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HSCA ADMINISTRATIVE FOLDER, CIU MONTHLY REPORT

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COMMENTS : INC FOLDER, MEMO, NOTE, R/S, STATISTICS

SPECIAL MEMORANDA DESK
EXECUTIVE BRANCH AGENCIES UNIT
DECEMBER, 1978

AGENCY	FORMS RECEIVED
<u>MI-5</u> <u>15</u>	102
White House	720
Attorney General's Office and Department	17*
Director and Other Bureau Officials	4
CIA	60*
SAC	0
Other Government Agencies	2*
Legal Attaches	91
<u>Royal Canadian Mounted Police</u> <u>15</u>	582
Foreign Liaison	155
Miscellaneous	4
Special Projects (Handled by both Special Memoranda and other Desks)	
Nazi War Criminals Project for Subcommittee on Immigration, Citizenship, and International Law	0
Lake Games	0
Pan Am '79	0
Total Received	1,737
On Hand December 1, 1978	300
Received During December, 1978	<u>1,737</u>
Total	2,037
On Hand January 1, 1979	<u>361</u>
Total Handled	1,676

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EXECUTIVE BRANCH AGENCIES UNIT
MONTHLY REPORT, DECEMBER, 1978

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AGENCY

FORMS RECEIVED

Action		6
Agency for International Development		51
Agriculture		160
Alien Property		0
Army		21
British Embassy (S)		0
Central Intelligence Agency		2,202
Civil Service Commission		
EO 10450	0	
EO 10459	0	
Other	2,639	
Total		2,639
Commerce		195
Commodity Futures Trading Commission		578
Defense Communications Agency		3
Defense Contract Audit Agency		0
Defense Intelligence Agency		55
Defense Nuclear Agency		0
Department of Defense, NAC Center		53,503
Department of Energy		351
Export-Import Bank		0
Federal Communications Commission		0
Federal Deposit Insurance Corporation		44
Federal Energy Office		0
Federal Home Loan Bank Board		0
General Accounting Office		0
General Services Administration		688
Health, Education and Welfare		11
Housing and Home Finance Agency		0
Housing and Urban Development		24
Immigration and Naturalization Service		29,451
Interior Department		0
Internal Revenue Service		51
International Communication Agency		86
Joint Chiefs of Staff		3
Justice Department		
Justice-77	91	
Justice-Bureau of Prisons	366	
Total		457
Labor Department		42
Maritime		0
Metropolitan Police Department		0
National Aeronautics and Space Administration		215

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SPECIAL MEMORANDA DESK
EXECUTIVE BRANCH AGENCIES UNIT
AUGUST, 1978

SECRET

AGENCY	FORMS RECEIVED
MI-5 (S)	365
White House	1,968
Attorney General's Office and Department	75*
Director and Other Bureau Officials	3
CIA	30*
SAC	1
Other Government Agencies	5*
Legal Attaches	235
Royal Canadian Mounted Police (S)	1,828
Foreign Liaison	611
Miscellaneous	<u>29</u>
Total Received	5,150
On Hand August 1, 1978	215
Received During August, 1978	<u>5,150</u>
Total	5,365
On Hand September 1, 1978	<u>200</u>
Total	5,165

*These receipts, although of a special nature, are included in the total number of requests from the various agencies set forth in the preceding Executive Branch Agencies Unit schedule.

