Where do we stand?

In an effort to plan our future, we need to establish precisely where we are. Following enactment of the JFK Assassination Records Act, various Federal agencies began the task of reviewing their files following guidance provided by the National Archives. It is vitally important to determine the progress made by each agency and the precise nature of the review process undertaken. To this end we need to collect the following information:

Name of contact person in each agency responsible for review Procedure employed in the review process Results to date All previous contact between ARRB and agency

We should establish a file on each agency that contains as a cover sheet a form that details basic information about the agency as well as all contacts made with the agency.