

FEDERAL BUREAU OF INVESTIGATION  
FOI/PA  
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FOI/PA# 1511466-000

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Page 142 ~ Referral/Consult;  
Page 143 ~ Referral/Consult;  
Page 175 ~ Referral/Consult;  
Page 176 ~ Referral/Consult;  
Page 177 ~ Referral/Consult;  
Page 251 ~ Referral/Consult;  
Page 252 ~ Referral/Consult;  
Page 253 ~ Referral/Consult;  
Page 254 ~ Referral/Consult;  
Page 255 ~ Referral/Consult;  
Page 256 ~ Referral/Consult;  
Page 257 ~ Referral/Consult;  
Page 258 ~ Referral/Consult;  
Page 267 ~ Referral/Consult;  
Page 268 ~ Referral/Consult;

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THE DIRECTOR  
EXECUTIVE CONFERENCE  
JOINT COMMITTEE

4/11/51

SUGGESTION #660

b6  
b7c

13835

EMPLOYEE: SA [REDACTED]  
BALTIMORE DIVISION

AIR PRESSURE IN LOW PRESSURE TIRES

MEMBERS PRESENT: Messrs. H. H. Glegg  
R. T. Harbo  
E. Scheidt  
S. K. McKee

SUGGESTION:

~~ALL INFORMATION CONTAINED HEREIN IS UNCLASSIFIED~~  
DATE 10/27/80 BY SP-5 CBT/STP #323, 013

The employee suggests that, since on a number of Bureau automobiles the low pressure tires are used, which require 24 to 26 lbs. of air pressure, this pressure should be increased to 30 or 32 lbs. in order to effect savings. He points out if the pressure in these low pressure tires is increased, as suggested, there will be more mileage per gallon of gasoline, i.e., a possible increase of 1 mile per gallon; if the tires are inflated to a higher pressure, it would tighten the walls, reducing tire friction and reducing the noise or tire squeal, which is noticeable when turning curves; and would increase the pick-up or initial ability of the car to start off rapidly.

This matter was discussed by the Administrative Division with the Ford representative, with the Rubber Reserve and Research Development Division of RRC, and with representatives of the Firestone and Goodrich Tire Companies. They agreed that there would be some increase in mileage per gallon of gasoline and more mileage per tire, although there would be less riding comfort. They recommended, however, if it was the purpose to get more tire mileage and more mileage per gallon of gasoline, that the pressure be increased from 24 to around 28 lbs. of pressure.

The Chief of the Testing and Specification Section, U. S. Bureau of Standards, stated that increased inflation would cause more wear on the center threads of the tire where punctures are more likely to occur. He pointed out that, when the tire pressure is placed at 28 lbs., after it has traveled 60 miles an hour in a climate of 90 degrees, the pressure will be increased to 36 lbs., due to the friction and heat and, thus, it becomes greatly overinflated. He stated that the small

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Hess \_\_\_\_\_
- Gandy \_\_\_\_\_

151  
199  
199  
cc - Mr. Glegg  
HHC: DMC

RECORDED - 18  
INDEXED - 18  
EX-6  
APR 14 1951  
66-254-8658

13836

amount of increased mileage per gallon of gasoline could be obtained by increasing the air pressure, but because there would be less tire surface on the road the wear on the center of the tire would be increased; stopping would be less favorable; there would be more car vibration and shaking which would result in a shortening of the life of the body, motor, springs, and various parts of the car; and this would increase the cost of maintenance.

JOINT COMMITTEE AND EXECUTIVES CONFERENCE CONSIDERATION:

The Joint Committee on 4/4/51, and the Executives Conference on 4/5/51, with Messrs. Glavin, Quinn Tamm, Mohr, Harbo, Ladd, Belmont, Rosen, Nease and Clegg present, unanimously recommended there be no change in the air pressure in low pressure tires on Bureau automobiles in view of the opinion of the official of the Bureau of Standards.

Respectfully,  
For the Conference

*OKL*

*[Signature]*  
Clyde Tolson

The Director  
6  
The Executives Conference

April 10, 1951

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/29/91 BY SP-5 ci/STK

The Executives Conference of today consisting of Messrs. Ladd, Clegg, Sizoo, Belmont, Rosen, Harbo, Mohr, Tracy and Glavin considered a communication received from the SAC at Honolulu concerning the use of a Bureau owned automobile by the SAC at Honolulu. AFTER REGULAR OFFICE HOURS

The Conference was advised that the SAC at Honolulu was desirous of being authorized to have a Bureau automobile available at his residence after office hours in order to assure prompt availability in the event of an emergency necessitating his presence at the office or elsewhere during the evening and early morning hours.

SAC Logue points out that after 12 midnight there is absolutely no public transportation facilities available by reason of limited available housing, was forced to secure housing a distance of some 12 miles from the office where, even during the daylight hours, bus transportation is very sporadic and nonexistent after midnight. The likelihood of being able to secure a taxicab after midnight was always questionable as available taxicab companies are small independent concerns located in the downtown area and they cannot be relied upon for prompt, efficient service. Logue stated that his residence has a garage and at all times the automobile would be appropriately sheltered and, of course, would be maintained in a locked, safe condition.

Logue points out that it is understood that if the automobile is used after hours it will be used only on strictly official business in transporting himself and any needed Agent personnel to the office or other points necessary by reason of the official situation that arose.

Messrs. Tracy, Clegg, Sizoo, Belmont and Rosen are of the opinion that the Bureau should approve the housing of a Bureau owned automobile at the residence of the SAC. These members of the Conference feel that it would be to the advantage of the Bureau for Agents in Charge to have such transportation facilities available for use in emergency instances after the regular office hours. They point out that it is evident that the Agent in Charge does not have automotive transportation of his own.

Messrs. Ladd, Harbo, Mohr and Glavin are opposed to

lson  
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avin  
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cy  
bo  
mont  
cc: Mr. Mohr  
Mr. Clegg

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EX-6

26-2351-8659  
Jenny

5 APR 16 1951

WBA cr

Memorandum for the Director

granting such approval to the SAC at Honolulu. They point out that he would be utilizing this mode of transportation going to the office each morning and returning from the office each evening, that he undoubtedly can make arrangements with other Agent personnel or through the Honolulu office for a employee to pick him up after midnight in the event an emergency arises, necessitating his immediate attention.

Pending the Director's decision in connection with this matter notification to SAC Logan is being held in abeyance.

Respectfully,  
For the Conference

Clyde Tolson

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Room

THE DIRECTOR

4/11/51

JOINT COMMITTEE  
EXECUTIVE CONFERENCE  
SUGGESTION #661  
EMPLOYEE: SA [REDACTED]

b6  
b7c

ST. LOUIS DIVISION  
CONTACTS BY SAC WITH FBI  
NATIONAL ACADEMY GRADUATES

MEMBERS PRESENT: Messrs. H. H. Clegg  
R. T. Harbo  
E. Scheidt  
S. K. McKee

SUGGESTION: The employee suggests that the present requirement that the SAC contact Graduates of the FBI National Academy within 30 days be eliminated and instead the SAC forward a letter to the graduate asking him to visit the office at his convenience. The purpose of this suggestion is to save the time of the SAC and would permit the graduate to meet the personnel available in the office, and perhaps would result in some favorable publicity if the story is given to the press concerning this visit.

JOINT COMMITTEE AND EXECUTIVES CONFERENCE CONSIDERATION:

The Joint Committee on 4/4/51 and the Executives Conference on 4/5/51, with Messrs. Glavin, Quinn Tamm, Mohr, Harbo, Ladd, Belmont, Rosen, Nease and Clegg present, felt that, to expect a graduate to go from Jacksonville to Miami, Florida, because of the expense, distance and time involved, would be unreasonable. It was felt that the SAC should make this contact for the specific purpose of insuring continued friendly cooperation and that the relationships with the graduates of the FBI National Academy need improvement rather than any decrease. Therefore, it was unanimously recommended unfavorably that the requirement that the SAC call on the graduate within 30 days be eliminated.

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/29/91 BY SP-8/BJF

Respectfully,  
For the Conference

Clyde Tolson

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tols. Room
- Nease
- Gandy

cc-Mr. Mohr  
Mr. Clegg

HRC:DMC

54 APR 16 1951

RECORDED - 18

INDEXED - 18

APR 14 1951

EX-3

66-2554-8660

April 2, 1951

~~CONFIDENTIAL~~

25502

SAC, Atlanta

RE: RADIO EQUIPMENT

Dear Sir:

Reference is made to your communication of March 7, 1951, wherein you requested the Bureau to ship to the Atlanta Office one Hammarlund Super-Pro Model SP-200 radio receiver or some other suitable radio capable of monitoring the standard broadcast bands.

This is to advise you that the Bureau does not feel that such radio is essential for assignment to any divisional office at this time since appropriate short wave police radios have now been assigned to the various divisional offices.

Very truly yours,

J. Edgar Hoover

DECLASSIFIED BY SP-5 ci/JHF  
ON 10/29/91

John Edgar Hoover  
Director

WRG:JC

The Executives Conference of March 29, 1951, consisting of Messrs. Tolson, Sizoo, Clegg, Mohr, Rosen, Nichols, Ladd, Belmont, Harbo, Tracy and Glavin agreed to answering the communication from Atlanta in the above manner

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EX-45

66-2554-8661  
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60 MAY 3 1951

10/29/91 SP-5 ci/JHF



March 21, 1951

~~CONFIDENTIAL~~

SAC, New York

RE SUPPLYING FIRE EXTINGUISHERS  
ON TECHNICAL SURVEILLANCES

Dear Sir:

Reference is made to your communication of March 13, 1951, wherein you advised that unless advised to the contrary the New York Offices will discontinue supplying fire extinguishers arbitrarily on all the above-mentioned installations, but that they will continue to be issued on technical plants when such use would be indicated by the circumstances involved.

It is assumed that the New York Office will continue to maintain fire extinguishers on the Sutec installation.

Very truly yours,

John Edgar Hoover  
Director

WRG:JC

The Executives Conference of 3/20/51, consisting of Messrs. Tolson, Tracy, Harbo, Belmont, Ladd, Rosen Clegg, Mohr, Nichols, Sizoo, Nease and Glavin were in agreement that the above-captioned matter should be handled in this way.

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ON 10/29/91

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NOT RECORDED

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ORIGINAL COPY FILED IN

EXECUTIVE CONFERENCE

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65 APR 20 1951

THE DIRECTOR

4/6/51

JOINT COMMITTEE

EXECUTIVE CONFERENCE

SUGGESTION #674

EMPLOYEE: SPECIAL AGENT W. CLARK FULLER  
OMAHA FIELD DIVISION

MAINTENANCE OF AUTOMOBILES

MEMBERS PRESENT: H. H. Clegg  
R. F. Harbo  
E. Scheidt  
S. K. McKee

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 12/29/91 BY SP-5 CJB/HK

SUGGESTION: Employee suggests that there be a notebook kept in the glove compartment of each Bureau car and on a separate page of each notebook there be recorded the dates or mileage reading at which various types of servicing of the car should be performed. Such servicing was referred to as the changing of oil, tire switching, packing wheel bearings, renewing the oil filter cartridge, and the like. The Administrative Division and the New York Office submitted objections since at present Bureau Form FD-150, which is a monthly cost record of operating each car, lists the record of each type of service and the cost thereof. This is usually handled in Field Offices by the Clerk who maintains these records sending a tickler or other note to the Agent using the car, advising that such a service is now due.

JOINT COMMITTEE CONSIDERATION: Unanimously unfavorable.

In view of the fact that the automobile record clerk in the New York Office and the Administrative Division of the Bureau stated this matter was capable of being handled satisfactorily from the present records, it was felt that no change was necessary and the suggestion concerning the notebook was recommended unanimously unfavorably by the Joint Committee on 4/4/51.

EXECUTIVES CONFERENCE CONSIDERATION:

It was the unanimous opinion of the Executives Conference on 4/5/51, with Messrs. Glavin, Quinn Tamm, Mohr, Harbo, Ladd, Belmont, Rosen, Nease and Clegg present, that the present Form FD-150 should be continued in use, but

- Mr. Tolson
- Mr. Ladd
- Mr. Nichols
- Mr. Belmont
- Mr. Clegg
- Mr. Glavin
- Mr. Harbo
- Mr. Rosen
- Mr. Tracy
- Mr. Egan
- Mr. Gurnea
- Mr. Hendon
- Mr. Pennington
- Mr. Quinn Tamm
- Mr. Nease
- Mr. Mohr
- Mr. Winterrowd
- Miss Gandy

Attachments  
HHC:DMG  
cc-Mr. Mohr  
Mr. Clegg

APR 25 1951

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INDEXED - 66  
EX-107

46-254-8663  
APR 10 1951

PERS. FILES

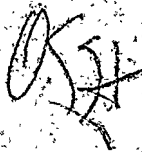
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Memorandum for the Director

that a modification of it should be prepared in such a way as to show on what date, or at what mileage point, these various services would be needed next.

There is attached hereto a suggested modification and it was recommended unanimously by the Executives Conference that this suggested modification of Form FD-150 be sent to 6 Field Offices for their examination and comment as to its desirability in order to accomplish the purpose of this suggestion. If this is approved, there is attached a letter to the New York, Philadelphia, Miami, Albuquerque, Los Angeles and Chicago Offices, requesting their comments concerning this form.

Respectfully,  
For the Conference

  
4  
Clyde Tolson

April 7, 1951

SAC, Newark

Director, FBI

35521

Reference is made to the letter dated March 30, 1951, addressed to you by Superintendent Charles H. Schoeffel of the New Jersey State Police in which he expressed a desire to send the commandant of his Police Academy for a one or two-day visit to the Bureau to observe teaching methods and techniques which may be used in his own school.

In view of the fact that Superintendent Schoeffel is an instructor before the FBI National Academy, the Bureau would be pleased to make an exception and to have his commandant visit the Bureau on Friday and Saturday, April 13 and 14, 1951.

The original letter from Superintendent Schoeffel is attached hereto.

Attachment

HHC:IGS

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/29/91 BY 50-5ci/bpe

Approved by the Executives Conference on April 5, 1951, consisting of Messrs. Glavin, Tamm, Mohr, Harbo, Ladd, Belmont, Rosen, Nease and Clegg.

EXECUTIVE CONFERENCE

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56 MAY 19 1951



THE DIRECTOR

4/10/51

JOINT COMMITTEE

EXECUTIVE CONFERENCE

SUGGESTION #676

EMPLOYEE: INSPECTOR H. B. LONG

TRAINING AND INSPECTION DIVISION

HOUSING OF FILES

MEMBERS PRESENT: H. H. Clegg  
R. T. Harbo  
S. K. McKee  
E. Scheidt

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/21/91 BY SP-5 CIP/PAW

SUGGESTION:

~~X~~ HANDLING OF MAIL IN FIELD DIVISIONS

(1)

The employee suggests that, in Field Offices and where applicable at the Seat of Government, the closed files when in legal-size cabinets be filed crosswise in the file, in 2 rows rather than in 1 row lengthwise. This, it was found, would save over 5 inches of space per drawer. The Records Section opposed the suggestion at the Seat of Government since they had adopted a system of using compact file back with an embedded fastener when this type of file back was applicable. They pointed out that it would be necessary to have dividers between the 2 rows of files and there would be inadequate space for the larger files with longer papers in them; it would slow down the filing process as it would require the drawer to be pulled all the way open to obtain a file or refile it in the rear section of the file drawer, and the file clerk would have to stand to the side of the cabinet. This would prevent 2 people from working on the same cabinet, which is necessary in congested areas. If the file drawer was not filled, it would be impossible to keep the files standing straight since there is no adjustable back-stop and at the Seat of Government the files are seldom in an inactive or "dead" status as the closed files and pend-files are maintained together.

As for the Field, this suggestion had been considered previously and where there were legal-size file cabinets available, it did save filing space of from 20% to slightly more than 25%; yet, it was pointed out that this arrangement consumed more personnel time in filing and withdrawing files when they were filed crosswise; that the method was awkward and less neat; it results in the files being torn and mutilated on more frequent occasions; there would be no

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

cc - Mr. Mohr  
Mr. Clegg

HHC:DMG

54 APR 19 1951

RECORDED - 117

INDEXED - 117 EX-130

166-2554-8664  
APR 14 1951

savings at all when regular letter-size cabinets are used; and it would be necessary to purchase dividers to install in these files.

This was also submitted to 7 SACs, and 6 of them opposed the suggestion. The Executives Conference and the Director disapproved the suggestion at that time.

JOINT COMMITTEE AND EXECUTIVES CONFERENCE CONSIDERATION: Unfavorable.

On the same basis as above, the Joint Committee on 4/4/51, and the Executives Conference on 4/5/51, with Messrs. Glavin, Quinn Tamm, Mohr, Harbo, Ladd, Belmont, Rosen, Nease and Clegg present, recommended unfavorably as to this suggestion.

\* \* \*

- (2) The employee suggests that, in the event files are filed crosswise in the file drawers, in order to keep the files in a more even condition the file backs be reprinted in such a way that the Acco fastener in one instance will be on the left and in the other instance would be on the right and this would make the files more even and prevent them from buckling under pressure.

JOINT COMMITTEE AND EXECUTIVES CONFERENCE CONSIDERATION: Unfavorable.

In view of the recommendation that the files not be filed crosswise and, as this suggestion is further evidence of the increased complications which would arise if this were done, the Executives Conference on 4/5/51, recommended unfavorably.

\* \* \*

- (3) The employee suggests that the thin files be stapled together and the Acco fasteners be removed as the Acco fasteners consumed space.

Experience at the Seat of Government shows that these staples tend to open up and create a gouging hazard for fingers of the clerks handling the files; the staple wires would tend to gouge other files and cause mutilation. Since, particularly in Security cases, even the closed files in the Field Offices are frequently used over and over again in name searches and cross-references, this would make the procedure equally as

undesirable in the Field as at the Seat of Government.

JOINT COMMITTEE AND EXECUTIVES CONFERENCE CONSIDERATION: Unfavorable.

The Joint Committee and the Executives Conference recommended unanimously unfavorably as to this suggestion.

Respectfully,  
For the Conference

4  
Clyde Tolson

OK

THE DIRECTOR

4/12/51

JOINT COMMITTEE

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b7c

SUGGESTION #679

EMPLOYEE: [REDACTED]

CLERK, OMAHA DIVISION

~~SEPARATE PURCHASE OF FASTENER COMPRESSORS~~

~~ACCO TYPE~~

EXECUTIVE CONFERENCE

SUGGESTION:

The employee suggests that a type of Acco fastener be obtained so that the compressors may be purchased separately from the fastener base. He pointed out that the Federal Supply List records fasteners only by "sets", that is, boxes containing only the compressors and the fastener bases.

A check of the Records Section discloses that compressors can now be purchased separately without the bases.

JOINT COMMITTEE CONSIDERATION:

On 4/4/51, the Joint Committee recommended that the attached letter go forward to the Omaha Office advising of this possibility.

Attachment

cc-Mr. Mohr  
Mr. Clegg

HHC:DMG

*Handwritten initials*

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DATE 7/27/97 BY [signature]

EX-130

RECORDED - 117

INDEXED - 117

66-254-8665

APR 18 1951

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- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

54 APR 19 1951





cc: Mr. Ladd  
 Mr. Rosen  
 Mr. Aldon  
 Mr. Price

April 12, 1951

The Director

Fugitive Desk, 5728

The Executive Conference Service Desk, 4726

Fugitive Desk, 5722

MEMORANDUM FOR THE DIRECTOR

**EXECUTIVE CONFERENCE**

A thirty-day deadline was in effect as to investigation of leads in all fugitive cases from November 25 to December 24, 1950. The Investigation Division noted an increase in the number of fugitive apprehensions as reflected from teletypes received during the period of the thirty-day deadline and during the weeks immediately subsequent thereto. Statistics received for the months of January and February, 1951, reflected substantial increases over corresponding months in the fiscal year 1950, while there had been a decline in the previous months as compared to 1950 figures.

The Investigative Division requested, on January 22, 1951, that the thirty-day deadline be reinstated. Action on the suggestion was deferred from sixty to ninety days in view of the urgency of other matters pending.

An analysis of fugitive accomplishments for the first eight months of 1951 reflects that we are still below the 1950 level. It is believed that reinstatement of the thirty-day deadline provides the best immediate solution for increasing accomplishments in this category. The gains achieved of leads in such cases will not only result in more apprehensions, but will also release manpower for other equally important cases.

ACTION BY THE BUREAU

Attached for approval is a Bureau Bulletin instructing the field as to reinstatement of ~~thirty-day~~ thirty-day deadline in fugitive cases, effective April 16, 1951. It is suggested that Bulletin be printed for immediate distribution.

Approved by the Executives Conference April 12, 1951, with Messrs. Tolson, Sizoo, Glavin, Tracy, Belmont, Harbo, Clegg, Ladd and Rosen in attendance.

ALL INFORMATION CONTAINED  
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 DATE 10/29/77 BY SP-5 CJP/ST

RECORDED - 14  
 INDEXED - 14  
 APR 13 1951  
 For the Conference

Mr. Tolson  
 Mr. Ladd

Clyde Tolson

Attachment  
 54 APR 19 1951

*[Handwritten signatures and initials: KTH, JHS, GHS, JTB, JPH, JWB, JCB, JEB, JFB, JGB, JHB, JIB, JJB, JKB, JLB, JMB, JNB, JPB, JQB, JRB, JSB, JTB, JUB, JVB, JWB, JXB, JYB, JZB]*

THE DIRECTOR

April 18, 1951

AND EXECUTIVE CONFERENCE

SUBJECT: RADIO ARGENTINA  
LA PLATA DIVISION

On April 12, the Conference composed of Messrs. Tolson, Ladd, Belmont, Clegg, Glavin, Nichols and Harbo, considered the request of the LA Placo Office for a permanent antenna installation for use in connection with their GO watt portable TX radio transmitter.

The LA Placo Office points out that they have used the GO watt transmitter from the office in conjunction with radio equipped automobiles to very good advantage. They request the permanent type antenna because it will give increased range to the central transmitter thus enabling them to cover outlying regions, particularly border crossing points into Mexico.

The Conference unanimously recommends approval of the request of the LA Placo Office for a permanent radio antenna, approximate cost to be \$275.00.

Respectfully,  
For the Conference

Clyde Tolson

cc - Mr. Clegg  
Mr. Harbo

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 07/29/97 BY SP-5 C. B. B. J.

RECORDED - 57

166-2554-8667

INDEXED - 57

APR 18 1951

EX-130

- Mr. Tolson
- Mr. Clegg
- Mr. Glavin
- Mr. Ladd
- Mr. Nichols
- Mr. Rosen
- Mr. Tracy
- Mr. Egan
- Mr. Gurnea
- Mr. Harbo
- Mr. Mohr
- Mr. Pennington
- Mr. Quinn Tamm
- Tele. Room
- Mr. Nease
- Miss Gandy

APR 19 1951

THE DIRECTOR

April 12, 1951

THE DIRECTOR'S CONFERENCE

WALKIE-TALKIE BATTERY FLIGHTERS  
ALBUQUERQUE DIVISION

On April 12, the Conference composed of Messrs. Tolson, Ladd, Belmont, Egan, Clegg, Stapp, Tracy, Glavin, Nichols and Harbo, considered the request of the Albuquerque Office for one Walkie-Talkie battery eliminator. This is a device which makes it possible to use the equipment employing ordinary house current instead of batteries.

The Conference unanimously recommends favorably for two such units for the Albuquerque Office. The cost for parts will be approximately \$60.00 and the units will be constructed in the Laboratory.