1 - Mr. J. S. Leo
Room 4634, JEH

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EXECUTIVE BRANCH AGENCIES UNIT
MONTHLY REPORT, AUGUST, 1978

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AGENCY

FORMS RECEIVED

Action	3
Agency for International Development	110
Agriculture	473
Alien Property	0
Army	16
British Embassy	0
Central Intelligence Agency	3,226
Civil Service Commission	
EO 10450	0
EO 10459	0
Other	3,296
TOTAL	3,296
Commerce	643
Commodity Futures Trading Commission	724
Defense Communications Agency	6
Defense Contract Audit Agency	0
Defense Intelligence Agency	81
Defense Nuclear Agency	0
Department of Defense, NAC Center	63,856
Department of Energy	470
Export-Import Bank	0
Federal Communications Commission	0
Federal Deposit Insurance Corporation	87
Federal Energy Office	0
Federal Home Loan Bank Board	0
General Accounting Office	46
General Services Administration	556
Health, Education and Welfare	108
Housing and Home Finance Agency	0
Housing and Urban Development	28
Immigration and Naturalization Service	44,094
Interior Department	0
Internal Revenue Service	59
International Communication Agency	75
Joint Chiefs of Staff	10
Justice Department	593
Labor Department	74
Maritime	0
Metropolitan Police Department	0
National Aeronautics and Space Administration	127
National Security Agency	86
Office of Civil Defense	0
Office of Economic Opportunity	0
Office of Emergency Preparedness	0

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EXECUTIVE BRANCH AGENCIES UNIT
MONTHLY REPORT, JULY, 1978

AGENCY	FORMS RECEIVED
Action	4
Agency for International Development	166
Agriculture	498
Alien Property	0
Army	15
British Embassy (S)	0
Central Intelligence Agency	2,375
Civil Service Commission	
EO 10450	0
EO 10459	0
Other	3,597
Total	3,597
Commerce	609
Commodity Futures Trading Commission	0
Defense Communications Agency	1
Defense Contract Audit Agency	0
Defense Intelligence Agency	66
Defense Nuclear Agency	0
Department of Defense, NAC Center	52,887
Department of Energy	486
Export-Import Bank	0
Federal Communications Commission	0
Federal Deposit Insurance Corporation	228
Federal Energy Office	0
Federal Home Loan Bank Board	0
General Accounting Office	0
General Services Administration	580
Health, Education and Welfare	204
Housing and Home Finance Agency	0
Housing and Urban Development	24
Immigration and Naturalization Service	35,844
Interior Department	0
Internal Revenue Service	59
International Communication Agency	112
Joint Chiefs of Staff	6
Justice Department	518
Labor Department	98
Maritime	0
Metropolitan Police Department	0
National Aeronautics and Space Administration	177
National Security Agency (S)	66
Office of Civil Defense	0
Office of Economic Opportunity	0
Office of Emergency Preparedness	0

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SPECIAL MEMORANDA DESK
EXECUTIVE BRANCH AGENCIES UNIT
JULY, 1978

SECRET

AGENCY	FORMS RECEIVED
[MI-5] (S)	285
White House	1,280
Attorney General's Office and Department	55*
Director and Other Bureau Officials	0
CIA	35*
SAC	2
Other Government Agencies	5*
Legal Attaches	200
[Royal Canadian Mounted Police] (S)	1,187
Foreign Liaison	639
Miscellaneous	49
Total Received	3,737
On Hand July 1, 1978	215
Received During July, 1978	<u>3,737</u>
Total	3,952
On Hand August 1, 1978	<u>220</u>
Total	3,732

*These receipts, although of a special nature, are included in the total number of requests from the various agencies set forth in the preceding Executive Branch Agencies Unit schedule.

1 - Mr. J. S. Leo
Room 4634 JEH

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EXECUTIVE BRANCH AGENCIES UNIT
MONTHLY REPORT, JUNE, 1978

SECRET

AGENCY	FORMS RECEIVED
Action	3
Agency for International Development	196
Agriculture	824
Alien Property	0
Army	39
British Embassy (S)	0
Central Intelligence Agency	2,688
Civil Service Commission	
EO 10450	0
EO 10459	0
Other	4,029
Total	4,029
Commerce	343
Commodity Futures Trading Commission	710
Defense Communications Agency	12
Defense Contract Audit Agency	1
Defense Intelligence Agency	70
Defense Nuclear Agency	0
Department of Defense, NAC Center	53,861
Department of Energy	361
Export-Import Bank	0
Federal Communications Commission	0
Federal Deposit Insurance Corporation	191
Federal Energy Office	0
Federal Home Loan Bank Board	0
General Accounting Office	0
General Services Administration	580
Health, Education and Welfare	24
Housing and Home Finance Agency	0
Housing and Urban Development	21
Immigration and Naturalization Service	31,594
Interior Department	0
Internal Revenue Service	57
International Communication Agency	161
Joint Chiefs of Staff	3
Justice Department	784
Labor Department	191
Maritime	0
Metropolitan Police Department	0
National Aeronautics and Space Administration	279
National Security Agency (S)	124
Office of Civil Defense	0
Office of Economic Opportunity	0
Office of Emergency Preparedness	0

