

JFK ASSASSINATION SYSTEM
IDENTIFICATION FORM

AGENCY INFORMATION

AGENCY : CIA
RECORD NUMBER : 104-10331-10029
RECORD SERIES : JFK
AGENCY FILE NUMBER : PROJFILES-CORRESPONDENCE

Released under the John
F. Kennedy
Assassination Records
Collection Act of 1992
(44 USC 2107 Note).
Case#:NW 53217 Date:
06-22-2017

DOCUMENT INFORMATION

AGENCY ORIGINATOR : CIA
FROM : JOHN F. PEREIRA, CHIEF HRG/CSI
TO : EXECUTIVE DIRECTOR
TITLE : MEMO: REVIEW OF JFK ASSASSINATION RECORDS
DATE : 04/02/1993
PAGES : 7

SUBJECTS : COORDINATION
OVERTIME
JFK ASSASSINATION
IDAIDS

DOCUMENT TYPE : PAPER
CLASSIFICATION : ADMINISTRATIVE
RESTRICTIONS : 1A
CURRENT STATUS : RELEASED IN PART PUBLIC - RELEASED WITH DELETIONS
DATE OF LAST REVIEW : 04/23/03
COMMENTS : JFK-M-16 : F2 : 2000.02.08.08:33:17:560054

[R] - ITEM IS RESTRICTED 104-10331-10029

~~CIA SPECIAL COLLECTIONS
RELEASE IN FULL~~

~~2000~~

CSI-0048/93
2 April 1993

MEMORANDUM FOR: Executive Director

VIA: Director
Center for the Study of Intelligence

FROM: John F. Pereira
Chief, Historical Review Group/CSI

SUBJECT: Review of JFK Assassination Records

REFERENCE: Memorandum to you, dtd 1 Feb 93,
Same Subject

1. The purpose of this memorandum is twofold. First, we summarize the current status of our review of the Agency's JFK assassination records, and describe several problems that CIA faces with respect to meeting the legal deadline of 22 August 1993 for release of all the records to the National Archives. Second, we propose several specific actions to alleviate the problems.

2. This section discusses the four basic phases of our review of the JFK materials--first review, coordination, final redaction, and identification aids.

a. First Review: As of 1 April, the Historical Review Group (HRG) has completed the first review and preliminary redaction of approximately 114,000 pages (of an estimated total of 250,000 pages) of the assassination records. We have taken steps to speed up the process in an effort to reach a pace that permits us to meet the deadline. We probably can meet the target date for the first phase if steps are taken to speed up the other three phases.

b. Coordination: The process of coordinating our review within CIA, which mainly involves the Directorate of Operations, has been very slow for two apparent reasons. One reason is the lack of resources applied by the DO, although there has been improvement lately. As of 1 April, the backlog yet to be processed

SUBJECT: Review of JFK Assassination Records

by the DO to catch up with HRG was approximately 57,000 pages. The second reason is the long time it takes to reach agreement with the DO on what information can be released. In this regard, part of the problem is the DO's generally rigid view on protecting sources and methods, even in the face of the provisions in the JFK law that allow for withholding of information on sources and methods only when there is "clear and convincing evidence" that release "would demonstrably impair" national security (see attached charts).

c. Final Redaction: As mentioned above, preliminary redaction of the JFK documents is accomplished during the first review phase. But final redaction cannot be performed until coordination with the DO and other components is completed. Therefore, to the extent that the coordination process is delayed, the final redaction phase is also delayed.

d. Identification Aids and Index: The requirement to prepare identification aids (computer forms) and an index presents a potentially major problem for reasons discussed below:

The JFK legislation requires that each document released to the National Archives have attached to it a form called an identification aid. CIA and other agencies were given software that is intended to produce the forms, using computers. The software also was intended to permit the creation of an electronic index for all assassination records that are transferred to the National Archives, which is also required by the law.

Unfortunately, the newly acquired computers in the Historical Review Group are not yet programmed to perform the task. This means that there is a growing backlog of documents for which no identification aids have been done. Even when the software is fully incorporated into our system, substantial time will be required to complete this phase. We estimate there will be 92,000 documents for which aids will be required, and at best it will take three minutes to key in the data for each document. This means that we would need six people working full time to finish the aids by the deadline.

