

Assassination Records Review Board
600 E Street NW ▪ Suite 208 ▪ Washington, DC 20530

March 1, 1995

VIA FAX: (202) 514-4555

Joan Kendrall, Chief
Personnel Security Section
Security and Emergency Planning Staff
Department of Justice
Washington, D.C. 20530

RE: Memorandum of Understanding between the ARRB and the Department of Justice

Dear Ms. Kendrall:

Accompanying this letter is an executed copy of the Memorandum of Understanding between the Assassination Records Review Board and the Department of Justice, signed by both the ARRB's Executive Director, David Marwell, and the Director of SEPS, Jerry Rubino. Under this MOU, the Department of Justice has agreed to provide the ARRB with advice and counsel in our adjudication of completed background investigation files for our staff members' security clearances. Could you please see that Jerry and/or Bernie Gattozzi get copies of these if you think it appropriate?

Jerry notified me yesterday that you will be our point of contact with your office. The ARRB's administrator, Tracy Shycoff, will be contacting you to make further arrangements. In the meantime, if you have any questions please give me or her a call at 724-0088 (Tracy's extension is 233; my extension is 231).

Thanks again for your office's willingness to assist the ARRB in this matter. We look forward to working with you in the near future.

Sincerely,

Sheryl L. Walter
General Counsel

cc: David Marwell
Tracy Shycoff