Respectfully,  
For the Conference

*R.H.*

*Clyde Tolson*

cc - Mr. Clegg  
Mr. Mohr

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/29/91 BY SP-5 a/b/f

RECORDED - 57

INDEXED - 57

EX-130

APR 18 1951

8668

*RJ*

- Mr. Tolson
- Mr. Clegg
- Mr. Glavin
- Mr. Ladd
- Mr. Nichols
- Mr. Rosen
- Mr. Tracy
- Mr. Egan
- Mr. Gurnea
- Mr. Harbo
- Mr. Mohr
- Mr. Pennington
- Mr. Quinn Tamm
- Tele. Room
- Mr. Nease
- Miss Gandy

54 APR 19 1951

THE DIRECTOR

4/12/51

JOINT COMMITTEE

EXECUTIVE CONFERENCE

SUGGESTION #678

EMPLOYEE: [REDACTED]

b6  
b7c

RADIO COMMUNICATIONS OFFICER  
ALBUQUERQUE OFFICE

~~PREPARATION OF PURCHASE ORDERS~~

MEMBERS PRESENT: H. H. Clegg  
R. T. Harbo  
E. Scheidt  
S. E. McKee

SUGGESTION (1): The employee suggests that in the preparation of Purchase Orders, after the Purchase Order is received at the Seat of Government, the Bureau make the entry in the "Cost" column and after approving the order, forward the original and salmon copy directly to Federal Supply with a white copy for the Field Office.

The present procedure is to return the original and 2 copies to the Field Office, after which the Field Office sends the original and 1 copy to Federal Supply, keeping the white copy for the office.

JOINT COMMITTEE CONSIDERATION:

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 10/29/91 BY SP-5 C. B. M.

In view of the fact that the Administrative Division states that these orders are often reduced, cancelled, or returned for justification or correction, and time is saved, and correspondence is avoided by returning the Purchase Order forms directly to the SAC, the Joint Committee on 4/4/51, recommended unanimously unfavorably as to this suggestion.

SUGGESTION (2):

The employee suggests that the salmon copy of the Purchase Order form could be stamped by the Field Office receiving the supplies which would then be dated, signed by the SAC and returned to the Bureau.

APR 18 1951

It is pointed out that SAC Letter #45, paragraph C, dated 4/12/49, provides: "In lieu of submitting expendable receiving slips it will be permissible to stamp the carbon copy received with the shipment, 'Received the above-mentioned supplies. Date \_\_\_\_\_ as is now done on supplies received from the Bureau stock room. The backorder packing slips may be treated in the same manner.'"

Attachment

cc-Mr. Mohr  
Mr. Clegg

EHC:DMG

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

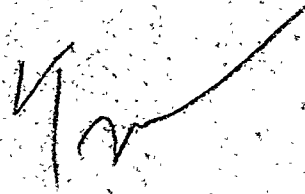
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66-57-8169

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Memorandum for the Director

JOINT COMMITTEE CONSIDERATION:

In view of the fact that the existing regulations have already taken care of this suggestion, the Joint Committee recommended the attached letter go to the Albuquerque Office advising of this fact.

A handwritten signature in dark ink, appearing to be 'V. W.', located in the upper right quadrant of the page.A handwritten signature in dark ink, appearing to be 'G. H.', located in the lower left quadrant of the page.

The Director

4-10-51

The Executives Conference

The Executives Conference of April 9, 1951, consisting of Messrs. Tolson, Sizoo, Clegg, Rosen, Ladd, Belmont, Mohr, Harbo, Tracy and Glavin considered the Bureau's present leave policy, it being pointed out to the Conference that the Director had stated that he would like to have considered changing our leave regulations from 2 calendar weeks to 3 calendar weeks at one time and possibly eliminating the travel provision.

It was pointed out to each member of the Conference that the Director had issued instructions that he wants liberal consideration of all leave requests in view of overtime and the six-day week.

The Conference, after consideration of the Bureau's present leave policy which permits approval of 2 weeks plus travel time for employees at any one time, feels that the Bureau's present policy should be continued. The Conference pointed out that if the policy were changed to 3 calendar weeks without travel time that such change would materially benefit those employees at or near their offices of preference whereas it would penalize employees at long distances from their offices of preference. It was pointed out by the Conference that under our present policy, if an employee requests annual leave plus travel time, he is allowed travel time by regular common carrier utilized by him or in the event he utilizes a personally owned automobile, he is then allowed travel time giving consideration to the fact that he should travel a distance of no more than 400 miles a day. This travel time is allowed in every instance where the employee is traveling from his or her office of assignment to his or her home and return. It was pointed out to the Conference that in most instances the travel time does not exceed one week; however, it could be possible for an employee assigned to either the west or east coast to visit his family on either coast traveling by his personally owned car to have travel time in excess of 1 week approved for him. The Conference also pointed out that under the Bureau's present policy every employee is given a

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
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- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

cc: Mr. Clegg  
Mr. Mohr

RECORDED - 57

INDEXED - 57

66-2554-8670  
APR 18 1951

APR 19 1951

EX-130

ALL INFORMATION CONTAINED  
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DATE 10/27/91 BY SP-SC/104

Memo for the Director

comparable period of time for vacations home whether he is assigned to his home city or whether he is assigned to a point distant from his home since the travel time takes up the difference.

\* LEAVE

The Conference further wishes to point out that with the limit on travel time we presently have, that is actual common carrier travel time if common carrier facilities are used for travel time, and 400 miles a day if personally owned automobile is used, there can be no abuse of the travel time proviso in the Bureau's present regulation.

The Conference recommends, therefore, that the Bureau's present regulation concerning leave to the effect that the Bureau will approve 2 calendar weeks plus travel time for its employees at any one time be continued.

Respectfully,  
For the Conference

Clyde Tolson

Time of properly supervised by Administrative Div but it is to that about which I have doubts. After considering the atrocious abuse of allowing contract garages for convenience of agents in Boston Div, I must say I suspect loose supervision in other matters.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
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Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
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Gandy \_\_\_\_\_

THE DIRECTOR

April 12, 1951

The Executives Conference

~~DAILY REPORT FORM OF DELINQUENT PRINTS  
POSTING SECTION  
IDENTIFICATION DIVISION~~

The Executives Conference consisting of Messrs. Tolson, Ladd, Clegg, Glavin, Rosen, Harbo, Mohr, Sizoo, Belmont, and Tracy, on April 10, 1951, considered a recommendation from the Identification Division for the adoption of a new form in the Posting Section.

The Conference was advised that the old form, P-24, provided for delinquent fingerprint statistics in the Card Index Section; however, since the adoption of the original form, the procedure has been changed and the Card Index figures no longer reported from the Posting Section. Therefore, in ordering a new supply, appropriate changes in the form are recommended, i.e. omitting reference to the Card Index Section.

The Conference unanimously recommends approval of the form.

Respectfully,  
For the Conference,

Clyde Tolson

cc - Mr. Clegg  
Mr. Mohr

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/29/91 BY SP-5 CIB/HK

SJT:edm

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66-2554-8671  
APR 18 1951

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
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54 APR 19 1951



The Director

April 13, 1951

The Executives Conference

AUTOMOBILE RADIO EQUIPMENT  
PHOENIX DIVISION

On April 13 the Conference composed of Messrs. Tolson, Ladd, Callahan, Tracy, Mohr, Belmont, Rosen, Clegg, Sizoo and Harbo considered the request of the Phoenix Office for two-way automobile radio unit to handle communication between the automobile of the Resident Agent and radio transmitters operated by the Arizona Highway Patrol and the local Sheriff's Office.

The Phoenix Office cited several instances wherein such equipment would have been very helpful in expediting investigations seeking the apprehension of badly wanted fugitives, including the effective coordination of the activity of participating state and local officers.

The Conference unanimously recommends approval of the Phoenix request for a two-way automobile radio unit at an approximate cost of \$550.00.

Respectfully,  
For the Conference

Clyde Tolson

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/27/91 BY SP-5 ci/ott

CC: Mr. H. H. Clegg  
Mr. Mohr

RTH:VH

RECORDED - 57

APR 13 1951

INDEXED - 57

EX-130

5 APR 19 1951

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
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- Harbo \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

cc: Mr. Ladd  
Mr. Rose  
Mr. Alden  
Mr. Price  
Mr. Pope

Director

April 10, 1951

The Executives Conference

CHECK OF MOTOR VEHICLE REGISTRATION BUREAUS  
FOR UNRECOVERED STOLEN AUTOMOBILES  
INTERSTATE TRANSPORTATION OF STOLEN MOTOR VEHICLE.

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/29/91 BY SP-5 CIB/BJ

PURPOSE

To recommend that in view of the encouraging results obtained through the experimental check of motor vehicle registration bureaus for unrecovered stolen automobiles made by the Indianapolis Office, which resulted in an eight percent recovery, that this program be immediately extended to cover all offices.

BACKGROUND

During the calendar year 1949, the Uniform Crime Reports reflect that a total of 5,195 stolen unrecovered automobiles were reported to the Bureau. During the calendar year 1950, this figure increased to a total of 7,156 automobiles which were reported stolen and unrecovered. (The figures for 1950 have not as yet been released to the public.)

In view of the number of stolen unrecovered automobiles reported each year it is apparent that a large percentage of these automobiles have been transported in interstate commerce and sold to innocent purchasers.

About a year ago the Birmingham, Alabama Police Department with the cooperation of the Birmingham Office compiled a list of approximately 100 unrecovered automobiles that had been stolen in Birmingham, Alabama. This list was checked through the registration bureaus of the various states and the results turned over to the Birmingham Office. Twelve automobiles were located in other states that had been transported in interstate commerce and sold. This check also uncovered two automobiles registered in Alabama and investigation revealed these two automobiles were sold by the same dealer. Investigation initiated by the Birmingham Office and local authorities uncovered a car theft ring involving a number of subjects and numerous cars that had been transported interstate.

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Realizing the possibilities of this type of check, the Investigative Division instructed the Indianapolis Division to make a similar check on unrecovered stolen automobiles in the State of Indiana.

CC: Mr. H.H. Glegg  
Mr. Mohr

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EX-83

66-254-8673  
APR 18 1951

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The Indianapolis Office originally compiled a list of 242 unrecovered automobiles from police department records. By further checking through the police departments, it was ascertained that of this number 89 were recovered in Indiana but the police department records had not been cleared; 36 were unfounded reports; 27 were unverified thefts; 7 cars had been located in other states but not reported to the police, leaving a total of 83 stolen automobiles still unrecovered. The Field Office had previously received information concerning five of the seven cars located in other states. In addition to these 2 new cases, of the total 83 unrecovered automobiles checked through the registration bureaus in other states, there were located 5 registrations subsequent to the date of the theft. A total of 7 cars out of 83 have been located through this project, or a recovery percentage of 8 per cent. Only 27 offices have completed this check to date, due to delay in filing 1951 registrations.

Certain lessons were learned from this experiment which will benefit the Bureau in future checks of this nature. These observations are:

1. Have the police verify that the automobile is still unrecovered by contact with the owner.
2. Limit the search for unrecovered automobiles to 1946 and later model cars due to the small resale value of older model cars.
3. Desirability of having such a check made during the summer months after all states have completed the registrations for the new year. In this regard license plates expire in 24 states on December 31 and in 8 states on March 31.

In addition to obtaining new cases for the Bureau, this check has materially assisted the police departments in Indiana in clearing up their records on stolen cars.

#### RECOMMENDATION

Attached is a proposed SAC letter instructing all Field Offices to compile a list of unrecovered stolen automobiles and have this list checked through the various state motor vehicle registration bureaus with the end objective of increasing the Bureau's accomplishments in this classification.

This program has already been approved by the Executives Conference for the Indianapolis Division and has produced encouraging results. In view of the fact that no further question of policy is involved, there is no need to take this matter up with the Executives Conference again.

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THE DIRECTOR

4/12/51

JOINT COMMITTEE

EXECUTIVE CONFERENCE

SUGGESTION #686

EMPLOYEE: SA FRANK P. GRIFFEE  
ST. LOUIS DIVISION

~~ELIMINATION OF SYNOPSIS OF FACTS  
IN ALL APPLICANT-TYPE CASES  
(EXCEPT BUREAU APPLICANT CASES)~~

MEMBERS PRESENT: H. H. Clegg  
R. T. Harbo  
E. Scheidt  
S. K. McKee

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/29/11 BY SP-5 C. J. [signature]

SUGGESTION: The employee suggests that the synopsis of facts be eliminated in all Applicant-type cases, except Bureau Applicant cases.

- ADVANTAGES:
- (1) The reports, he states, are primarily prepared for the benefit and use of another agency and the synopsis takes time which should not be expended unnecessarily by Bureau personnel.
  - (2) The employee believes the synopsis serves little, if any, purpose and the briefing should be done by the agency receiving the report, if they need a brief.
  - (3) It would save time in the preparation, dictation and transcription of reports.

- DISADVANTAGES:
- (1) The synopsis facilitates the review of files by File Reviewers, clerical employees and Supervisors.
  - (2) The synopsis assists in the supervision of a case as the synopsis serves as a check list to see that essential items and leads are covered.
  - (3) The synopsis assists the Records Section in indexing reports and in locating specific items of information wanted.
  - (4) The synopsis must be planned; therefore, it brings about a requirement for better organization of the report.

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Ladd \_\_\_\_\_  
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Gandy \_\_\_\_\_

cc-Mr. Mohr  
Mr. Clegg

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EX 56

146-2554-8674  
APR 18 1951  
86

HHC:DM

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Memorandum for the Director

JOINT COMMITTEE CONSIDERATION: Unanimously unfavorable.

The Joint Committee on 4/4/51 recommended unanimously unfavorably to the suggestion that the synopsis of facts in Applicant-type cases be discontinued. It was felt that the value of the synopsis outweighed any savings that might be effected at the time of the preparation of the report.

THE DIRECTOR

April 13, 1951

EXECUTIVES CONFERENCE

SUGGESTED FORMS FOR HANDLING  
WAR CASUALTY CORRESPONDENCE

35520

The Executives Conference consisting of Messrs. Tolson, Clegg, Nichols, Ladd, Harbo, Rosen, Belmont, Sizoo, and Tracy on April 12, 1951, considered new form letters for handling war casualty correspondence in the Identification Division.

It was pointed out to the Conference that a large number of casualty reports are presently being received from Korea and that it would be a saving of typing time in the Identification Division and a saving of filing time in the Records Section if form acknowledgments were utilized. There are attached two suggested form letters for this purpose.

The Conference unanimously recommends approval.

Respectfully,  
For the Conference,

Clyde Tolson

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/27/71 BY SP-5 CIP/ST

cc - Mr. Clegg  
Mr. Mohr

SJT:do

66-2534-8675  
APR 20 1951

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EX-130

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Dr. Ly \_\_\_\_\_

54 APR 21 1951

The Director

April 14, 1951

The Executives Conference

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 10/19/91 BY SP-5 CIB/17

Following a study of the attached memorandum concerning the Reeves Instrument Company, the recommendations as to procedure were given consideration by the Executives Conference on April 11, 1951, consisting of Messrs. Tolson, Glavin, Harbo, Tracy, Mohr, Ladd, Belmont, Rosen, Sizoo and Clegg, as follows:

1. SUGGESTION:

As happened in the Reeves Instrument Company case, and it has perhaps happened in other cases, the Bureau receives notices from the intelligence agencies of the armed services that an individual working in a plant has been denied clearance. At times the Bureau may have furnished no information about this individual. At other times the information in the Bureau's files, furnished to the intelligence agencies concerned, is very meager. It was, therefore, felt that when the Bureau learned from an intelligence agency of the armed services (Army, Navy and Air Force) that clearance had been denied any individual to work in a defense plant or to handle classified or restricted information, then the Bureau should take the initiative in obtaining all available information from the intelligence service as to the basis for not clearing the individual. It is recognized, of course, that it is the responsibility of the intelligence agencies to furnish this information to the Bureau if there is disloyalty or subversiveness involved, and when this has not been done, the Bureau should ask for it.

RECOMMENDATION:

Unanimously Favorable.

RECORDED - 39/66-2554-8676  
INDEXED - 35 APR 20 1951

cc - Mr. Mohr  
Mr. Clegg

Attachment

HHC:IGS

APR 21 1951

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
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EX-6

2. SUGGESTION:

That whenever a name check is requested by any one of the intelligence agencies in one of our field offices, that the field office advise the Bureau of the fact that a name check was made and of the information supplied. A name check can then be made at the Bureau and the appropriate intelligence agency advised of the results of that name check.

RECOMMENDATION: Unanimously Unfavorable. *OK H*

There are approximately 100 name checks received per day from the intelligence services in New York City. Also SAC Scheidt has advised that most of the checks made at the New York Office are subsequently made by the same intelligence agency at the Seat of Government. In New York they usually make the inquiry to see if it would be advisable to consider an applicant for a position or as a consultant, and by making a preliminary name check many of the prospective applicants are eliminated from further consideration. Later, if it becomes necessary to investigate this person, the intelligence service conducts a full investigation, including contacts with various agencies in Washington and, of course, including the name check at the FBI.

It is felt that this suggestion involves too many communications being sent from the Field Offices; since New York would be sending a list of about 100 names per day, and these names would have to be checked at that time and probably again when the investigation is made at a later date. For this reason the suggestion is recommended unfavorably.

3. In a hypothetical case, where a Communist or other subversive is learned to be working in a department store and his name does not yet appear in the Bureau's Security Index cards, there were posed two questions as to the proper way to handle the matter in the event this individual should subsequently get a job in a defense plant.

If his name is on the Security Index cards, we check his whereabouts and place of employment every six months. If his name is not on the Security Index cards, if he gets a job in a vital facility and handles classified data, the Armed Services agency having a contract with the vital



facility will cause a name check to be made. If, however, he is in the defense plant but is not handling classified data, he might be able to work in the plant indefinitely. He could probably count the number of tanks or airplanes that rolled off the production line into some temporary storage lot. Even if he were on the Security Index card list, he might have such a job for five and one-half months without it being known that he is in the plant since he is checked once each six months.

If sabotage or espionage occurs, the FBI will be held responsible. The fact that the military failed to ask us for a name check will probably be considered by the public and Congress as a matter of slight mitigation, but as really no blanket excuse.

QUESTION (A):

Should the Bureau furnish to the intelligence agencies of the Armed Services reports on all individuals who are considered subversive and thus potential spies or saboteurs?

RECOMMENDATION: Unanimously Unfavorable. *OK*

It was not believed advisable to duplicate the FBI security files in the various intelligence agencies. In fact, in former years the Bureau did send copies of large numbers of reports on individuals to the intelligence agencies, until the Bureau was specifically requested to discontinue this practice unless there was some special interest for the armed services. They did not have a clerical and filing staff sufficient to handle the problem and they asked that it be discontinued.

QUESTION (B):

Should the Bureau furnish to the Armed Services intelligence agencies the names, accompanied by a summarized dossier on each of those on the Bureau's Security Index cards without, of course, disclosing the fact that the names are on the cards or the purpose of such cards?

RECOMMENDATION: Unanimously Unfavorable. *OK*

Although there does exist a responsibility on the Bureau for keeping the armed services informed concerning the identities and background of individuals who are subversive and who are

in the armed services or on military reservations or in plants having contracts with the armed services, when we are aware of this fact; it would seem to be much easier for the armed services to have name checks made at the Bureau than it would be for their intelligence agencies to set up a duplicate index, then have to check their own files and later the files of the FBI.

4. It was unanimously recommended concerning the above-listed questions A and B that these problems be discussed at the next meeting of the IIC. It was felt that unless there was a thorough understanding, followed by appropriate action taken, the loopholes in the intelligence coverage as suggested by the above questions might exist and responsibility might be attached to the Bureau. With the thorough understanding on the part of the intelligence agencies as to the way these matters are to be handled, it is then believed that everything would have been done which reasonably could be expected about the specific problems.

It was further recommended that after this discussion occurred that a memorandum be placed in the Bureau's files showing, if it is true, that the discussion did occur and that the various members of the IIC concurred. This record in the Bureau's files would be helpful in the event any subsequent controversy arose.

Respectfully,  
For the Conference

*OKH*  
*T*  
Clyde Tolson

The Director

April 11, 1951

The Executives Conference

REGIONAL CONFERENCES OF SAC'S

The Executives Conference on April 11, 1951, consisting of Messrs. Ladd, Glavin, Harbo, Nichols, Rosen, Tracy, Belmont, Mohr, Sizoo and Clegg considered the matter of regional conferences of SAC's. You will recall that based upon the recommendation of SAC Wiley, regional conferences were approved on a trial basis. The following recommendations were made:

1. That the first trial round of conferences be held in 7 places as follows:

1. Conference to be held at New York City, To be present SAC's from:

- |         |              |
|---------|--------------|
| Albany  | New Haven    |
| Boston  | New York     |
| Buffalo | Pittsburgh   |
| Newark  | Philadelphia |

2. Conference to be held in Washington. Present to be SAC's from:

- |           |            |
|-----------|------------|
| Baltimore | Richmond   |
| Charlotte | Washington |
| Norfolk   |            |

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HEREIN IS UNCLASSIFIED  
DATE 10/27/91 BY SP-5 C/DW

3. Conference to be held in Atlanta. Present to be SAC's from:

- |             |             |
|-------------|-------------|
| Atlanta     | Miami       |
| Birmingham  | Mobile      |
| Knoxville   | New Orleans |
| Little Rock | Savannah    |
| Memphis     | San Juan    |

INDEXED - 39

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4. Conference to be held at Chicago. Present to be SAC's from:

- |              |             |
|--------------|-------------|
| Chicago      | Louisville  |
| Cincinnati   | Milwaukee   |
| Cleveland    | Minneapolis |
| Detroit      | Springfield |
| Indianapolis |             |

APR 20 1951

cc: Mr. Mohr  
Mr. Clegg

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/27/91 BY SP-5 C/DW

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Lois
- Tele. Room
- Ingram
- Gandy

65 APR 21 1951

5. Conference to be held at Kansas City. Present to be SAC's from:
- |               |           |
|---------------|-----------|
| Kansas City   | St. Louis |
| Oklahoma City | Denver    |
| Omaha         |           |
6. Conference to be held at San Francisco. Present to be SAC's from:
- |             |                 |
|-------------|-----------------|
| Los Angeles | San Francisco   |
| Phoenix     | Seattle         |
| Portland    | Butte           |
| San Diego   | Salt Lake City. |
7. Conference to be held at San Antonio. Present to be SAC's from:
- |             |              |
|-------------|--------------|
| Albuquerque | Houston      |
| Dallas      | San Antonio. |
| El Paso     |              |

The SAC's from Anchorage and Honolulu were omitted intentionally due to the distance involved. Consideration was given to other types of breakups of the offices into either 5 conferences, 8 conferences and 10 conferences, but this group of 7 conferences was considered the most acceptable. In the event future conferences are held, there could be a shifting in the offices at the time the conferences are held, as well as the reassignment of the SAC's to attend some of the conferences.

II. It was recommended that a Bureau Inspector be present at each of the conferences held. Arrangements could be made to stagger the dates on which these conferences are held one day so that this would be possible and the present staff of field Inspectors - Messrs. Naughten, Gearty, Brown, Long or Connelley - could be present at each conference.

III. Following the conference, it was recommended that the details, with recommendations, be submitted in a report by the SAC of the city where the conference was held. This SAC would also give his appraisal as to the value of the conference. The Inspector who would be present would also submit any comments which he had to make concerning the conference with an appraisal as to its value.

IV. A letter has already been sent to the SAC's notifying them that such conferences would be held and that they should be considering suggestions which they believe would be desirable for discussion at these conferences. It is recommended that the SAC of the city where the conference is to be held receive these suggestions from the SAC's of the offices to attend in his headquarters and from these suggestions a program would be prepared. Each SAC would be required to discuss some particular problem or lead a discussion of some phase of the Bureau's work. The SAC of the host city would preside at the meeting. The programs would be submitted to the Bureau in advance of each conference for approval or modification. It was felt more desirable that the program be prepared in the field since the problems will vary to some extent in the various sections of the country and matters considered essential for each conference would be added when the program is submitted to the Bureau for approval.

V. It is recommended that these conferences be held during the month of June. In the event an SAC is unable to be present because of illness or other emergency, the ASAC from that office would attend.

