

MEMORANDUM

March 13, 1997

To:

From: Robert J. Skwirot

Subject:

STAFF SURVEY OF THE SEQUESTERED COLLECTION

The staff has begun a survey of the Sequestered Collection to identify those records of highest public interest and to establish a set of priorities that will guide the review process. This effort will allow the Review Board and the CIA to direct resources first to records of highest public interest and to review the other documents at a later date.

Thus far, the staff has evaluated boxes 13 through 40. (Boxes 1 through 12 have already been reviewed by the Board and the CIA. Boxes 41 through 63 will be surveyed in the near future.) Boxes 13 through 40 (formerly in large cartons) fill approximately 80 to 100 grey archival boxes. Although 40% to 50% of the records in these boxes was Released in Full by the CIA in their earlier review, a mass of material awaits review.

The staff has assigned records a priority level from one to four. Category 1 documents have an identifiable link to the assassination and contain substantive information which may be of public interest. Category 4 documents, on the other hand, have no link to the Kennedy assassination. For example, documents related to the Martin Luther King assassination were automatically graded category 4. Categories 2 and 3 have information of less value or have a weak link to the assassination. It should be noted that this grading does not permanently remove a document from the review process. Category 2, 3 and 4 records will be reviewed after the Category 1 records are completed.

To avoid an administrative nightmare, this prioritization was tracked on a folder level. The folder is graded according to the highest category documents it contains. For example, a folder containing half category 1 documents and half category 2 documents is a category 1 folder.

We have graded the following number of folders in boxes 13 through 40 during this process:

Category 1	204
Category 2	154
Category 3	91
Category 4	10

These records are now available for CIA to review and should be ready for the Board in the upcoming weeks. We believe that our survey of the Segregated Collection will make our review more efficient.

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