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From: CN=Laura Denk/O=ARRB
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Subject: letter
DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT OCTOBER 13, 1997/MS. Carol Reiley
Chief, Historical and Executive Review Unit
Federal Bureau of Investigation
Washington, D.C. 2.....Re: Timetable
for Completion of Review and Processing of Assassination Records at FBI
Dear Carol: In its meeting on October
14, 1997, the Assassination Records Review Board adopted Guidelines for review of foreign government
information in the assassination records of the FBI. As you know, resolving the issue of how to deal with the
foreign government information has been the primary outstanding issue for the Review Board. Now that we
have guidance from the Board on how to proceed with the overarching issues that we face in our review of
the files, we are notifying the FBI of our intention to complete our review of all of the assassination records in
the possession of the FBI and to ask you to prepare an FBI timetable so that we will have assurances that you
will be able to complete your processing of the records by September 30, 1998, when the Review Boards
authorization ends. It is the Review Boards intention to review all assassination records that have been
identified by the FBI and the Review Board and to ensure that the FBI has transferred all of the reviewed
records to the the JFK Collection at the National Archives and Records Administration by September 30, 1998.
All assassination records includes, but is not limited to, the following groups of FBI records: (1) all records from
the core and related files; (2) all records from the HSCA subject files; (3) all assassination records derived from
the Review Boards requests to the FBI for additional information; (4) all records referred to the FBI from the
Review Board (e.g., HSCA records, interview of former Special Agent Hosty, HSCA card file, HSCA staff notes,
Lesar FOIA request); and (5) all records referred to the FBI from third agencies. We also intend for all
duplicates, including FOIA copies of assassination records, to eventually be part of the JFK Collection at NARA
II, but we are not insisting that all duplicates be processed by September 30, 1998. The Review Board wants to
ensure that the FBI understands our firm commitment to the goal of finishing its review of all records and that
the FBI is allocating sufficient resources to accomplish the goal. As you know, the Review Board has only six
analysts who work on FBI records. Three of the six analysts who work on FBI records have significant
responsibilities for work of the Review Board that does not involve the FBI. With our limited resources, we
must divide the remaining FBI work into segments that our six analysts can handle -- unlike the FBI, we will not
be able to gather together a large group of people to work on finishing the records if we fall behind in our
review. In light of our limited resources and our promise to Congress that we will finish the review of
assassination records at the FBI, we need to establish a system where we review the records on a systematic
basis so that the ARRB staff has sufficient time to process them. So that we can plan for completion of our
Record
Body:
recstat:
DeliveryPriority: N
DeliveryReport: B
ReturnReceipt:
Categories: