

August 20, 1997

Ms. Jane E. Vezeris  
Deputy Assistant Director  
Office of Administration  
United States Secret Service  
1800 G Street, N.W.  
Washington, D.C. 20223

Re: Request for Information (SS-19): Secret Service Records on White House  
Appointments, Presidential Activities, and Executive Protective Service Records

Dear Jane:

This letter constitutes our nineteenth formal request for additional information and records under the President John F. Kennedy Assassination Records Collection Act of 1992, 44 U.S.C. § 2107 (Supp. V 1994).

I am writing to ask that you make available for our inspection files pertaining to White House Appointments and Presidential appointments and activities for the Kennedy administration and part of the Johnson administration. This request is based on inventories you have provided as well as inventories of Secret Service materials at the Kennedy Library and the Johnson Library.

(A) From your inventory marked "OPO-85-0001," we ask that you make the following materials available for our inspection (See enclosed pages from OPO-85-0001):

1. "Protection (Historical)-Box 11," Items 7, 8, and 9, File No. 611.03, entitled "President Johnson's Appointments [daily appointment lists]" for the period November 1963 through February 1964.
2. "Protection (Historical)-Box 12," Item 1, File No. 611.03, entitled "President Appointments (entire box) [daily appointment lists]" for the period January 1961-February 28, 1964.
3. "Protection (Historical)-Box 13," Item 2, File No. 611.1, entitled "White House Detail-Shifts, Assignments, Inspections, etc. [gen. info.]" for the period January 11, 1961 through February 28, 1964; and Item 5, File No. 611.1, entitled "Shift Changes-White House Detail, August 8, 1961."
4. "Protection (Historical)-Box 14," Item 1, File No. 611.1, entitled "WHD Assignments 1953-1960--dates 1/06/53-6/17/63" [gen info on persons assigned to WHD] for the period January 1961 through June 17, 1963.

5. "Protection (Historical)-Box 15," Item 9, File No. 611.1, entitled "White House Detail Assignments 1963-1964" for the period November 26, 1963 through February 28, 1964.
6. Box 15 (continued), Items 18, 19, 20, 21, and 22, File No. 611.03, entitled "President's Appointments" covering the period January 12, 1961 through September 3, 1962.
7. "Protection (Historical)-Box 16, Items 13, 19, and 20, File No. 613.0, entitled "Pres.-Elect Detail Sen. Kennedy 1960" covering the period November 2, 1960 through January 26, 1961; "President-Elect Kennedy Newspaper Clippings" covering the period November 18, 1960 through January 10, 1961; and "Preliminary Planning President Elect 1960" covering the period August 22, 1960 through November 13, 1960.
8. "Protection (Historical)-Box 19, Item 8, File No. 620.0, entitled "Mona Lisa 1962-1963" covering the period December 17, 1962 through February 28, 1964.
9. "Protection (Historical)-Box 20, Item 12, File No. 621.9, entitled "Private House of President" covering the period January 1961 through February 28, 1964.

(B) From a memo by SA Charles C. Carnes to Mr. Krill dated March 23, 1965 (enclosed):

1. The President's Appointments. We ask that you provide all of the "daily lists" for the period January 1961 through February 1964.
2. Shift Reports. We ask that you provide all shift reports for the period covering November 1960 through February 1964.

(C) From Secret Service correspondence with the Kennedy Library provided to ARRB on July 31, 1997:

We ask that you make available all Executive Protective Service forms listed on the enclosed inventory (numbers 1 through 34).

(D) From the finding aid for Secret Service materials at the Kennedy Library, we ask for clarification of certain issues.

1. We note that the Kennedy Library has 25 boxes described as "United States Secret Service Appointment Records: White House Police: Post/Gate Logs and Attachments, 1961-1963." The Kennedy Library also has an additional box (for a total of 26 boxes) containing "Diary Record Books" and "Presidential Movements, 1963." We also note that the Secret Service forwarded (via NARS in 1971) 35 cubic feet of records from the White House

Police/Executive Protective Service to the Kennedy Library. Did the Secret Service forward more material to the Kennedy Library than the current Kennedy Library inventory reflects? (For your information, I am enclosing photocopies of "appointment slips"--not gate logs--from the Johnson Library. NARA records show that these appointment slips dated 1961-1969, gathered by the White House Police, were divided at November 22, 1963, and sent to both the Kennedy Library and the Johnson Library.)

2. The Kennedy Library inventory describes several White House Gates for which there are no records from the Secret Service. See page 3 of the inventory, which lists several "unidentified gates." Please explain who had access to these gates and how the Secret Service recorded entrances and exits from these gates. If the Service has log books or appointment slips for the "unidentified gates," please make them available to us.

(E) Finally, we ask that you explain how the Secret Service documented visitor movements in the White House complex in the 1961-1963 period. Specifically, did the Service (or the White House staff) record the activities of ushers or escorts who accompanied visitors to the Oval Office or to the private residence?

By making this request, we are not designating these materials "assassination records." To the extent that this request presents logistical or other difficulties that we may not have anticipated, or to the extent that these records may be located in the National Archives at a place other than the JFK Collection, we will be happy to discuss with you ways in which the request might be amended.

We ask that you make these records available no later than September 26, 1997.

We appreciate your assistance.

Sincerely yours,

David G. Marwell  
Executive Director

Enclosures

cc: Mr. Donald Personette