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~~ADMINISTRATIVE - INTERNAL USE ONLY~~ ✓CSI-0324/95
30 March 1995

MEMORANDUM FOR: Executive Director

VIA: Director, Center for the Study of
Intelligence

FROM: John F. Pereira
Chief, Historical Review Group

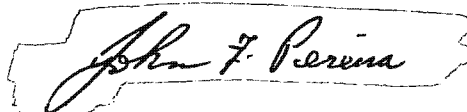
SUBJECT: Appointment of Directorate Focal Points
for JFK Assassination Board Requests (AIUO)

1. Action Requested: It is recommended that you request the Directorates to appoint focal point officers for purposes of responding to requests from the (President Kennedy) Assassination Records Review Board. (AIUO)

2. Background: President Clinton appointed the Board to oversee the release of records related to both the assassination of President Kennedy and the investigations into the assassination. The Board has forwarded to us the first (attached) of what are likely to be many requests for additional information from CIA records. The Board will not complete its work until late 1997 at the earliest. (AIUO)

The Historical Review Group (HRG) has reviewed more than 400,000 pages of JFK-related records, most of which were contained in the "sequestered records" that were collected for the House Assassination Committee's investigation and in the Oswald 201 file. Up to now, no new searches have been required. Now that the Board has begun to generate requests for additional information, the Agency needs to create a mechanism for processing the requests and for tasking components to conduct records searches. (AIUO)

3. Recommendation: That you request each Directorate to appoint a focal point to work with HRG as the principal liaison with the Board, and that you name someone to perform the same function for the DCI Area. Attached is a proposed memorandum for your signature. (AIUO)



John F. Pereira

Attachments:

- A. ARRB Request No. CIA-1
- B. Proposed Memorandum

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SUBJECT: Appointment of Directorate Focal Points
for JFK Assassination Board Requests (AIUO)

DCI/CSI/HRG/JPereira:bas/x30373 (30 Mar 95)

Distribution:

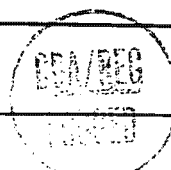
Original - Addressee
1 - Executive Registry
1 - D/CSI
1 - C/HRG

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~~ADMINISTRATIVE - INTERNAL USE ONLY~~

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Appointment of Directorate Focal Points for
JFK Assassination Board RequestsFROM: Leo Hazlewood
Executive Director
7D55 OHBEXTENSION
s-37900NO.
ER 95-8097DATE
6 April 1995TO: (Officer designation, room number, and
building)

DATE

RECEIVED

FORWARDED

OFFICER'S
INITIALSCOMMENTS (Number each comment to show from whom
to whom. Draw a line across column after each comment.)1. EA/EXDIR
7D55 OHB

4/7 JB

2.

3. C/EXDIR Staff
6E0703 OHB

07 APR 1995

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Ed. Cohen ADDA/IS4
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Jim O.

~~ADMINISTRATIVE - INTERNAL USE ONLY~~ER 95-8097
6 April 1995

MEMORANDUM FOR: Deputy Director for Administration
Deputy Director for Intelligence
Deputy Director for Operations
Deputy Director for Science and Technology
Administrative Officer, DCI

FROM: Executive Director

SUBJECT: Appointment of Directorate Focal Points
for JFK Assassination Board Requests

1. I would like each of you to appoint a focal point officer for your Directorate who would be responsible for responding to requests for information from the (President Kennedy) Assassination Records Review Board. (AIUO)

2. The Agency has received the first (attached) of what are likely to be many requests from the Board for information related to the assassination of President Kennedy and to the investigations into the assassination. Up to now, the Board has focused on the "sequestered" records CIA had collected for the House Assassination Committee's investigation and documents that had been part of the Oswald 201 file. It is expected that the new requests will require records searches to be done for additional information. (AIUO)

