servs. _____

Laboratory _____

Legal Coun. _____

Ident. _____

Intell. _____

Plan. & Insp. _____

Rec. Mgnt. _____

Tech. Servs. _____

Training _____

Public Affs. Off. _____

Telephone Rm. _____

Director's Sec'y _____

Bux

RWS

MAIL ROOM

66-19249-307

JUN 17 1983

FBI/0

AIRTEL

6/9/83

Director, FBI (66-3286 Sub B)

All SACs
All Legats

PERSONAL ATTENTION

DESTRUCTION OF RECORDS;
NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ AND FIELD RECORDS

A permanent injunction in the civil matter American Friends Service Committee, et al., v. William H. Webster, et al., U. S. District Court, Washington, D. C., Civil Action 79-1655, has precluded the destruction of certain administrative and all investigative files since January 10, 1980. You were previously advised that a Disposition Schedule and Retention Plan were developed by NARS and the FBI and submitted to the Court on November 9, 1981; however, to date, the presiding Judge has not approved the Disposition Schedule and Retention Plan. The combined Disposition Schedule and Retention Plan constitute the most complex and detailed records destruction and retention program ever devised for any Government agency. Pending a decision by the presiding Judge, the U. S. Government filed appeals in the U. S. Circuit Court of Appeals, Washington, D. C., challenging the status of the plaintiffs to maintain the above-mentioned Civil Action, and also challenging the authority of NARS personnel to access Internal Revenue Service, Title III and Federal grand jury information contained in FBI files. These appeals were consolidated and oral arguments were heard by a U.S. Circuit Court of Appeals Panel on April 25, 1983. A decision by the U. S. Circuit Court of Appeals is anticipated in the early fall, 1983. Pending action by the presiding Judge to lift the permanent injunction or a favorable ruling by the U. S. Circuit Court of Appeals, destruction of FBI administrative records/files is limited to those described in Memoranda to All SACs numbered 39-80 and 21-83, dated 11/24/80, and 5/31/83, respectively. Destruction of other administrative files and investigative files is not possible at this time.

66-3286-135

ORIGINAL FILED IN

66-11119

- ① - 66-19249
- 1 - Mr. Colwell
- 1 - EAD. Investigations
- 1 - Mr. Otto
- 1 - Each Assistant Director
- 1 - Mr. Scherrer
- 1 - Mr. P. Andrews
- 1 - Mr. Holt

- 1 - Mr. Gants
- 1 - Mr. S. R. Andrews
- 1 - [Redacted]
- 1 - Liaison Unit
- 1 - Manuals Desk

b6 RECORDED
b7C JUL 15 1983

MS:pls/cak (150)

DUPLICATE RETURN

Airtel to All SACs and All Legats
RE: DESTRUCTION OF RECORDS;
NATIONAL ARCHIVES AND RECORDS SERVICES (NARS)
APPRAISAL OF FBIHQ AND FIELD RECORDS

In response to inquiries by several field offices, the following is a summary of the proposed Disposition Schedule and Retention Plan which is provided to acquaint field office personnel with the proposed retention/destruction policy for FBI records. The complexity of the program requires that all future records disposition programs be coordinated and controlled by FBIHQ, which will require a substantial commitment of Records Management Division resources. The previously established retention periods of six months for auxiliary office files and five and ten years for office of origin criminal and security files will no longer apply.

In conducting an extensive review of FBI files and records, NARS identified certain categories within each classification which, after a retention period of 30 or 50 years, will be removed from the custody of the FBI and placed in the National Archives for permanent retention. These records document the functions, policies, and operations of the FBI and have been judged to have permanent historical value. NARS has estimated that approximately 20,000 cubic feet of FBIHQ records and 30,000 cubic feet of field office records will be removed to the National Archives for permanent retention. This 50,000 cubic feet total exceeds 5,500 6-drawer, letter-sized cabinets of records. Prior to transfer to the National Archives, all records will be subjected to a classification review for national security information. This review will be conducted at FBIHQ.

Only after all permanent records are identified will a destruction program commence. The criteria established by NARS for permanent field office records are:

- (1) Exceptional cases - Equivalents of cases identified at FBIHQ by NARS due to the research interest and historical value of the contents. The composite collection of cases was suggested by NARS' outside consultants and/or identified during the review of files;
- (2) Multisection/serial cases originating at both FBIHQ and field offices and their respective equivalents;
- (3) An informational or evidential sample which will generally be the equivalent of the FBIHQ selection. The sampling procedure will also be applied to records originating in ten field offices;

Airtel to All SACs and All Legats
RE: DESTRUCTION OF RECORDS;
NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ AND FIELD RECORDS

- (4) Classifications designated as permanent in their entirety in Office of Origin, Auxiliary offices or selected offices; and
- (5) All related index cards.

After permanent records have been identified and forwarded to FBIHQ and a determination has been made that no litigation, pending FOIPA requests, administrative or investigative needs exist, field destruction will be accomplished after retention periods of:

- (1) 20 years - Security and applicant files in Office of Origin;
- (2) 10 years - Criminal files in Office of Origin; and
- (3) 1 year - Files of Auxiliary offices.

Legal Attache office permanent files include exceptional cases identified at FBIHQ, multisection/serial cases within certain classifications, or certain entire classifications maintained by Legal Attache Offices in Hong Kong and Mexico City. Basically, destruction of Legal Attache records will be accomplished after one year, if no retention restrictions exist.

Due to the quasi-sensitive nature of the pending litigation, NARS has not made the FBI aware of the exceptional cases or sample cases selected for permanent retention and most likely will not do so until resolution of the civil action. Consequently, additional research will be required to identify pertinent files upon receipt of this data and some delay is anticipated in forwarding instructions to field offices for action.

Through the automated file inventory system, FBIHQ has the capability to identify multisection cases and will initiate a program to identify corresponding field office files; however, the identification of multiseriale cases will require a file-by-file review by each field office. At the present time, field offices should maintain a current status on litigation cases which are periodically received from FBIHQ for searching and retention of pertinent files.

The foregoing represents an overview of the proposed retention/destruction program of FBI records to familiarize all personnel with the elementary provisions of the program and is not intended to serve as authorization to commence destruction.

Airtel to All SACs and All Legats
RE: DESTRUCTION OF RECORDS;
NATIONAL ARCHIVES AND RECORDS SERVICES (NARS)
APPRAISAL OF FBIHQ AND FIELD RECORDS

Any questions regarding the foregoing should be directed to SA Robert W. Scherrer, Section Chief, Records Systems Section, Records Management Division.

NOTE: Content of instant airtel was coordinated with SA [redacted] and SA [redacted] Legal Counsel Division, by SA R. W. Scherrer, Records Management Division. b6 b7C

Mr. Colwell

6/15/83

C. P. Monroe

**TRANSFER OF RECORDS TO THE
WASHINGTON NATIONAL RECORDS CENTER
(WNRC), SUITLAND, MD**

PURPOSE:

The purpose of this memorandum is to advise that the transfer of numerical abstracts and hard-copy criminal investigative files to WNRC has been completed and to specify restrictions imposed on future retrieval of the records.

RECOMMENDATION:

None. For information.

DETAILS:

By way of background, efforts were initiated in May, 1981, to transfer 1,419 cubic feet of numerical abstracts to WNRC; however, [redacted] for Federal Records Centers, National Archives and Records Service (NARS), advised on 6/16/81, that space was unavailable and suggested that we again contact WNRC in January, 1982. NARS continued to maintain that space at the WNRC was unavailable throughout 1982. On 2/28/83, our request to transfer the

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66-18966-871

ORIGINAL FILED IN

Enclosure
66-18966

ENCLOSURE

- Exec AD Inv. 1 - 66-2593
- Exec AD Adm. ① - 66-19249
- Exec AD LES 1 - Mr. Colwell
- Asst. Dir.: 1 - EAD Investigations
- Adm. Servs. 1 - Mr. Otto
- Crim. Inv. 1 - Mr. Otto
- Ident. 1 - Each Assistant Director
- Intell. 1 - Mr. Scherzer
- Laboratory 1 - Mr. Scherzer
- Legal Coun. CMG:jls (25) 100
- Plan. & Insp. _____
- Rec. Mgnt. _____
- Tech. Servs. _____
- Training _____
- Public Affs. Off. _____
- Telephone Rm. _____
- Director's Sec'y _____

- 1 - Mr. P. Andrews (Attn: [redacted])
- 1 - Mr. Hotis
- 1 - Mr. Gants
- 1 - Mr. S. R. Andrews
- 1 - [redacted]
- 1 - [redacted]

DUPLICATE YELLOW

66-19249
NOT RECORDED
JUN 22 1983

MAIL ROOM

Memorandum C. P. Monroe to Mr. Colwell
RE: TRANSFER OF RECORDS TO THE
WASHINGTON NATIONAL RECORDS CENTER
(WNRC), SUITLAND, MD

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b7C

abstracts and 790 cubic feet of investigative files of the 87 (Interstate Transportation of Stolen Property) Classification, which had been reduced to microform, was resubmitted in view of the lengthy delays in the action "American Friends Service Committee, et al. v. William H. Webster, et al." and the resolutions of the AT&T and IBM antitrust suits, which were major factors for the previous negative response by [REDACTED]. A final exchange of correspondence resolved questions regarding the disposition of the records and resulted in approval by WNRC on 4/11/83 and 5/2/83, respectively, to accept the numerical abstracts and the original investigative files. Space previously occupied by the abstracts was relinquished to the Criminal Investigative Division and reduction of the criminal investigative files to microform released prime floor space which permitted the expansion of active investigative files. The abstracts and microfilmed files had been temporarily packed in archival containers and warehoused in dead space in 1B and 3B of the JEH Building pending the availability of space at the WNRC.

On 6/7-13/83, the 2,209 cartons (or cubic feet) of records were removed from FBIHQ by personnel of WNRC. The attached copy of the approved SF 135 (Records Transmittal and Receipt) identifies the records and their respective locations. While the records center has been used extensively as a storage facility for payroll records and for vouchers and related records, the storage of FBI investigative records of the Central Records System is unprecedented.

An additional 516 cartons of abstracts for security classifications have been packed separately and will be maintained at FBIHQ. Requests for access to the security abstracts and the abstracts maintained at the records center will be restricted to the positions of and above Assistant Director in order to minimize the time-consuming retrieval process.

Retrieval of the records will be a function of the Service Subunit, Records Services Section, Records Management Division.

RECORDS TRANSMITTAL AND RECEIPT

Complete and send original and two copies of this form to the appropriate Federal Records Center for approval prior to shipment of records. See specific instructions on reverse.

PAGE 1 OF 1 PAGES

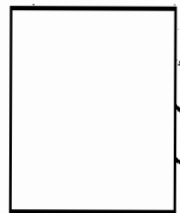
1. TO (Complete the address for the appropriate record center serving your area)
 Federal Archives and Records Center
 General Services Administration
 Washington National Records Center
 Washington, D. C. 20409

5. FROM (Enter the name and complete mailing address of the office retiring the records. The signed receipt of this form will be sent to this address)
 Federal Bureau of Investigation
 Tenth and Pennsylvania Avenue, Northwest
 Washington, D. C. 20535

2. AGENCY TRANSFER AUTHORIZATION
 TRANSFERRING AGENCY OFFICIAL (Signature and title) DATE
Robert W. Scherer Section Chief 5/6/83
 Records Management Division

3. AGENCY CONTACT
 TRANSFERRING AGENCY LIAISON OFFICIAL (Name, office and telephone No.)
 [Redacted]

4. RECORDS CENTER RECEIPT
 RECORDS RECEIVED BY (Signature and title) DATE
 [Redacted]



66-777-11 ENCLOSURE

RECORDS DATA

ACCESSION NUMBER			VOLUME (cu. ft.)	AGENCY BOX NUMBERS	SERIES DESCRIPTION (With inclusive dates of records)	RESTRICTION	DISPOSAL AUTHORITY (Schedule and item number)	DISPOSAL DATE	COMPLETED BY RECORDS CENTER				
RG (a)	FY (b)	NUMBER (c)							LOCATION (j)	SHELF PLAN (k)	CONT. TYPE (l)	DATE (m)	INIT. (n)
65	83	0010	1419	1 thru 1419	Numerical abstracts, 1936-1979	R	Unresolved ITEM 5B	1/20/10	02/15/02-1/1	S	A	W	
65	83	0011	790	1 thru 790	Hard-copy file material of the 87 (Interstate Transportation of Stolen Property) Classification which has been microfilmed consistent with regulations contained in 41 CFR 101-11.5	R	Unresolved II-NNA-223	c/86	09/66:00-1/1	S	A	W	

NOTE: Records restricted to use by FBI employees only.