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SPECIAL MEMORANDA DESK
EXECUTIVE BRANCH AGENCIES UNIT **SECRET**
JUNE, 1978

AGENCY	FORMS RECEIVED
[MI-5] (S)	459
White House	970
Attorney General's Office and Department	73*
Director and Other Bureau Officials	1
CIA	47*
SAC	1
Other Government Agencies	2*
Legal Attaches	317
[Royal Canadian Mounted Police] (S)	1,133
Foreign Liaison	720
Miscellaneous	<u>6</u>
Total Received	3,729
On Hand June 1, 1978	128
Received During June, 1978	<u>3,729</u>
Total	3,857
On Hand July 3, 1978	<u>215</u>
Total	3,642

*These receipts, although of a special nature, are included in the total number of requests from the various agencies set forth in the preceding Executive Branch Agencies Unit schedule.

1 - Mr. J.S. Leo
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EXECUTIVE BRANCH AGENCIES UNIT
MONTHLY REPORT, MAY, 1978

AGENCY	FORMS RECEIVED
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Action	9
Agency for International Development	113
Agriculture	659
Alien Property	0
Army	43
British Embassy (S)	0
Central Intelligence Agency	2,523
Civil Service Commission	
EO 10450	0
EO 10459	0
Other	3,233
Total	3,233
Commerce	332
Commodity Futures Trading Commission	711
Defense Communications Agency	4
Defense Contract Audit Agency	0
Defense Intelligence Agency	85
Defense Nuclear Agency	0
Department of Defense, NAC Center	53,464
Department of Energy	507
Export-Import Bank	0
Federal Communications Commission	0
Federal Deposit Insurance Corporation	201
Federal Energy Office	0
Federal Home Loan Bank Board	0
General Accounting Office	0
General Services Administration	785
Health, Education and Welfare	42
Housing and Home Finance Agency	0
Housing and Urban Development	26
Immigration and Naturalization Service	38,609
Interior Department	0
Internal Revenue Service	75
International Communication Agency	95
Joint Chiefs of Staff	10
Justice Department	850
Labor Department	107
Maritime	0
Metropolitan Police Department	0
National Aeronautics and Space Administration	302
National Security Agency (S)	132
Office of Civil Defense	0
Office of Economic Opportunity	0
Office of Emergency Preparedness	0

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SPECIAL MEMORANDA DESK
EXECUTIVE BRANCH AGENCIES UNIT
MAY, 1978

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FORMS RECEIVED

[MI-5] (S)	178
White House	857
Attorney General's Office and Department	114*
Director and Other Bureau Officials	1
CIA	36*
SAC	1
Other Government Agencies	143*
Legal Attaches	138
[Royal Canadian Mounted Police] (S)	902
Foreign Liaison	297
Miscellaneous	<u>1</u>
Total Received	2,668
On Hand May 1, 1978	155
Received During May, 1978	<u>2,668</u>
Total	2,823
On Hand June 1, 1978	<u>128</u>
Total	2,695

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1 - Mr. J.S. Leo
Room 4634 JEH