Based upon the Director's approval, an SAC letter will be prepared setting forth detailed instructions.

Respectfully,  
For the Conference

Clyde Tolson

*This is entirely contrary to what I had in mind. I never intended the Field Conferences should be handled by the Field & that the Bureau would be only an observer. I want them run & directed by the Bureau. It is alright to get ideas from SACs but we are not setting up committees at least not yet.*

The Director

April 12, 1951

The Executives Conference

PROPOSED DELETION OF CLASSIFICATION NUMBER IN BUREAU TELETYPES WHERE SAME IS APPARENT FROM ABBREVIATION OF CHARACTER IMMEDIATELY FOLLOWING TITLE

The Executives Conference consisting of Messrs. Tolson, Glavin, Tracy, Harbo, Belmont, Ladd, Rosen, Clegg, Sizoo and Nichols considered the attached suggestion of Special Agent [redacted] suggested that the classification number be deleted from the caption on teletypes when referring to Bureau file numbers where the classification number is apparent from the abbreviation of the character which immediately follows the title.

[redacted] reasoning was that the caption shows JOHN SMITH, VOA, (Voice of America) and then refers to the Bureau file number 123-2345. Under [redacted] suggestion, the 123 would be left off.

b6  
b7c

While the Conference recognized there was merit in this suggestion, it was felt that the confusion that would result would more than outweigh any advantages in that references to other files would also appear and that while strictly speaking, a special file might refer to a classification given in the title of the teletype, it was entirely possible that material could be in another file of another classification.

The Conference unanimously recommended against the adoption of this suggestion.

A letter to [redacted] is attached.

Respectfully,  
For the Conference

Clyde Tolson

RECORDED - 30 66-2554-8678

INDEXED - 39 APR 20 1951

EX-6 16

- CC: Mr. Clegg
- CC: Mr. Mohr
- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

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HEREIN IS UNCLASSIFIED  
DATE 10/29/91 BY SP-5/btr

54 APR 21 1951

THE DIRECTOR

April 17, 1951

THE EXECUTIVES CONFERENCE

ALCOHOL TAX UNIT  
FINGERPRINTS OF LICENSEES

The Executives Conference consisting of Messrs. Tolson, Clegg, Nichols, Rosen, Harbo, Glavin, Ladd, Sizoo, Belmont, Mohr, and Tracy on April 17, 1951, considered a request from the Alcohol Tax Unit, United States Treasury Department.

The Conference was advised by Mr. Tracy of the visit of Mr. [redacted] Basic Permit and Trade Practice Division, Alcohol Tax Unit, who stated that various licenses in connection with the manufacture and handling of alcohol are used by the Alcohol Tax Unit. He stated it was desirable that fingerprints be cleared on these individuals along with a preliminary investigation that is made. He stated there were approximately 9,000 cases per year and approximately 30,000 holding such licenses.

b6  
b7C

He inquired whether the Bureau would consider handling this type of fingerprint card for the Alcohol Tax Unit. He was informed that in the event the Bureau would agree to handle this type of fingerprint card, they could only be handled after criminal and other special types of fingerprints are handled. He indicated this would be satisfactory.

Mr. [redacted] advised that a letter is being directed to the Bureau requesting the handling of this type of fingerprint.

The Executives Conference was unanimously of the opinion that the Bureau should handle fingerprints of this type, that it is directly connected with law enforcement work and will enable the Alcohol Tax Unit to take definite action to revoke licenses in cases where persons with unsavory criminal records desire to get in this type of business.

If the Director agrees, appropriate action will be taken upon receipt of the formal request of the Alcohol Tax Unit.

Respectfully,  
For the Conference,

RECORDED - 39  
INDEXED - 32  
APR 20 1951

66-2554-8679

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

Mr. Clegg  
Mr. Mohr

54 APR 21 1951

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/29/91 BY SP-5 a/DHF

THE DIRECTOR

4/11/51

JOINT COMMITTEE

EXECUTIVE CONFERENCE

SUGGESTION #685

EMPLOYEE: INSPECTOR H. B. LONG  
TRAINING AND INSPECTION DIVISION  
~~STENOGRAPHIC AND CLERICAL REPORTS~~

MEMBERS PRESENT: Messrs. H. H. Clegg  
R. T. Harbo  
E. Scheidt  
S. K. McKee

SUGGESTION: The employee suggests that the present regulation concerning the retention of stenographic and clerical reports be changed. The present rule is that after they serve their purpose they should be destroyed unless some special reason exists for their retention for a temporary period. The employee believes that, during the course of inspections, it would be advantageous to have available for examination the stenographic and clerical reports for a period of 1 month so that a more complete picture can be obtained as to the volume of stenographic and clerical work during the 30-day period. These reports (FD-76, a copy of which is attached) show the date of dictation, file number, name of dictator, period, status and pages. At the bottom is shown the amount of dictation taken for the day, pages typed for the day, clerical work performed for the day, amount of work on books and time required to complete.

JOINT COMMITTEE CONSIDERATION: Unanimously unfavorable.

In opposition to the suggestion it is pointed out if the SAC finds a need for these reports for some special reason he can retain them for a temporary period and then they should be destroyed. It is not believed that these reports should be retained and filed, (since in some offices there would be a large number of them), unless a very special reason exists and then they may be retained for a temporary period. At present the delinquency in stenographic work is reported at the end of the month and this should suffice for any special need of an Inspector. Therefore, the Joint Committee on 4/4/51 recommended unanimously unfavorably as to this suggestion.

- Mr. Tolson
- Mr. Ladd
- Mr. Clegg
- Mr. Glavin
- Mr. Nichols
- Mr. Rosen
- Mr. Tracy
- Mr. Harbo
- Mr. Mohr
- Mr. Clegg
- HHC:DMC

ENCL.

INDEXED - 11

166-2554-8680  
APR 20 1951

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/29/91 BY SP-5 cjb

APR 17 1951



THE DIRECTOR

April 13, 1951

THE EXECUTIVES' CONFERENCE

4-1

~~FILING OF DUPLICATE NAME CHECK REQUEST FORMS --~~  
~~FOREIGN EXCHANGE STUDENTS PROGRAM (STATE DEPARTMENT);~~  
~~TECHNICAL ASSISTANCE PROGRAM (ECONOMIC COOPERATION~~  
~~ADMINISTRATION)~~

On April 12, 1951, the Executives' Conference, consisting of Messrs. Tolson, Ladd, Harbo, Rosen, Clegg, Sizoo, Tracy, Glavin, and Belmont, considered the elimination of duplicate name check request forms from the State Department and ECA in connection with the Foreign Exchange Students' Program and the Technical Assistance Program, respectively.

Requests for name checks by various Government agencies are submitted by single forms, except in the case of name check requests from the State Department regarding the Foreign Exchange Students' Program and from the Economic Cooperation Administration regarding the Technical Assistance Program. In these two instances, duplicate forms are submitted. Originally, it was thought desirable to have the duplicate form retained on file at the Bureau, as it was felt that it would be advantageous for the Bureau to have readily available a reference file which would contain descriptive information and the names of all individuals coming into the United States to study under these two programs. We have found that the duplicate forms have presented certain problems. In some instances the forms have become detached and as a result, both the original and a copy are searched separately resulting in a duplicate search, duplicate file review and duplicate work by the Name Check Unit. In addition, the stamping, indexing and filing of each of these forms have placed added work upon the Records Section.

Inasmuch as the lists of these individuals and their backgrounds are available either at the State Department or at ECA, there appears to be little value in retaining the duplicate forms in our files. In those instances where we locate derogatory information as a result of name checks on these individuals, we list descriptive data on the yellow file copy of the reply to the agency, and in those instances where no derogatory information is uncovered, there appears to be no need for filing and indexing a duplicate of the request.

The Executives' Conference unanimously recommended that we receive only one copy of the name check requests under these two programs, thus bringing these two programs into conformity with the rest of the name check program. This change in procedure will not affect the maintenance of any statistics we are keeping in connection with these programs. In the event you approve, we will effect this change.

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

RECORDED - 65  
INDEXED - 165  
APR 20 1951  
Respectfully,  
Clyde Tolson

CC - Mr. Clegg  
Mr. Mohr

APR 21 1951

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/29/97 BY 36-50-10E

THE DIRECTOR

April 14, 1951

THE EXECUTIVES' CONFERENCE

[Redacted]

b7D

15-8-19  
2-1

On April 13, 1951, the Executives' Conference, consisting of Messrs. Tolson, Ladd, Callahan for Glavin, Tracy, Harbo, Mohr, Rosen, Clegg, Sizoo, Nease and Belmont, considered the present status of [Redacted] who is presently residing in Germany.

The Conference was advised that in March, 1948, [Redacted] Germany after [Redacted] President Truman. He is residing with [Redacted] Germany (near [Redacted]). Since his return, he has been confronted with [Redacted].

Since October, 1948, Legal Attache [Redacted] was furnished [Redacted] assistance was not necessary, as [Redacted] was employed. We [Redacted]

[Redacted]

[Redacted] but his relations with [Redacted] proved unsatisfactory, as he did not enjoy his association with [Redacted] had no confidence in the officials of [Redacted] and there has been [Redacted] In March, 1950, he obtained [Redacted] receiving \$65.00 a month.

[Redacted] has furnished information on Communist activities in Germany, none of which appeared to be highly significant. He has not been given specific leads.

b7D

At all times [Redacted] has manifested sincere admiration for the Director and the Bureau and has frequently expressed his gratitude for the attention and assistance rendered to him. He continually expresses a desire to arrange a status whereby he could remain in the service of the Bureau.

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

RECORDED - 40 66-2554-8682  
APR 20 1951

INDEXED - 40  
[Handwritten signatures]

cc - Mr. Clegg  
Mr. Mohr  
APR 21 1951

AHB:tlc

MEMORANDUM FOR THE DIRECTOR

Questions Posed by [redacted]  
Regarding His Future:

b7D

(1) Will the Bureau recontact the Department to ascertain whether [redacted] would qualify for temporary admission to the United States under the Attorney General's discretionary authority, provided by the Internal Security Act of 1950; and, if temporary admission is granted what further steps can be taken in order to make [redacted] residence in the United States permanent?

Answer:

[redacted] is considered an alien. Since he was a member of the Nazi Party, he would be barred from admission into the United States as an alien under restrictions of the Internal Security Act of 1950. The Department has advised that the most that could be done for [redacted] would be to consider granting him temporary admission under the Attorney General's discretionary authority, as contained in the Internal Security Act of 1950. The Department states the only means whereby [redacted] might be readmitted for permanent residence would be by further modification [redacted] the President, combined with private legislation to adjust his alien status.

[redacted] would be a definite problem if he came back to the United States. It is very doubtful that [redacted] to admit him permanently to this country and it is not felt that the Bureau should attempt to back any legislation for this purpose. Therefore, it is not believed desirable to recontact the Department.

(2) Can arrangements be made [redacted] in Germany, either under the supervision of the Bureau or of the Department of the Army. He has emphasized that if the matter were discussed with the Army, the arrangements should be effected at Washington, D. C., and not with Army officials in Germany.

b7D

Answer:

Although he prefers to [redacted] Bureau, [redacted] has indicated a desire to remain in Germany as a [redacted]. We have already made [redacted] as reflected by his employment with [redacted] which did not turn out satisfactorily. It is not believed we should approach [redacted] to force [redacted] on them.

MEMORANDUM FOR THE DIRECTOR

In order for the Bureau to [redacted], we would have to supervise him closely. He has his defects. He is capable of going off on a wild tangent if he is not closely supervised. We are not in a position to closely supervise him, nor do we have the authority to set him up in Germany. When [redacted] contacts him, [redacted] does receive any information [redacted] desires to report. It is believed this is as far as we can go at this time. b7D

(3) Can consideration be given to the possibility of [redacted] emigration to another country, possibly in South America?

Answer:

If [redacted] emigrated to another country, he would be confronted with new and different problems, all of which would require assistance from the Bureau. It does not appear that he would fit in any country in Europe, other than Germany. There is considerable doubt as to whether he could adjust himself to a Latin American atmosphere. This will be kept in mind in the event it becomes necessary or desirable at a future date; however, it is not believed advisable at this time.

Potential Value of [redacted] to the Bureau:

[redacted] is a clever, resourceful individual who was trained as a [redacted]. He apparently is well versed in the operation [redacted] and is "at home" in that country. He is familiar with Germany and its "at home" in that country. The present conditions in Germany virtually compose a powder keg, making that country possibly one of the most sensitive sources of war with Russia. [redacted] potential value lies in Germany as a possible [redacted]. b7D

RECOMMENDATION:

The Executives' Conference unanimously recommended that we continue to handle [redacted] contact him periodically to see that he is meeting his problems, both personal and financial, in an adequate manner; that we not attempt to bring him to the United States, nor arrange his emigration to another country from Germany; and that we not attempt to [redacted] the Bureau or for the Army at the present time.

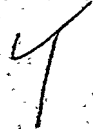
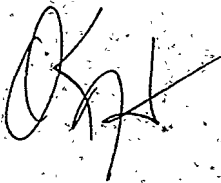
A letter to Mr. [redacted] is attached, advising him in this respect and instructing that he discuss these problems with [redacted].

MEMORANDUM FOR THE DIRECTOR

on the occasion of his next contact. The letter further instructs that at the end of three months another review be made of Burger's status and potential.

In the event you agree, this letter will be sent.

Respectfully,  
For the Conference



Clyde Tolson

THE DIRECTOR

April 17, 1951

THE EXECUTIVES CONFERENCE

REPORT WRITING

The Executives Conference, consisting of Messrs. Tolson, Clegg, Glavin, Harbo, Nichols, Rosen, Tracy, Ladd, Mohr, Sizoo, and Belmont, on April 16, 1951, considered certain questions raised by the Internal Security-Espionage Conference, April 2 and 3, 1951, on report writing.

(1) The Internal Security-Espionage Conference recommended that reports on key figures be made only once a year rather than each six months as is now required. It was pointed out that the majority of the information on key figures is repetitious and a report once a year would sufficiently reflect the activities of the subjects to keep the Bureau advised and the file in a current condition.

The Security Division disagreed with the field representatives on the basis that the 1426 key figures represent the top leadership of the Communist Party, USA, and by insisting on reports each six months we are certain that the activities of these subjects are being followed and the Bureau is in a position to follow closely trends and important changes in policy and administrative procedures utilized by the Party.

Executives Conference Recommendation:

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DATE 10/21/91 BY SP-5 CIB/ST

The Executives Conference unanimously agreed with the Security Division and recommended that these reports continue to be submitted each six months.

(2) The Internal Security-Espionage Conference pointed out that on ordinary Security Index subjects, upon completion of a thorough investigation and submission of the initial report, the subject is placed in the Security Index and the case is closed. The residence and business addresses of the subject are checked every six months. Informants' reports and information from techs, etc. are channelized into the appropriate file but no reports are required at specific intervals. The Bureau is presently forwarding forms to the field instructing that reports be prepared in numerous instances where a report has not been submitted for several years.

The conference pointed out that while preparation of such reports was desirable, it was not of an urgent nature because

cc: Mr. H. H. Clegg  
Mr. Mohr

RECORDED - 117

INDEXED - 117

EX - 79

66-2554-8683

APR 23 1951

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Belmont  
Mohr

FD-101

vital information is available in the field office file and the necessary data to permit a pickup program to be put into effect is already available and has been reported to the Bureau. The conference felt that it is imperative at this time to devote all available manpower to the investigations of new security cases for the purpose of placing additional individuals on the Security Index. As we are able to work our cases into shape, we will then be in a position to submit reports at regular intervals on all Security Index subjects.

You will recall that during a recent survey of the Security Index at the Bureau the recommendation was made that prior to June, 1951 the situation be studied and a determination made as to whether the field should be required to submit reports on all Security Index subjects once a year. The conference was strongly opposed to this at this time, feeling that on the basis of handling first things first we must investigate and place on the Security Index those individuals on whom we have received subversive information but concerning whom it has not been possible at this time to initiate investigation.

The Security Division recommended that we cease asking the field to submit reports in the routine security index cases where the subject is on the Security Index, that we re-survey the situation on January 1, 1952, for the purpose of seeing whether, with the additional personnel now assigned to the field, the work is in condition to allow the submission of these reports. This would mean that we will discontinue sending follow-up forms to the field except in urgent cases in order that the field may stress the working of the pending cases.

Executives Conference Recommendation:

The Executives Conference unanimously agreed that it was more important for the field to work the pending cases and that we should not demand reports on those cases now in the Security Index unless individual reasons exist on that particular case. The Executives Conference recommended, however, that the survey of the condition of this work be conducted on September 1, 1951, rather than January 1, 1952.

In the event you approve, instructions will be issued to the field in the over-all SAC Letter being prepared as a result of the Internal Security-Espionage Conference.

Respectfully,  
For the Conference

OK  
H  
Clyde Tolson

THE DIRECTOR

April 17, 1951

THE EXECUTIVES' CONFERENCE

INTERNAL SECURITY ASPECTS OF LOYALTY OF GOVERNMENT EMPLOYEE INVESTIGATIONS

On April 16, 1951, the Executives' Conference, consisting of Messrs. Tolson, Ladd, Clegg, Glavin, Harbo, Nichols, Rosen, Tracy, Mohr, Sizoo and Belmont, considered the suggestion of the Internal Security-Espionage Conference held April 2-3, 1951, that instructions be reiterated to the field stressing the need for the principal office in Loyalty of Government Employee investigations to follow up from a security angle on any cases where subversive derogatory information is developed.

Internal Security-Espionage Conference Suggestion:

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DATE 10/29/91 BY SP-5 CBT/DP

The conference discussed the problem of correlating Loyalty of Government Employee investigations with the requirements of the Security Index where substantial derogatory information is developed. It was pointed out that because the Loyalty of Government Employee Program and the Security Index Program are worked separately in many instances in the field and at the Seat of Government, we must make sure that subjects of LGE investigations are considered for the Security Index. The conference came to the conclusion that the present instructions cover this situation in that auxiliary offices, when derogatory information is developed, have been instructed to forward copies of reports to the principal office covering the subject's employment. This procedure enables the principal office to recommend continuation of the case as a security matter and possible inclusion in the Security Index. The conference was of the opinion that a Bulletin to the field, reiterating these instructions and calling the problem to the attention of all Agents would be helpful in correcting this situation.

The conference also suggested the Bureau call to the attention of the field the responsibility for submitting supplemental loyalty reports in those instances where additional derogatory information is developed in connection with a completed loyalty case. It was pointed out that the Bureau has a continuing responsibility to advise the Civil Service Commission and the employing agency of developments in closed loyalty cases when derogatory information is received.

The Conference recommended that this Bulletin also stress the fact that during the course of LGE investigations information developed indicating an individual may be a potential saboteur should be furnished to the Bureau by teletype at once so that the data can be disseminated immediately to the interested Intelligence Agencies of the Armed Forces and other interested agencies.

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

cc - Mr. Clegg  
Mr. Mohr

RECORDED - 117

INDEXED - 117

EX - 79

66-2274-8684  
APR 23 1951

APR 22 1951



MEMORANDUM FOR THE DIRECTOR

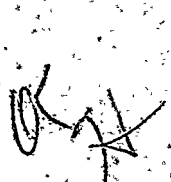
The conference also was of the opinion that it would be desirable in this same Bulletin to call to the attention of all Agents the necessity of immediately opening cases and considering for inclusion in the Security Index any individual concerning whom information is received during another investigation which would indicate he is a possible risk in a vital facility. It was pointed out that there may be corollary investigation, such as interviews in connection with espionage cases and related matters, wherein derogatory information is developed concerning individuals employed in vital facilities. In such instances the investigating Agent should immediately refer the matter for consideration under the Security Index program.

This Bulletin likewise should stress the absolute necessity for advising the local branches of the Armed Services' Intelligence Agencies in all instances of unfavorable information developed concerning individuals employed in vital facilities.

Executives' Conference  
Recommendation:

The Executives' Conference unanimously agreed that the overall SAC Letter covering the results of the Internal Security-Espionage Conference should cover the above suggestions. In the event you approve, this will be done.

Respectfully,  
For the Conference

  
Clyde Tolson

THE DIRECTOR

April 17, 1951

THE EXECUTIVES' CONFERENCE

INVESTIGATIVE TECHNIQUES

35570

On April 16, 1951, the Executives' Conference, consisting of Messrs. Tolson, Ladd, Clegg, Glavin, Harbo, Nichols, Rosen, Tracy, Mohr, Sizoo and Belmont considered the suggestion of the Internal Security-Espionage Conference held on April 2-3, 1951, that following the initial effort to locate individual members of the Communist Party who have gone underground or disappeared, the aid of the Baltimore Office be used through confidential source #4 (Social Security Records).

Internal Security-Espionage Conference Suggestion:

On the question of investigative techniques to locate individual members of the Communist Party who apparently have gone underground and whose whereabouts are unknown, the conference suggested that following an initial effort to locate the individual in question, the aid of the Baltimore Office be utilized through Baltimore Confidential Source No. 4 (Social Security Records). It should be pointed out to the field in issuing these instructions that the records in question are in arrears for about six months. Consequently, nothing would be gained in attempting to obtain an address through this source unless the individual has been absent for at least six months. Such requests should be addressed to the Baltimore Division by letter.

Executives' Conference Recommendations:

The Executives' Conference unanimously recommended that we advise the field of the availability of this technique. In the event you approve, it will be included in the over-all SAC Letter being prepared covering the results of this Internal Security-Espionage Conference.

RECORDED - 117

INDEXED - 117  
Respectfully,  
For the Conference

66-2554-8685  
APR 23 1951

Clyde Tolson

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont CC - Mr. Clegg
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

Mr. Mohr

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DATE 10/29/91 BY SP-5 CBT

31 APR 24 1951

THE DIRECTOR

April 17, 1951

THE EXECUTIVES' CONFERENCE

OPENING OF CASES

On April 16, 1951, the Executives' Conference, consisting of Messrs. Tolson, Ladd, Glegg, Glavin, Harbo, Nichols, Rosen, Tracy, Mohr, Sizoo and Belmont considered the question raised during the Internal Security-Espionage Conference on April 2-3, 1951, of whether back-log of cases should be maintained without being opened, awaiting the assignment of necessary personnel to work the cases.

Internal Security-Espionage Conference Suggestion:

During the Internal Security-Espionage Conference, it was mentioned that several field offices followed the procedure of maintaining typical-log-of-material on which Security Matter-C cases would eventually be opened but that such cases were not being opened at this time because the personnel to work the cases was not available. The conference was advised that whenever information existed which warranted the opening of a case, the case should be opened, and if it was not possible to immediately assign the case, it should be carried as undesignated. It was pointed out that unless the field offices followed this procedure, neither the field offices nor the Bureau will be cognizant of the extent of the problem facing the Bureau in the investigative field.

Executives' Conference Recommendation:

The Executives' Conference unanimously agreed that the field should open cases whenever information is received warranting the opening of a case and that no back-log should be maintained by the field.

In the event you agree, appropriate instructions to the field will be included in the over-all SAC letter being prepared concerning the recommendations of the Internal Security-Espionage Conference.

INDEXED - 117 RECORDED - 117

Respectfully,

cc For the Conference

APR 23 1951

65-2554-8686

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Tolson	
Ladd	
Clegg	
Glavin	
Nichols	
Rosen	
Tracy	
Mohr	
Sizoo	
Belmont	
Tele. Room	
Holloman	
Gandy	

CC - Mr. Clegg  
Mr. Mohr  
Mr. Tolson  
AHB:tlc

Clyde Tolson

*[Handwritten signature]*

The Director  
The Executives Conference

April 14, 1951

PROPOSED BILL TO AUTHORIZE  
A CIVIL DEFENSE PROGRAM IN  
DISTRICT OF COLUMBIA

cc Mr. Rosen  
Mr. Ladd  
Mr. Belmont

The Executives Conference on April 11, 1951, consisting of Messrs. Tolson, Glavin, Harbo, Tracy, Mohr, Ladd, Belmont, Rosen, Sizoo and Clegg, gave consideration to a proposed bill to authorize a civil defense program for the District of Columbia. The proposed bill, which is attached, was referred to the Bureau for comment, particularly as to the security regulations on page 5, by Deputy Attorney General Peyton Ford.