SMM June 21, 1982

greek

FEDERAL GOVERNMENT

Robert W. Scherrer
Section Chief
Records Systems Section
Records Management Division
Federal Bureau of Investigation
Washington, D.C. 20535

Dear Mr. Scherrer:

National Archives and Records Service

As you may know, two members of NARS' FBI Task Force recently examined the Hoover material that was bequeathed to the Bureau by former Associate Director Clyde Tolson. Much of this collection consists of plaques, trophies, certificates, and other memorabilia, in which NARS has no interest. However, three segments of the collection are of historical value and, consequently, are of interest to us:

1. Seven cartons consist of congratulatory letters sent Hoover, particularly on the anniversary of his appointment as Director, as well as the yellow file copies of Hoover's replies. We view this correspondence as official record material that warrants permanent retention in the National Archives. Accordingly, these records should be scheduled for offer to NARS when the most recent correspondence is 30 years old.

2. Forty-one cartons consist of mounted press clippings concerning the activities of the FBI and Director Hoover. These clippings apparently were accumulated by the Director's Office as part of its effort to monitor press coverage of the Bureau and, therefore, we regard them as record material. Because these press clippings could be very useful to researchers, they should be accessioned by NARS. Since there ought not to be any restrictions on the use of this material, they are appropriate for immediate transfer to us.

3. Fourteen cartons consist of photographs, most of which depict Director Hoover. For this reason, they are of historical value and, therefore, appropriate for transfer to NARS. Because these photographs probably carry no restrictions on access by researchers, they may be transferred to us immediately.

UNRECORDED COPY FILED IN 100-19249-318

100-19249-318

No ack nec.
10/13/82 copy
SEP 20 1983

SEP 13 1982

Handwritten signature and stamp

2

We have prepared for your signature the enclosed Request for Records Disposition Authority which incorporates our proposals concerning the three series discussed above. If you have any questions, please give me a call.

Sincerely,

A rectangular box with a black border, used to redact the signature of the sender.

for Presidential Libraries

Enclosure

b6
b7C

Memorandum



Exec AD Adm. _____
 Exec AD Inv. _____
 Exec AD LES _____
 Asst. Dir.:
 Adm. Servs. _____
 Crim. Inv. _____
 Ident. _____
 ① Intell. _____
 Laboratory _____
 ② Legal Coun. _____
 Plan. & Insp. _____
 Rec. Mgnt. _____
 Tech. Servs. _____
 Training _____
 ③ Off. of Cong. & Public Affs. _____
 Telephone Rm. _____
 Director's Sec'y _____

To : Mr. Monroe *cm/Rux*

Date 7/14/82

From : R. W. Scherrer *Rux*

Subject: DESTRUCTION OF RECORDS
NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ AND FIELD RECORDS

PURPOSE:

The purpose of this memorandum is to gain approval to offer categories of the J. Edgar Hoover memorabilia collection to the National Archives and to request an appropriate review of two categories by the Freedom of Information and Privacy Acts (FOIPA) Section and the Intelligence Division.

RECOMMENDATIONS:

1. That, upon approval, attached copies of Standard Form (SF) 115 be submitted to NARS.

APPROVED: _____
 Director _____
 Exec AD-Adm. _____
 Exec AD-Inv. _____
 Exec AD-LES _____

Adm. Servs. _____
 Crim. Inv. _____
 Ident. _____
 Inspection _____
 Intell. _____

Laboratory _____
 Legal Coun. _____
 Off. of Cong. & Public Affs. _____
 Rec. Mgnt. _____
 Tech. Servs. _____
 Training _____

2. That Item 2 of the collection listed on SF 115, which consists of seven cartons of congratulatory letters received by J. Edgar Hoover, be reviewed by the FOIPA Section and the Intelligence Division.

APPROVED: *V-103* _____
 Director _____
 Exec AD-Adm. _____
 Exec AD-Inv. _____
 Exec AD-LES _____

DE-149 *66-19249-519*
 Adm. Servs. _____
 Crim. Inv. _____
 Ident. _____
 Inspection _____
 Intell. _____

Laboratory _____
 Legal Coun. _____
 Off. of Cong. & Public Affs. _____
 Rec. Mgnt. _____
 Tech. Servs. _____
 Training _____

SEP 16 1982

Enclosures

66-19249

ENCLOSURE ATTACHED

- 1 - 66-19087
- 1 - Mr. Groover (Attn: _____)
- 1 - Mr. Mintz (Attn: _____)
- 1 - Mr. Monroe (Admin.)
- 1 - Mr. O'Malley
- 1 - Mr. Young (Attn: _____)
- 1 - Mr. Hall
- 1 - Mr. Scherrer
- 1 - _____

SEP 20 1983

CMG:mdv

5 OCT 6 1982

*SEE ADDENDUM INTD

b6
b7c

UNRECORDED COPY FILED IN

Memorandum R. W. Scherrer to Mr. Monroe
 RE: DESTRUCTION OF RECORDS
 NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
 APPRAISAL OF FBIHQ AND FIELD RECORDS

3. That Item 3 of the collection listed on SF 115, which consists of 14 cartons of photographs, be reviewed by the Intelligence Division.

APPROVED:	Adm. Servs. _____	Laboratory _____
	Crim. Inv. _____	Legal Coun. _____
Director _____	Ident. _____	Off. of Cong. & Public Affs. _____
Exec. AD-Adm. _____	Inspection _____	Rec. Mgmt. _____
Exec. AD-Inv. _____	Intell. _____	Tech. Servs. _____
Exec. AD-LES _____		Training _____

Handwritten initials: RS, CM, etc.

DETAILS:

By letter dated 6/21/82, [redacted] for Presidential Libraries and FBI Appraisal Project noted that, from the J. Edgar Hoover memorabilia that was bequeathed to the Bureau by former Associate Director Clyde Tolson, NARS had appraised three categories as historical and designated retention periods after which the material would be transferred to the National Archives. [redacted] letter is attached and contains a summary of the historical collection.

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Ownership of the memorabilia has been resolved in favor of the Bureau and the historical items from the collection are being offered to NARS for permanent retention. Agency retention periods have expired for many of the items and immediate transfer is proposed. Prior to transfer, however, it is deemed advisable that appropriate review of the congratulatory letters received by J. Edgar Hoover be conducted by the FOIPA Section and the Intelligence Division and the photographs, depicting former Director Hoover, also be reviewed by the Intelligence Division. The collection is currently maintained in the offices of the Section Chief, Printing and Space Management Section, Administrative Services Division.

The appropriate number of copies of Standard Form 115, which will complete our offer of the historical collection to the National Archives, is attached.

ADDENDUM: INTELLIGENCE DIVISION (INTD) 8/6/82 JHG:ebc

After discussion with the Records Management Division concerning the quantity of material to be reviewed, INTD has determined that it would be logistically impossible for this Division to conduct such a review. INTD, therefore, interposes no objection to the release of this material to the National Archives *absent such review.*

APPROVED: Adm. Servs. _____ Laboratory _____
Crim. Inv. _____ Legal Coun. _____
Director _____ Off. of Cong. & Public Affs. _____
Exec. AD-Adm. _____ Ident. _____ Rec. Mgnt. _____
Exec. AD-Inv. _____ Inspection _____ Tech. Servs. _____
Exec. AD-LES _____ Intell. *[Signature]* Training _____

34



ENCLOSURE

66-19249-319

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

JOB NO.

DATE RECEIVED

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.

Date

Archivist of the United States

TO: GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1. FROM (AGENCY OR ESTABLISHMENT)

Department of Justice

2. MAJOR SUBDIVISION

Federal Bureau of Investigation

b6

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3. MINOR SUBDIVISION

Records Management Division

4. NAME OF PERSON WITH WHOM TO CONFER

Robert W. Scherrer

5. TEL. EXT.

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

A Request for immediate disposal.

B Request for disposal after a specified period of time or request for permanent retention.

C. DATE

7/12/82

D. SIGNATURE OF AGENCY REPRESENTATIVE

E. TITLE

Section Chief, Records Systems Section
Records Management Division

7. ITEM NO.

8. DESCRIPTION OF ITEM
(With Inclusive Dates or Retention Periods)

9. SAMPLE OR
JOB NO.

10. ACTION TAKEN

1

Press Clippings Maintained in the Director's Office, 1920-72, ca. 50 feet. Boxes 1-33, 55-60, 67-68.

Mounted press clippings concerning the activities of the FBI and Director Hoover.

PERMANENT. Offer NARS immediately.

2

Congratulatory Letters Received by J. Edgar Hoover, 1924-72, ca. 6 feet. Boxes 34-40.

Letters of congratulation received by Hoover, particularly on the annual anniversary of his appointment as FBI chief. Filed with each incoming letter is the yellow file copy of Hoover's reply.

PERMANENT. Offer NARS when most recent records are 30 years old.

3

Photographs Accumulated by J. Edgar Hoover, 1930-72, ca. 15 feet. Boxes 41-54.

Photographic prints, most of which include Hoover. Included are copies of Bureau photographs taken at official functions and ceremonies as well as photographs sent Hoover by friends and associates.

PERMANENT. Offer NARS immediately.

Mr. Monroe

7/26/83

R. W. Scherrer

**TRANSFER OF RECORDS TO
THE NATIONAL ARCHIVES**

and Record Review

ll

PURPOSE:

The purpose of this memorandum is to provide the current status of the FBIHQ record collection which is being prepared for transfer to the National Archives and to propose an improved method to remove relevant cards from the General Index.

RECOMMENDATION:

That index cards be removed from the General Index, as encountered, for 11 microfilmed classifications.

DETAILS:

By memorandum dated 3/19/82, I advised that approximately 90 cubic feet of FBIHQ records had been selected for transfer to the National Archives for permanent retention and on 4/28/82, I provided a status memorandum on the progress. Currently, five of the eight categories proposed for transfer are completed, including the classification review.

The program to retrieve index cards for 5 1/2 cabinets of files of the 61 classification has been impeded by the need to retype index cards which contain numerous file numbers. Cards have been retrieved for approximately 11 of the 33 drawers of files, and 2 cabinets are currently being reviewed for national security information

- Exec AD Inv. _____
- Exec AD Adm. _____
- Exec AD LES 66-19268
- Asst. Dir.: 1 - 66-19249
- Adm. Servs. _____
- Crim. Inv. 1 - Mr. Monroe
- Ident. 1 - Mr. Dean
- Intell. 1 - Mr. Scherrer
- Laboratory _____
- Legal Coun. 1 - _____
- Plan. & Insp. CMG:jls (6)
- Rec. Mgnt. _____
- Tech. Servs. _____
- Training _____
- Public Affs. Off. _____
- Telephone Rm. _____
- Director's Sec'y _____

66-19249-

NOT RECORDED
47 JUL 28 1983

b6
b7C

DUPLICATE YELLOW

Memorandum from R. W. Scherrer to Mr. Monroe
RE: Transfer Of Records To
The National Archives

An attempt was made to review microfilmed records to determine the indexing. The records are dated from the 1920s and the film is the result of our earliest efforts to convert our hard-copy records to microform; thus, the print was found to be illegible in many instances. As an alternative to the time-consuming retrieval process, all index cards in classifications 11, 13, 18, 20, 22, 24, 30, 34, 53, 84, and 85 will be removed, as encountered, during the course of the work day by personnel assigned to index functions. The aforementioned classifications will be transferred to the National Archives in entirety and involve 9,200 cases and 30 reels of film. Due to the age and nature of the records, a classification review will not be conducted. The case files contain no restrictions due to litigation.

Field office records in the 61 classification have been requested, and will be transferred with the HQ collection. Field offices are not required to transfer records which correspond to the microfilmed classifications.

SAC, Jacksonville (44-1410)

8/3/83

Director, FBI (44-45699)

NATIONAL ARCHIVES
AND RECORDS
SERVICE

[REDACTED]
DIVISION OF CORRECTIONS,
STATE OF FLORIDA,
SUBJECTS FLORIDA PRISON SYSTEM - STATEWIDE,

[REDACTED] INMATES,
FLORIDA PRISON SYSTEM, ET AL - VICTIMS
CIVIL RIGHTS

b6
b7C

Reurlet 4/18/83, captioned as above requesting that authority be obtained from the Department of Justice to destroy evidence located in bulky exhibits and presently maintained in above case by the Jacksonville Office.

