File #:

62-HQ 116464

Serial Scope:

54X

NOTE: 108. TS - SFR

DO NOT DESTROY
ICIPA# N/A

HOUSTUDY/SENSTUDY "JUNE" ENCLOSURE FORM

RE - HOUSTUDY 62-116464-54X

OR

~~Bailey copy~~

ENCL BEHIND FILE

SENSTUDY 62-116395-

THE SERIAL INDICATED ABOVE IS AN OUTGOING MEMO/LETTER TO THE ATTORNEY GENERAL DATED 9-11-75 FURNISHING COPIES OF FBI DOCUMENTS IN RESPONSE TO REQUEST(S) MADE BY EITHER THE U.S. SENATE OR HOUSE SELECT COMMITTEES ON INTELLIGENCE. SINCE THE ATTACHED XEROX COPY/COPIES ARE "JUNE" MAIL, IT/THEY HAS/HAVE BEEN REMOVED FROM THE ENCLOSURE TO THE SERIAL INDICATED ABOVE AND IS TO BE FILED IN THE "JUNE" FILE AS INDICATED BELOW:

THIS ENCLOSURE MATERIAL IS TO BE FILED IN THE "JUNE" FILE OF

HOUSTUDY 62-116464- 54X

OR

SENSTUDY 62-116395-

TRUE COPY

Airtel

To: SAC, Albany JUNE 12/6/74

From: Director, FBI PERSONAL ATTENTION

MICROPHONE AND TELEPHONE SURVEILLANCES

ReBuairtel to Albany captioned as above dated 10/23/74.

Referenced communication instructed that index cards prepared in connection with electronic surveillance coverage should be submitted under the above caption with a cover airtel listing the names appearing on each card. In an effort to tighten the security of the submission of these cards, those instructions are being amended as follows:

Cards are to be submitted by airtel each Friday under the caption "Microphone and Telephone Surveillances" and carry Bureau file number 62-318. The cover airtel is to merely state that the cards are being submitted pursuant to instructions contained in Bureau airtel of 10/25/74. The enclosure envelope should contain a listing of the names appearing on the cards contained in the enclosure.

No other instructions set forth in referenced Bureau airtel are amended.

2 - All Offices

TRUE COPY

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ROUTE IN ENVELOPE

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OR

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OR

SENSTUDY 62-116395-

OPTIONAL FORM NO. 10
MAY 1962 EDITION
GSA GEN. REG. NO. 27

5010-106

UNITED STATES GOVERNMENT

Memorandum

JUNE

TO : Mr. Tavel

DATE: 2-9-67

FROM : L. E. Short

SUBJECT: DEPARTMENT OF JUSTICE REQUESTS FOR ELECTRONIC SURVEILLANCE CHECKS (62-318)

As you are aware, Department is submitting by letter to Bureau names of individuals presently being prosecuted or being considered for prosecution in all types of cases with request they be advised if any of these individuals have been involved in any electronic surveillances. Indications are that there will be thousands of such requests received. These names are checked through special indices maintained in Special Investigative Division (SID) and Domestic Intelligence Division (DID), and Department is advised by letter of results. SID is co-ordinating program, but some correspondence will be prepared by DID and General Investigative Division if substantive cases supervised by them involved. If any record is located, Field Office where surveillance occurred is requested to furnish pertinent logs which are subsequently transmitted to Department.

With representatives of SID, where majority of correspondence will be handled, we have worked out mechanics of processing and filing record material. Purpose of this memorandum is to set forth these details.

A control file has been opened entitled, "Department of Justice Requests for Electronic Surveillance Checks" (62-318). All requests from Department will be filed in this file. Outgoing answers to Department will also be filed in this file unless subject of communication is subject of a Bureau investigation in which case original will be filed in substantive file and copy in control file. On any communications from Field relating to substantive file, copy

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will also be placed in control file. Supervisors preparing correspondence should prepare extra copy specifically designed for control file when correspondence relates to substantive case.

As set forth above, if subject of communication is subject of a Bureau investigation communication will be filed in case file with copy in control file, and no indexing will be necessary. If subject of communication is not subject of Bureau case, but voice was recorded incidental to electronic-surveillance in one of our cases and we are furnishing Department positive information, communication will be filed in control file and name of subject will be indexed. We will not index names of individuals on which no record is located similar to procedure followed in handling Bureau's name check program. Communications relating to these negative checks will be filed in control file.

In order to appropriately cover necessary files, uniformity of caption of communications is most desirable. On outgoing communications to Field and Department, "Electronic Surveillance Check" should be in caption to facilitate classifying material. If Bureau case is involved, subject of case should also be part of caption with sufficient copies to cover both case file and control file.

