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May 31, 1964

MANUAL OF RULES AND REGULATIONS
REVISION NUMBER 48

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RE: REVISED PAGES

There are enumerated below pages of the Manual of Rules and Regulations, enclosed herewith, which have been revised. Revisions appearing on these pages may be noted by brackets. The date appearing at the bottom of the pages indicates the date of revision. The new pages should be inserted in the appropriate section and the old corresponding pages should be removed and turned over to the Special Agent in Charge who has the responsibility for the appropriate destruction of these old pages.

This cover letter should be retained until the next consecutively numbered letter is received. This will enable the field office immediately to detect the failure to receive the latest manual revisions.

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SECTION 8. MISCELLANEOUS REGULATIONS

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Matters not falling within the above categories should be referred to the Bureau for handling with RCMP headquarters. See section 4, D, 1n, (2), part II, of this manual for method in which these leads are to be set out.

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[When RCMP is requested to conduct an interview and it appears the person to be interviewed is likely to be a witness for the U. S. Government and information furnished by him is apt to be subject to the Jencks law, advise Bureau so that RCMP may be alerted. Also, when it appears we may be requested to produce or disclose the contents of RCMP reports in connection with any judicial proceeding, immediately advise the Bureau and furnish details so that RCMP may be alerted.]

- (a) The Province of British Columbia - Seattle Office
- (b) The Provinces of Alberta and Saskatchewan - Butte Office
- (c) The Province of Manitoba - Minneapolis Office
- (d) The Province of Quebec - Albany Office
- (e) New Brunswick, Nova Scotia, and Newfoundland - Boston Office
- (f) The Province of Ontario - Buffalo and Albany Offices with the exceptions as noted in subsections I, II, and III. Buffalo is to handle leads west of Trenton, Ontario, including Trenton. Albany is to handle leads east of Trenton, Ontario.

- I. That portion of the Province of Ontario lying immediately adjacent to the Detroit Office, including the cities of Windsor, London, St. Thomas, and Chatham - Detroit Office
- II. That portion of the Province of Ontario immediately contiguous to Sault Ste. Marie, Michigan - Detroit Office
- III. That portion of the Province of Ontario immediately north of the northern boundary of Minnesota, including the cities of Port Arthur, Fort William, and Kenora - Minneapolis Office

- (5) Offices covering leads in Mexico
 - Investigations within 25 miles of the Mexican border are handled by border offices on a liaison basis with the exception of San Diego Office which handles leads approximately 60 miles south of the border, including the city of Ensenada, Baja California, and the Phoenix Office which handles leads in Cananea, Sonora. Other leads are to be sent to the Bureau.
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 - (d) The States of Coahuila, Nuevo Leon, and Tamaulipas - San Antonio Office
 - (e) Northern territory of Baja California - San Diego Office

d. Information relative to convictions, sentences, and places of incarceration received from USAs or judges need be verified by examination of court records only when accuracy questioned.

8. Title 18, USC, § 474, prohibits the photographing of any national bank currency, Federal Reserve notes, U. S. or foreign government securities or obligations, except by direction of some proper officer of the U. S. However, part 404, chapter 4, title 31, of the Code of Federal Regulations, grants authority to all banks and banking institutions to make film records of paper money, U. S. Government securities and checks, and to project such records on a screen provided the film records are maintained as confidential. This part states that no prints, enlargements, and other reproductions of such film records may be made except with the permission of the Secretary of the Treasury, the Treasurer of the U. S., the Commissioner of Public Debt, the Chief of the Secret Service Division, or such officers as may be designated by them.

C. TESTIMONY OF AGENTS - RECORDS AND INFORMATION IN OFFICES OF THE BUREAU

- 1. Confidential character of FBI records [and information] Departmental Order [324-64,] signed by the Attorney General [10-8-64] and published in the Federal Register [10-10-64,] supersedes previous Departmental Orders [260-62 and] 3229. It prescribes the procedure to be followed when an employee is served with a subpoena or order for