3. The Historical Review Group (HRG) of the Center for the Study of Intelligence (CSI), which has been the Agency's principal liaison with the JFK Board, will continue in that role. HRG will receive requests from the Board, and then forward them to the Directorate focal points for action. Responses from the Directorates will be coordinated by HRG, which will make the responses available to the Board. (AIUO)

4. Please provide the name of your focal point officer to John Pereira, Chief, HRG (x30373-secure) by 13 April. (AIUO)



Leo Hazlewood

Attachment

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SUBJECT: Appointment of Directorate Focal Points
for JFK Assassination Board Requests

DCI/CSI/HRG/JPereira:bas/x30373 (30 Mar 95)

Distribution:

- Original - DDA
- Original - DDI
- Original - DDO
- Original - DDS&T
 - 1 - AO/DCI
 - 1 - Executive Registry
 - 1 - ExDir
 - 1 - D/CSI
 - 1 - C/HRG

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Assassination Records Review Board

600 E Street NW □ 2nd Floor □ Washington, DC 20530

March 22, 1995

Mr. John Pereira
Director
Historical Review Group
Center for the Study of Intelligence
Central Intelligence Agency
Washington, D.C. 20505

CIA HAS NO OBJECTION TO
DECLASSIFICATION AND/OR
RELEASE OF CIA INFORMATION
IN THIS DOCUMENT

RE: ARRB Additional Information Request No. CIA-1

Dear John:

I would like to thank you and your staff for your assistance and cooperation during our start-up phase. I trust that this bodes well for our work together during the upcoming years.

In order to facilitate and coordinate our efforts, I will be sending to you, from time-to-time, requests for additional information and records to facilitate the completion of the ARRB's responsibilities under the JFK Act. We will be numbering these requests, as shown above, to help us track our queries and your responses. Please do not hesitate to contact me or Jeremy Gunn if our requests are insufficiently clear or if they are unduly burdensome.

For our first request, we ask that you make available the following items:

- (a) Comprehensive organizational charts (or the best available substitutes) of the following entities for the years 1958-1968:¹

First, the Directorate of Plans (DDP or DD/P) *including*:

- Western Hemisphere Division (DDP/WH)
- Special Affairs Staff (DDP/SAS)
- Task Force W

¹We are of course aware that the names, organizational structure, and reporting relationships of the entities identified below have changed over time. We have listed some divisions, offices, and staffs in order to facilitate the identification of organizational charts. If the Agency refers or referred to these entities by any other names or acronyms, we would of course intend our request to include those other names or acronyms.

Mr. John Pereira
March 22, 1995
Page 2

- Special Task Force Operations
- Counterintelligence Staff (DDP/CI)
- Soviet Russia Division (DDP/SR)
- Foreign Intelligence Staff (DDP/FI)
- Technical Services Division (DDP/TSD)
- Records Integration Division (DDP/RID)
- Division D
- Western Europe Division (WE);

Second, the Directorate of Support (DDS or DD/S) *including*:

- Office of Security (DDS/OS) (*including* Security Research Section);

Third, the Directorate of Intelligence (DDI or DD/I) *including*:

- National Photographic Interpretation Center (DDI/NPIC)
- Office of Operations (DDI/OO)
- Domestic Contacts Division *including* all DCD bases in Louisiana, Florida, and Texas;

Fourth, the Directorate of Research (DDR or DD/R) *including*:

- Special Projects Branch
- Technical Services Division;

Fifth, CIA stations in

- Mexico City (1960-68 only)
- Miami (JMWAVE)
- other stations that we will discuss orally;

Sixth, the Inspector General;

Seventh, the Office of the General Counsel;

Eighth, to the extent not otherwise included above, any entities with responsibility for liaison or communications with the Federal Bureau of Investigation on matters pertaining to intelligence or counterintelligence;² and

Ninth, any other offices, task forces, units, programs, persons, or other

²If there were persons (rather than entities) tasked with the responsibility for such liaisons with the FBI, please identify those individuals.

Mr. John Pereira
March 22, 1995
Page 3

entities with any responsibilities for surveilling, conducting operations with respect to, or engaging in liaison with any pro-Castro groups (e.g., Fair Play for Cuba Committee) or anti-Castro groups (e.g., Alpha-66, DRE, JURE, etc.).