The proposed legislation is offered as a substitute bill for the existing District of Columbia Civil Defense Act. From the phraseology in the new proposed bill, it appears that its general purpose is to make it conform more directly to the Federal Civil Defense Act. In fact, the phraseology of the new proposed bill is practically identical as far as security regulations are concerned to the Federal Civil Defense Act.

An examination of the bill discloses that it establishes for security purposes two special categories of employees as follows:

- (1) "No employee of the Office of Civil Defense shall be permitted to have access to information or property with respect to which access restrictions have been established under this section, until it shall have been determined that no information is contained in the files of the Federal Bureau of Investigation indicating that such employee is of questionable loyalty or reliability for security purposes, or if such information is so disclosed, until the Federal Bureau of Investigation shall have conducted a full field investigation concerning such person and a report thereon shall have been evaluated in writing by the Commissioners."

cc - Mr. Mohr  
Mr. Clegg

Attachment

HHC:IGS

On instructions of the Executives Conference this matter is considered by Mr. Callahan of the Investigative Division, Messrs. Pharis and Stanley of the Loyalty Section and Mr. Mobley of the Training & Inspection Division.

APR 22 1951

cc Mr. Ladd  
Mr. Rosen  
Mr. Belmont

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DATE 10/22/91 BY SP-5 C. J. H.

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

RECORDED - 117

INDEXED

APR 25 1951

8687

(2) "No such employee shall occupy any position determined by the Commissioners to be of critical importance from the standpoint of national or local security until a full field investigation concerning such employee shall have been conducted by the Civil Service Commission and a report thereon shall have been evaluated in writing by the Commissioners. In the event such full field investigation by the Civil Service Commission develops any data reflecting that such applicant for a position of critical importance is of questionable loyalty or reliability for security purposes, or if the Commissioners for any other reason shall deem it to be advisable, such investigation shall be discontinued and a report thereon shall be referred to the Commissioners for their evaluation in writing. Thereafter the Commissioners may refer the matter to the Federal Bureau of Investigation for the conduct of a full field investigation by such Bureau. The result of such latter investigation by such Bureau shall be furnished to the Commissioners for their action."

It was the unanimous opinion of the Executives Conference that we should oppose all of this legislation placing any requirements on the FBI, except that which we are legally required to do.

The existing District of Columbia Civil Defense Law requires the FBI to conduct an investigation as to loyalty of any person to be employed by the Office of Civil Defense for the District of Columbia prior to his employment and render a report reflecting the results of its investigation to the Director of Civil Defense for the District of Columbia. The new proposed bill limits the work of the Bureau to that described in the above two sections.

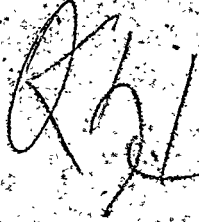
It was believed that the requirements in the proposed bill for the District of Columbia Civil Defense setup would establish a very undesirable precedent which might well be followed in all the various states and territorial possessions. It is believed that the authority granted in number (2) above which provides that if the Commissioners for any other reason shall deem it to be advisable the investigation of the Civil

Service Commission be discontinued and then the FBI would have to conduct the investigation, is too broad and would open the door wide to the Commissioner's desires. It is believed that there is no more reason for the Bureau handling these name checks and full field investigations as proposed than it would be for the Bureau to be required to do the same thing for the District of Columbia policemen and firemen, who obviously have an important part in any civil defense or security program in time of war, emergency or peace. Also, the District of Columbia has available the services of the Civil Service Commission and its own Police Department, just as does a local municipality and state, to handle any investigative work, and there would appear to be no reason for the Bureau assuming this proposed responsibility for the civil defense than it would be for any other employees of the District, including school teachers and others. This is also objectionable as a further "trend" in adding to the responsibilities of the Bureau without necessity. Of course, it was believed that if there was any information indicating espionage, sabotage, subversiveness or disloyalty, that it should be reported to the Bureau for appropriate action just as reports concerning any person should be sent to the Bureau under similar circumstances.

RECOMMENDATION:

It was unanimously recommended the attached letter be sent to Mr. Peyton Ford.

Respectfully,  
For the Conference

  
Clyde Tolson

The Director

April 11, 1951

The Executives Conference

~~FBI NATIONAL ACADEMY  
ATTEMPT BY OPS TO RECRUIT  
ACADEMY GRADUATES~~

The Executives Conference on April 11, 1951, consisting of Messrs. Tolson, Glavin, Harbo, Tracy, Mohr, Ladd, Belmont, Rosen, Sizoo and Clegg, considered a proposed letter to the Graduates of the FBI National Academy to be sent out from Albany, New York, over the signature of Mr. [redacted] of the FBI National Academy Associates, who works in Albany.

b6  
b7c

QUALIFICATIONS FOR MEMBERSHIP IN  
FBI NA ASSOCIATES

Article IV, Section 1, of the Constitution and By-laws of the Associates is quoted as follows:

"Membership in this Association shall consist only of those individuals who have satisfactorily completed the prescribed course of instruction in the FBI National Academy and who are actively engaged in law enforcement work of the type which would qualify a candidate for admittance to the FBI National Academy. Membership shall be effective upon graduation from the FBI National Academy and upon payment of dues in this Association. There shall be no honorary or other type of membership, except active membership."

From the above, it will be observed the eligibility for membership depends upon the Graduates of the Academy being engaged in law enforcement work of the type which would qualify a candidate for admittance to the Academy. Thus, the Bureau's decision as to who is qualified for admittance determines who is eligible for membership. As a basic guide in the past the Bureau has published the qualification that in order to attend the Academy the candidate must be a regular full-time officer employed by a duly established law enforcement agency serving a municipality, county or state. The Bureau has made exceptions

cc - Mr. Mohr  
Mr. Clegg

INDEXED - 117

RECORDED - 117

APR 23 1951

HHC: EGS

EX-92

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/27/91 BY SP-5 C. D. H. P.

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Hess \_\_\_\_\_
- Gandy \_\_\_\_\_

APR 21 1951

to this published announcement by taking into the Academy representatives from the US Forest Service, US Marine Corps, US Army Provost Marshal General's Office, the National Park Service, the Public Buildings Administration and the Tennessee Valley Authority -- all being examples of Federal police officers who have been invited to attend. This, however, has been the exception rather than the custom. However, the eligibility to attend was determined by the Bureau and, thus, they would be considered as eligible to be members of the FBINA Associates.

*all of these had a real, interlocking relationship with each other.*

If a local police officer who has graduated from the Academy accepts a position with another local police department, he, of course, continues to be eligible for membership. Since the Bureau would not accept a representative from the usual type of Federal law enforcement agency such as the Post Office Inspectors, Secret Service or Narcotics Agents, a strict interpretation of the Constitution would make any Graduate who accepted employment with such Federal agency ineligible for membership in the Associates. Prior to the passage of the above-quoted section of the Constitution, there were two Graduates of the Academy who worked with the Secret Service and it was ruled that they were eligible to continue their membership at that time. Their names were listed in the Directory of Graduates and it was shown they were employed by the US Secret Service. There are today no Graduates who are working for the Secret Service, and, since the passage of the above-quoted Constitutional requirement, if anyone went to work for that agency, they would not be eligible for membership in the Associates. The Special Agents (E) of the FBI who are Graduates of the Academy are not now eligible for membership in the Associates and dues are not collected from them. We have permitted some of them to attend the Reunion exercises to assist in handling these meetings, but they are not eligible to vote because they are not members.

#### DIRECTORY OF GRADUATES

In October of each year there is brought up to date and published a Directory of Graduates of the Academy. In this Directory are listed all Graduates except those whose names have been deleted because of misconduct or malfeasance. Those who are no longer in law enforcement work are identified with an asterisk. Those names listed with an asterisk also give the name of the Department where they were last employed. Deceased members are listed under the heading "In Memoriam" in the back of the Directory.



RECOMMENDATIONS:

(1) That the attached letter be approved for signature by Secretary-Treasurer [redacted] of the FBINA Associates, and it would be mailed out over his signature with an Albany, New York, postmark, which is his official residence. The letter would be presented to him by the SAC at Albany for signature and its purpose would be explained.

b6  
b7c

(2) That the attached SAC Letter go forward notifying the SACs that if any inquiries are received from any local chief of police protesting the likelihood that some of his subordinates who are Graduates of the Academy might go to work for OPS (Office of Price Stabilization), that the SAC could tell them that the question as to whether leave of absence would be granted is one within the authority of the chief of police, and the SAC could state that he had no information that the agency is a permanent one and that a similar type of agency during World War II was a temporary outfit. The SAC should further point out that the FBI National Academy was for the purpose of being of benefit to the police department, to the individual Graduate, and also to the FBI in that the Graduates were looked upon as an "FBI reserve" in the event the emergency becomes more acute.

(3) That it be the policy of the Bureau in the future to consider a man eligible for membership in the Associates if he is actively engaged in law enforcement for a local, county or state law enforcement agency; that if he is from a Federal agency at the time he graduates from the Academy, so long as he remains with the same Federal agency he would be considered eligible, but if he transferred to some Federal agency whose employees are not eligible to attend the Academy, he would not be eligible for membership. Thus, any Graduate taking employment with OPS, the Secret Service or the Narcotics Bureau would no longer be eligible for membership. This is consistent with the existing Constitutional provisions.

(4) That in the future the names of the graduates of the Academy be listed in the Directory of Graduates as follows:

- a. All graduates in good standing who are from local, county or state police agencies including those with such agencies who have transferred from the original department which they left. They would still have to be with the local, county or state agency, however.
- b. All graduates of the Academy who are now Special Agents or Special Agents (E) of the FBI, they would be shown as Special Agents. The names of the departments with which they were working when they became Special Agents would be shown as heretofore.

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

- c. Those graduates of the Academy who are in the Federal service such as those in the National Park Service, TVA, U. S. Forest Service who are still with the same organization as at the time of their graduation. If they transfer to some other Federal Agency such as the Secret Service and OPS, they would not be listed. If they are now working for a local, county, or state organization they would be listed.
- d. The names of graduates of the Academy who are no longer in law enforcement would be listed with an asterisk to show that they are no longer in local, county or state law enforcement as at the present.
- e. Those who are now working for a Federal Agency which is not eligible to send a man to the Academy initially, eg. Secret Service, OPS, Bureau of Narcotics, etc., would not be listed.
- f. Those who because of misconduct or misfeasance have been considered no longer eligible because of such activities would not be listed.

b6  
b7c

In the event the attached letter for  signature is approved, it will be retyped on a stencil, and the Special Agent in Charge at Albany will obtain Ryan's signature on the stencil, after which it will be duplicated for dispatch to the various Graduates of the Academy in the United States and Canada.

Respectfully,  
For the Conference



Clyde Tolson

Attachment

- Wilson
- Tele
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Quinn
- Nease
- Belmont
- Mohr

THE DIRECTOR

April 17, 1951

THE EXECUTIVES' CONFERENCE

DEVELOPMENT OF INFORMANTS IN COMMUNIST PARTY

On April 16, 1951, the Executives' Conference, consisting of Messrs. Tolson, Ladd, Glegg, Glavin, Harbo, Nichols, Rosen, Tracy, Mohr, Sizoo and Belmont, considered a suggestion of the Internal Security-Espionage Conference held on April 2-3, 1951, that the Bureau allow greater latitude in the interviewing of individuals who are currently members of the Communist Party in order that additional informants may be developed at this time.

Internal Security-Espionage Conference Suggestion:

The conference strongly and unanimously recommended that field offices be authorized to conduct interviews of Communist Party members, both present and past, on a selected basis in instances where the individual to be interviewed would be in possession of information of value to the field, particularly from the standpoint of Communist Party policy, membership or activity. The conference felt there should not be an indiscriminate approach to all Party members for interview, but based on the needs for coverage in the office, a selective approach should be made to those Party members who are in a position to furnish vital information. The conference also recommended that Bureau authority continue to be obtained prior to such interviews.

The conference also was of the opinion that while the use of a pretext should be permissive, it should not be required. The conference felt that because of our need to obtain additional information, in view of the success of the present interview program of Communists and because of our responsibilities in the internal security field, we should take all possible steps to secure necessary information and to develop additional informant coverage. It was pointed out that it is extremely difficult at this time to introduce informants into the Party and the most potentially productive field is the current Party membership.

In connection with this suggestion the conference pointed out that under the present system used in loyalty investigations, the field is authorized to interview Communists who may have knowledge of the activities of the subjects of loyalty cases; however, this interview is restricted to the Communists' knowledge of the subject alone. The conference pointed out that frequently the Communist interviewed is in a

CONFIDENTIAL

INDEXED - 117

165-257-8689  
APR 23 1951

RECORDED - 117

EX-92

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/29/91 BY SP-SC/BMP

cc - Mr. Glegg  
Mr. Mohr

APR 26 1951

MEMORANDUM FOR THE DIRECTOR

position to furnish additional information and is apparently willing to do so. The conference felt that the Agent conducting the interview should be authorized to follow immediately any additional information that the Communist may be willing to furnish and that the interview should not be restricted only to the loyalty subject.

OBSERVATION:

It was pointed out to the Executives' Conference that as a result of the success we have had in interviewing past members of the Communist Party and persons who have defected from the Party, we sent instructions to the field by SAC Letter #32, Series 1951, dated April 7, 1951, authorizing the field to approach present Communist Party members on a selected basis under pretext after Bureau authority has been secured. In the event the Communist Party member appears susceptible to approach as a result of the pretext interview, the field can recommend a direct approach and if the Bureau agrees, the approach can then be made.

The Internal Security-Espionage Conference was of the opinion that this procedure is too restrictive in that the field is required to get permission twice from the Bureau, once for the pretext interview and again for the direct approach. It was felt that there will be a number of cases where during the pretext interview the opportunity will present itself to go right ahead with the direct approach and this opportunity can well be lost if the approach is not made at that time. The Internal Security-Espionage Conference felt that while there is some risk involved in interviews with current Party members, this risk is minimized in view of present public reaction to the Communist Party and the field should be allowed latitude to carry out its responsibilities to secure additional informants.

EXECUTIVES' CONFERENCE

RECOMMENDATION:

The Executives' Conference voted as follows on this question.

Messrs. Ladd, Glavin, Tracy, Sizoo, Nichols and Belmont agreed with the Internal Security-Espionage Conference that instructions should be issued authorizing the field to conduct interviews of Communist Party members, both present and past, on a selected basis based on the needs for coverage in the office and the approach should be made to those Party members who are in a position to furnish vital information. In each instance prior authority would be obtained from the Bureau to make the approach.

MEMORANDUM FOR THE DIRECTOR

Messrs. Tolson, Harbo, Mohr, Rosen and Glegg recommended that the field operate for sixty days under the instructions issued in referenced SAC Letter utilizing the pretext interview and then the direct approach with Bureau authority being obtained in advance for both the pretext interview and the direct approach.

In the event you approve, a change in the current instructions, the field will be advised in the over-all SAC Letter being prepared as a result of the Internal Security-Espionage Conference. In the event you feel that the instructions should remain the same, this question will again be considered in sixty days.

Respectfully,  
For the Conference

*J*  
Glyde Tolson

*J. Conrad*  
*JK*

The Director

April 18, 1951

Joint Committee

Executive Conference

SUGGESTION NO. 694

ALL INFORMATION CONTAINED

EMPLOYEE: Inspector H. B. Long

HEREIN IS UNCLASSIFIED

SUBJECT: Dept of Government

DATE 10/21/51 BY SP-5/BJD

MEMBERS PRESENT: H. H. Clegg

R. T. Harbo

S. K. McKee

E. Scheidt

SUGGESTION: 1

Supervision - Selective Service Act of 1948

That consideration be given to the following three possibilities for effecting greater compliance with the Selective Service Act by members of the National Maritime Union:

1. By having the field offices write letters to the delinquents in care of the National Maritime Union Mail Service.
2. By making arrangements with the National Maritime Union to publish periodically in "The Pilot" official Union magazine, lists of Union members who should contact their Selective Service boards.
3. By making arrangements with the National Maritime Union to publish an article in "The Pilot" informing members generally of the necessity of maintaining contact with their boards.

The Investigation Division has submitted the following observations:

1. It is specifically against the constitution of the National Maritime Union to give out any information concerning members of the Union.
2. The Bureau has a contact with Joseph Curran, President of the National Maritime Union, by which we obtain information on a selective basis. This contact is handled exclusively by two Agents in the New York Office.

3. The publishing of lists of delinquents in "The Pilot" would uncover Curran and deprive us of this valuable contact. Attempts to establish the National Maritime Union Mail Service for members would probably

experience indicates that a great many registrants are using the Merchant Marine as a means of evading induction into the armed forces. During World

Mr. Tolson  
Mr. E. A. Tamm  
Mr. Clegg  
Mr. Glavin  
Mr. Ladd  
Mr. Nichols  
Mr. Rosen  
Mr. Tracy  
Mr. Egan  
Mr. Gurnea  
Mr. Harbo  
Mr. Hendon  
Mr. Jones  
Mr. Quinn  
Mr. Nease  
Miss Gandy

Mr. Clegg  
Mr. Harbo  
Mr. McKee  
Mr. Scheidt

EX-129

*Memorandum for the Director*

*War II seamen were deferred; many seamen now feel they are being discriminated against because they are subject to induction. It is therefore very doubtful that the greater percentage of these registrants would clear their delinquency if advised by letter to contact their boards.*

*5. Experience indicates that the most effective way to secure compliance by seamen is to have them confronted by Bureau Agents when their vessels arrive in port for the purpose of either interviewing them or arresting them under proper process.*

*6. There would be no objection to the publication of an article in "The Pilot" informing members generally of the necessity of maintaining contact with their Selective Service boards.*

*JOINT COMMITTEE CONSIDERATION:*

*Unanimously unfavorable as to suggestions 1 and 2. Concerning suggestion #3 the Committee recommends that the New York Office through their special contact ascertain whether the National Maritime Union would agree to publish an article in "The Pilot" informing members generally of the necessity of maintaining contact with their local Selective Service boards.*

THE DIRECTOR

April 17, 1951

THE EXECUTIVES' CONFERENCE

TECHNICAL SURVEILLANCE LOGS

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/30/98 BY SP-5 CIB/...

On April 16, 1951, the Executives' Conference, consisting of Messrs. Tolson, Ladd, Clegg, Glavin, Harbo, Nichols, Rosen, Tracy, Mohr, Sizoo and Belmont, considered the suggestion of the Internal Security-Espionage Conference held April 2-3, 1951, that in those instances where only the initials of monitoring agents appear on technical logs maintained prior to 1948, the full names of the Agents need not be set forth unless the particular case requires this to be done.

Internal Security-Espionage Conference Suggestion:

In connection with the problem of streamlining reports, the suggestion was made that we examine the necessity of setting forth the name of the Agent who received technical information in instances where the information was obtained prior to 1948. By SAC Letter No. 39 dated March 4, 1948, the regulation was changed to require the identity of the Agent receiving this information. The difficulty involved is that prior to the date in question only the initials of the monitoring Agent appeared on the surveillance log and the field is encountering considerable difficulty in identifying the Agent from the old logs. It was suggested it would be very helpful and save considerable time if it were not necessary to set forth the identity of these Agents prior to the time their full names appeared on the log. If such identification becomes necessary in an individual case, the research can be made when the need becomes apparent.

Executives' Conference Recommendation:

The Executives' Conference unanimously agreed that the above suggestion be adopted, thus making it unnecessary for the field to go back to these old logs and identify the initials of the Agent unless a specific case requires this research. The Conference was of the opinion that unnecessary administrative research is being performed and should be eliminated.

If you agree, instructions to the field will be set forth in the over-all SAC Letter covering the recommendations of the Internal Security-Espionage Conference.

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

INDEXED - 117 RECORDED - 117  
Respectfully,  
For the Conference

EX-79  
Clyde Tolson  
[Handwritten signatures and initials]



The Director

April 18, 1951

Joint Committee

SUGGESTION NO. 702

EMPLOYEE: SA Edwin C. Jones  
Cleveland Division

SUBJECT: NOTIFICATION OF IDENTIFICATION  
DIVISION BY ARMED FORCES OF  
DISCHARGES OTHER THAN HONORABLE

MEMBERS PRESENT: H. H. Clegg  
R. T. Harbo  
S. K. McKee  
E. Scheidt

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/30/77 BY SP-5 C/O

*Executive Conference*

SUGGESTION:

That arrangements be made whereby the various branches of the armed forces will automatically notify the FBI Identification Division of the date and nature of the separation from the service of each individual who has received a discharge "other than honorable" so that an appropriate disposition may be entered on the individual's identification record.

The Identification Division points out that while it would be of value for the Bureau to have information of this type in the identification records for its own investigative leads, it is doubtful whether the armed forces would furnish this information for general dissemination. The Army has treated information pertaining to dishonorable discharges as confidential and it has been reluctant to widely disseminate such information. The Army feels that in a large number of cases where the discharge is one of the dishonorable types that such information should not be a bar to the future civilian employment of an individual. The Identification Division feels that the Bureau should not participate in the dissemination of information of this type but rather that law-enforcement agencies should obtain the information by direct request to the Department of Defense. Previous contacts with the officials of that agency have indicated they would prefer it to be handled in that manner.

JOINT COMMITTEE CONSIDERATION:

Unanimously unfavorable.

- Mr. Tolson
- Mr. Clegg
- Mr. Glavin
- Mr. Ladd
- Mr. Nichols
- Mr. Rosen
- Mr. Tracy
- Mr. Egan
- Mr. Gurnea
- Mr. Harbo
- Mr. Mohr
- Mr. Pennington
- Mr. Quinn Tamm
- Tele. Room
- Mr. Nease
- Miss Gandy

cc - Mr. Clegg

Mr. Mohr

SEP 25 1951  
2370

INITIALS ON ORIGINAL

66-2554

MAY 1 1951

RO

THE DIRECTOR

April 17, 1951

THE EXECUTIVES CONFERENCE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/30/91 BY SP-5 cbr

\* THUMBNAIL SKETCHES ON SUBVERSIVE ORGANIZATIONS

The Executives Conference, consisting of Messrs. Tolson, Clegg, Glavin, Harbo, Nichols, Rosen, Tracy, Ladd, Mohr, Sizoo, and Belmont, on April 16, 1951, considered a suggestion of the Internal Security-Espionage Conference held April 2 and 3, 1951, that thumbnail sketches be prepared on subversive organizations.

Internal Security-Espionage Conference Recommendation:

The Internal Security-Espionage Conference recommended that thumbnail sketches or characterizations be prepared by the office of origin on all organizations of a subversive nature, exclusive of those on the Attorney General's list, where there is a recurring need in security and applicant investigations to set forth in the investigative report a thumbnail sketch on the organization in question. On local organizations this thumbnail sketch will be used by Agents in the office to provide uniform characterization of the organizations. On national organizations these sketches will be sent to the Bureau by the office of origin for dissemination to the field. It was suggested that each office also be allowed on a permissive basis to draw up an appropriate identification and description of those individuals who are sufficiently active or of such importance that their names constantly come up during security and applicant investigations. It was felt that by following these procedures we would have uniformity and considerable research would be eliminated on the part of individual Agents and individual offices.

The Security Division agreed with this.

Executives Conference Recommendation:

The Executives Conference unanimously recommended that this procedure be followed.

In the event you approve, instructions will be issued to the field in the over-all SAC Letter being prepared as a result of the Internal Security-Espionage Conference.

