

April 29, 1996

DELIVERED BY COURIER

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

Re: Review Board Designation of United States Secret Service Material (Chief Rowley Files  
SS-1) as Assassination Records

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Dear Jane:

At its April 16-17, 1996 meeting, the Assassination Records Review Board determined that the following materials responsive to our request SS-1 (Chief Rowley's correspondence) are assassination records:

**Twelve news conference transcripts:**

#1327 November 21, 1963, 6:13 PM  
#1327-B November 22, 1963, 1:31 PM  
#1327-C November 22, 1963, 3:16 PM  
#1327 November 22, 1963, 4:00 PM  
#1328 November 22, 1963, 5:07 PM  
#1329 November 22, 1963, 8:15 PM  
#1330 November 22, 1963, 11:21 PM  
#1331 November 23, 1963, 12:30 PM  
#1332 November 23, 1963, 5:40 PM  
#8 November 24, 1963, 5:20 PM  
#9 November 25, 1963, 5:54 PM  
#10 November 26, 1963, 11:06

**Manchester Material (From Archive Office):**

88 pages

**Newsclippings:**

10/13/64 "When Tragedy Distilled Statesmanship," *Washington Post*  
10/4/64 "Voice of the People," *Sunday News*  
10/4/64 "The F.B.I. Position," *New York Times*  
10/4/64 "The Nation," *New York Times*  
10/1/64 "An SS Agent's Day," *Fort Worth Press*  
10/21/64 "First Lady: Sad Texas Memories," *New York Herald Tribune*

**USSS Documents:**

#30,#34-#47, #49-#52, #54-#56,#58-#67,#69-#70, #72-#96, #98-#101, #104, #106-#108, #114, #118-#120, #123, #125-#126, #128, #130, #133-#135, #137-#138

**Public Suggestions:**

The Assassination Records Review Board determined that 338 letters from the public are assassination records. I am enclosing copies of the charge-out cards for these assassination records with this letter.

**Unnumbered Documents**

The Review Board also determined that 38 additional unnumbered items are assassination records. I am enclosing copies of the charge-out cards for these 38 records from the following file categories:

The President-General 1964: 5 records  
Vice President Detail Assignments: 1 record  
VP Protection: 1 record  
The President's Family-General: 1 record  
White House Detail Assignments: 1 record  
Applicants: 1 record  
Security and Protective Equipment: 1 record  
White House Emergency Plan: 1 record  
Civil Defense: 1 record  
Main Treasury Building: 1 record  
White House Detail: 1 record  
Visiting Dignitaries: 1 record

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Protection: 5 records

LBJ Ranch: 1 record

Protective Research- General: 16 records

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It is now the responsibility of the Secret Service to prepare electronic record identification forms and to determine whether any of the designated assassination records contain information that it wishes to postpone under Section 6 of the JFK Act. Because of the public nature of the newsclippings, news conference transcripts, and suggestions from the public, we do not anticipate that you would seek postponements in those categories of records. The 88 pages of Manchester material appear to duplicate information identified as to be opened in full on the list accompanying your delivery of records on April 5, 1996. Thus, it is only with regard to the numbered Secret Service documents and the 38 unnumbered items that we anticipate you may wish to assert postponements.

We request that you follow these procedures for processing the above-identified records under the JFK Act:

*Records containing no claimed postponements:* The Secret Service should prepare an electronic identification aid for each record, and attach a printed copy of the corresponding identification aid to each record. The records, attached identification aids, and computer disks containing the electronic identification aids should be forwarded to Steve Tilley at the JFK Collection at the NARA II facility in College Park. Copies of the computer disks should be sent to us as well, so that we may update our databases.

*Records containing information the Secret Service wishes to postpone:* You will need to prepare electronic identification aids for each of these records as well. You will also need to prepare two photocopies of each record with the material you wish to postpone redacted (you may wish to keep a third redacted photocopy for your records). A printed copy of the corresponding identification aid should be attached to both redacted copies of each record. One set of the redacted copies, with printed identification aids attached, should be forwarded to Steve Tilley at NARA II. You should also send to Steve Tilley the electronic identification aids on computer disks. The second set of redacted copies also with printed identification aids attached, and copies of the electronic identification aids on computer disks, should be sent to the Review Board so that the Board can evaluate the proposed postponements. You also should provide to the Review Board whatever evidence you wish to present in support of the postponements claimed in each record. In the absence of clear and convincing evidence in support of the claimed postponements, a record will be

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opened in full. *See* JFK Act, § 6 and 9(c)(1)(B).

We request that this process be completed by July 15, 1996.

If you have any questions regarding this procedure, please call me.

Sincerely yours,

David G. Marwell

Executive Director

cc: Donald Personette