

December 22, 1997

VIA FACSIMILE AND FIRST-CLASS MAIL

James M. Kovakas, Esq.
Attorney In Charge for FOI/PA Unit
Civil Division
U.S. Department of Justice
901 E Street, N.W. -- Room 808
Washington, D.C. 20530

Re: United States Department of Justice Civil Division's Compliance with the
JFK Assassination Records Collection Act, 44 U.S.C. § 2107

Dear Mr. Kovakas:

I would like to thank you and Anne Weismann, Assistant Director for the Federal Programs Branch, for meeting with Ron Haron and me today to address the treatment of the Civil Division's FOIA case files under the President John F. Kennedy Assassination Records Collection Act ("JFK Act") to the extent those files pertain to records on President Kennedy's assassination.

As we agreed at our meeting, it is important to account for these FOIA files under the JFK Act, while we also acknowledge your position that these files may not contain many relevant materials. Accordingly, we have agreed on the following approach:

1. The Civil Division will make available for inspection by the Review Board at its offices the FOIA case files that we identified in my December 1, 1997 letter to you.
2. The Civil Division will check its vault facilities for any classified materials, including *in camera* submissions, relating to FOIA litigation for Kennedy assassination records.
3. The Review Board agrees to provide initial screening and review of the records to determine whether any should be included in the JFK Collection at the National Archives.

Thank you for your cooperation.

Jim M. Kovakas, Esq.
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Sincerely,

T. Jeremy Gunn
Executive Director