INDEXED - 117

RECORDED - 117

66-2034-8691

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

EX - 79

Respectfully,  
For the Conference

cc: Mr. H. H. Clegg  
Mr. Mohr

Clyde Tolson

AHB:mer

F. E. DIRECTOR

April 18, 1951

THE EXECUTIVES CONFERENCE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/30/91 BY SP-5 CID/DP

The Executives Conference of April 18, 1951, consisting of Hobbs, Tolson, Sizoo, Clegg, Rosen, Ladd, Belmont, Mohr, Harbo, Tracy, and Callahan for Glavin again considered the awarding of contract for the purchase of 2000 additional police revolvers to equip the added Bureau investigative personnel. For the Director's information, the Conference of April 9, 1951, considered this question and unanimously recommended that the low bid of the Smith and Wesson Company, totaling \$66,480, be accepted since it was approximately \$18,480 less than the bid of the Colt Company, the next low bidder.

The Conference today considered the attached communication from the Colt Manufacturing Company dated April 18, 1951, to the Department of Justice in which they point out that there are certain designed features in the Colt revolver which are of major importance to reliability and safety and their absence should therefore be given serious consideration in determining the equality of any firearms which does not incorporate these features. These features are as follows:

1. In the Colt revolver the cylinder is held in position by a latch which must be retracted to swing out the cylinder. Accidental forward pressure, such as by the thumb when in firing position, will not render the weapon inoperative.

In the Smith and Wesson revolver, the latch moves forward to release the cylinder and crane and even a relatively light accidental pressure on the latch makes it impossible to fire the gun.

2. The Colt cylinder rotates clockwise and is positively held in proper position at the instant of firing by a 2 point hand.

In the Smith and Wesson the cylinder rotates counter-clockwise and consequently the pressure of rotation tends to push the cylinder and crane out of proper alignment and the hand is not engaged with the cylinder latches so positively position the cylinder at the instant of firing.

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Belmont  
Mohr  
Tele. Room  
Nease  
Gandy

NFC:JC

RECORDED - 126

66-2554-869  
APR 21 1951  
18

EX-68

W. J. P. Mohr

Memo for the Director - Continued

C. Due to the clockwise cylinder rotation and positive holding by the hand, no special supports are necessary for the front end of the ejector rod in a Colt revolver.

In the Smith and Wesson construction, such a forward support is used and if the ejector rod head accidentally loosens, the gun cannot be quickly reloaded as the cylinder cannot be swung out until the cause of the jam is determined and the rod head tightened - precious minutes can be lost in an emergency.

4. For Bureau purposes a relatively heavy gun is desired - the Colt Official Police weighs 33 oz. At one time, the Bureau used the Colt Police Special Model which was a lighter gun but later changed to the Official Police to gain the additional weight.

The Smith and Wesson Military Police weighs only 27 oz.

5. In Colt revolvers the cylinder cannot be closed while the gun is cocked. This is a safety feature.

In the Smith and Wesson, the loaded cylinder can be closed while the arm is cocked, thus giving rise to potential accidents.

6. The Colt Official Police will handle all caliber .38 S&W and .38 Smith and Wesson ammunition, including high speed, as stated in our catalog.

The Smith and Wesson, in its catalog, does not recommend the use of high speed ammunition in the Military and Police model.

The letter from the Colt Company concludes by stating that they firmly believe that the Smith and Wesson bid should be disqualified "as not offering a gun to the specification stated in the invitation."

The Conference unanimously recommends that before an award for the purchase of these guns is made by the Department that the Bureau of Standards or by Ordnance Experts of the Military Service attached to buying stations such as Aberdeen, Maryland be requested to make an examination of each of these

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

*I agree - why was this not done originally? Use Permit - by too careful in answering letters. H*

Memo for the Director - Continued

weapons against the specifications on which the solicitation was made in order to definitely determine whether or not the Smith and Lotton revolver meets the specifications called for.

In the event the Director approves, appropriate arrangements will be made with the proper agency for examination of the firearms and their opinion.

Respectfully,  
For the Conference

  
Clyde Tolson

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Kohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

The Director

April 10, 1951

The Executives Conference

HANDLING OF MAIL

ALL INFORMATION CONTAINED

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DATE 10/30/97 BY SP-5 CIB/DA

Copy 7 of 10 2-1-51

The Executives Conference on April 10, 1951, consisting of Messrs. Ladd, Harbo, Mohr, Glavin, Sizoo, Belmont, Rosen, Tracy, Nichols and Clegg considered the matter of the volume of mail being handled, and felt that certain types of routine outgoing correspondence should not require the approval and initials of the Assistant Director and there are other types which should require the approval of the Assistant Director but should not require the approval of the Assistant to the Director or the Associate Director.

Comments were made by some of the members of the Conference that they were unable to read and approve the heavy volume of mail which passed over their desks each day in time to meet the existing deadlines and late in the afternoon there were items of outgoing mail bearing that day's date which they had not been able to handle.

It was suggested by some that the funneling of large amounts of outgoing mail were still following the pattern which was used years ago when the Bureau was smaller and the number of Agents and the volume of mail was much less than now. It was recognized that with each subsequent review of the mail a certain percentage of errors would be detected and caught, but this could continue to a point of absurdity and that the cost and requirements in time for handling large amounts of varied routine types of mail were entirely too great and that some streamline procedure was necessary.

To remedy this situation, the following proposal was considered: The following types of mail, after being typed, should be approved first by the supervisor and then by the section chief and then forwarded to the Mail Room for signature. This mail would not go to the Office of the Assistant Director or to Mr. Ladd or Mr. Tolson.

1. Follow-up letters to Field Offices
2. Routine letters requesting investigations except when there are policy changes, personnel matters, or matters of public interest involved
3. Letters to the Field approving changes in Office of Origin
4. Letters to the Field transmitting data for the information of the Field Offices

cc - Mr. Mohr  
Mr. Clegg

RECORDED - 126

APR 21 1951

66-3534-8693

61 APR 25 1951

INDEXED - 126  
EX - 68

5. X Letters to the Field transmitting summaries of data in the Bureau's files
6. X Letters to the Field requesting criminal records
7. X Automatic promotion raises, including raises in grade for clerical employees of Grade 5 and below
8. X Teletypes and letters ordering investigations to be discontinued
9. X Routine letters concerning the furnishing or transfer of training films or training supplies

It was proposed that in the following types of letters, after approval by the supervisor, section chief and Assistant Director, the mail then be sent to the Reading Room for signature. Such mail, however, would not be routed to the Office of Mr. Ladd or Mr. Tolson.

1. X Letters of routine inquiry except from Congressman or well-known and important individuals
2. X Letters of routine congratulations
3. X Communications disseminating applicant reports to the interested Agencies
4. X Routine transmittals to the Department
5. X Routine follow-up inquiries sent to the Department
6. X Acknowledgments of applications for attendance at the FBI National Academy
7. X Letters approving police schools

#### EXECUTIVES CONFERENCE CONSIDERATION:

Various members of the Conference contributed to the above lists.

Mr. Mohr was opposed to the second group listed above in that he feels that all letters from private individuals outside the Bureau in being acknowledged should be approved by the Assistant Director and Mr. Ladd or Mr. Tolson. He specifically feels that all mail prepared in the Crime Records Section to persons in private life outside the Bureau should most certainly be approved by Mr. Nichols' Office and by Mr. Tolson's Office. He also feels that applicant status inquiries if they are made by the applicant and are routine in nature can be initialed by the Assistant Director but if inquiries are made by individuals other than the applicant, they should be cleared through Mr. Tolson's Office. Mr. Mohr is in favor of the general proposition that if a private outside individual corresponds with the Bureau, then any reply going out over the Director's signature should be approved by the Assistant Director and Mr. Ladd or Mr. Tolson, with the exceptions as indicated. It is also his opinion that

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
 Nichols \_\_\_\_\_  
 Rosen \_\_\_\_\_  
 Tracy \_\_\_\_\_  
 Harbo \_\_\_\_\_  
 Belmont \_\_\_\_\_  
 Mohr \_\_\_\_\_  
 Tele. Room \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

with respect to any of the types above in categories one and two, that the Supervisor or Section Chief reviewing a piece of mail in a case of importance to the Bureau should route it for approval to Mr. Ladd or Mr. Tolson in addition to the appropriate Assistant Director.

All other members of the Conference recommended approval as listed above.

Respectfully,  
For the Conference

Clyde Tolson

*I agree with  
Tolson  
4-16  
7*

*I agree with Tolsen & Ladd then with some definite concern. The argument would be more persuasive if Ladd & the Asst. Directors had really followed the pattern mentioned in Ch. 3, page 1 when the Bureau was smaller but they didn't. If I can judge from numerous errors which I will recall.*

*g*

- Tolson
- Ladd
- Nichols
- Belmont
- Mohr
- Winterrowd
- Tele. Room
- Holloman
- Gandy



THE DIRECTOR

April 24, 1951

The Executives' Conference

ALL INFORMATION CONTAINED  
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DATE 10/30/97 BY SP-5 CBT

ASSIGNMENT OF INVESTIGATIVE WORK  
TO LOS ANGELES POLICE DEPARTMENT

The Executives' Conference on April 24, 1951, Messrs. Alder, Tolson, Mohr, Nichols, Ladd, Harbo, Glavin, Belmont, Tracy and Mason being present, considered the request of SAC Hood that the Bureau reconsider using the Los Angeles PD in the program of assigning cases to the police.

BACKGROUND

You will recall that in connection with the radio show "Dagnet", arrangements were made with the sponsor whereby tribute would be paid to a graduate of the FBI National Academy at the end of each program. Representatives of the Los Angeles PD objected to the FBI credit, stating that the Bureau was in bad repute with police agencies throughout the country and that they would have nothing to do with the program if the FBI tribute continued. As a result, the Director issued instructions to the Los Angeles Office to be most circumspect in dealing with the Los Angeles PD and that we would not participate in their police training program, nor accept representatives from their department for attendance at the National Academy.

In September, 1950, and again in January, 1951, at the request of SAC Hood, the Los Angeles PD was considered and was not approved for use in this program.

On 4/21/51, SAC Hood, after having California Statutes checked, advised that there is a California Criminal Syndicalism Law which is classified as "Statute 1915, Pg. 281; Deering's General Laws, Act 6428" which is still good. There have been no prosecutions, however, under this law for many years. This law makes the teaching, advocating, or attempting to overthrow the Government of the State of California an offense. There is also a California Subversive Registration Act of 1941. In 1945 the conviction of Robert Noble under this Statute was reversed on grounds other than unConstitutionality, but the Courts expressed the opinion that the law was unConstitutional. This act is "Statute 1941, Chapter 189" and requires registration with the Secretary of State of individuals belonging to subversive groups teaching, advocating, or attempting to overthrow the Government. SAC Hood said no Communists have registered under this particular law. Los Angeles County, the City of Los Angeles, and numerous other cities in California have ordinances requiring the registration of Communists. There is one

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

Attachment  
DUE:EHG:dad  
cc - Mr. Clegg  
MAY 2 4 1951

RECORDED - 139  
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PH

case in litigation in Los Angeles County which will be decided by the County Superior Court. The County is considering presenting another action to eventually get the matter to the Supreme Court to determine Constitutionality. The City of Los Angeles is doing nothing pending the outcome of the County case.

Mr. Hood says that he is certain the assignment of cases to the Los Angeles PD as far as prosecutions were concerned would work the same as it did relative to the investigation of Nazis and Fascists wherein there was no trouble whatsoever. He pointed out further that the types of cases that would be referred to the PD were those involving allegations of Communist affiliation, and that proof in these of Communist Party membership would be next to impossible. Mr. Hood said he would, therefore, recommend, if the Bureau would approve, that both Criminal and Internal Security types of cases be assigned to the Los Angeles PD in accordance with the instructions which have been issued for the assignment of such cases.

In previously considering the Los Angeles PD in this connection, the SAC pointed out the following advantages:

- 1) There are approximately 1200 unassigned Communist cases in Los Angeles at the present time. The majority of these cases are within the city limits of Los Angeles and only a small percentage of the load could be shifted to police agencies unless permission is granted to utilize the Los Angeles PD.
- 2) The Anti-Subversive Squad of the Los Angeles PD under the command of Lt. Carl Abbott worked very closely with the Los Angeles Office throughout World War II.
- 3) The new Chief of Police, William Parker, has exhibited a most friendly and cooperative attitude toward the Bureau and has offered the services of the Anti-Subversive Squad to the Bureau.
- 4) Should a state of war occur, it would be almost mandatory to call upon the Los Angeles PD for assistance in carrying out many of the war plans of the Bureau. It is, therefore, believed that a sound working relationship should be established with this department at the present time.
- 5) The Los Angeles PD has been extremely cooperative recently in connection with cases in that territory. Several bank robbery cases have been solved with the assistance of the Police Department and three TTIS cases were referred to the Los Angeles Office by the Los Angeles PD, resulting in apprehensions and Federal prosecution.

#### RECOMMENDATION

The Executives' Conference unanimously recommended that Los Angeles be authorized to assign cases to the Police Department



Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

in Los Angeles but that such cases be confined to criminal leads, selective service cases, fugitive leads, etc. and that no internal security cases be assigned in view of the state and local ordinances with reference to subversive activities.

If this is approved, there is attached hereto a letter to SAC Hood accordingly.

For the Director's further information, there is attached hereto a list of the police agencies which have, to date, been specifically disapproved in this program with a very brief reference as to the reason therefor.

Respectfully,  
For the Conference

  
  
Clyde Tolson

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

THE DIRECTOR

April 23, 1951

THE EXECUTIVE CONFERENCE

ck

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The Executive Conference of April 18, 1951, consisting of Tolson, Tolson, McGuire for Nichols, Sizoo, Clegg, Rosen, Ladd, Parsons, Mohr, Harbo, Quinn Tamm for Tracy, and Glavin was advised that it has just received a memorandum to all employees of the Department of Justice from the Attorney General dated March 23, 1951, advising of the American Cancer Society campaign.

The Conference was advised that since this is one of the occasions for which collections are made in the Bureau, that immediate steps be taken to advise all employees at the Seat of Government so that they can contribute to this campaign if they so desire.

Respectfully,  
For the Conference

*(Handwritten mark)*

Clyde Tolson

*OK N*

*Has been done  
for*

URGENT

CC - Mr. H. H. Clegg  
Mr. J. P. Mohr

RECORDED - 139  
INDEXED - 139

166-2554-8695

APR 30 1951  
16

*(Handwritten signature)*

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Baltimore
- Mohr
- Tele. Room
- Nease
- Gandy

54 MAY 2 1951

April 25, 1951

The Director

The Executives Conference

*mn*  
The Executives Conference of April 23, 1951, consisting of Messrs. Ladd, Sizoo, Quinn Tamm (for Tracy), Harbo, Mason, (for Clegg), Belmont, Rosen, Mohr and Glavin recommended approval of the attached communication to all SACs concerning the inspection of Folmer Graflex cameras in possession of the Bureau, by representatives of the Folmer Graflex Corporation.

The Conference was advised the Bureau files have been checked against the names of all men who would make these inspections with negative results.

For the Director's information the Folmer Graflex cameras used by the Bureau are called Speedgraphic, Photo Record and Fingerprint cameras.

Respectfully,  
For the Conference

*OK*  
Clyde Tolson

CC: Mr. Mohr  
Mr. Clegg

Attachment

WRG:cr

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DATE 10/30/91 BY Sp. script

RECORDED - 16

INDEXED - 16

EX-130

66-2554-8696  
APR 28 1951

51 MAY 1 1951

THE DIRECTOR

April 24, 1951

THE EXECUTIVES' CONFERENCE

~~COMPLAINT ROOM~~  
DEPARTMENT OF JUSTICE BUILDING

ALL INFORMATION CONTAINED  
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DATE 10/30/91 BY sp-sc/bte

The Executives' Conference, consisting of Messrs. Tolson, Ladd, Mason for Mr. Clegg, Glavin, Harbo, Nichols, Alden for Mr. Rosen, Tracy, Mohr and Belmont, on April 24, 1951, considered a recommendation of the Washington Field Office that the present complaint room maintained and manned by the Washington Field Office on the ground floor of this Building be eliminated.

The Washington Field Office has advised that from March 17 to April 7, 1951, the complaint Agents handled an average of six and a half telephone calls per day over half of which were from psychoneurotic or intoricated persons or relating to matters not within the jurisdiction of the Bureau. The Washington Field Office states that an analysis of all the telephone calls indicated they could have been as well handled at the complaint room operated by the Washington Field Office in the old Post Office Building. Inasmuch as the telephone calls for the Washington Field Office come through the same switchboard, it is a simple matter to have these calls handled by the Washington Field Office complaint room in the old Post Office Building.

Relative to personal visitors at the complaint room during 19 work-days, 32 persons were handled in the complaint room, or an average of less than 2 persons a day. Of these, 10 were either psychoneurotic or intoricated persons; 5 were individuals seeking information; and 7 were referred to other agencies. The remaining 12 were persons who had specific or non-specific information to furnish concerning matters within the Bureau's jurisdiction. Of the 32 persons handled, all could have been taken care of in the complaint room in the old Post Office Building with the exception of one who was actually looking for the Attorney General's office for the purpose of registering under the Foreign Agents Registration Act.

The Washington Field Office recommended against maintaining the complaint room in the Justice Building on the basis of insufficient activity. It was pointed out that nearly all the persons who came to the complaint room could be referred to the Washington Field Office by the Building guards. The Washington Field Office further recommended that signs be placed at the 9th and 10th Street entrances of the Justice Building, pointing out that the Washington Field Office is located on the fifth floor of the old Post Office Building, which signs would probably direct persons seeking the Washington Field Office.

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tolson, Room
- Nease
- Gandy

MAY 1 1951

CC - Mr. Clegg  
Mr. Mohr

RECORDED - 19

INDEXED - 19

EX-86

166-2554-18697  
APR 28 1951

AHD:tlc

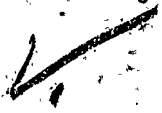
MEMORANDUM FOR THE DIRECTOR

Executives' Conference  
Recommendation:

The Executives' Conference recommended unanimously that the complaint room be discontinued in the Department of Justice Building and that wherever possible, the telephone calls and complaints be referred to the Washington Field Office complaint room in the old Post Office Building. The guards would be alerted for this purpose. For those complainants who should be handled in the Justice Building, the conference recommended that they be referred to Mr. Belmont's Office where the receptionist would ascertain what is wanted and refer the complainant to the appropriate supervisor for interview.

In the event you approve, this will be done.

Respectfully,  
For the Conference

  
Clyde Tolson

OK  
N.

THE DIRECTOR

4/24/51

EXECUTIVES CONFERENCE

On 4/23/51, the Executives Conference, consisting of Messrs. Ladd, Glavin, Q. Tamm, Parsons, Mohr, Belmont, Rosen, Sizoo, Nichols and Mason, considered a suggestion from the Washington Field Office to the effect that the Night Special Agent Supervisor approve outgoing teletypes outside of regular working hours.

On 4/14/51, the Field had been instructed that all outgoing teletypes be personally approved by the SAC, or in his absence the ASAC, as an economy measure.

The Conference agreed unanimously that the Night Supervisor be authorized to approve outgoing teletypes. In those offices where there is no Night Supervisor, the SAC will telephonically authorize outgoing teletypes.

A further suggestion from the SAC of the Washington Field Office was considered to the effect that where Washington Field Office has a stop notice placed with another agency a teletype not be dispatched by the office discontinuing investigation and that Washington Field Office be notified by mail.

The Conference unanimously opposed the adoption of this suggestion and recommended that the present practice be continued as a means of preventing possible embarrassment.

If you concur, there is attached an appropriate letter to the Washington Field Office and a proposed SAC Letter.

Respectfully,  
For the Conference

Clyde Tolson

Attachments

cc-Mr. Mohr  
Mr. Clegg

EDM:DMG

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

RECORDED - 19  
INDEXED - 19

EX-86

66-2554-8698  
APR 30 1951  
16

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DATE 10/30/91 BY SP-5/mb



THE DIRECTOR

April 28, 1951

The Executives Conference

REWARD FOR  
MISSING PERSON

*mf*

Mr. V. H. Whelan, Sr., father of ASAC Whelan of the New York Office, is administrator of an estate involving the missing person and other relatives.

Mr. Whelan has advised the Bureau that a reward of \$1000 is offered to be paid to the person or persons furnishing definite information as to the address and whereabouts of Bert Hahn, if living, and if deceased, the date and circumstances, if possible, of his death.

In view of the fact that it has been a long-standing policy of the Bureau not to publish reward information in the Law Enforcement Bulletin, the request to publish the reward information was brought to the attention of the Executives Conference on April 24, 1951. The Conference, consisting of Messrs. Ladd, Nichols, Harbo, Glavin, Belmont, Mohr, Mason, and Tracy recommended unanimously that Mr. Whelan be advised that the Bureau will be glad to distribute the reward circulars with the Law Enforcement Bulletin. This has been done on special occasions in the past with the Director's approval.

Respectfully,  
For the Conference,

*[Handwritten signature]*

Clyde Tolson

cc - Mr. Clegg  
Mr. Mohr

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DATE 12/30/91 BY SP-501/611

SJT:adm

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

RECORDED - 19

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APR 28 1951

INDEXED - 19

EX-86

51 MAY 1 1951

*adm*

*[Handwritten initials]*

April 24, 1951

The Director

The Executives Conference

The Executives Conference of April 23, 1951, consisting of Messrs. Ladd, Sizoo, Quinn Tamm (for Tracy), Harbo, Mason (for Clegg), Belmont, Rosen, Mohr and Glavin considered the attached suggested letter to all SACs concerning resident agencies and contract garages and recommended that the attached communication go forward to the field.

G.L.R. 819

It was pointed out to the Conference that the Bureau has not had for a number of years the residence addresses of resident agents and it is felt that in order to definitely determine that all Resident Agents are residing in their resident agency that this information should be on hand and should be furnished in the future.

Respectfully,  
For the Conference

Clyde Tolson

OK  
A

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DATE 10/20/91 BY SP-5 CDM

CC: Mr. Mohr  
Mr. Clegg

Attachment

WRG:cr

RECORDED - 137  
INDEXED - 137

66-2554-8700  
APR 28 1951  
16

66 APR 1 1951

The Director

4/23/51

Executives Conference

REGIONAL CONFERENCES OF SACs

On 4/23/51, the Executives Conference, with Messrs. Ladd, Glavin, Nichols, Rosen, Belmont, Q. Tamm, Parsons, Mohr, Sizoo and Mason present, considered Regional Conferences of SACs, concerning which the Field has already been notified.

It was pointed out that the Conferences will be held at New York City, Washington, Atlanta, Chicago, Kansas City, San Francisco and San Antonio, with from 5 to 10 SACs attending each gathering.

The question was presented to the Conference as to whether an Inspector or an Assistant Director should preside. Mr. Clegg had, by memorandum of 4/18/51, recommended a Bureau Inspector preside. Mr. Mohr recommended that an Assistant Director preside.

In the initial discussion, Messrs. Ladd and Glavin recommended that the Assistant Director of the Training and Inspection Division preside. Mr. Mohr expressed the belief that it would be beneficial for each Assistant Director to take a turn at presiding at one or more Conferences.

When it was pointed out that the agenda for the Regional Conferences has not been drawn up and that suggestions had been solicited from the SACs, the Conference concurred in the observations of Mr. Mohr and Mr. Nichols that it would be well to wait and see exactly what the agenda may be, for it may be desirable if the agenda covers mostly matters within one particular division for an official of that division to attend. For instance, if great stress is to be on Applicant or recruiting matters, it might be advisable for Mr. Glavin to attend. By the same token, matters within the province of another division might make it advisable for an Assistant Director or other official of that division to attend.

If you concur, this will be held in abeyance until the complete agenda and schedules have been drawn up.

A letter to All SACs is attached for approval.

Respectfully,  
For the Conference

Clyde Tolson

RECORDED - 137

66-2554-8701

APR 28 1951

cc-Mr. Mohr  
Mr. Clegg

EDM:DMG

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The Director

April 25, 1951

The Executives Conference

The Executives Conference of April 23, 1951, consisting of Messrs. Ladd, Sizoo, Quinn Tamm (for Tracy), Harbo, Mason (for Clegg), Belmont, Rosen, Mohr and Glavin was advised that the Director had received a communication addressed to him under date of April 16, 1951, from Lee H. Pennington, President of the A. A. R. Memorial Day Corporation concerning the forthcoming memorial service held in Arlington National Cemetery on Memorial Day, May 30th.