- (b) The names and affiliations of all CIA personnel responsible for liaison with the Warren Commission, the House Select Committee on Assassinations, the House Select Committee on Intelligence of the 94th Congress (the "Pike Committee"); the Senate Select Committee to Study Governmental Operations with Respect to Intelligence Activities (the "Church Committee"), and the Commission on CIA Activities within the United States (the "Rockefeller Commission").
- (c) All manuals, handbooks, memoranda, or guides explaining:
 - (i) the organizational structure and division of responsibilities within CIA for the years 1958-68 and 1975-79;
 - (ii) the filing systems or filing procedures for the entities identified in (a) above; and
 - (iii) guidelines for drafting memoranda or completing forms.

Examples of the type of documents we are seeking include the *Clandestine Services Instruction* (CSI), the *Clandestine Services Handbook* (CSHB), and the *Directorate of Operations Handbook* (DOHB).

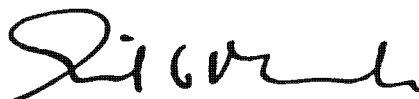
- (d) Copies of the instructions, guidelines, and other materials used by your reviewers in the review process. Barry Harrelson has already provided some – if not all – of these materials to Jeremy Gunn.
- (e) A list or lists of cryptonyms, digraphs, codes, pseudonyms, numericals, file identifications, or other identifications appearing in the assassination records (to the extent that such a list or lists have been or could readily be created).

To the extent that these materials are security classified, we will take all necessary precautions to protect them.

Mr. John Pereira
March 22, 1995
Page 4

I would like to thank you again for your cooperation. Please do not hesitate to contact me or Jeremy Gunn for any clarification regarding these requests.

Sincerely yours,

A handwritten signature in black ink, appearing to read "D. Marwell", written in a cursive style.

David G. Marwell
Executive Director

cc: Barry Harrelson
T. Jeremy Gunn
File 4.20.4-1

☐ UNCLASSIFIED☐ INTERNAL
USE ONLY☐ CONFIDENTIAL☐ SECRET**ROUTING AND RECORD SHEET**

SUBJECT: (Optional)

Appointments of Directorate Focal Points for JFK Assassination Board Requests

FROM: Hugh E. Price
Deputy Director for Operations
7 E 30 OHB

EXTENSION

NO.

DD/O 95-1857

37875

DATE

TO: (Officer designation, room number, and building)

DATE

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

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1. Chief, Historical Review
Group
404 Ames Bldg.

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USE ONLY☐

UNCLASSIFIED

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DO/IMS 95-069/2

95-1857

APR 18 1995


MEMORANDUM FOR: Chief, Historical Review Group

FROM: Hugh E. Price
Deputy Director for Operations

SUBJECT: Appointment of Directorate Focal Points
for JFK Assassination Board Requests

REFERENCE: ER 95-8097, dated 6 April 1995, Same Subject

Based upon the expectation that most of the requests will be for information from our historical records, the Information Management Staff will take the lead role. The focal point will be Fred Wickham, Chief, External Support Group/IMS located in 1D4107 OHB, ext. 44448.


Hugh E. Price

cc: Executive Director

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#/95

FOCAL POINTS FOR JFK ASSASSINATION BOARD

DCI	Doug Garthoff Becky Rant	37597 37598
DA	Jack Wright	30554
DI	<div></div> Kathryn Dyer (backup)	54475 54644
DO	Fred Wickham	44448
DS&T	<div></div>	50104

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21 February 1997

MEMORANDUM FOR: John Pereira

FROM: J. Barry Harrelson
CSI/HRG, JFK Project Officer

SUBJECT: DI Focal Point for JFK Board

REFERENCE:

I have been advised by [redacted] DI/IRO, that he has replaced [redacted] as the Directorate Focal Point for Assassination Records Review Board requests.

CC: [redacted] @ DI

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