Buairtel 7/1/82 and Butel 10/29/82, both captioned "Destruction of Records National Archives and Records Service (NARS), Appraisal of FBIHQ and Field Records" contain current instructions and policy regarding the disposition of documentary evidence held by the FBI pursuant to orders issued by U. S. District Judge Harold H. Greene in the Civil Action "American Friends Service Committee, et al., v. William H. Webster, et al., U. S. District Court, Washington, D. C., Civil Action Number 79-1655.

Aforementioned Buairtel stipulates that "if a Federal court orders the agency to dispose of documents generated in that court after having been informed by the Government of the applicability of the archival statutes, it may be assumed that the Court made a determination that retention of particular documents is not required under the law."

66-19249-

Butel 10/29/82, instructs that when documents belonging to private parties have been seized, subpoenaed or otherwise received by the Federal Government for law enforcement purposes,

- 1 - Mr. Revell (Attn: [REDACTED])
- 1 - Mr. Monroe
- 1 - Mr. Scherrer

1 - [REDACTED]

b6
b7C

NOT RECORDED
180 AUG 11 1983

66-19249-1
TBD:jls (8)

DUPLICATE YELLOW

ORIGINAL FILED IN 44-56679-39

BB

39

Memorandum Director, FBI to SAC, Jacksonville

RE: [REDACTED]

DIVISION OF CORRECTIONS,
STATE OF FLORIDA,
SUBJECTS FLORIDA PRISON SYSTEM - STATEWIDE,

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b7c

[REDACTED] - INMATES,
FLORIDA PRISON SYSTEM, ET AL - VICTIMS
CIVIL RIGHTS

and have been placed in the custody of the FBI, the FBI may dispose of such documents when they are no longer of evidentiary value to the FBI or U. S. Attorney by returning them to their owners; however, the concurrence of the responsible U. S. Attorney is to be secured prior to the return of such documentary evidence. Judge Greene's order, supra, makes no provision for the destruction of documentary evidence obtained and preserved by the FBI. You were informed that FBIHQ is pursuing the matter of the disposition of pirated motion picture films and sound recordings secured by the FBI. This matter remains unresolved.

You should refer to the aforementioned communications for further details and adhere to the instructions contained therein regarding the disposition of documentary evidence. Should you have further questions regarding this matter, they may be directed to FBIHQ, Attention: Records Management Division, Records Section.

NOTE: Based on Jacksonville letter 4/18/83, captioned as above requesting that Department of Justice authority be obtained for the destruction of evidentiary material being maintained by the Jacksonville Office in captioned case.

Memorandum



Exec AD Adm. _____
 Exec AD Inv. _____
 Exec AD LES _____
 Asst. Dir.:
 Adm. Servs. _____
 Crim. Inv. _____
 Ident. _____
 Intell. _____
 Laboratory _____
 Legal Coun. _____
 Plan. & Insp. _____
 Rec. Mgnt. _____
 Tech. Servs. _____
 Training _____
 Off. of Cong. & Public Affs. _____
 Telephone Rm. _____
 Director's Sec'y _____

To : Mr. Monroe *CM/PA*

Date 8/18/83

From : P.E.L. Andrews *PA*

Subject : TRANSFER OF HISTORICAL RECORDS TO THE NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)

PURPOSE: To advise of the results of a meeting with a representative of NARS and of procedures to be utilized by the Archival Accession Unit (AAU) for marking files being reviewed for national security classification purposes before forwarding to NARS.

RECOMMENDATION: None. For information.

APPROVED:

Adm. Servs. _____	Laboratory _____
Crim. Inv. _____	Legal Coun. _____
Director _____	Off. of Cong. & Public Affs. _____
Exec. AD-Adm. _____	Ident. _____
Exec. AD-Inv. _____	Inspection _____
Exec. AD-LES _____	Intell. _____
	Rec. Mgnt. <i>CM/PA</i>
	Tech. Servs. _____
	Training _____

DETAILS: On 8/17/83, Special Agent [redacted] and Supervisory Document Classification Specialist [redacted] AAU, Document Classification and Review Section, Records Management Division, met with [redacted] NARS to discuss methods of referring documents and information originating from other U.S. Government agencies and/or

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b7C

- 1 - Mr. Monroe
- 1 - Mr. Scherrer
- 1 - Mr. Andrews

- 1 - [redacted]
- 1 - [redacted]
- 1 - [redacted]

6w
66-19049-320

(CONTINUED-OVER)

VRT/MCH: sma
(6)

17 AUG 26 1983

4-file PA

BF

Memorandum from P. L. Andrews to Mr. Monroe
RE: TRANSFER OF HISTORICAL RECORDS TO THE
NATIONAL ARCHIVES AND RECORDS SERVICE
(NARS)

information from foreign governments after a Freedom of Information-Privacy Acts (FOIPA) request has been received. [redacted] advised that once an FOIPA request has been received NARS would have the primary responsibility of referring the information to the originating agency for a classification determination. He advised that it would be most helpful to NARS if FBI personnel "flag" the documents containing this information utilizing tabs furnished by NARS. He further requested that the FBI classification analysts identify all classified information in the files by marking the tabs in the following manner:

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By the notation [redacted] to identify information originating with another agency which information is judged by the FBI to be national security information.

The [redacted] would also be utilized to identify foreign government information.

The notation [redacted] would be utilized if a determination was made that the information is unclassified and the FBI would have no objection to its release by the originating agency.

Also on 8/17/83, [redacted] furnished a quantity of tabs to be utilized for "flagging" the above described documents.

The above is furnished for your information and you will be kept advised of pertinent developments.

Memorandum



Exec AD Adm. _____
 Exec AD Inv. _____
 Exec AD LES _____
 Asst. Dir.:
 Adm. Servs. _____
 Crim. Inv. _____
 Ident. _____
 Insp. _____
 Intell. _____
 Lab. _____
 Legal Coun. _____
 Off. Cong. &
 Public Affs. _____
 Rec. Mgnt. _____
 Tech. Servs. _____
 Training _____
 Telephone Rm. _____
 Director's Sec'y _____

To : Mr. Monroe *cm/aux*

Date 8/29/83

From : R. W. Scherrer *RWS*

Subject : DESTRUCTION OF RECORDS
 NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
 APPRAISAL OF FBIHQ AND FIELD RECORDS

PURPOSE:

The purpose of this memorandum is to inform you of the automated procedure to be employed to sort field offices and their respective file numbers for retention of multi-section files in the Office of Origin.

RECOMMENDATION:

None. For information.

APPROVED: _____
 Director _____
 Exec. AD-Adm. _____
 Exec. AD-Inv. _____
 Exec. AD-LES _____

Adm. Servs. _____
 Crim. Inv. _____
 Ident. _____
 Insp. _____
 Intell. _____

Laboratory _____
 Legal Coun. _____
 Off. of Cong. & Public Affs. _____
 Rec. Mgnt. _____
 Tech. Servs. _____
 Training _____

cm/aux

DETAILS:

The FBI Retention Plan and Disposition Schedule contain numerous and detailed instructions to identify permanent records at FBIHQ and field offices for eventual transfer to the National Archives. File numbers for the sampling and exceptional case categories have not been provided by NARS; thus, efforts are being devoted to the area of multi-section cases.

Multi-section cases in 28 classifications have been identified through FACS (File Automated Control System) and, with the information provided by the printouts, the Office of Origin file numbers are obtained through a manual file search. Office of Origin will subsequently be advised to retain their corresponding file.

530071

Enclosure
66-19249

ENCLOSURE ATTACHED

- 1 - Mr. Boyd (Attn:)
- 1 - Mr. Monroe
- 1 - Mr. Scherrer
- 1 -

66-19249-321

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b7c

SEP 2 1983

cmf
ENCLOSURE

4/RWS
FBI/DOJ

Memorandum from R. W. Scherrer to Mr. Monroe
Re: Destruction Of Records
National Archives And Records Service (NARS)
Appraisal Of FBIHQ And Field Records

A time-consuming, manual process of sorting the multi-section files by Office of Origin and again by classification/case number has been eliminated by utilizing the computer program which records all files in litigation. The Office of Origin and file number will be entered with the corresponding FBIHQ file number. The printout will note each Office of Origin and a listing of all file numbers in sequential order within the respective office. Since a copy of the printout will be provided to each office, the typing sequence will also be eliminated. Selected offices from a trial run are attached for your information.

The initial group of 28 classifications contains 4,047 cases. A group of 5 classifications, which contain 20,424 cases, will be handled separately due to the complexity of the disposition instructions.

This procedure has been coordinated with [REDACTED] Resource Management Systems Support Unit, Systems Development Section, Technical Services Division, who was instrumental in creating the program for our litigation listing.

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66-19249-321
ENCLOSURE

KX	182-	36	888888	182+812/HQ	8-25-83	MEMO/MP	99
KX	182-	40	888888	182+701/HQ	8-25-83	MEMO/MP	88
KX	182-	89	888888	182+1901/HQ	8-25-83	MEMO/MP	163
KX	183-	105	888888	182+3963/HQ	8-25-83	MEMO/MP	290
LA	166-	4338	888888	182+2914/HQ	8-25-83	MEMO/MP	236
LA	182-	3	888888	182+787/HQ	8-25-83	MEMO/MP	94
LA	182-	204	888888	182+2555/HQ	8-25-83	MEMO/MP	209
LA	182-	1064	888888	182+2266/HQ	8-25-83	MEMO/MP	190
LA	182-	2136	888888	182+1422/HQ	8-25-83	MEMO/MP	127
LA	182-	2358	888888	182+1746/HQ	8-25-83	MEMO/MP	148
LA	182-	2432	888888	182+2081/HQ	8-25-83	MEMO/MP	176
LA	182-	3113	888888	182+2992/HQ	8-25-83	MEMO/MP	248
LA	182-	3115	888888	182+2952/HQ	8-25-83	MEMO/MP	243
LA	182-	3212	888888	182+3138/HQ	8-25-83	MEMO/MP	258
LA	182-	3399	888888	182+3485/HQ	8-25-83	MEMO/MP	278

NY	166-	3798	888888	182+3289/HQ	8-25-83	MEMO/MP	266
NY	182-	9	888888	182+367/HQ	8-25-83	MEMO/MP	57
NY	182-	108	888888	182+13/HQ	8-25-83	MEMO/MP	2
NY	182-	120	888888	182+23/HQ	8-25-83	MEMO/MP	5
NY	182-	177	888888	182+483/HQ	8-25-83	MEMO/MP	71
NY	182-	222	888888	182+780/HQ	8-25-83	MEMO/MP	91
NY	182-	231	888888	182+22/HQ	8-25-83	MEMO/MP	4
NY	182-	249	888888	182+92/HQ	8-25-83	MEMO/MP	18
NY	182-	288	888888	182+305/HQ	8-25-83	MEMO/MP	52
NY	182-	854	888888	182+1292/HQ	8-25-83	MEMO/MP	119
NY	182-	912	888888	182+1001/HQ	8-25-83	MEMO/MP	109
NY	182-	1032	888888	182+349/HQ	8-25-83	MEMO/MP	55
NY	182-	1842	888888	182+2689/HQ	8-25-83	MEMO/MP	215
NY	182-	2270	888888	182+3260/HQ	8-25-83	MEMO/MP	264
NY	182-	2388	888888	182+3433/HQ	8-25-83	MEMO/MP	276
NY	182-	2542	888888	182+3607/HQ	8-25-83	MEMO/MP	282
NY NEW ROCHELLE	182-	903	888888	182+1265/HQ	8-25-83	MEMO/MP	118
NY NEW ROCHELLE	182-	1727	888888	182+2457/HQ	8-25-83	MEMO/MP	203

