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Memorandum



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To : Mrs. Morris *gm*
 From : John A. Hartingh *JAH*
 Subject : JFK TASK FORCE

Date 11/7/95

PURPOSE: To advise of the impending transfer of index cards regarding the FBI's confidential sources and informants from the Special File Room in Room 5991 to a secure area maintained by the JFK Task Force in Room 6362.

RECOMMENDATION: None, for information only.

APPROVED: *WJH* *gm*
 Crim. Inv. _____ Info. Res. _____ Training _____
 Crim. Jus. Info. _____ Inspection _____ Office of EEO _____
 Servs. _____ Laboratory _____ Affairs _____
 Director _____ Finance _____ National Sec. *amb* Office of Public & _____
 Deputy Director _____ Gen. Counsel _____ Personnel _____ Cong. Affairs _____

DETAILS: Currently, the index cards containing the FBI field office confidential sources and informants (active indices from 1930 - 1978 and inactive indices from 1978 - 1989) are housed in boxes in the Special File Room. The cards are arranged in numerical order and contain sensitive information regarding each source which includes the corresponding informant number, true name of the source, and other identifying data. At this time, the JFK Task Force is the only office at FBIHQ utilizing the index cards on a regular basis. The cards contain critical and relevant information, the access to which, employees of the Task Force would not have by other means of research.

62-HQ-1029205

- 1 - Mr. Bryant, Room 7110
 - 1 - Mr. Lewis, Room 7110
 - 1 - Mr. Donahoe, Room 4648
 - 1 - Mr. D. Evans, Room 4230
 - 1 - Mr. Esposito, Room 7116
 - 1 - Mr. Moody, Room 3012
 - 1 - Mr. Divers, Room 4944
 - 1 - Ms. Marshall, Room 5991
 - 1 - IRD Front Office, Room 5829
 - 1 - Mr. Riggio, Room 5336-D
 - 1 - Mrs. Keeley, Room 6362
- DW:vld (12)

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62C-HQ-1029205-222

4/Klaw

DATE: 11-14-2017

Memorandum from John A. Hartingh to Mrs. Morris, dated 11/7/95
Re: JFK TASK FORCE

In view of the above, in approximately seven to fourteen calendar days, the source/informant index cards will be removed from storage boxes, placed in three file cabinets, and temporarily transferred to a secure space maintained by the JFK Task Force in Room 6362. The cards will continue to serve as a research tool for the Task Force, being accessed by only two Special File Room employees currently detailed to the Task Force. The two employees possess the seven security clearances assigned to them as Special File Room employees which permit them appropriate access to the index cards.

The retention of these cards by the JFK Task Force will be in effect until it has completed the project; has been approved by the Criminal Investigative Division (CID) and the National Security Division (NSD). Jerry R. Donahoe, Unit Chief, Asset Unit, NSD and Neil F. Divers, Unit Chief Sensitive Information Unit, CID, were contacted and approved the transfer of the source/informant index cards. In addition, Pamela E. Marshall, File Supervisor of the Special File Room was consulted regarding this matter and agreed to the transfer of the cards.