When Bureau has record on name check, Field is requested to send in logs and copies are hand-delivered to Department. Departmental official receiving logs is required to sign receipt which should be attached to related outgoing yellow for filing purposes by Supervisor preparing outgoing communication. Supervisor should prepare sufficient copies of receipt appropriately designated for substantive files in which electronic surveillances were conducted.

Memorandum Short to Tavel
RE: Department of Justice Request for Electronic Surveillance Checks (62-318)

RECOMMENDATION:

That this memorandum be referred to Special Investigative, Domestic Intelligence, and General Investigative Divisions for information and dissemination to appropriate supervisory personnel for their assistance in handling material relating to these checks.

NW 55323 DocId:32989715 Page 7

HOUSTUDY/SENSTUDY "JUNE" ENCLOSURE FORM

RE - HOUSTUDY 62-116464-54X

OR ~~Bulk Copy~~ ENCL BEHIND FILE

SENSTUDY 62-116395-

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HOUSTUDY 62-116464-54X

OR

SENSTUDY 62-116395-

MAY 1962 EDITION
GSA GEN. REG. NO. 27

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. C. D. DeLoach

DATE: January 11, 1967

JUNE

FROM : J. H. Gale and W. C. Sullivan

SUBJECT: SPECIAL INDICES OF ELECTRONIC SURVEILLANCES

PURPOSE:

The Special Investigative Division and the Domestic Intelligence Division are maintaining separate special indices of individuals monitored or mentioned through microphone or telephone surveillances. Those of the Special Investigative Division contain names obtained through coverage of criminal matters. Those of the Domestic Intelligence Division contain names obtained through coverage of internal security matters. The purpose of this memorandum is to recommend that these two special indices be consolidate and operated by the Files and Communications Division.

BACKGROUND:

In accordance with the Director's instructions, special indices were established in October, 1966, because of the Department's insistence that the Bureau provide a rapid determination as to whether any given person subject to prosecution was overheard, present, or referred to in the course of a conversation covered by electronic devices. Based on available information at that time from the Department that there would be selective cases to be reviewed, it was determined to be most logical that two separate indices be established, one to cover criminal matters and the other security matters. Subsequently, the Solicitor General publicly disclosed that an extensive review would be made on past and pending cases to determine if evidence had been used from electronic devices and the Department requests that all names be searched through both the criminal and security files. This completely changed all aspects of the operation of these indices and the amount of work involved, particularly when the Department began submitting not only names of persons subject to prosecution but names of attorneys involved and associates of the subjects.

CURRENT STATUS:

There are approximately 60,000 cards of the special indices in the Special Investigative Division and approximately

CONTINUED - OVER

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200,000 cards of the special indices in the Domestic Intelligence Division. Furthermore, because of the telephone surveillances currently in operation in the security field, approximately 300 new cards are being received weekly in the Domestic Intelligence Division.

CURRENT OPERATION OF SPECIAL INDICES:

Since the special indices were established in October, 1966, the Department has submitted approximately 1,000 names for searching. Each name is searched through both of these special indices. There is attached a sample of the form being used requesting searches and a copy of three cards from the special indices.

The Department has indicated that in the immediate future it contemplates asking the Bureau to check as many as 25,000 names through the special indices. Without a doubt, all future cases involving prosecution will require search of these indices.

OBSERVATIONS:

The position adopted by the Department in these matters makes it impossible for us to maintain these indices separately as originally established. The checking of these indices would have imposed no great burden on either the Domestic Intelligence Division or the Special Investigative Division had the Department followed a logical and reasonable course in the submission of names of persons to be checked in connection with a particular criminal or security prosecution. But as matters now stand, these separate indices should be consolidated to avoid duplication of effort in checking the same names through each as we now must do to comply with the Department's requests. Both Divisions are in agreement on this point.

Consolidation of the indices into one raises the question of where it should be maintained. We believe the consolidated indices should be maintained by the Files and Communications Division. There is no reason for it to be maintained either by the Domestic Intelligence Division or the Special Investigative Division.

The maintenance of this indices and the search functions involved fall logically within the normal operations and responsibilities of the Files and Communications Division and can be carried out in the most efficient manner by that Division.

CONTINUED - OVER

NW 55323 DocId:32989715 Page 10

The index cards are like other index cards in that they show only where data is located. While there is limited descriptive data on the cards, such data is sufficient to immediately determine which of the possible idents should be brought to the attention of the supervisor making the search request. Thereafter, he will handle the correspondence with the field and the review of files to determine if in fact the information in the surveillance logs referred to by the index card relates to the subject of the inquiry. Thus, the nature of the responsibility of maintaining and searching the special indices fits in with that of the Files and Communications Division.

While there is a degree of confidential information on the cards in question, it is no more confidential than that appearing on thousands of cards in the general indices and other records being maintained and searched by the Files and Communications Division. The information on the cards merely discloses that there is information identifiable with subject of the card but the card does not disclose any of the information which may have been received concerning the subject.

