

Plan of Action

Statutory Requirements for Review

1. Publish schedule for review within 90 days in Federal Register.	§ 9(b)(1)
2. Begin review within 180 days.	§ 9(b)(2)
3. Determine whether record: -- is segregable -- may be substituted -- should be summarized	§ 9(c)(2)(B)
4. For all postponements, substitutes, or summaries: A. description of all actions and proceedings B. specify time for release	§ 9(c)(3)
5. Fourteen days after review decision made by Board: -- notify originating agency -- publish determination in Federal Register -- notify President with written unclassified justification for all executive branch records -- notify Congressional oversight committees with written unclassified justification for all legislative branch records	§ 9(c)(4)(A) " " § 9(c)(4)(B) "

Selected Review Board Powers Affecting Review Function

1.A government office shall: "make available to the Review Board any additional information and records that the Review Board has reason to believe it requires for conducting a review under this Act."	§ 5(c)(2)(H)
2."obtain access to assassination records that have been identified and organized by a government office."	§ 7(j)(1)(C)(i)
3."direct a Government office to make available to the Review Board, and if necessary investigate the facts surrounding, additional information, records, or testimony from <u>individuals</u> , which the Review Board has reason to believe is required to fulfill its functions and responsibilities under this Act."	§ 7(j)(1)(C)(ii)
4."request the Attorney General to subpoena private persons to compel testimony, records, and other information relevant to its responsibilities under this Act."	§ 7(j)(1)(C)(iii)
5.Subpoena/immunity	
a."hold hearings, administer oaths, and subpoena witnesses and documents."	§ 7(j)(1)(F)
b."A subpoena issued under paragraph (1)(C)(iii) may be enforced by any appropriate Federal court acting pursuant to a lawful request of the Review Board."	§ 7(j)(2)
c.Immunize witnesses under 18 U.S.C. § 6001.	§ 7(k)

Talk to persons knowledgeable about:

- which documents are important
- which documents will point to more documents
- target agency filing systems

Persons who may be knowledgeable:

- HSCA staff
- Church committee staff
 - Stan Taylor
- Steve Tilley
- Jack Anderson
- Scott Armstrong
- Jim Lesar
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Obtain for library

All NARA Federal Register notices
11/23/92

All NARA communications with agencies
e.g. 12/4/92

Classification/declassification

Documents to be read/reviewed

Stilwell Report
Lopez report on Oswald in Mexico City, HSCA
FOIA exemptions

Target agencies (* = not on NARA 11/17/93 list p. 21)

- Central Intelligence Agency
 - *Directorate of Administration
 - *Directorate of Operations [Plans]
 - *Counter-Intelligence Division [Warren Commission liason]
 - *Latin American
 - *East Asian
 - *International Activities
 - [Special Operations]
 - *Foreign Intelligence Staff
 - *Staff D
 - *Foreign Resources Division [Domestic Operations]
 - *National Collection Division [Domestic Contacts Division]
 - *Directorate of Science and Technology [Directorate for Research]
 - *Directorate of Intelligence
 - *Office of Personnel
 - *Office of Inspector General

- *Defense Department/Military
 - Air Force
 - *Army
 - *Army Records Intelligence Repository Center
 - Army Counter Intelligence

- *Deputy Chief of Staff Intelligence
- *Army Intelligence and Security Command (INSCOM)
 - *Army Intelligence Agency
- *Army Intelligence Operations
- *Navy
 - *Monterey Language Institute
- *Marine Corps
 - Naval Investigative Service
 - *Office of Naval Intelligence
 - Bureau of Medicine and Surgery
 - *Defense Intelligence Agency
 - *Joint Chiefs of Staff

- Department of Justice
 - Civil
 - Civil Rights
 - Criminal
 - Executive Office, U.S. Attorney
 - Office of Information and Privacy
 - Office of Justice Programs

Office of Legal Counsel
Office of Professional Responsibility
Department of State
 *Bureau of Consular Affairs
 *Bureau of Intelligence and Research [Hilsman]
 *Passport Office
Congress
Drug Enforcement Agency
Federal Bureau of Investigation
Immigration and Naturalization Service
Internal Revenue Service
*Library of Congress
NARA
 Center for Legislative Archives
 Legal Services Staff, General Counsel
 Office of Presidential Libraries
*National Institute of Health
*National Institute of Neurological Diseases and Blindness
 (attempted recruit of Oswald in New Orleans? according
 to Dick Russell letter 10/4/94 regarding MK/ULTRA]

National Security Agency
*National Security Council
 *National Security Council Staff/Advisor

*Postal Inspection Service
Securities and Exchange Commission

Social Security Administration
*Treasury
 *ATF
 *Customs Service
 Secret Service
United States Information Agency

Contractors
Jagger-Chiles Stovall
 Perminex

POA re Target agencies

Organization charts

List of employees with knowledge of files

All documents, indices, etc. used in conducting search

Cryptograms

Any other i.d. aids

Written descriptions from agencies

- what has been searched
- who did search
- when was search done
- volume of material found
- volume of material given to NARA
- volume of material withheld
- searches that still need to be completed
- persons who may be knowledgeable

- who did review
- criteria for review
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Filing system

Chron (master)
Chron (agency)
 Log/index system
 Files
Memo chron
Marwell
Review staff
Investigation staff

Memo format

M E M O R A N D U M

From: T. Jeremy Gunn
To: David Marwell [AF-CIA]
cc:
Date: November 7, 1994
Memo: TJG 1
Re: Initial Plan of Action for Investigation and Review of
Government Documents

1. Review resumes and begin interviewing process.
2. Identify job positions and skills needed. Maximum flexibility at beginning.
Titles: Counsel
Professional
3. Advertise job openings in free media.
- . Develop review procedure.
4. Develop computerized document tracking system for review process.
- . Discussions with informed persons. Steve Tilley; Jim Lesar; Scott Armstrong.
5. List of "target agencies." Any other agencies that should be added?
6. Initial information needed from agencies.
7. Develop agency investigation protocol

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