It will be recalled that the Bureau has, in the past, placed mite boxes at its quarters at the Seat of Government and funds collected have been turned over to the Memorial Day Corporation to be utilized to help decorate the graves of our service dead who are buried in the Arlington National Cemetery and other local and national cemeteries in and around Washington.

The Conference recommends that this particular matter be handled in the same manner this year that is through the mite boxes placed around the various divisions as it has in past years.

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Respectfully,  
For the Conference

Clyde Tolson

cc: Mr. Mohr  
Mr. Clegg

RECORDED - 137

66-2534-8702  
APR 28 1951

INDEXED - 137

WRC:cr

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

510 MAY 4 1951

The Director

April 6, 1951

The Executives Conference

FBI NATIONAL ACADEMY

~~FBI N.A.~~

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/30/51 BY SP-5 C.B.H.

The Executives Conference on April 5, 1951, consisting of Messrs. Glavin, Tamm, Harbo, Ladd, Belmont, Rosen, Nease and Clegg, considered the question as to whether the FBI National Academy should be continued. This question was raised incident to the disclosure that a Graduate at Saratoga Springs, New York, had been engaged in activities unbecoming to a law enforcement officer.

The following is the present status of Graduates of the Academy from a statistical standpoint:

1. Total Number of Graduates		2,311
2. Graduates in Law Enforcement	1,636	
3. Graduates out of Law Enforcement	340	
4. Retired	55	
5. Special Agents of the FBI	155	
6. Deceased	77	
7. Graduates not listed in FBINA Directory because of some lack of cooperation or misconduct or other unbecoming activities		48
Total		2,311

Of the 1,636 Graduates in law enforcement, 439 are the heads of their law enforcement organization. In an overwhelming number of cases this position is the Chief of Police, but the figure does include sheriffs, heads of state police organizations and similar executive positions. The percentage of those in law enforcement who are Chiefs as of today is 26.8 per cent.

It will be noted that 48 of the Graduates have had their names removed from the Directory of Graduates because of misconduct of a serious nature. On a percentage basis, this is slightly over 2 per cent of all of the Graduates.

It was the unanimous opinion of the Conference that the Academy was serving a valuable purpose, both to the Bureau and to the local police. Graduates of the Academy today are heads of

cc - Mr. Mohr  
Mr. Clegg

HHC:IGS

RECORDED - 138  
INDEXED - 138

166-2554-8703  
APR 28 1951  
16

MAY 1 1951

439 law enforcement organizations. The heads of six statewide police organizations are Graduates of the Academy. It has developed a number of personal contacts in numerous police departments throughout the country which have been beneficial to the Bureau. No recruiting campaign has been necessary, although practically all of those who apply and who are found eligible after investigation have an opportunity to attend. This program has also been helpful in handling security and other types of investigations.

On the other hand, there have been some sad examples of misconduct and malfeasance on the part of some of the Graduates of the Academy. It is entirely possible, although the facts are not known, that there are others today engaged in activities that are unworthy of their positions.

RECOMMENDATION: Unanimously that the Academy be continued.

Respectfully,  
For the Conference

Glyde Tolson

In my opinion, we are not getting the high type of officers who should receive our training. I think Clegg should give very close attention to this. He usually take the responsibility department puts the most pressure on the man.

I definitely concur. Now that N.A. is established we surely can tighten up on selections.

4-8

- 2 -

The Director

April 25, 1951

The Executives Conference

The Executives Conference of April 23, 1951, consisting of Messrs. Ladd, Sizoo, Quinn Tamm (for Tracy), Harbo, Mason, (for Clegg), Belmont, Rosen, Mohr and Glavin recommended approval of the attached communication to all SACs concerning the inspection of Folmer Graflex cameras in possession of the Bureau, by representatives of the Folmer Graflex Corporation.

The Conference was advised the Bureau files have been checked against the names of all men who would make these inspections with negative results.

For the Director's information the Folmer Graflex cameras used by the Bureau are called Speedgraphic, Photo Record and Fingerprint cameras.

Respectfully,  
For the Conference

Clyde Tolson

cc: Mr. Mohr  
Mr. Clegg

Attachment

WRG:cr

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/30/97 BY SP-5 ubw

RECORDED - 18

INDEXED - 18

66-2554-8704  
MAY 2 1951

MAY 5 1951

THE DIRECTOR  
THE EXECUTIVES CONFERENCE

April 30, 1951

*gm*

The Executives Conference of April 26, 1951, consisting of Messrs. Tolson, Laughlin for Belmont, Ladd, Sizoo, Mason for Clegg, Rosen, Mohr, Harbo, Tracy and Glavin was advised concerning the attached suggested communication to all Special Agents in Charge concerning the resumption of In-Service Training and recommended approval for dissemination to the field.

Respectfully,  
For the Conference

Clyde Tolson

*OH*

URG:JC  
Attachment

CC - Mr. H. H. Clegg  
Mr. J. P. Mohr

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/30/91 BY SP-5 cbr

*B*

RECORDED - 34  
INDEXED - 34

106-2554-8705  
MAY 4 1951

- Tolson
- Ladd
- Clegg
- Glavin
- Mohr
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

RECS  
MAY 7 1951



THE DIRECTOR

April 30, 1951

THE EXECUTIVES' CONFERENCE

RESPONSIBILITIES OF THE FBI IN THE INTERNAL SECURITY FIELD

On April 27, 1951, the Executives' Conference, consisting of Messrs. Ladd, Clegg, Harbo, Rosen, Mohr, Sizoo, and Belmont considered the advisability of the dissemination of information to responsible local authorities as a result of review of our Security Index reflecting that individuals employed in the public school system are Communists.

By SAC Letter #19, Series 1951, dated February 17, 1951, the field was instructed to review its Security Index to secure the names of its subjects presently employed in public utilities which are not included on the vital facilities list and to arrange to furnish sufficient information concerning these individuals on a confidential basis to the appropriate state or local agency responsible for the protection of the facilities involved.

Based on this program, we have been furnishing information on Security Index subjects located in public utilities to responsible officials selected by the field and approved by the Bureau. We have been furnishing information to the Governor of the State or other responsible officials concerning teachers or employees in state universities. However, we have not been furnishing information concerning teachers or employees in public or private schools.

It was pointed out that the educational field is considered a prime target by the Communist Party because it reaches the youth of our nation. A daily contact of teachers with pupils forms a close association and enables the teachers to effectively control the thinking of the pupils and thus insidiously instill into the minds of children the Communist Party line. It was pointed out that because of this the FBI may be considered to have a responsibility to advise responsible local officials of the identities of Communists in the schools.

On the other hand, the educational field is probably one of the most controversial and independent fields in existence. Any attempt to remove public school teachers based on information furnished by the FBI could be twisted by the Communist Party and its sympathizers into an endeavor by the FBI to control the thinking in the educational field. Many educators of prominence who are not Communists are extremely jealous of any attempt to encroach on the independence of thought in the Educational field.

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

Attachment

CC - Mr. Clegg  
Mr. Mohr

AHB:tld

RECORDED 138

INDEXED 138

66-2524-8706  
MAY 4 1951

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/30/91 BY SP-5 CUB/K

MEMORANDUM FOR THE DIRECTOR

Executives' Conference

Recommendation:

The Conference unanimously felt that the public has now become educated to the dangers of Communism and that public opinion will now back up the dissemination of such information by the FBI. It was felt that there is a calculated risk in furnishing this information and that we can expect flare-backs. It was felt, however, that the risk could be minimized by careful selection of the responsible officials to whom this information would be given on a confidential basis. The Conference felt that we should not furnish the information on such a low level that it would be used politically or without the proper judgment. As in the dissemination of other information, the selection of the proper official should be left to the field and approved by the Bureau prior to dissemination.

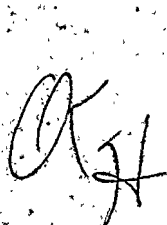
The Conference further felt that we should not disseminate information concerning teachers and employees of private schools.

In the event you approve the recommendation of the Conference, the following action will be taken:

(1) We will review the correspondence from the field to authorize dissemination of such information where we have previously turned it down.

(2) We will prepare an SAC Letter advising the field that such information pertaining to public schools should be disseminated along with the information pertaining to public utilities.

Respectfully,  
For the Conference

  
Clyde Tolson

THE DIRECTOR  
THE EXECUTIVES CONFERENCE

April 30, 1951

The Executives Conference of April 26, 1951, consisting of Messrs. Tolson, Laughlin for Belmont, Ladd, Sizoo, Mason for Clegg, Rosen, Mohr, Harbo, Tracy and Glavin considered the attached suggested communication to all investigative employees concerning per diem charges made in the monthly expense accounts and recommended its approval.

It was pointed out to the Conference that from time to time Agents are making errors in submitting expense accounts on the \$9 per day per diem allowance in that they will be in a travel status, will return to their headquarters for a short period of time of less than a day or over a week-end, and will subsequently return to a travel status in the same city from which they originally departed to the headquarters city. It has been determined by the General Accounting Office that such a break in travel status does not cause a renewal of the \$9 per day per diem period and the per diem period is carried on just as if there had been no break in the per diem payments at all. It was felt that the attached communication will clear this matter up for Agents in the field.

Robert Clerk

Respectfully,  
For the Conference

Clyde Tolson

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DATE 10/30/57 BY SP-7C/107

URG:JC  
Attachment

RECORDED - 95

INDEXED - 95

166-2354-8907  
MAY 4 1951

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

MAY 7 1951

THE DIRECTOR

4/13/51

JOINT COMMITTEE

SUGGESTION #696

EMPLOYEE: SA ALBERT C. BISE  
SEATTLE OFFICE

SIGNED STATEMENTS UNDER OATH

MEMBERS PRESENT: H. H. Glegg  
R. T. Harbo  
S. K. McKee  
E. Scheidt

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/30/91 BY SP5 JCB

Executive Memorandum

SUGGESTION:

The employee suggests that the Bureau Manuals and Agents' Handbook set forth a statement concerning the administering of oaths with suggested phraseology for administering the oath and for noting that the oath was administered in a signed statement.

It is noted that Bureau Agents are authorized to administer oaths only in cases of misconduct of Government employees and in cases of fraud or attempted fraud against the U. S. Government.

JOINT COMMITTEE CONSIDERATION:

In view of the fact that there is an increasing number of Special Agents who are not law-trained now in the Bureau, it was felt advisable to include suggestions and advice in the Bureau's Manuals and Handbook concerning the proper procedure to follow, both in administering oaths orally and in preparing signed statements under oath. It is suggested that the following phraseology first be exhibited informally to an appropriate member of the legal staff of the Criminal Division of the Department and, if it is approved, or as it is modified, that it appear in the Manuals. The suggested phraseology is as follows:

"When an oath must be administered orally, the action taken should be as follows: Raise your right hand. Do you solemnly swear that the answers you will give to the questions asked will be the truth, the whole truth and nothing but the truth? Where a statement is obtained under oath, the preliminary paragraph of a narrative statement should contain the following language: I, John Doe, Special Agent of the Federal Bureau of Investigation, do hereby state that the following statement recorded by a stenographer the oath as administered shall be set out."

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Hess
- Gandy

MAY 7 1951

cc-Mr. Mohr  
Mr. Glegg  
HHC:DMG

RECORDED  
INDEXED  
66-7554-8708

HHC  
M

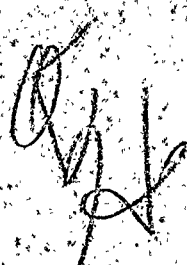
Memorandum for the Director

If this is approved, upon ascertaining the correct phraseology as approved by the Criminal Division of the Department, a letter will be forwarded to SA Albert C. Bise advising him of the action taken.

EXECUTIVES CONFERENCE CONSIDERATION: Unanimously favorable.

On 4/26/51, the Executives Conference, consisting of Messrs. Tolson, Glavin, Tracy, Harbo, Mohr, Laughlin, Ladd, Rosen, Sizoo and Mason, considered the above suggestion and recommended unanimously favorably. If the Director approves, the attached Manual and FBI Handbook changes will be made.

Respectfully,  
For the Conference

  
Clyde Tolson

Director

4-30-51

The Executives Conference

NEW YORK CITY POLICE DEPARTMENT  
UNIFORM CRIME REPORTING PROGRAM

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED

DATE 10/30/91 BY SP-5 C/MT

The Executives Conference on April 30, 1951 with Messrs. Tolson, Harbo, Mohr, Belmont, Ladd, Sizoo, Nichols, Rosen and Clegg being present, were informed of the receipt of the letter from Walter F. Anderson, President of the IACP including a copy of a communication to Anderson from Police Commissioner Thomas F. Murphy of New York City. Murphy's letter points out the FBI in July, 1949 informed that the New York City crime statistics would no longer be published because their method of reporting was inconsistent with the requirements and regulations of the Uniform Crime Reporting Program. Murphy stated that in October, 1950, this system of reporting crimes was completely revised and he feels that the present system complies, in all respects, with the standards of the Uniform Crime Reporting Program and inquired as to what further action is necessary to have their crime reporting system approved by the IACP.

Walter Anderson requests that Clegg advise the IACP Board of Officers at their meeting on May 9, as to what action should be taken.

The Executives Conference unanimously recommended that the attached letter be furnished to Walter Anderson as a suggested reply to Commissioner Murphy.

There appeared in the New York papers, during the past week, the statement that Murphy attributed the non-publication of these statistics to the jealousy of the members of the IACP. Mr. Nichols advised that Murphy made the statement off the record and that the New York World Telegram obtained its information from a source who was present when Murphy made the statement but in order to protect this source the New York World Telegram, after first publishing the comment by Murphy subsequently indicated that they would publish a retraction. Of course the harm has been done and the IACP has a right to be incensed at such a statement by Murphy either on the record or off the record.

It is also understood that the New York City Police Department is negotiating with Bruce Smith and the Institute of Public Administration for a survey of the entire department by Bruce Smith.

If the attached letter is approved as a suggestion for signature by the Executive Secretary of the IACP a copy of it will be furnished on a personal basis to Walter Anderson for his use in

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

cc - Mohr  
Clegg  
Attachment

RECORDED - 31

INDEXED - 31

66-2554-8709  
MAY 4 1951

HHC:ebt

presenting the letter for the approval of the Board of Officers on  
May 9, 1951.

Respectfully,  
For The Conference

*Y*

Glyde Tolson

*A provided it is  
cleared with Bruce  
Smith*

*21*

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Toll, Bob \_\_\_\_\_
- Isaac \_\_\_\_\_
- Gandy \_\_\_\_\_

The Director  
The Executives Conference  
IN-SERVICE COURSE

April 30, 1951

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/30/91 BY SP-5 cjt

The Executives Conference on April 30, 1951, consisting of Messrs. Tracy, Harbo, Mohr, Belmont, Ladd, Sizoo, Nichols, Rosen and Clegg, considered the program of training for the In-Service Course which will be resumed on May 7, 1951, with one class of 50 Agents coming in each Monday for this course.

The attached itemization of subjects and instructors was examined by each member of the Conference who was present and unanimously approved.

This program calls for 98½ hours of training over a period of two weeks. A class would report on duty in the classroom at 10:00 A.M. on the Monday the class convenes. This opening hour will permit those arriving at approximately 9:00 A.M. to get to class on time. The class will assemble in Washington the first day (Monday) and will depart for Quantico Monday night. The class will return to Washington the following Monday night to resume classes Tuesday morning. They will depart from Washington after 4:30 P.M. on the second Saturday, which will provide time for the class members to catch the late afternoon trains. On the Sunday, while the class is at Quantico, there will be no class sessions Sunday morning but the subject of Arrests and Practice Arrests will be given from 1:00 P.M. to 6:00 P.M. Sunday afternoon.

In keeping with the practice prevailing previously when holidays occur, the class will be excused from attendance on the holiday in order to prevent the necessity for compensatory leave. However, the class will not remain over an additional day because of the holiday but the periods of instruction will be adjusted by shorting a number of them sufficiently to make up for the one day lost because of the holiday.

The above suggestions and the attached program were unanimously approved.

If approved, there is attached a memorandum for each Assistant Director furnishing a copy of the program and a balling for a practice session for purposes of coordination and in order to prevent unnecessary duplication prior to the beginning of the first class. Also in this memorandum is a requirement that at this practice period each instructor and alternate bring a personally prepared outline for the Bureau's records.

Respectfully,  
For the Conference

Clyde Tolson

cc: Mr. Mohr  
Mr. Clegg  
HHC:mjp  
Attachments

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Belmont  
Mohr  
Tele. Room  
Nease  
Gandy

RECORDED - 40

66-2554-8710

MAY 7 1951



THE DIRECTOR

April 28, 1951

THE EXECUTIVES' CONFERENCE

CONFIDENTIAL SOURCES

On April 27, 1951, the Executives' Conference, consisting of Messrs. Ladd, Clegg, Harbo, Rosen, Mohr, Sizoo, and Belmont, considered a proposed SAC Letter advising the field that separate files should not be opened regarding confidential sources, except in those cases where the activity warranted.

In order to clear up several questions which have arisen from the field concerning the administrative handling of confidential sources, this proposed SAC Letter has been prepared. It advises the field that individual files shall not be opened on potential or active confidential sources, nor shall they be carried in a pending status. Memoranda concerning these sources shall be placed in one control file and it is not necessary to maintain a record of contacts with them. However, in the event the number of contacts and activity of a particular source necessitates the opening of a file to follow and properly administer the activities of the source, this may be done on a restrictive basis.

The Executives' Conference unanimously recommended approval of this letter. In the event you approve, it will be sent to the field.

Respectfully,  
For the Conference

*[Handwritten signature]*

Clyde Tolson

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/30/91 BY SP-5 CBT

Attachment

CC - Mr. Clegg  
Mr. Mohr

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

AHB:TLG:lc

RECORDED - 19  
INDEXED - 19

EX-130

66-2554-8711  
MAY 15 1951

*[Handwritten signatures]*

MAY 7 1951

THE DIRECTOR

May 2, 1951

The Executives Conference

~~IMPROPER USE OF CRIMINAL RECORD~~

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/30/91 BY sp-5 cibr

The Executives Conference consisting of Messrs. Ladd, Clegg, Glavin, Nichols, Rosen, Harbo, Belmont, Sizoo, Mohr, and Tracy on May 1, 1951, considered the improper use of a criminal record by City Manager Rankin of Fort Lauderdale, Florida.

The Miami Office advised by letter dated April 26, 1951, of complete details concerning the incident at Fort Lauderdale with reference to the improper use of an identification record concerning newspaperman [redacted] who had previously been convicted in connection with conspiracy in Connecticut and served 18 months in prison.

The Miami Office furnished the Bureau a letter from Chief of Police Kelley (National Academy Graduate) and signed statements from Chief Kelley; [redacted] Identification Officer; and [redacted] Clerk of the Record Room of the Police Department at Fort Lauderdale. The conclusion reached by the SAO at Miami was that assurance was given by Chief Kelley and City Manager Rankin that in the future there will be no further improper use of the identification records. The Miami Office also points out to the Bureau that both these officials have in the past been very friendly to the Miami Office.

Under the circumstances, the Executives Conference was unanimously of the opinion that no further action should be taken in this matter in view of the fact the incident has now resolved itself into a controversy between City Manager Rankin and Chief Kelley and newspaperman [redacted].

[redacted] and his publisher, Jack Gore, have been informed of the Bureau's position that the Bureau is required to furnish criminal records to duly constituted law enforcement agencies, that such records are furnished for official use only, and that this statement appears on each page of the criminal record, further, that this Bureau has no control and, therefore, has no responsibility over the use of such records after they have been properly furnished.

Respectfully,  
For the Conference,

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

*I concur but  
most reluctantly*

*H*

cc - Mr. Clegg  
Mr. Mohr

*edm*

EX-130

Clyde Tolson

RECORDED - 57

INDEXED - 57

MAY 15 1951

7 1951

MR. A. H. ELLMONT

March 31, 1951

V. P. KEAY

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 12/30/91 BY SP-5 CBR

PROPOSED PLAN FOR INTELLIGENCE COVERAGE  
IN ALASKA IN THE EVENT OF INVASION  
(STAY-BEHIND AGENT PROGRAM)

Executive Conference

PURPOSE:

To present for approval a plan for the training of individuals to be used as Stay-Behind Agents in Alaska in the event of invasion. To submit for approval a letter to the SAC at Anchorage advising him of the plans for instant training and requesting his comments in connection therewith.

BACKGROUND:

My memorandum to you dated January 6, 1951, analyzed the suggestions of the SAC at Anchorage for the training of the individuals to be used as Stay-Behind Agents. The memorandum of January 6, 1951, also recommended that it be determined whether OSI would agree to having OSI personnel trained by the Bureau in order that OSI could then give all the training to these individuals.

RECENT DEVELOPMENTS:

This matter has been discussed by Special Agent Edward S. Sanders on several occasions with General Carroll and on numerous occasions with Lieutenant Colonel Joseph Cappucci who has been designated by General Carroll to work out the details of the training program.

General Carroll has now stated that he prefers that the Bureau actively participate in the training of these individuals inasmuch as he feels the Bureau's vast knowledge and experience in connection with the items of training to be handled by the Bureau is such that it cannot be transmitted in a short period of time to other individuals who would then act as instructors.

General Carroll and Colonel Cappucci have agreed that these individuals must of necessity be trained on an individual basis, and in their opinion and the opinion of individuals closely connected with conditions in Alaska, these individuals cannot be trained in Alaska without a serious threat to the security of the program. They have pointed out that in any event the greater portion of the training to be given by the

Attachment

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- Tolson
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- Nichols
- Rosen
- Tracy
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- Nease
- Gandy

65-39264-1051

Air Force must be given in the United States. For this reason, General Carroll has suggested that these individuals be given a military cover in Alaska, transported by Air Force transportation to Washington where they will be assigned to military quarters and mess. The Air Force agrees that one or more of these individuals could possibly be injured in the required travel and for that reason it has been suggested that each of the individuals take a short-term insurance policy which would cover their period of training in the United States. This would cost possibly twenty or thirty dollars per person and this expense could be borne by the Bureau in so far as Stay-Behind Agents are concerned and by OSI in connection with those individuals involved in the Escape and Evasion Program unless otherwise agreed.

General Carroll has suggested that that portion of the training to be provided by the Bureau and by OSI itself could be given while these individuals are in Washington taking a specially prepared radio course. It has been determined that the training of these individuals can be handled on an individual basis initially at the rate of two per week.

It is contemplated that the following training would be given these individuals during a two-weeks' period while in Washington at the rate of ten hours per day, six days per week:

	<u>Total Hours</u>
1. Radio training, codes, ciphers and practice - 6 hours per day. (USAF)	72
2. OSI Training:	
Indoctrination of Agents and administrative procedures.	2
Marking and identification of Soviet equipment, uniforms, etc.	2
Familiarization with escape and evasion kits and gadgets.	2
Photography (Exclusive of practice on Sundays).	4
Explanation of essential elements of information desired including observation and reporting.	3

Total Hours

Mapping and sketching. . . . . 4

Training films as available.

3. FBI Training:

Russian system of detection and  
how to effect countermeasures. . . . . 8

Secret writing, codes, etc. . . . . 8

Deceptive cover and security. . . . . 6

Selection and training of  
Sub-Agents and informants. . . . . 3

Disarming methods (suggested by  
OSI). . . . . 3

It is contemplated that the above schedule should be flexible enough to adapt to the background and capabilities of the individuals involved. It is also contemplated that each individual will be available to the Bureau for training at the rate of four hours per day for one week of his two-weeks' stay in the Washington area. He will be available to OSI for four hours per day during the other week.