BS	182-	11	888888	182+466/HQ	8-25-83	MEMO/MP	70
BS	182-	15	888888	182+291/HQ	8-25-83	MEMO/MP	51
BS	182-	43	888888	182+308/HQ	8-25-83	MEMO/MP	53
BS	182-	66	888888	182+2846/HQ	8-25-83	MEMO/MP	229
BS	182-	72	888888	182+376/HQ	8-25-83	MEMO/MP	60
BS	182-	255	888888	182+1830/HQ	8-25-83	MEMO/MP	159
BS	182-	259	888888	182+1449/HQ	8-25-83	MEMO/MP	128
BS	182-	275	888888	182+1641/HQ	8-25-83	MEMO/MP	139
BS	182-	354	888888	182+2976/HQ	8-25-83	MEMO/MP	244
BS	182-	546	888888	182+1927/HQ	8-25-83	MEMO/MP	165
BS	182-	618	888888	182+3152/HQ	8-25-83	MEMO/MP	259
BS	182-	831	888888	182+2928/HQ	8-25-83	MEMO/MP	238
BS	182-	840	888888	182+3128/HQ	8-25-83	MEMO/MP	257
BS	182-	842	888888	182+3022/HQ	8-25-83	MEMO/MP	252
BS	182-	893	888888	182+3356/HQ	8-25-83	MEMO/MP	271
BS	182-	963	888888	182+3858/HQ	8-25-83	MEMO/MP	287
BT	182-	142	888888	182+3190/HQ	8-25-83	MEMO/MP	262
BU	182-	1	888888	182+251/HQ	8-25-83	MEMO/MP	45
BU	182-	2	888888	182+1215/HQ	8-25-83	MEMO/MP	113
BU	182-	4	888888	182+1401/HQ	8-25-83	MEMO/MP	126
BU	182-	7	888888	182+783/HQ	8-25-83	MEMO/MP	92
BU	182-	17	888888	182+128/HQ	8-25-83	MEMO/MP	25
BU	182-	19	888888	182+156/HQ	8-25-83	MEMO/MP	31
BU	182-	188	888888	182+435/HQ	8-25-83	MEMO/MP	66
BU	182-	671	888888	182+2728/HQ	8-25-83	MEMO/MP	221
BU	182-	696	888888	182+2204/HQ	8-25-83	MEMO/MP	185
BU	182-	726	888888	182+2951/HQ	8-25-83	MEMO/MP	242

CV	182-	41	888888	182+1660/HQ	8-25-83	MEMO/MP	140
CV	182-	184	888888	182+317/HQ	8-25-83	MEMO/MP	54
CV	182-	246	888888	182+382/HQ	8-25-83	MEMO/MP	63
CV	182-	339	888888	182+1399/HQ	8-25-83	MEMO/MP	125
CV	182-	529	888888	182+1800/HQ	8-25-83	MEMO/MP	156
CV	182-	595	888888	182+1835/HQ	8-25-83	MEMO/MP	160
CV	182-	680	888888	182+1229/HQ	8-25-83	MEMO/MP	116
CV	182-	859	888888	182+1253/HQ	8-25-83	MEMO/MP	117
CV	182-	880	888888	182+1839/HQ	8-25-83	MEMO/MP	161
CV	182-	952	888888	182+2007/HQ	8-25-83	MEMO/MP	170
CV	182-	1271	888888	182+2052/HQ	8-25-83	MEMO/MP	173
CV	182-	1309	888888	182+2402/HQ	8-25-83	MEMO/MP	199
CV	182-	1394	888888	182+2562/HQ	8-25-83	MEMO/MP	211
CV	182-	1459	888888	182+2333/HQ	8-25-83	MEMO/MP	193
CV	182-	1731	888888	182+2860/HQ	8-25-83	MEMO/MP	230
CV	182-	2046	888888	182+3094/HQ	8-25-83	MEMO/MP	254
CV	182-	2150	888888	182+3267/HQ	8-25-83	MEMO/MP	265

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LITIGATION LIST - BY SUBJECT

RUN DATE 08-28-83

SUBJECT	REFERENCE	PAGE	LITIGATION NUM	DATE	COMM	SERIAL
CV	182-	2227	888888 182+2403/HQ	8-25-83	MEMO/MP	200

PG	182-	4	888888	182+187/HQ	8-25-83	MEMO/MP	35
PG	182-	9	888888	182+191/HQ	8-25-83	MEMO/MP	37
PG	182-	281	888888	182+77/HQ	8-25-83	MEMO/MP	17
PG	182-	341	888888	182+2862/HQ	8-25-83	MEMO/MP	231
PG	182-	348	888888	182+4062/HQ	8-25-83	MEMO/MP	291
PG	182-	439	888888	182+3127/HQ	8-25-83	MEMO/MP	256
PG	182-	499	888888	182+3370/HQ	8-25-83	MEMO/MP	272
PG	182-	502	888888	182+3527/HQ	8-25-83	MEMO/MP	279
PG	182-	508	888888	182+2700/HQ	8-25-83	MEMO/MP	217
PG	182-	573	888888	182+188/HQ	8-25-83	MEMO/MP	36
PH	182-	12	888888	182+136/HQ	8-25-83	MEMO/MP	27
PH	182-	40	888888	182+2239/HQ	8-25-83	MEMO/MP	189

PAGE 1423

LITIGATION LIST - PY SUBJECT

RUN DATE 08-28-83

SUBJECT	REFERENCE	PAGE	LITIGATION NUM	DATE	COMM	SERIAL
PH	182-	147	888888 182+489/HQ	8-25-83	MEMO/MP	72
PH	182-	166	888888 182+408/HQ	8-25-83	MEMO/MP	64
PH	182-	178	888888 182+214/HQ	8-25-83	MEMO/MP	41
PH	182-	183	888888 182+1783/HQ	8-25-83	MEMO/MP	154
PH	182-	233	888888 182+1574/HQ	8-25-83	MEMO/MP	135
PH	182-	255	888888 182+515/HQ	8-25-83	MEMO/MP	75
PH	182-	393	888888 182+1469/HQ	8-25-83	MEMO/MP	129
PH	182-	495	888888 182+897/HQ	8-25-83	MEMO/MP	102
PH	182-	535	888888 182+1216/HQ	8-25-83	MEMO/MP	114
PH	182-	1415	888888 182+2401/HQ	8-25-83	MEMO/MP	198
PH	182-	1532	888888 182+1814/HQ	8-25-83	MEMO/MP	158
PH	182-	2398	888888 182+2566/HQ	8-25-83	MEMO/MP	213
PH	182-	2621	888888 182+2699/HQ	8-25-83	MEMO/MP	216
PH	182-	3149	888888 182+3016/HQ	8-25-83	MEMO/MP	251

Mr. Monroe

9/22/83

R. W. Scherrer

DESTRUCTION OF RECORDS;
NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ AND FIELD OFFICE RECORDS

PURPOSE:

The purpose of this memorandum is to record the results of a request of all offices to forward to FBIHQ, files of the 61 classification over 50 years old.

RECOMMENDATION:

None. For record purposes.

DETAILS:

By Bulet dated 7/27/83, all SACs and Legats were requested to forward all files in the 61 (Treason or Misprision of Treason) classification over 50 years old, along with related index cards, to FBIHQ for transfer to NARS with the HQ permanent record collection.

All offices have responded and, with the exception of El Paso and San Francisco, all responses were negative. El Paso file, 61-6, and San Francisco files 61-1, 3, 4, 5, 6, 7, 8, 9, 11, 12, 13, 15, 16, 17, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 41, 42, and 43 were detached for classification review and inclusion with the FBIHQ record collection.

The responses were retained and are filed as an enclosure to this communication.

- Exec AD Inv. _____
- Exec AD Adm. _____
- Exec AD LES _____
- Asst. Dir.: _____
- Adm. Servs. Enclosures
- Crim. Inv. 66-3286 Sub B
- Ident. ① - 66-19249
- Intell. _____
- Laboratory 1 - Mr. Monroe
- Legal Coun. 1 - Mr. Scherrer
- Plan. & Insp. 1 - [Redacted]
- Rec. Mgnt. 1 - [Redacted]
- Tech. Servs. 1 - [Redacted]
- Training CMG: jlb/jb
- Public Affs. Off. _____
- Telephone Rm. _____
- Director's Sec'y MAIL ROOM

66-19249

RECORDED
SEP 21 1983

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b7C

ORIGINAL FILED IN

October 26, 1983

[Redacted]

for Presidential Libraries

FBI Appraisal Project
National Archives and Records Service
Washington, D. C. 20408

FEDERAL GOVERNMENT

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b7c

Dear [Redacted]

Pursuant to the August 26, 1981, order of U. S. District Judge Harold H. Greene in the civil matter American Friends Service Committee, et al v. William H. Webster, et al, U. S. District Court, Washington, D. C., Civil Action Number 79-1655, I am writing to request that you assign an archivist to FBI Headquarters to review a volume of evidence consisting of video tapes of copyright films, which, by order of the U. S. District Court, Portland, Oregon, are to be forfeited to the FBI.

The video cassettes were seized in connection with four separate and legitimate investigative matters in the Portland Field Office. In order to comply with aforementioned court orders, it will be necessary that the video cassettes be reviewed by an archivist to determine their historical or research value prior to effecting the forfeiture action indicated by the court order issued in U. S. District Court, Portland, Oregon.

The video cassettes have been forwarded to FBI Headquarters and will be retained in my office pending the review. The FBI Headquarters files concerning these matters will be made available to the archivist whom you designate to review same.

With best personal regards,

Rux
Robert W. Scherrer
Section Chief
Records Section
Records Management Division

DE-152 *66-19249-322*
V-86

- Exec AD Inv. _____
- Exec AD Adm. _____
- Exec AD LES _____
- Asst. Dir.:
- Adm. Servs. _____
- Crim. Inv. _____
- Ident. _____
- Intell. _____
- Laboratory _____
- Legal Coun. _____
- Plan. & Insp. _____
- Rec. Mgnt. _____
- Tech. Servs. _____
- Training _____
- Public Affs. Off. _____
- Telephone Rm. _____
- Director's Sec'y _____

66-19249

- 1 - Mr. Revell
- 1 - Mr. Mintz (Attn: [Redacted])
- 1 - Mr. Monroe
- 1 - Mr. Scherrer

TBD: JLS (7)

MAIL ROOM

Hand carried Rux to NARS by RND representative

b6
b7c

APPROVED: _____

Adm. Servs. _____ Laboratory _____

Crim. Inv. _____ Ident. _____

Exec. AD-LES _____ Intell. _____

77 OCT 27 1983



General Services Administration

National Archives and Records Service

Washington, DC 20408

DEC 23 1983

FEDERAL GOVERNMENT

Mr. Robert W. Scherrer
Records Management Division
Federal Bureau of Investigation
Washington, DC 20535

NATIONAL ARCHIVES AND RECORDS SERVICE

Dear Bob:

In preparation for the eventual implementation of the 1981 FBI records disposition schedule, we would like to add to the named exceptional case list all individuals and groups who have folders devoted to them in the Hoover and Nichols O & C Files or whose names are included in the three by five inch card index maintained in the Special File Room with these two collections.

We would, therefore, appreciate it if you would send us the information needed to place these individuals and groups on the named exceptional case list we maintain. For information concerning the specific information we need, your staff should contact [redacted]

If you have any questions, please let me know.

Sincerely,

[redacted signature]

Noted for future action 1/10/84 cmj

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for Presidential Libraries
and Director, FBI Appraisal Task Force

66-19249-323

FEB 1 1984

[redacted box]

Re. Nichols Res

file 66-19249

FEB 10 1984



General Services Administration

National Archives and Records Service

Washington, DC 20408

JAN 17 1984

FEDERAL GOVERNMENT

Mr. Robert Scherrer
Section Chief
Records Section
Records Management Division
Federal Bureau of Investigation
Washington, DC 20535

Dear Bob:

In your letter of November 15, 1983, you explained your concern regarding case files containing "set aside" or non-public materials which may be selected for transfer to NARS. I agree with you that it would serve no purpose to transfer such cases as part of an evidential sample or an informational sample and that the sampling methodology instructions in Part F of the SF-115 submitted to the U.S. District Court on November 9, 1981, should be modified to permit substitution under the same criteria used when other case files that are selected are missing. To accomplish this the report to the court must be modified in Section 5, Page 9 and in Section 6 (the SF-115), Part F.

Multisectional cases and exceptional cases which have been scheduled as permanent and contain "set aside" materials must be reviewed on a case-by-case basis since these cases have the potential to contain significant historical documentation. The FBI should consult with NARS on these cases prior to expunging any serials or the entire case file. Together the agencies can determine the appropriate course of action.

Enclosed are proposed amendments to the report which, with your concurrence, will be submitted to the U.S. District Court as an amendment to the report and the schedule contained therein.

ENCLOSURE ATTACHED

66-19249 - 323X

2-EN



MAR 21 1984

for Presidential Libraries and Director, FBI Appraisal Task Force

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LET. TO
2/27/84
RWS/ea.k
2/14/84 csk

ENCLOSURES NOT RECEIVED
Box 1-20-94
ENCLOSURES DELIVERED
BY NARS 2/24/84 Bux

57 APR 23 1984

66-19249

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RECORDS

P . 1

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66-19249-323 X

Proposed language for SF-115 to amend NCI-65-82-4
p296 after paragraph 1.

If a case file selected in a systematic sample is missing or is a single section case file containing material sealed or "set-aside" under the Federal Youth Corrections Act, the Federal Juvenile Delinquency Act or a Federal District Court "set-aside" order a substitute case file will be selected. When the case file number is odd the next extant case file will be substituted, when the case file number is even the last previous extant case file will be substituted. The FBI will consult with NARS regarding the disposition of any multisection case or exceptional case in a systematic sample which contains such "set-aside" materials.

add: 5.6r. "Set Aside Cases" Cases files which contain materials sealed under the Federal Youth Corrections Act and Federal Juvenile Delinquency Act or by court order may be destroyed in accordance with the classification disposition instructions and the terms of the legislation or "set-aside" order. A substitute case file will be selected for any such single section case file which would be part of an evidential sample or an informational sample. Any multi-section case file with such materials must be reviewed by NARS to determine the impact of expungement of these materials on the research potential of specific case files and to recommend a specific course of action. *The "set aside" material will not be made available to NARS for review.*

AIRTEL

2/1/84

Director, FBI

SAC, Portland

[redacted] aka
dba SOUND DISTRIBUTORS
904 BALL AVENUE
PARMA, IDAHO
COPYRIGHT MATTER
(OO: PORTLAND)
(PD file 28A-238)
(Bufile 28-3449)

WEST COAST VIDEO
SEASIDE, OREGON
COPMAT
(OO: BUTTE)
(PD file 28D-328)
(Bufile 28-0-989, 996)

b6
b7C

[redacted] aka
ET AL
COPYRIGHT MATTER
(OO: PORTLAND)
(PD file 28A-254)
(Bufile 28-3449)

[redacted]
COPYRIGHT MATTER
(OO: PORTLAND)
(PD file 28B-288)
(Bufile 28-4519)

Reurairtels individually captioned as above,
all dated 10/14/83, which transmitted, without inventory,
17 boxes of video cassettes and 8-track stereo cartridges
to FBIHQ for review by the National Archives and Records
Service (NARS).

NARS, after reviewing aforementioned material,
concluded that the video cassettes and 8-track stereo cartridges
lack significant evidential or informational value to warrant
permanent retention and may be erased or destroyed. Enclosed
for completion of your office files on captioned matters
are copies of a self-explanatory letter dated 1/16/84,
from NARS authorizing you to erase or destroy the cassettes
and cartridges, supra.

The aforementioned material is being returned
to the PD Office under separate cover for disposition as
authorized by NARS. You should ensure that an accurate
inventory as well as disposition of the material is properly
documented and recorded in the individual case files.

Enclosure

21 - Portland

(17 [redacted] each carton, numbered 1-17)

1 - 66-19249

1 - Mr. Monroe

1 - Mr. Scherrer

1 - [redacted]
TBD:jls (29)

NOT RECORDED

192 APR 20 1984

DUPLICATE YELLOW

b6
b7C

ORIGINAL FILED IN 28-3449-58

Airtel to SAC, Portland

RE: [redacted] aka
dba SOUND DISTRIBUTORS
904 BALL AVENUE
PARMA, IDAHO
COPYRIGHT MATTER
(OO: PORTLAND)
(PD file 28A-238)
(Bufile 28-3449)

b6
b7C

WEST COAST VIDEO
SEASIDE, OREGON
COPMAT
(OO: BUTTE)
(PD file 28D-328)
(Bufile 28-0-989, 996)

[redacted] aka
ET AL
COPYRIGHT MATTER
(OO: PORTLAND)
(PD file 28A-254)
(Bufile 28-3449)

[redacted]

COPYRIGHT MATTER
(OO: PORTLAND)
(PD file 28B-288)
(Bufile 28-4519)

Should you have questions regarding this matter,
they may be directed to FBIHQ, Attention: Records Section,
Records Management Division.

NOTE: Based on four separate airtels from the PD Office
dated 10/14/83, captioned as above, transmitting video
cassettes and 8-track stereo cartridges to FBIHQ for review
by NARS to determine historical or research value. By letter,
1/16/84, NARS advised that a review of the aforementioned
material determined that it lacks sufficient evidential
or informational value to warrant permanent retention and
may be erased or destroyed. Copies of the NARS letter
are being forwarded to the PD Office for completion of
their files. Cassettes and cartridges being returned under
separate cover to PD for appropriate disposition.

APPROVED _____
Director _____ Laboratory _____
Exec AD _____
Exec AD _____
Exec AD _____
Training _____

Memorandum



- Exec AD Adm. _____
- Exec AD Inv. _____
- Exec AD LES _____
- Asst. Dir.:
- Adm. Servs. _____
- Crim. Inv. _____
- Ident. _____
- Intell. _____
- Laboratory _____
- Legal Coun. _____
- Plan. & Insp. _____
- Rec. Mgnt. _____
- Tech. Servs. _____
- Training _____
- Off. of Cong. & Public Affs. _____
- Telephone Rm. _____
- Director's Sec'y _____

To : Mr. Monroe *cm/aux*

Date 2/7/84

From : R. W. Scherrer *RWS*

Subject : DESTRUCTION OF RECORDS

W
NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ AND FIELD RECORDS

PURPOSE:

The purpose of this memorandum is to provide the functions associated with implementation of the FBI Records Retention Plan and Disposition Schedule.

RECOMMENDATION:

None. For information.

APPROVED:

<i>RWS</i>	Director _____	Adm. Servs. _____	Laboratory _____
	Exec. AD-Inv. _____	Crim. Inv. _____	Legal Coun. _____
	Exec. AD-LES _____	Off. of Cong. & Public Affs. _____	_____ <i>cm/aux</i>

DETAILS:

Implementation of certain functions related to the FBI Records Retention Plan and Disposition Schedule have been initiated, based on the assumption that records declared permanent by NARS will remain unchanged. Concentration is directed to retention of Office of Origin cases which correspond to multisection cases maintained at Headquarters, and main files identified from indices to the Hoover O&C Files and the Nichols Files for the exceptional category. *ca*

A proposed functional plan has been prepared to distinguish the functions which should be performed prior and subsequent to resolution of the pending court action and functions of an ongoing nature.

66-19249

- 1 - Mr. Monroe
- 1 - Mr. Scherrer

- 1 - b6
- 1 - b7C

CMG:jls (5)

cmg

1984 93

66-19249-324

18 FEB 8 11984

FBI

4/aux
FBI/DOJ

Memorandum from R. W. Scherrer to Mr. Monroe
RE: DESTRUCTION OF RECORDS
NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ AND FIELD RECORDS

A. PRIOR TO RESOLUTION OF ACTION AND APPROVAL BY THE COURT

Instructional period (including now-completed, two-day course at NARS).

Record 5,713 multisection cases in 30 classifications from FACS printout and determine Office(s) of Origin from review of HQ files for multisection category.

Record 550 multisection cases with 20 or more sections from FACS printout and determine Office(s) of Origin and Legat Offices for exceptional category.

Amend FACS data base as errors are encountered.

Record subject matter from approximately 1,500 subjects from indices to the Hoover O&C Files and Nichols Files, determine HQ file numbers by index search and determine Office(s) of Origin and Legat Offices for exceptional category.

Enter above Office(s) of Origin cases for computer sort on a timely basis.

Determine entire classifications, whole or in part, from Schedule to advise Office of Origin, Auxiliary Offices, and Legats.

Prepare instructional directives on a timely basis for identification and retention of field office permanent files, including: Results of above Office of Origin computer sort for approximately 7,770 multisection/exceptional cases and request retention of corresponding multisection cases in 3 classifications and cases in 30 classifications, regardless of their volume; provide means of identifying additional Office of Origin multisection cases at the field office level in 48 classifications and furnishing HQ with HQ file numbers in 24 classifications, not previously identified at HQ; preservation of cases with 35 sections in Office of Origin and 50 sections in Auxiliary Offices for exceptional category; and entire category of 15 classifications for Office of Origin, 6 classifications for Auxiliary Offices, and all cases at Legats, Mexico City and Hong Kong.

Memorandum from R. W. Scherrer to Mr. Monroe
RE: DESTRUCTION OF RECORDS
NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ AND FIELD RECORDS

Prepare (draft) action directives for approved destruction for HQ divisions, field offices, and Legats from the Disposition Schedule and General Records Schedules for immediate release upon resolution of pending court action.

Draft manual (MAOP) revisions.

Record 18,870 multisection cases in 3 (65,100,105) classifications, determine Office of Origin, complete computer sort, and issue directive for permanent retention.

Search and identify subject matter for the 280-case backlog of the 2,390 litigation cases which require record preservation, and enter in computer for future destruction information.

Acquire computer capability to enter and search subject matter for historical files after index cards are removed from the General Index until physical transfer of the permanent records is completed, and to provide printout to remove index cards for destroyed files from the General Index.

Complete index card retrieval and physical transfer of an initial record collection of 90 cubic feet.

Acquire capability to access FOIPA computer to determine subjects of pending FOIPA requests.

Determine means to remove tax, Grand Jury, and Title III information from historical files prior to transfer. Future restricted information will include Martin Luther King material, surreptitious entry, etc.

B. SUBSEQUENT TO RESOLUTION OF COURT ACTION AND APPROVAL BY THE COURT

Send Action directives for approved destruction to HQ divisions, field offices, and Legats.

Complete manual (MAOP) revisions.

Apply sampling methodology from "random start" number provided by NARS for 100,000 cases and identify Office(s) of Origin in 7 classifications for 16,027 cases.

Memorandum from R. W. Scherrer to Mr. Monroe
RE: DESTRUCTION OF RECORDS
NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ AND FIELD RECORDS

Search and/or determine Office(s) of Origin file numbers for 3,000 exceptional cases provided by NARS for retention by Office of Origin and Legat offices.

Enter above Office(s) of Origin cases for computer sort.

Prepare instructional directives to preserve permanent records in the sampling and exceptional categories from computer sort and provide instructions to apply the sampling procedure to 67,500 cases in 10 field offices.

Submit disposal requests for destruction of records mandated by court order.

Destroy 500 cubic feet of correspondence (OCPA) and inspection work papers (Inspection Division) in storage.

Retrieve 790 cartons of microfilmed criminal cases from the Federal Record Center (FRC), Suitland, MD, for destruction.

Retrieve 1,419 cartons of abstracts from FRC for preservation of abstracts to multisection cases and destroy the remainder.

Transfer publications to the Library of Congress.

Upon identification of above historical records, proceed with classification-by-classification review of criminal classifications to identify additional case files in the exceptional (12 criteria) and multiserial categories with review extending to (proposed) 10-year cut-off to benefit field offices, provide Office(s) of Origin with their corresponding file number(s) and grant authority to destroy, again, on a classification basis. During a one-time file-by-file analysis, HQ files will be stamped for transfer and evaluated for destruction.

C. ONGOING

Annually update multisection (2 or more sections) category and exceptional (20 or more sections) category from master listing; determine Office of Origin, and provide file numbers to respective field offices.

Memorandum from R. W. Scherrer to Mr. Monroe
RE: DESTRUCTION OF RECORDS
NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ AND FIELD RECORDS

Transfer/destroy records after final determination is made that: pending FOIPA requests, FBI investigative and administrative needs, accounting of disclosure (5 USC 552a(c)(2), and litigation and court restrictions (ELSUR) are considered and observed; and that Title III, Grand Jury and Tax information are obliterated, and classification review is completed and restrictions applied for transfer records of the Central Records System and other HQ divisions.



FEB 6 1984

FEDERAL GOVERNMENT

mt

Mr. Robert W. Scherrer
 Section Chief
 Records Systems Section
 Records Management Division
 Federal Bureau of Investigation
 Washington, DC 20535

*28-7773-88
 28-7825-88
 28-8129-88
 28-8139-88
 28-8355-88
 87-48157-88*

Dear Mr. Scherrer:

In response to the FBI's request, Ken Rossman, Director of our Laguna Niguel Federal Archives and Records Center, reviewed evidence at the Los Angeles FBI office January 11, 1984.

The evidence Mr. Rossman reviewed consisted of pirated copies of motion picture films and sound recordings acquired in five copyright violation cases and one interstate transportation of stolen property case. He sampled the videotapes, audio cassettes, and phonograph records determining that they were pirated copies of copyrighted productions, the originals of which are preserved by the creating industries. None of the copies has historical or other research value to warrant permanent retention in the National Archives. All of the copyrighted audio-visual materials acquired in the following cases may be destroyed or erased:

Jm

And Records Service

- Los Angeles Case 28-7773
- Los Angeles Case 28-7825
- Los Angeles Case 28-8129
- Los Angeles Case 28-8139
- Los Angeles Case 28-8355
- Los Angeles Case 87-48157

[Redacted]

Hollywood Video Cassettes

[Redacted]

Sincerely,

[Redacted Signature]

for Presidential Libraries

66-19249-325

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16 FEB 21 1984

UNRECORDED COPY FILED IN 28-4577-1
28-4679-1

[Redacted]

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MAR 9 1984

[Handwritten mark]

SAC, Los Angeles

2/14/84

Director, FBI (66-19249)

**COPYRIGHT MATTER - DISPOSITION OF
PIRATED VIDEO TAPES, AUDIO CASSETTES AND
PHONOGRAPH RECORDS**

Pursuant to your request, a representative of the National Archives and Records Service (NARS) has reviewed a sampling of the video tapes, audio cassettes and phonograph records in the following Los Angeles cases and determined that the audiovisual material acquired in these cases may be destroyed or erased due to the lack of historical or other research value.

- Los Angeles Case 28-7773
- Los Angeles Case 28-7825
- Los Angeles Case 28-8129
- Los Angeles Case 28-8139
- Los Angeles Case 28-8355
- Los Angeles Case 87-48157

Hollywood Video Cassettes

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Enclosed for completion of your office files listed above is a copy of a self-explanatory letter dated 2/6/84, from NARS authorizing you to erase or destroy the aforementioned audiovisual material. You should place a copy of the 2/6/84 NARS letter in each of the case files identified above.

28-7773-177
28-7825-177
28-8129-177
28-8139-177
28-8355-177
87-48157-177

28-4579-177
28-4920-177
28-4454-177
28-2479-177
87-159608-177

87-167608-177

Enclosure

66-19249-326

NOTE: Los Angeles is being provided with disposition authority for a volume of pirated audiovisual material obtained in the above-listed LA case files.

FEB 28 1984

MAILED 20
FEB 14 1984

- 1 - Mr. Revell (Attn: [redacted])
- 1 - Mr. Mintz (Attn: [redacted])
- 1 - Mr. Monroe
- 1 - Mr. Scherrer

APPROVED: [redacted]

Director _____

Exec. AD-Adm. _____

Exec. AD-Inv. _____

Exec. AD-LES _____

Adm. Servs. _____

Crim. Inv. _____

Ident. _____

Inspection _____

Intell. _____

Laboratory _____

Legal Coun. _____

Off. of Cong. & Public Affs. _____

Rec. Servs. _____

Training _____

- Exec AD Inv. 1 - 28-4577 [redacted]
- Exec AD Adm. 1 - 28-4579 [redacted]
- Exec AD LES 1 - 28-4920 (Hollywood Video Cassettes)
- Asst. Dir.: Adm. Servs. 1 - 28-4454 [redacted]
- Crim. Inv. 1 - 28-2479 [redacted]
- Ident. 1 - 87-159608 [redacted]
- Intell. 1 - [redacted]
- Laboratory TBD: jls (14)

Legal Coun. _____

Plan. & Insp. _____

Rec. Mgnt. _____

Tech. Servs. _____

Training _____

Public Affs. Off. _____

Telephone Rm. _____

Director's Sec'y _____

MAIL ROOM

9/1984

CPM

RWS/

UNRECORDED COPY FILED IN

FEDERAL GOVERNMENT

February 14, 1984

[Redacted] for Presidential Libraries
and Director, FBI Appraisal Task Force
National Archives and Records Service
Washington, D. C. 20408

Dear [Redacted]

In response to your letter of January 17, 1984,
concerning "set aside" or nonpublic records, I have reviewed
the attachments which you provided to amend the report to
the court and disposition schedule, and have inserted modifications
due to the restricted nature of the contents of the files
at issue.

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Attached are the required number of copies of completed
SF 115 and SF 115a to encompass Part F, pages 296 and 296a of
the disposition schedule. Also attached are the amended
page 9 to Section 5 of the report which includes subpart
5.6r and the draft of your affidavit, with the modification.

I appreciate the assistance you have provided in
resolving this matter.

66-19249-326X
Sincerely,

RWS
MAR 21 1984
Robert W. Scherrer
Section Chief
Records Section
Records Management Division

ENCLOSURE ATTACHED
3 - ENCLOSURE

Enclosures (6)

Exec AD Inv. _____
Exec AD Adm. _____ NOTE: In reponse to [Redacted] 1/17/84, letter.
Exec AD LES _____

Asst. Dir.: 66-19249
Adm. Servs. _____
Crim. Inv. _____ I - Mr. Mintz (Attn: [Redacted])
Ident. _____ I - Mr. Monroe
Intell. _____ I - Mr. Scherrer
Laboratory _____
Legal Coun. _____
Plan. & Insp. _____ I - [Redacted]

Rec. Mgnt. _____ CMG: JIS (8)
Tech. Servs. _____
Training _____
Public Affs. Off. _____
Telephone Rm. _____
Director's Sec'y _____
MAIL ROOM []
Hand-delivered to [Redacted] by [Redacted] RND [Redacted] 4/1/84

APPROVED: Adm. Servs. _____ Laboratory _____
Crim. Inv. _____ Legal Coun. _____
Director _____ Off. of Cong. & Public Affs. _____
Exec. AD-Adm. _____ Ident. _____ Tech. Servs. _____
Exec. AD-Inv. _____ Inspection _____ Training _____
Exec. AD-LES _____ Intell. _____

com/v

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66-19249-326X
ENCLOSURE

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO.	
DATE RECEIVED	
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10.	
b6	
b7C	
Date	Archivist of the United States

**TO: GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1. FROM (AGENCY OR ESTABLISHMENT)

Department of Justice

2. MAJOR SUBDIVISION

Federal Bureau of Investigation

3. MINOR SUBDIVISION

Records Management Division

4. NAME OF PERSON WITH WHOM TO CONFER

Robert W. Scherrer


5. TEL. EXT.

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 3 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

A Request for immediate disposal.

B Request for disposal after a specified period of time or request for permanent retention.

C. DATE	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE
2/14/84		Section Chief, Records Section Records Management Division

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	<p>Files and records maintained at Federal Bureau of Investigation Headquarters and field offices. An amendment has been performed to establish guidelines for restricted nonpublic or "set aside" investigative cases which are proposed for transfer to the National Archives as determined through the various selective criteria. Amended pages have been completed for subpart 5.6r, Page 9, of the report to the Court and for Pages 296 and 296a of the disposition schedule.</p> <p>(This is an amendment to Job No. NC1-65-82-4, approved November 9, 1981; Job No. NC1-65-82-5, approved December 30, 1981; Job No. NC1-65-82-24, approved July 22, 1982; and Job No. NC1-65-83-20, approved April 18, 1983. Amended pages should be inserted within the comprehensive disposition schedule which was approved by the Archivist on November 9, 1981.)</p>		

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p style="text-align: center;">PART F IMPLEMENTATION OF SYSTEMATIC SAMPLES</p> <p>A sample of cases consists of a relatively small number of records selected from a larger number in such a way that accurate generalizations about the larger collection of cases can be derived from the characteristics of the sampled cases. This records disposition schedule provides for systematic samples, based on a specified numerical ratio and involve a sample size, a sampling ratio, and a random begin point. For example, class X has 11,595 cases and the sample size is 2,500. The sample ratio is obtained by dividing the sample size (2500) into the total number of cases (11,595) and equals 4.6. The random begin point always lies between 1 and the sampling ratio. A table of random numbers will be consulted to determine this random begin point. If the begin point is 3, then the first case file to be selected is 3 and every fifth case file would be selected until a total of 2500 cases are identified. The random number start should be changed each time after 20 percent of the sample has been selected. Any random number between the begin point and the sampling ratio can be selected.</p> <p>If a case file selected in a systematic sample is missing or is a single section case file containing material sealed or "set-aside" under the Federal Youth Corrections Act, the Federal Juvenile Delinquency Act or a Federal District Court "set-aside" order, a substitute case file will be selected. When the case file number is odd, the next extant case file will be substituted; when the case file number is even, the last previous extant case file will be substituted. The FBI will consult with NARS regarding the disposition of any multisection case or exceptional case in a systematic sample which contains such "set-aside" materials.</p>		

Request for Records Disposition Authority - Continuation

JOB NO.

PAGE OF
296a of 300

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p>This disposition schedule provides for two types of systematic samples. Evidential samples are taken to document various policies, procedures, and investigative techniques adopted by the Bureau. Informational samples are taken to capture data on significant individuals, organizations, events or other topics which will be of interest to future researchers.</p> <p>When preparing permanent records for transfer to the National Archives, the FBI will identify and segregate the sampled cases first. Any additional permanent records, such as multisection cases, will be separated only after the sample has been taken. Thus any multisection cases selected as part of the sample will remain a physical part of the sampled records.</p>		

involves electronic surveillance.

documents investigation of an organization on the Attorney General's
List of Subversive Organizations.

Bureau File Number _____
Class Case

Form Completed by _____

5.6p. Monitoring the Schedule. Both the FBI and NARS should monitor the implementation of this schedule to assure that records are being properly identified for disposition. Such monitoring is prescribed in 44 USC 2905, 2906; 44 USC 3102; and Federal Property Management Regulations 101-11.103-2 and 101-11.103-3. NARS intends to begin their monitoring no later than two years from the acceptance and approval of this schedule. Subsequent monitoring will occur periodically thereafter.

5.6q. Specific Disposition Instructions by Classification. The following disposition instructions for each Classification are designed to be sufficiently flexible to accommodate the following concerns:

--Investigative classifications that the FBI no longer uses and where no class files will be added. Practically speaking, they are closed classifications.

--Investigative classifications opened since 1977 where there may be insufficient information on which to base disposition instructions. The year 1978 is crucial since a major change in reporting requirements for Field Offices occurred in this year.

--Investigative classifications opened before 1978 where there is ample evidence to support projected trends on which to develop disposition instructions.

5.6r. "Set Aside" Cases. Cases files which contain materials sealed under the Federal Youth Corrections Act and Federal Juvenile Delinquency Act or by court order may be destroyed in accordance with the classification disposition instructions and the terms of the legislation or "set-aside" order. A substitute case file will be selected for any such single section case file which would be part of an evidential sample or an informational sample. Any multi-section case file with such materials must be reviewed by NARS to determine the impact of expungement of these materials on the research potential of specific case files and to recommend a specific course of action. The "set aside" material will not be made available to NARS for review.

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FEDERAL BUREAU
OF INVESTIGATION

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FM BONN (66-147)

TO DIRECTOR (66-19249) ROUTINE 336-07

BT

UNCLAS E F T O

ATTN: RECORDS MANAGEMENT DIVISION

DISPOSITION OF LEGAL FILES AND RECORDS

REBUCAB APRIL 18, 1980; AND BONCAB APRIL 22, 1980.

DUE TO URGENT NEED TO RECOVER FILE DRAWER CAPACITY,
LEGAT, BONN REQUESTS AUTHORIZATION TO FORWARD CERTAIN INACTIVE FILE
HOLDINGS TO FBIHQ FOR DEAD STORAGE.

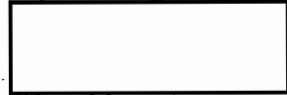
THE SECURITY SITUATION AT BONN HAS NOT CHANGED FROM THAT
REPORTED IN REBONCAB; HOWEVER, RECORD HOLDINGS HAVE CONTINUED
TO EXPAND AND ARE CURRENTLY UNMANAGEABLE.

