

MEMORANDUM

November 25, 1996

To: Laura Denk
Ron Haron
Doug Horne
Kevin Tiernan
cc: Jeremy Gunn
David Marwell
From: Phil Golrick
Subject: "Wrap-Up" of Hosty Testimony

I have talked with Jeremy and David about how best to wrap up our efforts regarding last week's questioning of Mr. Hosty. By "wrap up," I mean: (a) taking any further steps to memorialize Mr. Hosty's testimony for the public; (b) referring to the FBI (and any other necessary Federal agencies) any parts of the testimony that conceivably might be subject to claimed postponements under the JFK Act; and (c) extracting for our own purposes any "leads" that we should consider pursuing.

Because of the length of Mr. Hosty's testimony, we propose to spread this responsibility among several people: namely, Laura, Ron, Doug, Kevin, and myself (with the possibility of expanding this charmed circle if more help is needed). Each of us will be responsible for particular sides of audiotapes. The proposed procedure is as follows:

- (1) We will take turns using the tape deck in the conference room. We will have a computer placed next to the tape deck, so that we can enter our notes, etc. directly into a WordPerfect document.
- (2) Each analyst will be responsible for creating a reasonably detailed outline of subjects addressed on the tape sides for which the analyst is responsible. For example:

"Routing and filing procedures for mail received from another FBI office" would be an appropriate entry on this outline;

“Document handling procedures” would be too general; and

“Incoming mail from another FBI office opened by chief clerk; routed to supervisor of pertinent squad, who decides whether mail should be serialized for entry into case file; returned to clerk’s office” would be unnecessarily detailed.

(3) For each entry in this outline, state where on (*i.e.*, how far in) the tape side the corresponding discussion appears.

(4) Also state on this outline where on (*i.e.*, how far in) the tape side any discussion of a particular numbered Exhibit appears.

(5) On this outline, indicate in brackets where there is any discussion that the FBI (or any other Federal agency¹) might arguably wish to postpone under the JFK Act. Although we will probably make all the tapes available to the FBI, it will be helpful to call to the FBI’s attention the relatively short discussions that its postponement review should focus on.

(6) In a separate WordPerfect document, we should list (with references to specific locations on each tape) any “leads” we may wish to pursue. By “leads,” I mean: (a) a particular document or file that we may wish to confirm is already in the Collection; (b) a particular document or file that we may wish to request from the FBI or another agency; or (c) a person whom we may wish to contact. Once this list is completed, we can evaluate and prioritize its contents and take appropriate actions. (If you have any “leads” drawn from any comments Mr. Hosty may have made off the record, please list those as well.)

(7) In a third separate WordPerfect document, we should identify (with references to specific locations on the tapes) any material for which it would be particularly helpful to create a verbatim transcript. ***Any discussion or explanation of the documents donated by Mr. Hosty falls into this category, and should be identified (with references to specific locations on the tapes) on this list.*** If you think any other parts of Mr. Hosty’s testimony are of comparable significance, then list them on this separate document. Note that, at this stage, the task is to identify what should be transcribed verbatim, ***not*** to create the verbatim transcript itself.

I do not expect that these procedures, stated in the abstract, will be absolutely clear to you.

Accordingly, I will take the first segment of Mr. Hosty’s testimony myself, and ask each of you to

¹At one point, Mr. Hosty mentioned a CIA officer by name -- I do not know if it was a true name or a pseudonym, nor do I know whether the name has already been released to the public. To the best of my recollection, this is the only part of his testimony that perhaps should be referred to an agency other than the FBI; however, we certainly need to be alert to any comparable third-agency information as we review his testimony.

add information from the subsequent tapes onto the WordPerfect documents I create. I hope that, after seeing what I start, it will be reasonably clear what I have in mind.

I propose that we allocate responsibility for the tapes as follows:

Phil: Sides 1 through 3

Doug: Sides 4 through 7

Kevin: Sides 8 through 11

Laura: Sides 12 through 15

Ron: Sides 16 through 19

Thank you in advance for your help.

golrick e:\wp-docs\wrapup.wpd

File 4.0.5 (Hosty)