

February 21, 1997

Initial Compliance contact
address
Washington

Re: Review of Classified Military Records Under the JFK Act

Dear _____ :

Over the past several months, the Assassination Records Review Board has located several thousand documents related to US policy toward Cuba (particularly in the 1962-64 period) that appear to be relevant to a broader historical understanding of the assassination of President Kennedy. These documents, most of which have been located at the National Archives and Records Administration (NARA), originated with several different entities within the U.S. Government, including AGENCY. The majority of these records deal with a broad range of activities to destabilize the Castro regime (including Operation MONGOOSE), the support of ALPHA-66 and other anti-Castro organizations and the induction of anti-Castro Cubans into the U.S. armed forces. Most of these records presently remain classified, with a significant number of them classified Top Secret. (Much of the information in these records has been declassified, although these particular records have not been.)

The John F. Kennedy Records Collection Act obliges the Review Board to refer these records to agencies having equities in them before processing the documents for public release and inclusion in NARA. As you know, this process allows interested agencies to review the records and to recommend any necessary postponements to the Review Board before it makes its determination on public release. However, in the case of these Cuba records, the large number of documents, their high level of security classification, and the number of agencies having possible equities in them, makes traditional referral procedures impractical.

Consequently, we are planning a centralized review session during which AGENCY and other interested agencies will be invited to review these documents for declassification and public release.

Each agency should provide one or more persons for this review who are knowledgeable in the subject area. Most importantly, these individuals must also have the authority to give AGENCY's consent to declassify those documents for which security protection is no longer necessary; similarly, they must be competent to make postponement recommendations to the Review Board on documents meeting JFK Act standards for postponement.

Name

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This review will take place at the Review Board offices. We anticipate that the individuals involved will need approximately one week to review these documents and complete any requests for postponement. (The specific amount of time required will vary depending on the number of documents that each agency must review and the speed with which each agency's representatives proceed with their task.)

The dates tentatively set by the Review Board for this session are April 21-25, 1997. In order to facilitate preparation for this session, we request that AGENCY notify us of the individual(s) who will represent it no later than March 14, 1997. After receiving this notification, the Review Board staff will work directly with that person to facilitate the smooth completion of this task.

We look forward to working with **(AGENCY/ENTITY)** to make this information available to the American public in a responsible manner. If there are any questions about this session or what is expected of **(AGENCY)**, please feel free to contact either Timothy Wray or Christopher Barger of the Review Board staff, at (202) 724-0088.

Sincerely,

David G. Marwell
Executive Director