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EXECUTIVE BRANCH AGENCIES UNIT
MONTHLY REPORT, APRIL, 1978

AGENCY

~~SECRET~~

FORMS RECEIVED

Action	6
Agency for International Development	95
Agriculture	463
Alien Property	0
Army	21
British Embassy (S)	0
Central Intelligence Agency	1,994
Civil Service Commission	
EO 10450	0
EO 10459	0
Other	3,911
Total	3,911
Commerce	249
Commodity Futures Trading Commission	732
Defense Communications Agency	5
Defense Contract Audit Agency	59
Defense Intelligence Agency	0
Defense Nuclear Agency	0
Department of Defense, NAC Center	57,865
Department of Energy	247
Export-Import Bank	0
Federal Communications Commission	0
Federal Deposit Insurance Corporation	80
Federal Energy Office	0
Federal Home Loan Bank Board	0
General Accounting Office	0
General Services Administration	547
Health, Education and Welfare	50
Housing and Home Finance Agency	0
Housing and Urban Development	10
Immigration and Naturalization Service	31,176
Interior Department	0
Internal Revenue Service	354
International Communication Agency	175
Joint Chiefs of Staff	1
Justice Department	499
Labor Department	86
Maritime	0
Metropolitan Police Department	0
National Aeronautics and Space Administration	330
National Security Agency (S)	113
Office of Civil Defense	0
Office of Economic Opportunity	0
Office of Emergency Preparedness	0

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REASON: 1.5 (C, D)

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SPECIAL MEMORANDA DESK
EXECUTIVE BRANCH AGENCIES UNIT
APRIL, 1978

AGENCY	FORMS RECEIVED
[MI-5] (S)	SECRET 301
White House	1,394
Attorney General's Office and Department	93*
Director and Other Bureau Officials	3
CIA	79*
SAC	2
Other Government Agencies	314*
Legal Attaches	201
[Royal Canadian Mounted Police] (S)	980
Foreign Liaison	273
Miscellaneous	<u>43</u>
Total Received	3,683
On Hand April 3, 1978	149
Received During April, 1978	<u>3,683</u>
Total	3,832
On Hand May 1, 1978	<u>155</u>
Total	3,677

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NAME CHECK FORMS RECEIVED BY
NAME SEARCHING UNIT REPORTED TO
DOCUMENT CLASSIFICATION AND REVIEW SECTION
RECORDS MANAGEMENT DIVISION
MONTHLY REPORT, MARCH, 1978

SECRET

AGENCY	FORMS RECEIVED
Action	32
Agency for International Development	111
Agriculture	470
Alien Property	0
Army	38
British Embassy (S)	0
Central Intelligence Agency	2,692
Civil Service Commission	
EO 10450	3,973
EO 10459	0
Other	30,244
Total	34,217
Commerce	431
Commodity Futures Trading Commission	1,126
Defense Communications Agency	2
Defense Contract Audit Agency	8
Defense Intelligence Agency	46
Defense Nuclear Agency	2
Department of Defense, NAC Center	73,680
Energy, Research and Development Administration	462
Export-Import Bank	0
Federal Communications Commission	0
Federal Deposit Insurance Corporation	114
Federal Energy Office	0
Federal Home Loan Bank Board	0
General Accounting Office	0
General Services Administration	831
Health, Education and Welfare	73
Housing and Home Finance Agency	0
Housing and Urban Development	12
Immigration and Naturalization Service	42,759
Interior Department	0
Internal Revenue Service	533
Joint Chiefs of Staff	7
Justice Department	2,976
Labor Department	54
Maritime	0
Metropolitan Police Department	0
National Aeronautics and Space Administration	449
National Security Agency (S)	143
Office of Civil Defense	0
Office of Economic Opportunity	0
Office of Emergency Preparedness	0

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SPECIAL MEMORANDA DESK
EXECUTIVE BRANCH AGENCIES UNIT
DOCUMENT CLASSIFICATION AND REVIEW SECTION
RECORDS MANAGEMENT DIVISION
MARCH, 1978

SECRET

AGENCY	FORMS RECEIVED
[MI-5] (S)	253
White House	1,035
Attorney General's Office and Department	105 *
Director and Other Bureau Officials	2
CIA	61*
SAC	1
Other Government Agencies	7*
Legal Attaches	307
[Royal Canadian Mounted Police] (S)	1,169
Foreign Liaison	482
Miscellaneous	<u>92</u>
Total Received	3,509
On Hand March 1, 1978	163
Received During March, 1978	<u>3,509</u>
Total	3,582
On Hand April 3, 1978	<u>149</u>
Total	3,433