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PART II

SECTION 9. CLASSIFICATION - CHARACTER - COPIES - ABBREVIATIONS

NSLI.....National Service Life Insurance	REBULET.....Reference Is Made to Bureau Letter
NSN.....Navy Serial Number	REBURAD.....Reference Is Made to Bureau Radiogram
NSP.....National Stolen Property	REBUTEL.....Reference Is Made to Bureau Teletype or Telegram
NSPF.....National Stolen Property File	RECAB.....Reference Is Made to Cablegram
NUAF.....National Unidentified Ammunition File	RELET.....Reference Is Made to Letter
OCO.....Obstruction of Court Orders	RERAD.....Reference Is Made to Radiogram
OEP.....Office of Emergency Planning	REREP.....Reference Is Made to Report
ONI.....Office of Naval Intelligence	RETEL.....Reference Is Made to Teletype or Telegram
OO.....Office of Origin	REURAD.....Reference Is Made to Your Radiogram
OOJ.....Obstruction of Justice	REURCAB.....Reference Is Made to Your Cablegram
OSD.....Office of Secretary of Defense	REUREP.....Reference Is Made to Your Report
OSIAF.....Office of Special Investigations, Air Force	REURLET.....Reference Is Made to Your Letter
PAREN.....Parenthesis	REURTEL.....Reference Is Made to Your Teletype or Telegram
PBV.....Probation Violator	RFCA.....Reconstruction Finance Corporation Act
PC.....Peace Corps	RI.....Racial Informant
PCI.....Potential Criminal Informant	RUC.....Referred upon Completion to Office of Origin
PD.....Police Department	SA.....Special Agent
PERJ.....Perjury	SAA.....Special Agent Accountant
PMN.....Public Motor Number	SAB.....Sabotage
POB.....Place of Birth	SAC.....Special Agent in Charge
PSI.....Potential Security Informant	[SB.....Sports Bribery]
PSN.....Public Serial Number	SBA.....Small Business Administration
PV.....Parole Violator	
PVIN.....Public Vehicle Identification Number	
RA.....Registration Act	
[RACON.....Racial Conditions	
RCA.....Red Cross Act	
RCMP.....Royal Canadian Mounted Police	
REBUCAB.....Reference Is Made to Bureau Cablegram	

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PART II

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SECTION 8. MISCELLANEOUS REGULATIONS

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7. Information desired from outside the field office territory
- a. Investigative information from another field division is to be obtained by that office unless extraordinary haste requires direct communication. When the exigencies of a case, emergencies, or economy and common sense dictate, an employee, if authorized by his SAC, may enter an adjoining field division. The SAC of the entered division is to be advised immediately.
 - b. Information which should be obtained by direct communication even though the addressee is in another field division
 - (1) For disposition of arrests, use FD-10 to obtain incomplete information [(for District of Columbia, send FD-10 to the Washington Field Office instead of the police department).] Make notation on identification record or other pertinent serial in file that FD-10 has been sent. When FD-10 is returned, note pertinent information from form in file and forward FD-10 to Identification Division in lieu of a disposition sheet (R-84).
 - (2) Automobile registrations data
 - (3) Driver's license information
 - (4) Similar data
 - (5) Filing of detainers with some agency
 - (6) Status of detainers
 - (7) Government bonds - Use FD-123, concerning purchase or redemptions; specify information desired; send FD-123 in duplicate.
 - c. Investigations in foreign countries
 - (1) Agents have no jurisdiction in foreign countries. Within limitations border office Agents may, through liaison with cooperative foreign agencies in adjacent countries, arrange for investigations to be conducted. This should be done in a circumspect manner to avoid any allegation of a violation of the sovereignty of the foreign country. Where interviews are conducted in a foreign country in the presence of and/or at the request of a Bureau Agent, the Bureau Agent should insure that the person interviewed understands that the interview is being conducted by authority of the officer of the host country and not the Agent. This should not preclude the Agent, where proper, from discreetly assisting the foreign officer in extracting all information of Bureau interest during the interview. Bureau Agents have no jurisdiction in foreign countries, no power of arrest, search, or seizure and must be most circumspect. They are not to be present at the scene of an arrest by foreign authorities, participate in or be present during searches incidental to such arrests, accompany foreign officials transporting prisoners, or participate in interviews of prisoners except at their place of incarceration and in the presence of foreign authorities. The Agent should refrain from unauthorized acts even though invited to do so by the foreign cooperating officer.
 - (2) Where official business requires more than two days in a foreign country, authority must be obtained from the Bureau. The letter requesting it is sent UACB and must contain an estimate of the time to be spent.
 - (3) Deleted
 - (4) Offices covering leads in Canada
Offices along the Canadian border through liaison with cooperative Canadian law enforcement agencies handle Canadian leads in criminal matters where time is of the essence and in criminal matters of local interest. Leads on security matters where time is of the essence or where previously approved by the Bureau are handled with RCMP by border offices on a divisional headquarters level. While the RCMP is exclusively charged with investigation of security matters in Canada, not all personnel are indoctrinated in the handling of these matters and personnel at detachment levels may not be in a position to render adequate assistance. (CS)