REQUEST OF THE BUREAU -

PLEASE FURNISH AUTHORIZATION AND INSTRUCTIONS FOR SHIPMENT.

BT

T. Duffey



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*NATIONAL ARCHIVES AND
RECORDS SERVICE*



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66-19249-327

MAR 18 1984

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RECORDS

AIRTEL

3/8/84

Director, FBI (66-3286 Sub B)

PERSONAL ATTENTION

All SACs

National Archives and Records

DESTRUCTION OF RECORDS;
NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ AND FIELD OFFICE RECORDS
BUDED: 4/20/84

Re Buairtel and Bulet to All SACs and Legats,
captioned as above and dated 6/9/83 and 7/27/83, respectively.

Referenced communications provided an overview of the
proposed retention/destruction program for FBI records and
requested recipient offices to forward all files to FBIHQ
in the 61 classification over 50 years old for eventual transfer
to NARS.

This communication initiates a plan to preserve
all investigative field office case files in 15 additional
classifications, or portions thereof, all cases corresponding
to FBIHQ multisection cases in 12 classifications and provides
information to assist the field in identifying other permanent
field office records which must be retained for eventual
transfer to NARS. The scheme of marking files for permanent
retention should be uniform with the procedure employed at
FBIHQ; therefore, all offices should obtain rubber stamps
with 1/4" lettering bearing the legend "DO NOT DESTROY; HISTORICAL
VALUE, NATIONAL ARCHIVES" and stamp the file covers of those
files that are identified as permanent. No records are to
be forwarded to FBIHQ at this time.

ORIGINAL FILED
66-3286-61

66-19249-

Enclosure

- ① - 66-19249
- 1 - Mr. Colwell
- 1 - EAD Investigations
- 1 - Mr. Otto
- 1 - Each Assistant Director
- 1 - Mr. Scherrer
- 1 - Mr. Hotis
- 1 - Mr. J. Murray
- 1 - [Redacted]
- 1 - [Redacted]
- 1 - Manuals Desk

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TBD/CMG:jls (147)

(SEE NOTE PAGE 6)

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Airtel to All SACs
Re: Destruction of Records;
National Archives and Records Service (NARS)
Appraisal of FBIHQ and Field Office Records
66-3286 Sub B

All cases in the following classifications have been evaluated as permanent and will ultimately be transferred to NARS. These case files and any corresponding 1A exhibit sections and/or bulky exhibits are to be marked with the aforementioned legend and appropriate precaution applied to preclude inadvertent destruction during the course of a future destruction program.

ALL INVESTIGATIVE CASES TO BE PRESERVED IN THE FOLLOWING CLASSIFICATIONS IN OFFICE OF ORIGIN AND AUXILIARY OFFICE

CLASSIFICATION

81	Butte and Portland records only
101	
109	
129	
211	

ALL INVESTIGATIVE CASES TO BE PRESERVED IN THE FOLLOWING CLASSIFICATIONS IN OFFICE OF ORIGIN ONLY

44	All cases created prior to 1978 (12/31/77)
50	
65	All cases created prior to 1939 (12/31/38)
110	
119	Washington Field Office records only
158	
173	All cases created prior to 1978
176	
177	
212	

PRESERVATION OF ALL FIELD OFFICE AND CORRESPONDING FBIHQ CASES IN THE 101 CLASSIFICATION

All field office (office of origin and auxiliary office) investigative cases in the 101 classification must be preserved for eventual transfer to NARS; therefore, these files must be stamped as indicated above to prevent inadvertent destruction. Additionally, these field files must be reviewed

Airtel to All SACs

Re: Destruction of Records;

National Archives and Records Service (NARS)

Appraisal of FBIHQ and Field Office Records

66-3286 Sub B

to determine the existence of a corresponding FBIHQ file number which, if available, must be furnished to FBIHQ in order to assist in identifying and preserving the corresponding FBIHQ cases. In the event the field office case file does not reveal an FBIHQ file number, you should furnish FBIHQ the subject matter and office of origin file number to facilitate searching, identification and preservation of the corresponding FBIHQ records.

MULTISECTION (MULTIVOLUME) CASES

The Retention Plan also requires that multisection cases in certain classifications at FBIHQ along with the corresponding field file be retained for eventual transfer to NARS. Multisection cases have been identified as those with two or more consecutive sections. A review of 12 classifications at FBIHQ has identified the existence of multisection cases in each of these classifications. An examination of these multisection cases revealed the existence of corresponding field office cases which must be stamped for preservation as indicated above, regardless of their volume. These files are identified on the attachment to this communication. An attachment is not being furnished to the Anchorage Division inasmuch as the review failed to disclose any office of origin cases in that division. However, Anchorage should comply with the remaining instructions. Instructions to preserve multisection files in additional classifications will be provided to the field commensurate with the continuing phasing in of the Retention Plan.

In addition to multisection cases identified on the attachment to this communication, field offices are requested to identify multisection cases in the classifications set forth below and adhere to the specific instructions contained in the heading of each group of classifications.

OFFICE OF ORIGIN CASES ONLY, IDENTIFY ALL MULTISECTION CASES (TWO OR MORE SECTIONS), STAMP FOR PRESERVATION AS NOTED HEREIN, REVIEW FOR CORRESPONDING FBIHQ FILE NUMBER AND, IF AVAILABLE, FORWARD THE FILE NUMBER TO FBIHQ.

Airtel to All SACs
Re: Destruction of Records;
National Archives and Records Service (NARS)
Appraisal of FBIHQ and Field Office Records
66-3286 Sub B

159
162
165
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182
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200

OFFICE OF ORIGIN CASES ONLY, IDENTIFY ALL MULTISECTION CASES (FIVE OR MORE SECTIONS), STAMP FOR PRESERVATION AS NOTED HEREIN, REVIEW FOR CORRESPONDING FBIHQ FILE NUMBER AND, IF AVAILABLE, FORWARD FILE NUMBER TO FBIHQ.

168

OFFICE OF ORIGIN CASES ONLY, IDENTIFY ALL MULTISECTION CASES (TWO OR MORE SECTIONS) AND STAMP FOR PRESERVATION AS NOTED HEREIN. NOT NECESSARY TO REVIEW FOR FBIHQ FILE NUMBER.

172
202

OFFICE OF ORIGIN CASES ONLY, ALL MULTISECTION CASES (TWO OR MORE SECTIONS) CREATED SUBSEQUENT TO 1977, STAMP FOR PRESERVATION AS NOTED HEREIN, REVIEW FOR CORRESPONDING FBIHQ FILE NUMBER AND, IF AVAILABLE, FORWARD FILE NUMBER TO FBIHQ.

173

OFFICE OF ORIGIN CASES ONLY, IDENTIFY ALL MULTISECTION CASES (TWO OR MORE SECTIONS) AND ALL CASES WITH EIGHT OR MORE SERIALS, STAMP FOR PRESERVATION AS NOTED HEREIN. NOT NECESSARY TO REVIEW FOR FBIHQ FILE NUMBER.

175

Airtle to All SACs

Re: Destruction of Records;
National Archives and Records Service (NARS)
Appraisal of FBIHQ and Field Office Records
66-3286 Sub B

OFFICE OF ORIGIN CASES ONLY, IDENTIFY ALL MULTISECTION CASES (TWO OR MORE SECTIONS) AND ALL CASES WITH 30 OR MORE SERIALS, AND STAMP FOR PRESERVATION AS NOTED HEREIN. NOT NECESSARY TO REVIEW FOR FBIHQ FILE NUMBER.

183

OFFICE OF ORIGIN CASES ONLY, IDENTIFY ALL MULTISECTION CASES (TWO OR MORE SECTIONS) AND ALL FILES WITH TEN OR MORE SERIALS, AND STAMP FOR PRESERVATION AS NOTED HEREIN. NOT NECESSARY TO REVIEW FOR FBIHQ FILE NUMBER.

188

OFFICE OF ORIGIN CASES ONLY, IDENTIFY ALL MULTISECTION CASES (TWO OR MORE SECTIONS) AND ALL FILES WITH 20 OR MORE SERIALS, AND STAMP FOR PRESERVATION AS NOTED HEREIN. NOT NECESSARY TO REVIEW FOR FBIHQ FILE NUMBER.

199

OFFICE OF ORIGIN AND AUXILIARY OFFICE CASES, IDENTIFY ALL MULTISECTION CASES (TWO OR MORE SECTIONS) AND FILES WITH 20 OR MORE SERIALS, AND STAMP FOR PRESERVATION AS NOTED HEREIN. NOT NECESSARY TO REVIEW FOR FBIHQ FILE NUMBER.

205

The identification of permanent multiseriale files at FBIHQ will necessitate a file-by-file review and further instructions for retention will be provided upon completion of the review. Redundancy of instructions is recognized; however, all instructions are contained in the Retention Plan and are being furnished to denote strict adherence to the Plan.

In order for FBIHQ to accomplish the phasing in of the Retention Plan on a timely basis, field offices are asked to forward the foregoing requests for corresponding FBIHQ file data to FBIHQ, Attention: Records Section, Records Management Division, Room 5636, by COB 4/20/84.

Airtel to All SACs

Re: Destruction of Records

National Archives and Records Service (NARS)

Appraisal of FBIHQ and Field Office Records

66-3286 Sub B

Personnel of several offices have expressed an interest in the transfer of records to the National Archives. The procedure is governed by Federal regulations (United States Code, Title 44) which require Federal agencies to create and preserve records containing adequate and proper documentation of the organization, functions, policies, procedures, and decisions. After sufficient retention periods have elapsed, the Archivist of the United States has the power to accession agency records which have been determined to possess information of historical or other value to warrant their continued preservation by the U. S. Government. Upon receipt, the Archivist is responsible for the custody and use of the records, commensurate with restrictions placed by the agency. Identification of permanent records is a major function of the FBI Records Retention Plan prepared by NARS and strict adherence to the guidelines is necessary. The retention program will be ongoing; therefore, instructions will be updated on an annual basis to identify records in newly created classifications and categories that are evaluated as permanent.

NOTE: Field offices are being requested to identify and preserve cases of historical value pursuant to instructions contained in the FBI Records Retention Plan and Disposition Schedule, and to furnish corresponding FBIHQ file numbers to cases identified in the field offices by established deadline.

DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
COMMUNICATION MESSAGE FORM

202

PAGE 1 OF 2	CLASSIFICATION	PRECEDENCE
DATE 3/9/84	UNCLAS E F T O	ROUTINE
START HERE		
FM DIRECTOR FBI (66-19249)		
TO LEGAT, BONN (66-147) ROUTINE		
BT		
UNCLAS E F T		
DISPOSITION OF LEGAT FILES AND RECORDS		
REURTEL 3/8/84, CAPTIONED AS ABOVE, REQUESTING AUTHORIZATION		
TO FORWARD CERTAIN INACTIVE LEGAT FILES TO FBIHQ FOR STORAGE.		
ARRANGEMENTS WILL BE MADE TO ACCOMMODATE THE STORAGE OF		
LEGAT, BONN FILES AT FBIHQ. HOWEVER, BEFORE SUCH ARRANGEMENTS		
CAN BE MADE IT WILL BE NECESSARY FOR YOU TO ADVISE HOW MANY		
LINEAR FEET OF RECORDS YOU INTEND TO TRANSFER TO FBIHQ. THIS		
INFORMATION SHOULD BE DIRECTED TO THE ATTENTION OF SECTION CHIEF		
R. W. SCHERRER, RECORDS SECTION, RECORDS MANAGEMENT DIVISION,		
ROOM 5B35. UPON EVALUATION OF YOUR NEEDS, YOU WILL BE PROVIDED		
WITH INSTRUCTIONS REGARDING PACKAGING, SHIPPING AND PROCEDURES		
FOR FUTURE RETRIEVAL OF THIS MATERIAL.		
DO NOT TYPE MESSAGE BELOW THIS LINE		
APPROVED BY <i>com jr</i>	DRAFTED BY <i>TBD: jls</i>	DATE 3/9/84
		ROOM 5640
		TELE EXT

NATIONAL ARCHIVES and RECORDS SERVICE

DO NOT TYPE PAST THIS LINE

- 1 - Mr. O'Malley (Attn: [redacted])
- 1 - Mr. Manage
- 1 - Mr. Scherrer
- 1 - Mr. [redacted]
- 1 - [redacted]

66-19249-328

MAR 13 1984

FEDERAL BUREAU OF INVESTIGATION
COMMUNICATIONS CENTER
MAR 10 1984

NOTE: Based on Bonntel 3/8/84, requesting authorization
to forward certain inactive Legat files to FBIHQ for storage.

