

December 19, 1996

Ms. Betty Farris  
Supervisory Paralegal  
Office of Legal Counsel  
U.S. Department of Justice  
Main Justice Building--Room 5263  
Tenth Street and Pennsylvania Ave., N.W.  
Washington, D.C. 20530

Re: United States Department of Justice Office of Legal Counsel Compliance with the  
JFK Assassination Records Collection Act, 44 U.S.C. § 2107

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Dear Ms. Farris:

This will confirm our telephone conversation of today in which I advised you that the Office of Legal Counsel must prepare a Record Identification Form ("RIF") for *each document* that your office intends to forward to the JFK Assassination Records Collection at the National Archives. While we previously advised you that one RIF could be prepared for the entire collection of assassination-related documents from your office's main chron file (*see* my Letter to Paul Colborn, dated Dec. 13, 1996), we have since been advised by Steve Tilley of National Archives that a RIF for each document is necessary. This is because the documents were selected from a larger file and relate to a variety of subjects.

Thank you again for your cooperation.

Sincerely,

Ronald G. Haron  
Senior Attorney

cc: Mr. Paul Colborn, Special Counsel,  
Office of Legal Counsel,

Room 5246, Main Justice Building  
Mr. Steve Tilley, National Archives