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PART II

SECTION 8. MISCELLANEOUS REGULATIONS

4. All offices are to remain alert for items of interest as set forth under 2 above. The following offices, however, are specifically instructed to submit regular airtels when pertinent information is developed:

<ol style="list-style-type: none"> a. Albany b. Baltimore c. Boston d. Buffalo e. Chicago f. Cincinnati g. Cleveland h. Denver i. Detroit j. Indianapolis k. Los Angeles l. Milwaukee 	<ol style="list-style-type: none"> m. Minneapolis n. Newark o. New Haven p. New York q. Philadelphia r. Pittsburgh s. Portland t. St. Louis u. San Diego v. San Francisco w. Seattle x. Washington Field
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5. Each office receives at least one copy of the cinal letter, which is to be retained in the office files and which may be destroyed after three years if of no value. Those offices receiving multiple copies are to destroy the extra copies within one week of receipt, except the New York Office which may retain two copies.
6. Dissemination
 - a. Each legal attache should insure that the dissemination of cinal information is handled under the prevailing rules for dissemination of classified information to foreign agencies and that adequate protection is afforded cinal information in accordance with the classification set forth on each cinal.
 - b. Page 1 of the cinal letter now bears the statement: "This document is loaned to you by the FBI, and neither it nor its contents are to be distributed outside the agency to which loaned."
 - c. Before the legal attaches' copies of the cinal letter are sent from the Bureau, the material contained therein is reviewed, and the items which may be discussed with foreign sources by the legal attaches are marked with asterisks. The items which do not have an asterisk are not to be discussed with foreign sources.
 - d. Selected items from the cinal letters may be discussed by the legal attaches with the U. S. Embassy and intelligence representatives where they are assigned, but the letter itself is not to be disseminated to these persons.
 - e. The legal attache at Ottawa is permitted to disseminate one copy of each cinal letter to the Royal Canadian Mounted Police.

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PART II

SECTION 9. CLASSIFICATION - CHARACTER - COPIES - ABBREVIATIONS

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NSN.....Navy Serial Number	RCMP.....Royal Canadian Mounted Police
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NUAF.....National Unidentified Ammunition File	REBUCAB.....Reference Is Made to Bureau Cablegram
OCO.....Obstruction of Court Orders	REBULET.....Reference Is Made to Bureau Letter
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OOJ.....Obstruction of Justice	RELET.....Reference Is Made to Letter
OSD.....Office of Secretary of Defense	RERAD.....Reference Is Made to Radiogram
OSIAF.....Office of Special Investigations, Air Force	REREP.....Reference Is Made to Report
[[PA.....Public Accommodations]	RETEL.....Reference Is Made to Teletype or Telegram
PAREN.....Parenthesis	REURAD.....Reference Is Made to Your Radiogram
PBV.....Probation Violator	REURAIRTEL..Reference Is Made to Your Airtel
PC.....Peace Corps	REURCAB.....Reference Is Made to Your Cablegram
PCI.....Potential Criminal Informant	REUREP.....Reference Is Made to Your Report
PD.....Police Department	REURLET.....Reference Is Made to Your Letter
[[PE.....Public Education]	REURTEL.....Reference Is Made to Your Teletype or Telegram
PERJ.....Perjury	RFCA.....Reconstruction Finance Corporation Act
[[PF.....Public Facilities]	RI.....Racial Informant
PMN.....Public Motor Number	RUC.....Referred upon Completion to Office of Origin
POB.....Place of Birth	
PSI.....Potential Security Informant	
PSN.....Public Serial Number	
PV.....Parole Violator	
PVIN.....Public Vehicle Identification Number	
RA.....Registration Act	
RACON.....Racial Conditions	

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SECTION 8. MISCELLANEOUS REGULATIONS

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 - (2) Automobile registrations data
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 - (2) [Where official business requires more than two days in a foreign country,] authority must be obtained from the Bureau. The letter requesting it is sent UACB and must contain an estimate of the time to be spent.
 - (3) Matters to be communicated to the RCMP or communicated to Mexican authorities beyond the 25-mile limit in Mexico are to be directed to the Bureau. [(See M. of I., volume IV, section 102, for method of setting out information.)]
 - (4) Offices covering leads in Canada
Offices bordering on Canada will handle, through liaison with RCMP, matters of local interest or cases in which time is of the essence. Important cases and leads in which the covering office has no primary interest are to be referred to the Bureau. [The RCMP is exclusively charged with investigations of security matters in Canada. Request of RCMP for assistance in security] [LS]