R 13 13 05Z MAR 84

FM BONN (66-147)

TO DIRECTOR (66-19249) ROJ 13 MAR 84 200 42Z

BT

UNCLAS E F T O

ATTN: SECTION CHIEF R. W. SCHERRER, RECORDS SECTION,
RECORDS MANAGEMENT DIVISION, ROOM 5835.

DISPOSITION OF LEGAL FILES AND RECORDS.

REBUCAB MARCH 9, 1984.

PER REFERENCED CABLE, BONN INTENDS TO TRANSFER TWELVE (12)
LINEAR FEET OF FILES FOR STORAGE AT FBIHQ.

BT

REBUCAB MARCH 9, 1984

Asst. Dir.:	
Adm. Servs.	
Crim. Inv.	
Ident.	
Inspection	
Intell.	
Laboratory	
Legal Coun.	
Off. of Cong. & Public Affs.	
Rec. Mgnt.	<i>dyg</i>
Tech. Servs.	
Training	
Telephone Rm.	
Director's Sec'y	

66-19249-329

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MAR 20 1984

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DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
COMMUNICATION MESSAGE FORM

PAGE 1 OF 3		DATE	CLASSIFICATION	PRECEDENCE
		3/16/84	UNCLAS E F T O	ROUTINE
START HERE				
FM DIRECTOR FBI (66-19249)				
TO LEGAT, BONN (66-147) ROUTINE				
BT				
UNCLAS E F T O				
DISPOSITION OF LEGAT FILES AND RECORDS				
REURTEL 3/13/84, CAPTIONED AS ABOVE.				
YOU ARE AUTHORIZED TO FORWARD 12 LINEAR FEET OF CLOSED				
FILES TO FBIHQ, WHERE THESE RECORDS WILL BE STORED. ALL				
FILES SHOULD BE PACKAGED IN ASCENDING NUMERICAL SEQUENCE				
AND SHIPPED TO FBIHQ VIA DIPLOMATIC POUCH MARKED FOR THE				
ATTENTION OF SECTION CHIEF R. W. SCHERRER, RECORDS SECTION,				
RECORDS MANAGEMENT DIVISION, ROOM 5835. SHOULD ANY OF THE				
FILES CONTAIN CLASSIFIED INFORMATION, THEY SHOULD BE SECURELY				
PACKAGED IN ACCORDANCE WITH INSTRUCTIONS FOR CLASSIFIED MATERIAL				
FORWARDED BY DIPLOMATIC POUCH. APPROPRIATE SECURITY CLASSIFI-				
CATION SHOULD BE ASSIGNED TO EACH TRANSMITTAL PACKAGE CONSISTENT				
V-95 DE-220 66-19249-330				
DO NOT TYPE MESSAGE BELOW THIS LINE				
APPROVED BY	DRAFTED BY	DATE	ROOM	TELE EXT.
<i>cmj</i>	TBD:jls	3/16/84	5640	

DO NOT TYPE PAST THIS LINE

- 1 - Mr. O'Malley (Attn: [redacted])
- 1 - Mr. Monroe
- 1 - Mr. Scherrer
- 1 - Mr. Litzenberg
- 1 - [redacted]

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MAR 20 1984

FEDERAL BUREAU OF INVESTIGATION
COMMUNICATIONS CENTER

1448700P
MAR 16 1984

DO NOT FILE WITHOUT COMMUNICATIONS STAMP

MAY 3 1984

DEPARTMENT OF JUSTICE
FEDERAL BUREAU OF INVESTIGATION
COMMUNICATIONS CENTER

PAGE 2

CONTINUATION SHEET

PAGE TWO DE HQ 0143 ROUTINE

WITH THE MATERIAL CONTAINED THEREIN. YOU SHOULD PREPARE
AN INVENTORY FOR EACH PACKAGE OF FILES FORWARDED TO FBIHQ.
THE INDEX CARDS RELATING TO THIS MATERIAL SHOULD BE RETAINED
IN YOUR OFFICE UNTIL NOTIFIED TO THE CONTRARY BY FBIHQ.

RECORDS HOLDINGS FORWARDED TO FBIHQ WILL BE PLACED IN
DEAD STORAGE IN THE PERSONNEL RECORDS UNIT, RECORDS SECTION,
RECORDS MANAGEMENT DIVISION.

SHOULD YOU REQUIRE FUTURE ACCESS TO YOUR RECORDS HOLDINGS
STORED AT FBIHQ, YOU SHOULD DIRECT A TELETYPE TO FBIHQ MARKED
FOR THE ATTENTION OF SA GEORGE LITZENBERG, JR., UNIT CHIEF,
SPECIAL RECORDS AND FILING UNIT, RECORDS SECTION, RECORDS
MANAGEMENT DIVISION, ROOM 4865. YOUR TELETYPE SHOULD
SPECIFICALLY CITE YOUR FILE NUMBER, SERIAL NUMBER AND, IF
APPROPRIATE, THE PAGE NUMBER. YOU SHOULD CLEARLY INDICATE
EXACTLY WHAT INFORMATION IS DESIRED. A RESPONSE TO YOUR
REQUEST WILL BE PROMPTLY FORWARDED TO YOU FROM FBIHQ BY TELETYPE.
YOUR FILES WILL NOT BE INTEGRATED INTO THE FBIHQ CENTRAL
RECORDS SYSTEM; THEREFORE, RETRIEVABILITY OF THE MATERIAL
CONTAINED THEREIN WILL DEPEND ENTIRELY ON YOUR OFFICE INDEX. /

NOTE: BASED ON LEGAT, BONTELS 3/8/84, AND 3/13/84, REQUESTING
AUTHORIZATION TO FORWARD CERTAIN INACTIVE LEGAT FILES TO
FBIHQ FOR STORAGE.

APPROVED:

Director _____	Adm. Servs. _____	Laboratory _____
Exec. AD-Adm. _____	Crim. Inv. _____	Legal Coun. _____
Exec. AD-Inv. _____	Ident. _____	Off. of Cong. & Public Affs. _____
Exec. AD-LES _____	Inspection _____	Rec. Mgnt. _____
	Intell. _____	Tech. Servs. _____
		Training _____

AIRTEL

3/7/84

Director, FBI (66-19249)

All SACs

DESTRUCTION OF RECORDS;
NATIONAL ARCHIVES AND RECORDS SERVICE (NARS)
APPRAISAL OF FBIHQ AND FIELD RECORDS

(Handwritten initials in a circle)

Re Butels 3/24/82, 10/29/82, and Buairtel 7/13/82,
captioned as above.

66-19249-331

By ReButel 3/24/82, you were advised that FBIHQ
consultation with the Department of Justice (DOJ) and NARS
disclosed that pirated motion picture films, video cassettes
and sound recordings fall within the broad definition of
documentary evidence and that the disposition of documentary
evidence retained by the FBI is governed by orders issued
July 28, 1981, and August 26, 1981, by U.S. District Judge
Harold H. Greene in the civil matter American Friends Service
Committee, et al. v. William H. Webster, et al. (U.S.D.C.,
District of Columbia) Civil Action Number 79-1655. Additionally,
you were informed that the Civil Division, DOJ, would secure
clarification from Judge Greene as to whether pirated motion
picture films, video cassettes or sound recordings seized
by the FBI are considered by the court to be documentary
or physical evidence.

MAR 29 1984

By ReBuairtel 7/13/82, each field office was furnished
a copy of a self-explanatory DOJ teletype from the Assistant
Attorney General, Civil Division, to all U. S. Attorneys,
dated 6/29/82, which contained instructions to United States
Attorneys regarding the disposition of documentary evidence
being held by the FBI secured through the grand jury process.
The aforementioned DOJ teletype advised that Judge Greene
issued a Memorandum Order on 6/17/82, which stated, inter
alia, "The January, 1980, Order is designed to prevent the
FBI from acting on its own to destroy or otherwise dispose of

MAILED 16
MAR 1984

- Exec AD Inv. _____
- Exec AD Adm. - 28-00
- Exec AD LES _____
- Asst. Dir.: _____
- Adm. Servs. - Mr. Colwell
- Crim. Inv. - LEAD Investigations
- Ident. _____
- Intell. - Mr. Otto
- Laboratory - Each Assistant Director
- Legal Coun. - Mr. Blake (Attn: _____)
- Plan. & Insp. _____
- Rec. Mgnt. - TBD:jls (148)
- Tech. Servs. _____
- Training _____
- Public Affs. Off. _____
- Telephone Rm. _____
- Director's Sec'y _____

- 1 - Mr. Scherrer
- 1 - Mr. Hotis
- 1 - Mr. J. Murray
- 1 - _____
- 1 - _____
- 1 - Manuals Desk

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MAIL ROOM

Airtel to All SACs

Re: Destruction of Records;
National Archives and Records Service (NARS)
Appraisal of FBIHQ and Field Records

records which must be preserved under the archival statutes. See 44 U.S.C., 2101, 3101, 3301, et seq. If a Federal court orders the agency to dispose of documents generated in that court after having been informed by the Government of the applicability of the archival statutes, it may be assumed that the court made a determination that retention of particular documents is not required under the law."

ReButel 10/29/82, provided current instructions for disposition of documentary evidence obtained by the FBI by the return of this material to the owner/contributor when such documentary evidence no longer has any evidentiary value to the Government. ReButel noted that FBIHQ is taking up with the DOJ the matter of the disposition of pirated motion picture films and sound recordings secured by the FBI.

On 11/23/83, the DOJ rendered an opinion that the language contained in the June 17, 1982, Order, supra, is applicable to video tapes, record albums, films and like materials which have been obtained by the FBI in conjunction with criminal investigations pursuant to search warrants or grand jury subpoena. Therefore, if a district court which presided over the Federal grand jury which issued the subpoena, or a district court that issued and supervised the search warrant and its return, orders such materials to be destroyed or otherwise disposed of, the FBI is free to do so if such an order is entered after the district court has been informed by the Government of the existence of the American Friends Service Committee suit and the applicability of the archival statutes as contained in Title 44, U.S.C., Chapters 2101, 3101 and 3301. If after having been so informed, the district court orders the destruction or other specific disposition of the documentary material, the FBI may comply with the court order without further notification to Judge Greene in the American Friends Service Committee case.

In view of above, and upon receipt of an appropriate court order, all field offices are authorized to destroy or otherwise dispose of aforementioned pirated motion picture films, video cassettes or sound recordings which have been seized by the FBI. In each case where such material is disposed of an accurate inventory, copy of the applicable court order and method of disposition is to be recorded in the case file.

Airtel to All SACs

Re: Destruction of Records;
National Archives and Records Service (NARS)
Appraisal of FBIHQ and Field Records

Should you have any questions concerning this matter, they may be directed to FBIHQ, Attention: Records Management Division, Records Section.

NOTE: Based on Legal Counsel to Assistant Director, Records Management Division memorandum, 12/8/83, captioned "American Friends Service Committee, et al. v. William H. Webster, et al. (U.S.D.C., District of Columbia) Civil Action Number 79-1655," advising that the Department of Justice has rendered an opinion that video tapes, record albums, films and like materials which have been obtained by the FBI in conjunction with criminal investigations pursuant to search warrant or grand jury subpoena may be destroyed or otherwise disposed of pursuant to the conditions advised above.

APPROVED:	Adm. Serv. _____	Library _____
	Ident. _____	Legal Coun. _____
	Intell. _____	Plan. & Insp. _____
Exec. AD-Adm. _____	Off. _____	Rec. Mgmt. _____
Exec. AD-Inv. _____	Spec. Inv. _____	Tech. Serv. _____
Exec. AD-LES _____	Intell. _____	Training _____

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FEDERAL BUREAU OF INVESTIGATION
FOIPA
DELETED PAGE INFORMATION SHEET

No Duplication Fees are charged for Deleted Page Information Sheet(s).

Total Deleted Page(s) ~ 10

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Page 185 ~ Duplicate

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Page 225 ~ b6, b7C

Page 227 ~ Duplicate

Page 281 ~ b5, b6, b7D

Page 282 ~ b5, b6, b7D