

August 23, 1995

2ND DRAFT --8/23/95

LTCOL John E. Sparks, USMC  
Military Assistant to the General Counsel  
Office of the General Counsel  
Department of the Navy  
The Pentagon  
Washington, D.C. 20350-1000

Re: Status of the Department of the Navy's Compliance with the  
JFK Assassination Records Collection Act, 44 U.S.C. § 2107

Dear Colonel Sparks:

This letter is a follow-up to your July 26, 1995 meeting with Jeremy Gunn of this office. As you now know, the JFK Act requires all Government offices to search for and identify all records relating to the assassination of President Kennedy. While the language of the Act is clear, our experience suggests that some agencies have not communicated this statutory requirement to all departments and divisions within their control.

To ensure compliance with the JFK Act, the Review Board requests that the Secretary of the Navy issue an "all hands" directive to every command and component of the Navy Department, including the Marine Corps. This directive should explain the applicable provisions of the JFK Act, as well as requiring a comprehensive search, with a specified completion date, for all records relating to the Kennedy assassination.

For your convenience, I have included a draft directive/instruction. As additional guidance, I have included a copy of the memorandum and instruction implementing the JFK Act, issued by the Secretary of the Army on April 13, 1993. Feel free to use both these documents as a model for the Navy directive.

In addition to relying on the Navy Department's general search for records, we will be submitting specific requests for records and documents which the Review Board has determined to be

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“assassination records” in accordance with the definition published at 36 C.F.R. §1400.1, as well as “additional records and information” as described in section 1400.2 of that regulation. The Review Board’s interest in these documents reflects our attempt to compile the most complete historical record of the assassination of President Kennedy

The Review Board requests that the initial tasking directive be issued by September 30, 1995, and that subordinate commands respond by October 30, 1995. We hope to receive a report from the Navy Department by November 30, 1995. This report should include (1) a copy of the tasking directive; (2) responses from all subordinate commands; and (3) copies of any and all correspondence generated along the chain-of-command.

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We look forward to continuing to work with the Navy Department to further the objectives of the JFK Act. If you have any questions, please feel free to contact me or Jeremy Gunn at (202) 724-0088.

Sincerely yours,

David G. Marwell  
Executive Director

Enclosures

cc: Frederick Graboske, Archivist of the Marine Corps

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