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1 - Mr. J.S. Leo
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EXECUTIVE BRANCH AGENCIES UNIT
DOCUMENT CLASSIFICATION AND REVIEW SECTION
RECORDS MANAGEMENT DIVISION
MONTHLY REPORT, FEBRUARY, 1978

SECRET

AGENCY	FORMS RECEIVED
Action	8
Agency for International Development	52
Agriculture	388
Alien Property	0
Army	32
British Embassy (S)	0
Central Intelligence Agency	2,809
Civil Service Commission	
EO 10450	24,500
EO 10459	0
Other	3,285
Total	27,785
Commerce	443
Commodity Futures Trading Commission	869
Defense Communications Agency	5
Defense Intelligence Agency	55
Defense Nuclear Agency	0
Department of Defense, NAC Center	55,288
Energy, Research and Development Administration	298
Export-Import Bank	0
Federal Communications Commission	1
Federal Deposit Insurance Corporation	164
Federal Energy Office	0
Federal Home Loan Bank Board	0
General Accounting Office	0
General Services Administration	474
Health, Education and Welfare	55
Housing and Home Finance Agency	0
Housing and Urban Development	19
Immigration and Naturalization Service	35,627
Interior Department	0
Internal Revenue Service	174
Joint Chiefs of Staff	2
Justice Department	550
Labor Department	179
Maritime	0
Metropolitan Police Department	0
National Aeronautics and Space Administration	245
National Security Agency (S)	38
Office of Civil Defense	0
Office of Economic Opportunity	0
Office of Emergency Preparedness	0

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SPECIAL MEMORANDA DESK
EXECUTIVE BRANCH AGENCIES UNIT
DOCUMENT CLASSIFICATION AND REVIEW SECTION
RECORDS MANAGEMENT DIVISION
FEBRUARY, 1978

SECRET

AGENCY	FORMS RECEIVED
[MI-5](S)	223
White House	226
Attorney General's Office and Department	85*
Director and Other Bureau Officials	2
CIA	49*
SAC	1
Other Government Agencies	7*
Legal Attaches	388
[Royal Canadian Mounted Police](S)	862
Foreign Liaison	203
Miscellaneous	<u>2</u>
Total Received	2,048
On Hand February 1, 1978	137
Received During February, 1978	<u>2,048</u>
Total	2,185
On Hand March 1, 1978	<u>163</u>
Total	2,022

CLASSIFIED BY: 568 slg/kcl

REASON: 1.5 (c,d)

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(JFK) 3/16/96

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1 - Mr. J.S. Leo
Room 4634 JEH

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AGENCY

FORMS RECEIVED

SECRET

National Security Agency (S)		31
Office of Civil Defense		0
Office of Economic Opportunity		0
Office of Emergency Preparedness		0
NIS (Navy)		14
OSI (Air Force)		19
Office of Secretary of Defense		32
Secret Service		2,220
Small Business Administration		9,562
Smithsonian Institute		0
State Department		7,523
Supreme Court		0
Transportation		
Coast Guard	1,992	
Other	127	
Total		2,119
Treasury Department		46
United States Postal Service		1
Veterans Administration		1
Lake Games		0
Total		112,404
On Hand December 1, 1978*		27,573
Received During December, 1978**		112,404
Total		139,977
On Hand January 1, 1979***		24,635
Total Handled		115,342

*This was taken from the previous month's closing "on hand" figures and does not include "Atomic Energy" forms or "employees security" forms on hand inasmuch as a portion of these forms is handled by sections other than the Document Classification and Review Section and no practical estimate can be made of the number which will actually be processed in the Document Classification and Review Section.

**Taken from above tabulation.

***Total pending Records Section less "Security of Government Employees" and "Atomic Energy" figures plus total on hand in the Document Classification and Review Section.

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