The search for information of pertinence concerning persons who are included in this indices is basically the same as any other search for an outside agency for information in Bureau files. If the Civil Service Commission asks for information from Bureau files, the Records Branch searches the general indices and refers to the Name Check Section of the General Investigative Division for possible identical references in order that the General Investigative Division can review pertinent files and give to the Commission information found to be applicable. Checking the indices in question, as is true of other name checks, is a broad Bureau responsibility, not chargeable exclusively to any one investigative division.

The searches of the cards are based on the requests from the Department and involve cases of other Governmental agencies as well as those of the Bureau having prosecutive interests. The extent to which this imposes a burden of record keeping and index search functions unrelated to the work of a Division is shown in the Domestic Intelligence Division. Of the approximately 1,000 names searched there to date, only 22 have been in connection with cases handled in that Division.

CONTINUED - OVER

NW 55323 DocId:32989715 Page 11

Memorandum to Mr. C. D. DeLoach
RE: SPECIAL INDICES OF ELECTRONIC SURVEILLANCES
66-5815

RECOMMENDATION:

It is recommended that the special indices under discussion of the Domestic Intelligence Division and the Special Investigative Division be turned over to the Files and Communications Division and be maintained and searched by that Division.

ADDENDUM: W.S. TAVEL FILES & COMMUNICATIONS DIVISION 1-16-67

I am opposed to the maintenance of this index being shifted to the Files and Communications Division. It would not save personnel, since this division is expending every effort to keep up with the greatly increased volume of other types of name checks and could not absorb an additional 25,000 or more with existing personnel. This index has no relation to the Bureau's master index, and must be maintained separately since the cards contain little or no identifying

(Addendum continued page 5)

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ADDENDUM: Continued

data. For this reason, each check where possible identity is established necessitates correspondence with the field, which must be handled by the substantive supervisor. Since the cards disclose names of all persons mentioned in technical surveillance logs, it would appear essential to limit the number of employees having access, to keep to a minimum those who might be subpoenaed to testify concerning these matters. We do not have room or personnel in our special file room to operate such an index, and since this room is in the Identification Building, moving it there would only serve to further remove it from the supervisors handling it, who now have immediate access. It is similar to other specialized indices now maintained by substantive divisions, such as the Fugitive Index, Security Index, index of library cards on communist material, etc., which serve a specific purpose and are most efficiently operated by the divisions using them.

HW 55323 DocId:32989715 Page 13

RE - HOUSTUDY 62-116464-54 X
File copy
OR
SENSTUDY 62-116395-

THE SERIAL INDICATED ABOVE IS AN OUTGOING MEMO/LETTER TO THE ATTORNEY GENERAL DATED 9-11-75 FURNISHING COPIES OF FBI DOCUMENTS IN RESPONSE TO REQUEST(S) MADE BY EITHER THE U.S. SENATE OR HOUSE SELECT COMMITTEES ON INTELLIGENCE. SINCE THE ATTACHED XEROX COPY/COPIES ARE "JUNE" MAIL, IT/THEY HAS/HAVE BEEN REMOVED FROM THE ENCLOSURE TO THE SERIAL INDICATED ABOVE AND IS TO BE FILED IN THE "JUNE" FILE AS INDICATED BELOW:

— regular mail & "Bulky" besides this in regular files BJ 12/12/75

THIS ENCLOSURE MATERIAL IS TO BE FILED IN THE "JUNE" FILE OF

HOUSTUDY 62-116464-54 X

OR

SENSTUDY 62-116395-

TRUE COPY

Airtel

To: SAC, Albany JUNE 12/6/74

From: Director, FBI PERSONAL ATTENTION

MICROPHONE AND TELEPHONE SURVEILLANCES

ReBuairtel to Albany captioned as above dated 10/23/74.

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ROUTE IN ENVELOPE

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File copy
OR
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OPTIONAL FORM NO. 10
MAY 1962 EDITION
GSA GEN. REG. NO. 27
5010-106

UNITED STATES GOVERNMENT

Memorandum

JUNE

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DATE: 2-9-67

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NW 55323 DocId:32989715 Page 19

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OR
SENSTUDY 62-116395-

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HOUSTUDY 62-116464-54 X

OR

SENSTUDY 62-116395-

MAY 1962 EDITION
GSA GEN. REG. NO. 27

UNITED STATES GOVERNMENT

Memorandum

TO : Mr. C. D. DeLoach

DATE: January 11, 1967

JUNE

FROM : J. H. Gale and W. C. Sullivan

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CONTINUED - OVER

NW 55323 DocId:32989715 Page 22

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CONTINUED - OVER

NW 55323 DocId:32989715 Page 23

Memorandum to Mr. C. D. DeLoach
RE: SPECIAL INDICES OF ELECTRONIC SURVEILLANCES
66-5815

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(Addendum continued page 5)

NW 55323 DocId:32989715 Page 24