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ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Congressional Investigations of the Agency

FROM:	EXTENSION	NO.
Security Analysis Group	6009	DATE 13 October 1976

TO: (Officer designation, room number, and building)	DATE RECEIVED	DATE FORWARDED	OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
1. Deputy Inspector Gen. 2 E 24	10/13/76	Mod		FBI will get back to me re: release of their docs to House Committee. Steve
2.				
3. File - Task Force file				
4.				
5.				
6.				
7.				para f. used in memo to DIOLC, this date.
8.				
9.				
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14-00000

13 October 1976

MEMORANDUM FOR: Deputy Inspector General

FROM : [redacted]
Security Analysis Group

SUBJECT : Congressional Investigations of the Agency

1. Per our discussion, I would like to throw out the following thoughts with relation to establishing a set of procedures to handle requests from congressional committees for information, with specific reference to the newly formed House Committee to investigate the assassination of President Kennedy, et al.:

a. All requests from Congressional committees should be directed to a given focal point within the Agency. Any requests levied directly on any other component should not be accepted, and the requester should be referred to the focal point.

b. The focal point should initially be comprised of Agency officers who have the benefit of previous experience in dealing with congressional investigations, and the assignment of these officers should remain reasonably stable in order to capitalize on this experience factor. This would, inevitably, require a rather long overlap prior to any reassignments.

c. An action unit within each directorate be officially designated to handle congressional inquiries of this nature (I believe this has already been accomplished) and again, where possible, the experience factor should be taken into consideration.

d. All requests received by the focal point should be directed, in writing, to the appropriate action units within the various directorates. (A form similar to that used by the Review Staff would be appropriate.)

e. The Review Staff Registry (now under the control of the Executive Registry) be reactivated and placed under the direct control of the focal point. Two registry officers be assigned and slotted to this registry, and for the immediate future it would be preferable if the two officers formerly assigned to the Review Staff Registry be utilized.

f. The newly designated Registry should then keep complete records on the following:

(1) Copies of all incoming congressional requests.

(2) Copies of the focal point's dissemination of the request to the various action units within the Agency.

(3) Copies of all responses received from the action units.

(4) Copies of the final response to the congressional committee.

(5) Records pertaining to any interviews of current Agency employees by a congressional committee or member staff of that committee.

(6) Records pertaining to any material reviewed at the Agency by the staff or members of a congressional committee.

(7) Maintain an adequate index to the above materials, which would preferably allow for retrieval on the basis of date, subject matter, and/or requesting committee.

2. As you know, the above suggestions represent my own personal views, but I feel strongly that we are heading down a path leading to the total disregard of all knowledge we have gained during the last two years of extensive outside investigation of the Agency. Since it is clear that these investigations

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will continue for the foreseeable future, it would seem to me that we must fall back to our earlier posture of setting up a unique and separate organization within the Agency to handle these inquiries. The Review Staff was formed for this purpose, and I think a similar staff is required at this time.