

Assassination Records Review Board

600 E Street NW ▪ 2nd Floor ▪ Washington, DC 20530

May 12, 1995

Mr. Eljay B. Bowron
Director
Secret Service
1800 G Street, N.W.
Washington, D.C.
20223

Mr. John Machado
Secret Service
1310 L Street
Washington, D.C.

Dear Messrs. Bowron and Machado:

I am writing in regard to the John F. Kennedy Assassination Records Collection Act that we discussed in our meeting on March 7, 1995. We would like to thank you for your stated willingness to comply with both the letter and the spirit of the act.

We are concerned, however, by the state of compliance of the Secret Service with the JFK Act. Our most immediate concern is that under the statute, the Secret Service should have identified and reviewed all of its assassination records by August 31, 1993. It is our understanding, however, based upon our conversations, that not only has the Secret Service not yet reviewed all of the records in its possession, it currently does not anticipate that the records will be reviewed for another six months to one year.

We are also very concerned that there has not been a comprehensive search of Secret Service files--at Center Point, Suitland, every office in the Washington D.C. area, and field offices-- to identify *all*

assassination records. For example, we have not seen any Official File materials including logs of correspondence, Freedom of Information Act requests and responses to those requests, briefing papers or internal memoranda circulated among, e.g. the Chief, the Secretary of the Treasury, the Chief Inspector, the head of the Protective Research Section, the head of the Communications Office and other senior staff members for the period 1961-1965. Similarly, in his book, *In History's Shadow: An American Odyssey* (page 187), former Secretary of the Treasury Connally reported that at the time he became Secretary, he requested that all assassination records be assembled and taken to him. We have seen no Secret Service documentation reflecting such a request--nor any memoranda recording that request or what action was taken in response to it. In addition, we are interested in seeing Secret Service manuals, handbooks, procedural outlines or guides for agents in the period 1960-1965. If no guides were published during that period, we are interested in the handbooks or manuals that were used by agents in 1963--both before and after November, 1963. We would like to see notes from post-assassination meetings where changes, if any, to the guides and manuals were discussed. More: we are interested in whether the Secret Service maintained separate files created for liaison with the House Select Committee on Assassinations, the Church Committee, and the Pike Committee. Finally, we have found no evidence or documentation of internal investigations and discipline of Secret Service agents who were allegedly drinking and/or out late the night of November 21-22, 1963, and who were protecting President Kennedy in the motorcade. These few examples, I trust, will suggest to you our concern that a comprehensive search has not been undertaken. We would like to have copies of your records control/documents retention schedules for the specific items listed in this paragraph.

Over the past few weeks, we have discussed several types of records with you, and we appreciate your offer to locate the following materials:

1. Latita Roseboro's hard copies of referred documents that she has reviewed and sent back to referring agencies, and copies of her memoranda accompanying these documents.
2. The inventory prepared on Secret Service Form 258, which described the contents of the Secret Service Official Case File on the Assassination now housed at the National Archives in College Park.
3. Document retention schedules for 1963, especially schedules for field offices. (We would like to have a copy of the service-wide teletype that was sent to all field offices when the JFK Records Collection Act was passed and the field office responses.)
4. Materials documenting liaison between the Secret Service, local law enforcement, military personnel, or any other governmental agency assisting in protection during President Kennedy's trips.
5. Secret Service records regarding press coverage of the assassination.

6. Eight boxes from Center Point.
7. From Accession number 87-75-4 at the Federal Records Center: boxes 1 and 6, and file no. 602.111 Other Places Folder #6-July-Nov 1963.

We look forward to receiving and reviewing these materials. If you anticipate any difficulty in transporting these items to our office, please feel free to contact me.

We understand that Ms. Roseboro has been reviewing records from the House Select Committee on Assassinations. Some of these materials duplicate the Secret Service Official Case File at the National Archives, most of which is now open to the public. We feel that the review of the HSCA materials might be facilitated by an on-site visit to College Park-Archives II by a member of your staff with the goal of establishing which HSCA materials are, in fact, eligible for postponement. One box in this collection--SS01-- contains withheld files that need to be reviewed in terms of the JFK Assassination Records Collection Act. Finally, as you locate and redact words or names in documents that you wish to postpone, please make a clear reference to the section of the JFK Assassination Records Collection Act that applies.

We have enclosed a copy of the definition of an *assassination record* approved by the Assassination Records Review Board on May 3, 1995.

We appreciate your assistance in the review process. May we hear from you by May 26?

Thank you.

Sincerely,

David G. Marwell
Executive Director