Inasmuch as it is contemplated that a considerable number of the Stay-Behind Agents who are developed will be pulled out of Alaska in the event of an invasion to be used at a later date for special assignments in Alaska, it is considered necessary that training in parachute jumping be given to as many as possible of those individuals who will be sent back into Alaska. In this connection, OSI has made arrangements for these individuals to proceed from Washington to the Airborne School at Fort Benning, Georgia, where they will receive an accelerated course in parachute training which will last approximately two and one-half to three weeks. In view of the fact that probably only about half of the individuals will take this training at Fort Benning, no pile up of trainees will occur at Fort Benning even though the course at Fort Benning will be somewhat longer than the training given at Washington. To accomplish this, it will be necessary, of course, to regulate the flow of trainees in such manner that those arriving will be alternatively to receive the jump training and not to receive the jump training.

### OSI MONITORING:

General Carroll has advised that to insure the smooth operation of this training, OSI in Alaska will notify OSI at Great Falls, Montana, each time one of the individuals leaves Alaska under military cover en route to Washington; the individual will be met at Great Falls and arrangements made for his transportation into Washington; OSI in Washington will meet each individual and will see that he is properly assigned to quarters and mess where he will come in contact with no other trainee who is in Washington; OSI will assign personnel to monitor the individuals both in Washington and at Fort Benning, Georgia. There will probably be one OSI Agent who can maintain contact with each of the four trainees who would be in Washington at any one time. General Carroll further advised that he will assign a number of OSI Agents to actually take the training courses with some of the trainees. This would, of course, give OSI a reserve pool. In this manner, General Carroll stated a close tab can be maintained at all times on these individuals to determine that they are not engaging in any activities which would be embarrassing. In this manner close coordination can be maintained to insure that these individuals are kept busy.

### OTHER DEVELOPMENTS:

Colonel Hartley, head of OSI in Alaska, has been instructed to proceed to Washington, D. C., the first part of April for conferences in connection with this program. An Air Force inspection team is presently in Alaska for the purpose of inspecting the Alaska Command and attached to the inspection team is Colonel Kirby Gillette, an ex-Bureau Agent, who is presently in command of the Fourth District, OSI, at Bolling Field. Colonel Gillette has been completely briefed in connection with the Stay-Behind Agent Program and the Escape and Evasion Program and has been instructed to have the inspection team look into the matter of the Escape and Evasion Program and its assignment to OSI for immediate implementation even though the War Annex Plan, of which escape and evasion is a part, may not be completed.

General Carroll stated that, even though responsibility for the Escape and Evasion Program has not as yet been officially designated to OSI, there is no misunderstanding in the Air Force as to who will handle this program, and stated further that in all probability prior to the time the presently available

Stay-behind Agents are trained, this matter will be officially settled and the training can continue in connection with individuals to be involved in the Escape and Evasion Program. He has advised that all basic preparations for handling the Escape and Evasion Program are being made by OSI.

OSI Headquarters is also making appropriate arrangements to determine the logical items to be placed in a cache and this information will be available shortly.

#### EXPENSES:

As noted above, OSI has agreed to transport these individuals under military cover and by military transportation and has agreed to provide adequate quarters and, if possible, adequate mess while in Washington and Fort Benning, Georgia. It has been suggested that the Bureau pay, as they would on a confidential informant basis, these Stay-behind Agents while they are receiving their training. The amount of such pay would, of course, be determined on an individual basis and considerations such as the individual's family, loss of income during training, and individual expenses should be considered and recommendations made by the SAC at Anchorage. It has also been suggested that the Bureau pay for a short-term insurance policy on each of the Stay-behind Agents while he is in training. OSI would, of course, make both of these payments for individuals who are to be utilized in the Escape and Evasion Program.

General Carroll has advised that it is his opinion that materials, supplies and equipment needed for the programs can be provided through military channels and that at the earliest time possible he desires to submit a request for the necessary funds for this purpose.

#### DATE OF INSTITUTION OF TRAINING PROGRAM:

Colonel Cappucci of OSI Headquarters has indicated a desire to initiate this training program no later than the end of April and has stated that arrangements can be made by the Air Force for the training to start by that time.

#### RECOMMENDATION:

It appears that the plan outlined herein is feasible and provides a maximum of security with a minimum of expense. It is recommended that the Bureau approve this plan of training for

these individuals and that the attached letter to the SAC in Anchorage advising him of these plans for training be forwarded with instructions that he immediately make available his comments concerning the plan. The attached letter also instructs that the SAC in Anchorage advise whether arrangements can be perfected for these individuals to proceed to Washington at the rate of two per week, traveling separately, beginning on or about April 25, 1951.

ADDENDUM:

Subsequent to the preparation of this memorandum, SA Edward S. Sanders again conferred with OSI officials at the Seat of Government. It was suggested to OSI that since the Stay-behind Agents would be travelling in military aircraft, housed in military quarters and in almost constant contact with OSI personnel while in the United States, that it would might be more feasible for OSI to handle the administrative problems involved in making the necessary payments to the Stay-behind Agents than for the FBI. OSI did not react favorable to the suggestion and based their position on three factors, namely, 1. that it would involve a transfer of funds from one agency to another with accompanying red tape; 2. that OSI would be placed in the position of doing bookkeeping based on data furnished by the FBI; and 3. that it would be no easier for OSI to handle the administrative phases of the financial features of the Stay-behind Agent Program than for the FBI.

EXECUTIVES' CONFERENCE

April 7, 1951

RECOMMENDATION:

On April 5, 1951, the Executives' Conference, consisting of Messrs. Tolson, Ladd, Clegg, Glavin, Harbo, Rosen, Cunn Tamm for Mr. Tracy, Mohr, Nease, and Belmont, considered the above program with particular reference to the training listed for the FBI and expense which will be involved in connection with a short-term insurance policy for each Stay-Behind Agent and reimbursement to these Agents for loss of money while they are away from Alaska. The Conference recommended that the Bureau proceed on the basis that we will conduct this training and will meet the necessary expenses of reimbursement and insurance, each to be on an individual basis dependent on the necessary reimbursement to the individual Agent.

AHB:ulo



The Director  
The Executives Conference

April 28, 1951

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/13/91 BY SP-15C/BH

MILITARY LEAVE AND LEAVE WITHOUT  
PAY FOR MILITARY TRAINING COURSES

The Executives Conference of April 23, 1951, consisting of Messrs. Ladd, Sizoo, Quinn Tamm (for Tracy), Harbo, Mason (for Clegg), Belmont, Rosen, Mohr and Glavin considered the problem of granting military leave for training courses.

The Conference was advised that the question has arisen as to whether military leave may be taken for various kinds of training courses offered by the military services.

The Veterans' Counselor has reported that military leave may ordinarily be taken for training courses of various kinds in the Army, Navy, Marine Corps or Air Force to the extent of fifteen calendar days per year. Usually these courses are longer than that and any additional time required for their completion would have to be annual leave or if the employee did not have sufficient annual leave accrued, he would have to resign under the Bureau's present policy.

G.I.R. 10

The most recent case along this line to come before the Bureau for decision was that of Bernard D. Maloney, a Records Section Clerk. Maloney was a member of the D. C. National Guard and desired to attend a ten-week National Guard training course at Fort Bliss, Texas. He wished, however, to save his annual leave instead of taking it for this purpose. Fifteen days of military leave were not available to him in view of the fact that D. C. National Guardsmen are subject to different rules than the rest of the armed forces in this regard and in only one case, that where the training is ordered under the National Defense Act of 1916, are they allowed to take military leave. Maloney's case did not appear to come within that act and so no military leave was available.

In Maloney's case the Director's decision was that Maloney was not to receive leave without pay to attend the course but could take any leave he had coming and then resign, applying, if he desired, for reinstatement.

Subsequently, two other cases have arisen. One case was that of Daniel Mulcahy, an Identification Division Clerk and member of the D. C. National Guard, who wanted to take an eight-week basic training course beginning May 14, 1951. Mulcahy has withdrawn his request and his case need not be considered at this time.

- Tolson
- Ladd
- Clegg
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- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

MRG:CR  
Mr. Mohr  
Mr. Clegg

66-2534-8714

MAY 5 1951

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*[Handwritten signature]*

INDEXED - 1 EX-65

54 MAY 8 1951

Memorandum to the Director (Cont'd.)

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The other case is that of [redacted] a Baltimore Clerk who belongs to an active reserve unit of the Army and has been advised by his commanding officer he must take a six-week basic course at Fort Knox. In this connection, the Baltimore Office has inquired whether the Bureau will grant [redacted] permission to take the course. Evidently, [redacted] a non-veteran, has never had any basic training. This course apparently would be the type which would permit him to take military leave of fifteen calendar days. Adding to this the amount of annual leave he would accrue by the time the course begins June 4, 1951, he would not have quite enough leave to cover the period of absence, lacking two or three days.

If no leave without pay is available to make up this difference, it will be necessary for [redacted] to resign and then to be reinstated upon completing the course, if he so desired. The Bureau would have no discretion as to whether or not he should be reinstated if he desired reinstatement inasmuch as the laws provide that no employee in such a situation shall suffer any job impairment.

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It is understood that present Bureau policy would not permit granting of this two or three days of leave without pay to [redacted] and that it would be necessary for him to resign and then seek reinstatement.

The Conference unanimously recommends that reconsideration be given the Bureau's present policy of having Bureau employees resign if they do not possess sufficient accrued annual and military leave to cover their absence while attending a training course. The Conference recommends that in such instances the employee be granted the necessary leave without pay to make up the difference. The Conference points out that handling these cases in this manner would effect a savings of administrative time and effort since the employee would merely be placed on leave without pay and would not be separated. Otherwise, if no leave without pay is granted and he is separated, it would be necessary, when he requested reinstatement to go through a complete, new appointment procedure.

Final action in [redacted] case is being held in abeyance pending the Director's decision.

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
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- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

*Jaycee Othman*  
*we might be*  
*accused of impeding*  
*military training*  
*of young men*  
*eligible for service of*

Respectfully,  
For the Conference

Clyde Tolson

The Director

5/1/51

The Executives Conference

~~BURGLARY AND ROBBERY CONFERENCE~~  
~~OKLAHOMA CITY, OKLAHOMA~~  
~~JUNE 28 & 29, 1951~~

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/30/91 BY SP-5 C/DB

The Executives Conference on 5/1/51 with Messrs. Glavin, Harbo, Tracy, Mohr, Belmont, Ladd, Rosen, Sizoo, Nichols and Clegg being present gave consideration to the inquiry of the Oklahoma City Division relative to a Burglary and Robbery Conference to be held in Oklahoma City on June 28 & 29, 1951. Two hundred police executives are expected at this state-wide conference on Burglary and Robbery. It will be attended by chiefs of police and sheriffs of Oklahoma. The Bureau was requested to participate in this conference and also to serve as one of the sponsors. Other sponsors include the Oklahoma State Crime Bureau; the Oklahoma City Police Department; and the Sheriff's Office. The record of the Sheriff's Office is uncooperative. The present sheriff was observed to be the contact man for taking pay-offs and on raids on whisky caches he appeared to be the one who would have the whisky moved before the raid was conducted.

The Director inquired as to what our interest in this matter is and he indicated he certainly did not like the idea of being a sponsor with an obvious crook. The Executives Conference considered this matter and recommended as follows:

1. That the Bureau not be used as a co-sponsor because Burns is one of the co-sponsors.
2. That the Oklahoma City Office of the Bureau be authorized to participate, if requested, in any training program on the subject of "Burglary and Robbery" in view of the fact there will be 200 police chiefs and sheriffs from Oklahoma City there.

If this is approved, there is attached a letter to the Oklahoma City Office accordingly.

Respectfully,  
For the Conference

Clyde Tolson

cc - Mr. Mohr  
Mr. Clegg

Attachment

HRC:MJD/WJP

RECORDED - 19  
INDEXED - 19

166-2554 87-15

MAY 4 1951

54 MAY 8 1951

THE DIRECTOR

May 3, 1951

THE EXECUTIVES CONFERENCE

REFERRAL OF INFORMATION TO OTHER  
LAW ENFORCEMENT AGENCIES

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/30/70 BY SP-5 ci/BJZ

On May 3, 1951, the Executives Conference, consisting of Messrs. Clegg, Glavin, Ladd, McGuire for Nichols, Rosen, Tracy, Harbo, Mohr, Belmont, Nease, and Sizoo, considered the questions raised in the attached memorandum from Mr. Rosen to Mr. Ladd, dated May 1, 1951, captioned "Dr. [redacted] as to our responsibilities for referring all information to local police, or other Federal agencies, under the following two general conditions:

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1. When a complainant furnishes information which is within the jurisdiction of another Government agency, or local police, and states that he has already furnished such information to the agency primarily interested, are we under an obligation to also refer that information to that agency?
2. When the complainant indicates that his, or someone else's, life is in danger and he requests protection, are we obliged in all instances to advise local police of the information furnished, and his request, in addition to suggesting to the complainant that he contact the police?

With reference to situation Number 1, Bureau Bulletin No. 4, dated January 18, 1951, provides, "If a complainant reports a matter to your office and it is the subject of a memorandum for your file prepared in such a manner as to incorporate information containing a substantive offense not within your jurisdiction, you should, nevertheless, direct a communication to the nearest representative of the department charged with the investigation of such a violation, even though the complainant indicates his intention personally to report the matter to the agency having primary jurisdiction." It was the unanimous opinion of the Executives Conference that these instructions did not necessarily cover all instances where a complainant indicated that he had already advised the agency primarily interested; that in the average situation it would not be necessary for us to recontact that agency but that good judgment in handling such complaints would have to be exercised, and in unusual situations such a contact might be desirable. No change in the existing instructions was recommended.

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Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Belmont  
Mohr  
Tele. Room  
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Gandy

With reference to situation Number 2, SAC Letter No. 48, dated April 28, 1951, points out that in the handling of written correspondence the contents should be carefully read and information of interest to local police, or other Government agencies, should in all instances be referred to them regardless of any judgment which might be made concerning the

54 MAY 8 1951

RECORDED - 42 | 66-2554-8716

MAY 7 1951

INDEXED - 42 3

For example, mentality of the correspondent. / "If a correspondent says his life is in danger, it is our obligation to refer the facts to the local police and in turn advise the writer that the matter is not one within our jurisdiction, and suggest that the correspondent consult with local police."

It was the unanimous opinion of the Executives Conference that with reference to the handling of oral complaints a good judgment rule should prevail, that a hard and fast rule requiring reference of all such calls to the police was neither possible nor desirable.

Two memoranda are attached indicating the receipt of such calls at the Bureau wherein it was not felt necessary that the Bureau contact the local police, it having been suggested to the complainant that such a contact be made by the complainant. Many such complaints are also received from time to time from persons having persecution complexes and in many instances they have already been in contact with the police, or are known to the Bureau as chronic complainants. Contact with the police in such instances would not appear to be necessary. Substantial people also contact the Bureau from time to time, in situations such as the one now under consideration, and request Bureau protection. Such persons are well able to discuss their problems with the police and referring them to the police would ordinarily be adequate. Furthermore, a telephone call from the Bureau to the police might be interpreted as Bureau pressure being exerted in order that the requested service may be provided the complainant. There will, of course, be situations where a telephone call to the police department would be desirable.

With specific reference to the telephone call received at 5:55 pm on April 25, 1951, from Dr. [redacted] advising of the serious condition of his "secretary", Mr. Rosen pointed out that Dr. [redacted] stated that he had already been in contact with the Nashville Police Department and the local office of the Narcotics Bureau and indicated that he was then treating Mrs. [redacted]. His voice and manner are said to have been normal. Nevertheless, it was suggested that he again contact the Nashville Police Department. The Conference was of the unanimous opinion that good judgment under the circumstances did not require picking up the telephone and calling the Nashville Police Department, either directly or through the Memphis Office. This judgment is supported by the fact that Dr. [redacted] did, in fact, immediately thereafter recontact the Nashville Police who called at the clinic within thirty minutes.

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No change with reference to the Bureau's instructions concerning the referral of correspondence containing statements that someone's life was in danger was recommended, although the Conference agreed that judgment should be exercised in following this rule in order to avoid unnecessary work and expense on the part of the field contacting police departments in obvious situations such as those in which a correspondent indicates he fears injury by someone at a distance because of "radio or thought waves beamed at him."

Respectfully,  
FOR THE CONFERENCE

cc: Mr. Mohr  
Mr. Clegg

Clyde Tolson

THE DIRECTOR

May 1, 1951

THE EXECUTIVES CONFERENCE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED

DATE 10/30/97 BY SP-5WJ

The Executives Conference dated April 20, 1951, consisting of Messrs. Tolson, Laughlin, for Belmont, Ladd, Sizoo, Mason for Clegg, Rosen, Mohr, Harbo, Tracy and Glavin was advised that Mr. Clark, Veterans Counselor, had questioned the advisability of sending "The Investigator" to overseas servicemen who were former Bureau employees.

It was pointed out to the Conference that under the present Bureau program, Bureau employees leaving our service to enter the military service are encouraged to visit Bureau field offices in cities where they may be stationed or in which they may be passing through. They are also advised that the Bureau is most interested in keeping in touch with them, that they will be sent The Investigator in the event they keep us advised of their address. Mr. Clark pointed out that some of these men are overseas and in posts such as Korea. There is a possibility that the Investigator may fall into enemy hands if any such personnel are so unfortunate as to be captured, killed, or wounded while having a copy of the Investigator in their possession. Mr. Clark points out that consequently, a security question might be presented in view of the fact that copies of the Investigator may perhaps get to the Russian secret police or other intelligence agencies. If this were to occur, the names and in some cases the pictures of Bureau employees would thus become available to enemy intelligence. The chances of this happening are probably remote but the Bureau might desire to take some preventative steps such as printing on the cover of the magazine if the serviceman's address is outside the continental United States the following: "Destroy after reading. The contents of this publication are for your information and not the enemy's."

It was pointed out to the Conference that it is not possible to definitely determine where a serviceman is stationed in the event he is outside the continental United States since in a majority of instances, mail is addressed to these men through Army postoffices in New York, San Francisco or Seattle.

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
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- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

Mr. H. H. Clegg  
Mr. J. P. Mohr

RECORDED - 133

INDEXED - 133

66-2554

MAY 4 1951

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54 MAY 8 1951

EX-86

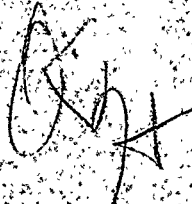
Handwritten initials and signatures, including a large signature that appears to be "Clegg".

Memo for the Director - Continued

Regardless of this fact, the Conference did not feel that it would be necessary to take preventative steps such as suggested by Mr. Clark. The Conference did suggest that this matter be brought to the attention of the editorial staff of the Investigator so that they could be on appropriate notice as to the fact that the Investigator may be delivered in theaters of war in the future, and no information should be included in the Investigator which would be of aid or comfort to the enemy.

Respectfully,  
For the Conference

Glyde Tolson



- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
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- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

THE DIRECTOR

April 30, 1951

THE EXECUTIVES CONFERENCE

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The Executives Conference of April 26, 1951, consisting of Messrs. Tolson, Laughlin for Belmont, Ladd, Stooz, Mason, for Clegg, Rosen, Mohr, Harbo, Tracy and Glavin was advised concerning the attached communication regarding the operation of Bureau automobiles for the calendar year 1950, and recommended its approval for distribution to all Special Agents in Charge.

Respectfully,  
For the Conference

*RJ*

Clyde Tolson

WBG:JC  
Attachment

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/30/64 BY 3150/bj

CC - Mr. H. H. Clegg  
Mr. J. P. Mohr

RECORDED - 92

66-2557-8718

MAY 7 1951

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*WBG*

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
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- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

54 MAY 8 1951



TO : THE DIRECTOR  
 FROM : THE EXECUTIVES CONFERENCE  
 SUBJECT:

DATE: April 30, 1951

ALL INFORMATION CONTAINED  
 HEREIN IS UNCLASSIFIED  
 DATE 10/30/91 BY SP-5 CUB/BJF

The Executives Conference of April 26, 1951, consisting of Messrs. Tolson, Laughlin for Belmont, Ladd, Sizoo, Mason for Clegg, Rosen, Mohr, Harbo, Tracy and Glavin considered a communication received from the SAC at Indianapolis regarding field office administration.

The Agent in Charge at Indianapolis pointed out that there are 32 first office Agents newly assigned to the Indianapolis Office, that this large number of new Agents creates a considerable problem in supervising and counseling. The office is not large enough to have squads, as such, therefore, the supervision of all the Agents is divided between the Agent in Charge, Assistant Agent in Charge and the approved supervisors each of which has a specific category of investigations for which he is responsible. Foster further points out that in most instances it is not practicable to assign any one new Agent to a particular supervisor, that it is most necessary and advisable to have the new Agent work on a variety of types of cases. Under the present supervisory set-up it is not possible for one supervisory official to obtain a complete picture of the new Agent's ability to handle the various categories of cases, neither is it possible to counsel him fully and continue his training on a thorough and well-rounded basis.

For the Director's information there are 85 Special Agents assigned to the Indianapolis Division and there are 4 full-time supervisors counting the Special Agent in Charge and the Assistant Special Agent in Charge.

Foster requested authority to establish a new Agents counselor for the Indianapolis Division. This New Agents Counselor's duties would be to supervise and counsel the activity of the new Agents. Foster contemplated having each of the supervisory personnel of the Indianapolis Office send to the counselor those cases which they feel should be assigned to new Agents. Thereafter, the counselor would assign these cases to the new Agents and follow them on a tickler basis. By this means the counselor could materially assist the SAC in determining that the Agents were carrying out their investigations thoroughly and accurately and also materially assist Foster in determining if they are developing as they should develop. The counselor would also be available to give the new Agents instructions on each of their cases and also furnish them with the guidance that they so sorely need at this period of their career.

RECORDED - 41  
 INDEXED - 41  
 MAY 7 1951

WRG:JC

Mr. H.H. Clegg and J.P. Mohr

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O (mcw)  
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Memo for the Director - Continued

It is the opinion of the Executives Conference that there are a sufficient number of full time supervisors including the SAC and ASAC at Indianapolis to handle the problem of supervising and counseling the new Agents presently assigned to that Office. It appears to the Conference that the set-up suggested by SAC Foster would merely add another supervisor who would have a conglomeration of cases to supervise with a staff composed wholly of Special Agents without field experience. The Conference feels that the present supervisory staff at Indianapolis can appropriately handle the supervision and counseling of the new Agents in question and recommends that SAC Foster be advised to this effect.

Should the Director agree with the Conference recommendation, the attached communication should go forward to Foster at this time.

Respectfully  
For the Conference

*[Handwritten signature]*  
Clyde Tolson

Attachment

Director

May 4, 1951

The Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/30/97 BY SP-5 CBJ

FBI National Academy

BACKGROUND AND PRESENT PRACTICES:

The Executives Conference on May 4, 1951, with Messrs. Glavin, Tracy, Harbo, Mohr, Belmont, Ladd, Rosen, Sizoo, McGuire, Neese and Clegg being present considered the question as to whether there should be one, two or three sessions of the Academy each year. At present we have three sessions of the Academy, one beginning in January, April and July of each year. There is from one to two weeks between each of the Sessions until the final Session ends late in September or early October.

At present each field office is permitted a quota of one representative for each class. Some Offices do not have a representative to suggest at some of the Sessions because those in vacation lands desire to concentrate their attentions in either the summer or winter months depending upon the location. In other divisions such as the three divisions of California and the Boston (New England) division there are usually requests for more than the allowed quota. Since each field office realizes that these quotas are established they do not seek to encourage applications far in advance since they could not take care of them promptly.

The field offices, for the enrollment of each Session, suggest the priority which should be given to the applicants. In the past three years there have been a total of 315 applications which have not yet been acted upon because of priorities established by the SAC or because a more equitable distribution will prevent some department from monopolizing the attendance from a field division or because a department is so small that others are more worthy of favorable consideration. To a large extent, therefore, the departments which are recommended for attendance at each Session are selected by the SACs of each division and are then approved at the Bureau.