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SECTION 8. MISCELLANEOUS REGULATIONS

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 - II. That portion of the Province of Ontario immediately contiguous to Sault Ste. Marie, Michigan - Detroit Office
 - III. That portion of the Province of Ontario immediately north of the northern boundary of Minnesota, including the cities of Port Arthur, Fort William, and Kenora - Minneapolis Office
- (5) Offices covering leads in Mexico
- Investigations within 25 miles of the Mexican Border are handled by border offices on a liaison basis with the exception of San Diego Office which handles leads approximately 60 miles south of the border, including the city of Ensenada, Baja California, and the Phoenix Office which handles leads in Cananea, Sonora. Other leads are to be sent to the Bureau.
- (a) The State of Chihuahua (contiguous portion) - Albuquerque Office
 - (b) The State of Chihuahua (contiguous portion) - El Paso Office
 - (c) The State of Sonora - Phoenix Office
 - (d) The States of Coahuila, Nuevo Leon, and Tamaulipas - San Antonio Office
 - (e) Northern territory of Baja California - San Diego Office
- d. Information relative to convictions, sentences, and places of incarceration received from USAs or judges need be verified by examination of court records only when accuracy questioned.
8. Title 18, USC, § 474, prohibits the photographing of any national bank currency, Federal Reserve notes, U. S. or foreign government securities or obligations, except by direction of some proper officer of the U. S. However, part 404, chapter 4, title 31, of the Code of Federal Regulations, grants authority to all banks and banking institutions to make film records of paper money, U. S. Government securities and checks, and to project such records on a screen provided the film records are maintained as confidential. This part states that no prints, enlargements, and other reproductions of such film records may be made except with the permission of the Secretary of the Treasury, the Treasurer of the U. S., the Commissioner of Public Debt, the Chief of the Secret Service Division, or such officers as may be designated by them.

C. TESTIMONY OF AGENTS - RECORDS AND INFORMATION IN OFFICES OF THE BUREAU

- 1. Confidential character of FBI records
- Departmental Order 3229 (Revised), signed by the Attorney General on 1-13-53, and published in the Federal Register 3-10-53, revokes previous Departmental Order 3229 and all supplements thereto. It prescribes the procedure to be followed when an employee is served with a

SECRET

DATE: 11-14-2017

PART II

SECTION 9. CLASSIFICATION - CHARACTER - COPIES - ABBREVIATIONS

OO.....Office of Origin	REURAD.....Reference Is Made to Your Radiogram
OOJ.....Obstruction of Justice	REURCAB.....Reference Is Made to Your Cablegram
OSD.....Office of Secretary of Defense	REUREP.....Reference Is Made to Your Report
OSIAF.....Office of Special Investigations, Air Force	REURLET.....Reference Is Made to Your Letter
PAREN.....Parenthesis	REURTEL.....Reference Is Made to Your Teletype or Telegram
PCFM.....Police Cooperation - Foreign Miscellaneous	RPCA.....Reconstruction Finance Corporation Act
PD.....Police Department	RUC.....Referred upon Completion to Office of Origin
PERJ.....Perjury	SA.....Special Agent
PSI.....Potential Security Informant	SAA.....Special Agent Accountant
PV.....Parole or Probation Violator	SAB.....Sabotage
RA.....Registration Act	SAC.....Special Agent in Charge
RACON.....Racial Condition	SBA.....Small Business Administration
RCA.....Red Cross Act	SDAA.....Servicemen's Dependents Allowance Act of 1942
RCMP.....Royal Canadian Mounted Police	SE.....Special Employee
REBUCAB.....Reference Is Made to Bureau Cablegram	SED.....Sedition
REBULET.....Reference Is Made to Bureau Letter	SGE.....Security of Government Employees
REBURAD.....Reference Is Made to Bureau Radiogram	SI.....Security Informant
REBUTEL.....Reference Is Made to Bureau Teletype or Telegram	[SISS.....Senate Internal Security Subcommittee]
RECAB.....Reference Is Made to Cablegram	SKA.....Switchblade Knife Act
RELET.....Reference Is Made to Letter	SM.....Security Matter
RERAD.....Reference Is Made to Radiogram	SO.....Sheriff's Office
REREP.....Reference Is Made to Report	SP.....State Penitentiary or State Prison
RETEL.....Reference Is Made to Teletype or Telegram	SPA.....Surplus Property Act
	SPI.....Special Inquiry
	SPOL.....State Police