SUBJECT: Review of JFK Assassination Records

3. Proposed Action

To ensure that CIA meets the 22 August deadline, we propose the following actions be taken (corresponding to the four phases described above):

a. First Review: Expand the hours worked by some of the nine independent contractors now assigned to HRG. This would free up staff to devote more time to the other three phases.

b. Coordination: 1) Request the DO to devote more resources to reviewing JFK documents, and 2) Instruct the DO coordination officers to be more responsive to the provisions of the JFK assassination legislation that govern the release of information. (draft attached).

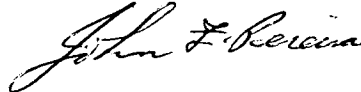
c. Final Redaction: To the extent that the pace of coordination is improved, the pace of redaction will also increase. However, we need to be prepared for a possible last minute rush to complete the redactions, which could entail overtime for staff officers and/or further expanded hours for independent contractors.

d. Identification Aids: It is clear that with only five months remaining until the 22 August deadline, HRG review officers will not have enough time to complete the review, coordination, and redaction and also prepare identification aids*. We propose that a group of document analysts or comparable specialists be detailed to HRG to input the information for the identification aids. We recommend that initially 20 such people be retained to work 10 hours of overtime per week. An HRG officer would supervise the group and provide quality control.

* The FBI has a similar problem, which it has addressed by detailing 50 additional people to their JFK Reviewing Staff.

SUBJECT: Review of JFK Assassination Records

The cost of overtime would be approximately \$3-4,000 weekly. There are some funds in CSI's personnel services account, but these would soon run out, and we would need to seek help from the comptroller. We plan to send memoranda to the directorates asking that they identify people willing to work the overtime.



John F. Pereira

Attachments:

- A. Draft memo to DO
- B. HRG charts

APPROVED: 


Executive Director

5 Apr 93
Date

* Subject to limitations on CIS funding for EC's.

SUBJECT: Review of JFK Assassination Records

DCI/CSI/HRG/JFPereira:hfs/x30335

Distribution:

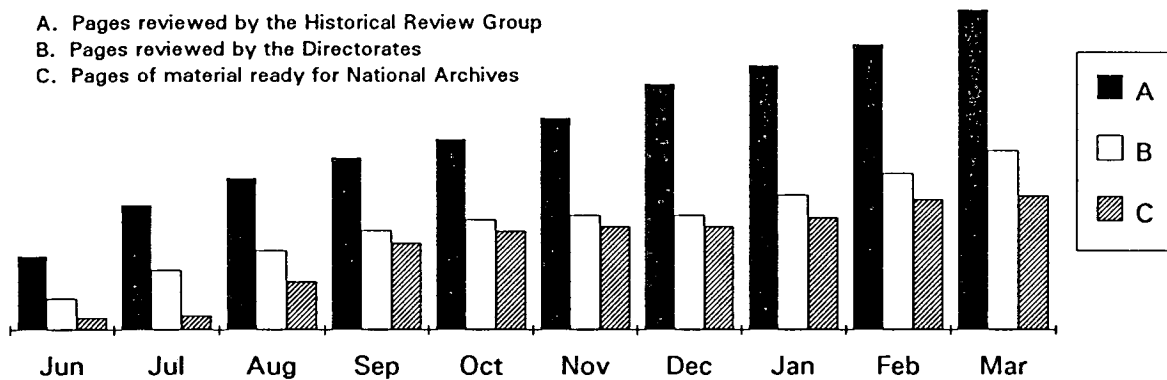
- Original - Addressee
- 1 - D/CSI
- 1 - C/HRG
- 1 - Executive Registry
- 1 - HRG file

1 April 1993

	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
A	28935	49125	59705	67773	74989	83117	96604	103865	112177	125738
B	11950	23400	30880	38865	43056	44910	44947	52858	61377	70418
C	4840	5660	18860	33994	38702	40374	40374	43886	51039	52718

RUNNING CUMULATIVE TOTALS

- A. Pages reviewed by the Historical Review Group
- B. Pages reviewed by the Directorates
- C. Pages of material ready for National Archives



1 April 1993

RUNNING CUMULATIVE TOTALS

- A. Pages reviewed by the Historical Review Group
- B. Pages reviewed by the Directorates
- C. Pages of material ready for National Archives