The question arose as to whether reducing the number of Sessions would improve the quality of the students attending. It was doubted that this quality would be improved with such a reduction. This is due to the fact that a certain department will decide to send a representative. The department is approved by the Bureau. Personal consideration within the minds of the Chief or Mayor often decides which of the representatives will attend. Sometimes he is the best candidate; sometimes there may be a better prospect in the department but the Chief, for some reason personal or official, does not want to send him.

RECORDED - 137 | 66-3554-8720  
INDEXED - 137 | MAY 9 1951

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
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- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
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- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

At times the SACs are able to make a suggestion that a certain person would profit by attendance provided the relationship with the Chief is such to permit this suggestion. It is known that Special Agents, including Resident Agents, often do make tactful

cc - Mohr & Clegg

suggestions about certain individuals attending the Academy and these suggestions are frequently acted upon by the Chief in making his recommendations. Due to the fact the personal preferences of the Chief are the controlling factors in most instances, and the investigation discloses no derogatory information this individual selected by the Chief will attend the Academy. If fewer Sessions were held the same individual would be selected by the same Chief when their turn comes. It was felt that at present we are getting, by and large, representatives from the better groups in the departments although sometimes the best man in some department is not as good as the class average as far as intelligence is concerned.

#### SUGGESTIONS:

1. That in the future, two Sessions of the Academy be held each year. One class is to be known as the Spring Session and will conclude before the hot summer weather begins. The second or Fall Session would begin late in August in time for it to end approximately one week before Thanksgiving in November. The suggestion is also that the class attendance be increased to 70 to 80 students in each class rather than 50 to 60 as at present.

#### ADVANTAGES:

- a. There would be less expense involved in connection with visiting lecturers.
- b. It would save the services of two Class Counselors for a period of twelve weeks by eliminating one Session.
- c. There would be one less graduation ceremony and would accordingly decrease a terrific amount of time spent by Bureau personnel in preparing for these graduations and other personnel in attending these exercises.
- d. It would permit easier administration particularly on the firearms ranges at Quantico. When the Bureau supervisors and Agents of the Washington Field and Richmond Offices take firearms training at Quantico during the summer months, there would be no Academy Session interfering with this increased amount of training at Quantico.
- e. There would be no lessening of the opportunity to attend the Academy since the enrollment of each class would be increased.

#### DISADVANTAGES:

- a. It would increase the number of students in each class and thus result in a less effective personal contact program with the class members due to the larger number. This was

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Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
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Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

found to be true a few years ago when we experimented with a series of classes with approximately 100 in attendance. It became increasingly difficult to become personally acquainted with a large number of men to the extent it is possible to become acquainted with those in smaller classes as we have now.

There is unanimous objection to lessening the opportunity for attendance at the Academy and therefore a reduced number of students in each Session was opposed.

- b. It is now possible in some of the practical work to break up the class of 50 to 60 men into two sections of half that size for better practical training. By increasing the class size, the effectiveness of practical work is correspondingly reduced.
- c. If there were three Agent Counselors for the larger classes they could be ~~as~~ approximately as effective as two are now with the smaller classes, however, this would require additional man power.
- d. There are some police officers who would find it difficult to attend except in the summer months particularly those in the areas where vacationists and tourists increase during the winter months thus reducing the likelihood of attendance by officers from such areas.

#### EXECUTIVES CONFERENCE CONSIDERATION

Those favoring two Sessions as suggested above are Messrs. Tracy, Harbo, McGuire and Clegg. *MoHR, NEASE*

Those favoring three Sessions as at present are Messrs. Glavin, Belmont, Ladd, Rosen and Sizoo.

2. That the regular July Session for this year, scheduled to begin on July 9 and end on September 28 be changed so that it will start on August 27 and end on November 16.

#### ADVANTAGES:

- a. It will reduce the amount of firearms training during the busy summer months at Quantico.
- b. It would cause the officers to be in Washington during a more comfortable time of the year.

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Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
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Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

DISADVANTAGES

- a. The SACs have been advised that July 9 is the starting date and they in turn have made their recommendations on this basis. It could be that some of the departments recommended would be unable to attend if the dates were changed although this is ~~not~~ speculative. It is possible but not certain that some of those planning to attend the Third Session have already made their leave schedules for this purpose and plan to attend because it would be during a period when their children, for the most part, would not be in school.
- b. Invitations have already gone out to <sup>only</sup> police departments to send a specific representative to the class beginning July 9. It is believed, however, that a change in the date will not effect the departments which would be represented or those who had planned to attend.

EXECUTIVES CONFERENCE CONSIDERATION

Messrs. Glavin, Ladd, Rosen recommended that there be no change in the Third Session and that it be held as scheduled beginning July 9, 1951.

Messrs. Tracy, Harbo, Belmont, Sizoo, McGuire and Clegg recommended that the Third Session this year be held from August 27 to November 16.

OFZ

Jm

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

THE DIRECTOR

5/1/51

THE EXECUTIVES CONFERENCE

FBI NATIONAL ACADEMY

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED

DATE 10/20/91 BY SP-5 CIB/BJ

The Executives Conference on 5/1/51 with Messrs. Glavin, Harbo, Tracy, Mohr, Belmont, Ladd, Rosen, Sizoo, Nichols and Glegg being present considered the matter which arose wherein a Mrs. Talley wrote the Director that her husband, a graduate of the FBI National Academy, had died. The Bureau had not received any previous information about the death of this graduate who had left law enforcement and was a guard at the Kraft Foods Corporation at Garland, Texas.

The question arose as to whether field offices should be required to keep in contact with graduates of the Academy who are no longer in law enforcement.

At present it is required that the SAC call on the graduate within 30 days after he graduates; the graduates who are in law enforcement in good standing are invited to firearms training at field offices; and there are state chapters of graduates, although eligibility requirements are that the graduate be in law enforcement before he can be a member of the regional or state chapter of associates. Graduates who have left law enforcement but who are otherwise in good standing as far as friendly relations are concerned do receive the FBI National Academy News Letter. If a News Letter is not delivered and is returned, the field office is then requested to ascertain the new and changed address.

It was believed that the present regulations should continue but those regulations should not be expanded to make it necessary that contacts be maintained with graduates who have left law enforcement. In the event such a graduate is used as a source of information or confidential informant, of course, the contacts would be made on this basis but to require the field office to keep in regular and frequent contact with graduates who have left law enforcement, although having some advantage, it is not believed that the amount of time and effort to do this is worth the advantages which might accrue.

It was recommended unfavorably as to the suggestion that field offices be required to keep in close contact with all graduates who are out of law enforcement.

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
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- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

Respectfully,  
For the Conference

RECORDED - 78  
INDEXED - 78

66-2554-8721  
MAY 8 1951  
J. Edgar Hoover

cc - Mr. Mohr

Mr. Glavin (H.C.M.D)

THE DIRECTOR

April 17, 1951

THE EXECUTIVES CONFERENCE

BUREAU POLICY REGARDING NOTIFYING ARMED SERVICES  
CONCERNING COMMUNISTS EMPLOYED IN VITAL INDUSTRIES

The Executives Conference, consisting of Messrs. Tolson, Glavin, Tracy, Harbo, Mohr, Ladd, Rosen, Clegg, Sizoo, Nichols and Belmont, on April 17, 1951, considered the problem of whether the Bureau should go beyond its present procedure of notifying the Armed Services of alleged subversive activities on the part of persons employed in vital facilities; whether we should check up to see whether any action was taken to remove such individuals from the vital facilities or to restrict them from classified information.

As pointed out in a memorandum from Mr. Belmont to Mr. Ladd dated March 5, 1951, we notified the interested Armed Services of any information received indicating a Communist is employed in any vital industry and thereafter furnish investigative reports to the Armed Services.

We do not follow the Armed Services to determine what action is taken on the information furnished. When the investigation of the allegation warrants placing the subject in the Security Index, we follow the subject's employment but we do not go to the extent of making it a point to see whether these subjects have been removed from access to classified or restricted information.

It was pointed out that it is our policy to refer any and all information, nonspecific or otherwise, to the Armed Services when the allegation bears upon possible subversive activities of an individual in a vital facility. Where there is any substance whatsoever to the allegation, we open an investigation and furnish reports to the Armed Services. If the investigation shows that the individual is potentially dangerous, he is placed on the Security Index. In effect this means that if the subject is found to be a member of the Communist Party or other subversive group or if he is closely associated with the CP through front groups, he is placed on the Security Index.

It was pointed out that although we do learn in many instances of action taken by the Armed Forces based on the information we have furnished, we have not specifically followed up the Armed Services because:

AHB:mer

CC: Mr. H. H. Clegg  
Mr. Mohr

INDEXED - 134

RECORDED - 134

APR 24 1951

100-2554-8722

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/30/91 BY SP-5/BJP

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_



(1) Because we have not wanted to be placed in the position of either clearing or disapproving an individual for employment.

(2) An inquiry by us may be taken as a request for action and any action taken to remove a man from his position may thus be charged to the Bureau.

(3) Many of the subjects involved are members of Unions. The Armed Services can forbid a company to use an individual on a Government contract but cannot force the dismissal of the subject from the plant. In many instances the Unions have appealed the action by the Armed Services to the Industrial Evaluation Board. Many of these cases are highly controversial.

(4) Because of our policy of making no recommendations we have been in the position to answer inquiries from the unions, from the employees, from management, and from the public that we make no recommendations nor do we approve or disapprove employment of particular individuals in vital facilities.

It was pointed out that as of our last count dated November 9, 1950, there were 734 subjects carried in the Security Index who were employed in vital facilities. By SAC letter No. 26, dated March 13, 1951, each field office was instructed to survey again its security index to determine the number of individuals who are employed in vital facilities. We will have the results of this survey within the next ten days. However, on the basis of results received from the field to date, it is apparent that the number of Security Index subjects now employed in vital facilities will be greater than 734 and probably will number in the vicinity of 2,000. This increase is based on the fact that there are an increased number of plants on the vital facilities list and we have, through our broadened base of investigations, increased considerably the number of Security Index subjects in our Index.

#### EXECUTIVES CONFERENCE RECOMMENDATION:

The Executives Conference considered this matter carefully and came to the conclusion that we should change our policy to require that when the field verifies the addresses of the Security Index subjects, each six months, they should:

(1) Check with the Security Officer at the plant where the subject is employed or at any other authoritative reliable source to determine whether the subject has access to classified or restricted material.

(2) That on these Security Index subjects who are employed in vital facilities, reports should be submitted each six months reflecting this information, together with their current residence and business addresses and any activities of the subject which have come to the attention of the field office during the period since the last report.


(3) These reports should be sent to the interested Armed Services.

This procedure will enable us to say that we have not only notified the Armed Services of the identity and employment of these potentially dangerous individuals but have followed up to find out whether they are still employed after the information was furnished, and whether they have access to classified or restricted information.

While this will be an additional burden on the field requiring the submission of approximately 2,000 reports every six months, the Conference unanimously recommended that we follow this procedure to fulfil our responsibilities.

In the event you approve, this will be included in the over-all SAC Letter being prepared as a result of the Internal Security-Espionage Conference.

Respectfully,  
For the Conference

  
Clyde Tolson

The Director

April 17, 1951

Joint Committee

SUGGESTION NO. 665

EMPLOYEE: SA VERNON J. GOERTZ  
Baltimore Division

SUBJECT: FBI LAW ENFORCEMENT BULLETIN

MEMBERS PRESENT: H. H. Clegg  
R. T. Harbo  
S. K. McKee  
E. Scheidt

Executive Conf. room

SUGGESTION:

That each major article in the Law Enforcement Bulletin begin on an odd numbered page and end on an even numbered page; that pages of the pamphlet be perforated so that they could be easily removed.

The purpose of the suggestion is to facilitate the removal of individual articles from the Bulletin by law enforcement officers for filing in scrap books or binders.

The Crime Records Section points out that it would be difficult, if not impossible, to arrange the printing so that all major articles would begin on one side of a page and be concluded on the reverse side of the page. Recently the Bureau began prepunching the entire Bulletin to facilitate filing in a loose leaf notebook.

JOINT COMMITTEE CONSIDERATION:

Unanimously unfavorable. The Committee feels that the steps already taken by the Bureau are as far as we can reasonably go to facilitate permanent filing of the Bulletin by local officers.

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HEREIN IS UNCLASSIFIED  
DATE 10/30/91 BY SP-5/BJ

66-2554  
NOT RECORDED  
82 MAY 1 1951

cc - Mr. Clegg  
Mr. Mohr

BTH:VH

- Mr. Tolson
- Mr. Ladd
- Mr. Clegg
- Mr. Glavin
- Mr. Nichols
- Mr. Rosen
- Mr. Tracy
- Mr. Harbo
- Mr. Mohr
- Tele. Room
- Mr. Nease
- Miss Gandy

RH

MM

44-3-1-19246

21 May 9

Director, FBI

May 5, 1951

The Executives Conference

UNITED STATES ATTORNEYS' SUGGESTION

The Executives Conference on May 4, 1951, with Messrs. Glavin, Tracy, Harbo, Belmont, Radd, Rosen, Sizoo, McGuire, Nease and Glegg being present considered the observation made by United States Attorney Erickson of the Eastern District of the State of Washington, that in several "reports from the Bureau concerning Mascartain financial ability" cases he had observed detailed descriptions of the subject included in the reports. He felt that it might be a saving to the Bureau if such descriptions were not obtained and placed in the reports for his only interest is whether a person can or cannot pay the obligation to the Government.

It was pointed out by the SAC and Inspector Long who was present during the interview that it was necessary to make certain that there was no possibility of confusing the subject with other individuals of the same or similar names and even after a lapse of time this information would be advantageous in making certain that action is brought against the proper subject.

Erickson was also informed that the descriptions were obtained during the course of the investigation and required very little expenditure of time for this potentially valuable information.

In view of the explanation that has already been given, it was felt unnecessary to write to Erickson and the Conference unanimously recommended that the present policy continue.

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HEREIN IS UNCLASSIFIED  
DATE 7/20/80 BY SP-5 CBR

Respectfully,  
For the Conference  
Clude Tolson

*OK*

8723

HHC:ebt  
cc-Mr. Mohr  
Mr. Glegg

RECORDED - 78  
INDEXED - 78  
MAY 9 1951

EX-138

54 MAY 12 1951

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

THE DIRECTOR

May 5, 1951

THE EXECUTIVE CONFERENCE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/30/91 BY SP-5 ci/bj

The Executive Conference of May 4, 1951, consisting of Messrs. Nease, Sizoo, Clegg, Rosen, Ladd, Belmont, Mohr, Harbo, Troon, McGuire for Nichols, and Glavin considered a request made by Mr. Belmont of the Security Division that the Bureau approve annual leave for [redacted] stenographer, assigned to the Legal Attache's Office at London, England, from May 23, 1951, to June 21, 1951, inasmuch as Miss [redacted] is planning a tour of the European continent. It was pointed out in Mr. Belmont's memorandum that Miss [redacted] has been in the London Office since September 10, 1950, and it is believed that her proposed trip would be beneficial to the Bureau inasmuch as it would give her a wider knowledge of the areas nearby. It is also believed that due to the austerity program in England it would probably be well for Miss [redacted] to take the proposed 13 day leave on the continent. They pointed out that Miss [redacted] is not due for home leave in the United States until after September 16, 1952.

b6  
b7c

It was pointed out to the Conference that the leave requested by Miss [redacted] will cover 25 calendar days, although 18 working days are involved.

It was pointed out that under Bureau regulations an employee is authorized to have two weeks annual leave plus the necessary travel time. In Miss [redacted] case, the travel time could not be accurately determined due to the fact that her trip is more or less travel.

The members of the Conference, with the exception of Mr. Mohr, recommends approval of the leave requested by Miss [redacted] due to the known austerity program in England and in view of the fact that the leave requested by her is not unreasonable.

b6  
b7c

Mr. Mohr feels that the Bureau should not approve more than two weeks annual leave for Miss [redacted] since the entire leave scheduled by her is for travel purposes. This will permit Miss [redacted] to have 14 days of leave rather than 25 originally requested by her.

MAILED  
MAY 11 1951  
DIRECTOR

Pending the Director's decision, [redacted] with respect to this particular request to being held in abeyance.

Agree with Mohr

INDEXED - 78  
Respectfully,  
For the Conference

66-54-8724  
MAY 10 1951

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

Mr. H. H. Clegg  
Mr. J. P. Mohr

Clyde Tolson

34 MAY 12 1951

THE DIRECTOR

4/12/51

JOINT COMMITTEE

SUGGESTION #380

EMPLOYEES: [redacted] and [redacted] CLERKS

b6  
b7c

OMAHA DIVISION

FILE FRONT TO FOLD OVER FILE FASTENER

MEMBERS PRESENT: H. H. Clegg EXECUTIVE CONFERENCE  
R. T. Harbo  
E. Scheidt  
S. K. McKee

SUGGESTION:

The employee suggests adopting a file front 1 inch longer than at present, providing a 1-inch flap at the top which can be bent over and will conceal the Acco fastener attached to the part of the cover which is folded over and, thus, underneath the top cover. A sample dummy file illustrating the suggestion is attached.

ADVANTAGES:

- (1) Would prevent Acco fasteners from becoming interlocked which would result in 2 files clinging together. This would reduce the number of files which are misfiled.
- (2) Would reduce the damage to files because the Acco fastener will not come into contact with other files since it will be covered up.
- (3) Would permit the file to be opened more conveniently and the contents of the file to be read more easily than at present.

DISADVANTAGES:

- (1) There would be greater expense since more of the heavy-type file covers would be required.
- (2) The suggested procedure would occupy more space in the file cabinets and file space is often at a premium.
- (3) Experiments in the Records Section with the type of file cover suggested reflected that the files

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DATE 10/20/91 BY SP-5CJ/bnf

Attachment

cc-Mr. Mohr  
Mr. Clegg  
HRC:DMG

RECORDED - 132

66-2554-8725 ✓  
EX-130  
140 APR 20 1951

31 MAY 11 1951

ORIGINAL COPY FILED IN 66-2554-8725

- 2 -

Memorandum for the Director

DISADVANTAGES (Continued)

would fit more tightly on the side on which the Acco fastener appears and because of the pressure there would be a tendency for the files to "turn around" due to the pressure and extra thickness.

(4) Experience in the Records Section shows that the type of file covers used there and which would occupy between 13 and 14 inches of space would occupy 20 inches of space if the file cover suggested were adopted.

JOINT COMMITTEE CONSIDERATION: Unanimously unfavorable.

The Joint Committee on 4/4/51 recommended unanimously unfavorably to the above suggestion.



The Director

May 9, 1951

The Executives Conference

HANDWRITING SPECIMENS IN  
LOYALTY INVESTIGATIONS

On May 7 the Conference composed of Messrs. Ladd, Mohr, Glavin, Nichols, Clegg, Nease, Sizoo, Belmont, Rosen, Tracy and Harbo considered the suggestion by Special Agent F. E. Webb of the Laboratory that the Bureau adopt the procedure of having questioned signatures on Communist Party Petitions and similar evidence compared with signatures on fingerprint cards before any attempt is made by the field to locate and obtain any known handwriting specimens for the Laboratory's action.

The present practice is to compare known writing obtained by the field through investigation with the questioned signatures on Nominating Petitions or other evidence. If document examiners cannot reach a definite conclusion on the basis of the known writing submitted by the field they often call for fingerprint cards in the Identification Division to use the signatures thereon as additional known writing. Under Agent Webb's suggestion our procedure would be reversed; attempts would be made to identify or eliminate the questioned writing on the basis of signatures on fingerprint cards before having the field submit known writing obtained through investigation.

In support of his suggestion Agent Webb states that fingerprint cards are usually available at the Bureau for most of the persons on whom we conduct loyalty or applicant-type investigations and he believes that in many cases the questioned handwriting could be identified or eliminated on the basis of the comparison with known specimens appearing on the fingerprint cards, thus obviating any necessity for the field to locate known handwriting specimens. Further he feels his suggestion would speed up the investigation in such instances.

Disadvantages connected with Agent Webb's proposal are (1) it will impose an additional burden on the Identification Division since a check for fingerprint cards would be made in all instances and in some cases the problem of determining whether the subjects of fingerprint cards are the same as the employees under investigation would arise; (2) normally, known specimens of handwriting are obtained incidental to other phases of the field investigation; additional investigative time would be necessary if the field were subsequently instructed to obtain known handwriting specimens because the specimens appearing on fingerprint cards were inadequate; (3) the obtaining of known handwriting specimens is primarily a field investigative problem.

- Mr. Tolson
- Mr. Clegg
- Mr. Glavin
- Mr. Ladd
- Mr. Nichols
- Mr. Rosen
- Mr. Tracy
- Mr. Egan
- Mr. Gurnea
- Mr. Harbo
- Mr. Mohr
- Mr. Pennington
- Mr. Quinn Tamm
- Tele. Room
- Mr. Nease
- Miss Gandy

cc - Mr. H. H. Clegg  
Mr. Mohr

RECORDED - 74 MAY 12 1951

INDEXED - 74

EX-121

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 12/10/01 BY SP-3 BCD/HY

MAY 14 1951

166-2554-8726

R 8

*Memorandum for the Director*

*Because of the reasons listed above the Conference was unanimously opposed to the proposed change in the procedure of obtaining known handwriting specimens in loyalty investigations.*

*Respectfully,  
For the Conference*



*Glyde Tolson*

*KJH*

THE DIRECTOR

May 7, 1951

THE EXECUTIVES CONFERENCE

The Executives Conference of May 3, 1951, consisting of Messrs. Ladd, Clegg, Belmont, Mohr, Harbo, McGuire for Nichols, Rosen, Rosen, Tracy, Nease and Glavin considered a request made by the representatives of the Bureau's tennis team that on the nights they have matches in the Departmental Tennis League, that they be permitted to cease duty at 5:00 PM making up that time either on the same day or on another day during that week.

It was pointed out to the Conference that the tennis team has two matches a week. The teams start the matches at 6:00 o'clock. In past years it has been possible for the members of the tennis team to get down to the courts just in time to begin the matches, and it has been to their disadvantage since their opponents have been there in sufficient time to "warm up". The members of the tennis team do not wish to be excused from performing regular duties, they being desirous of making up the time which would be lost on the days on which matches are made.

It was pointed out to the Conference that the same type of arrangement has been set up for our baseball teams, the members of which are excused early for practice and on game nights, and time lost is made up on another day or on the same day.

The Conference recommends approval of the request made by the members of the tennis team.

*[Handwritten signature]*

Respectfully,  
For the Conference

RECORDED - 36  
INDEXED

Clyde Tolson 66-2554-8727

MAY 12 1951

*[Handwritten initials]*

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/30/91 BY sp-5 c/bv

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

CC - Mr. H. H. Clegg  
Mr. J. P. Mohr

MAY 16 1951

COPY  
TO : THE DIRECTOR  
FROM : THE EXECUTIVE CONFERENCE  
SUBJECT:

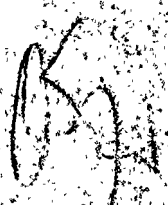
DATE: April 10, 1951

The Executives Conference of April 10, 1951, consisting of Messrs. Ladd, Clegg, Sizoo, Belmont, Rosen, Harbo, Mohr, Tracy and Glavin considered a suggestion submitted by H. L. Edwards concerning Performance Ratings.

It was pointed out to the Conference that a number of Outstanding ratings have been received on personnel covering the annual rating period as well as the 60 day periods and a review of these Outstanding ratings reflects that none of those which have been submitted have complied with the specific requirements of the Performance Rating Act of 1951. He pointed out that it has been necessary to communicate with Special Agents in Charge as well as with the divisions at the Seat of Government regarding these ratings. He felt that approval of the form will greatly facilitate such correspondence in the future.

The Conference unanimously recommends the approval of the suggested form letter.

Respectfully,  
For the Conference

  
Clyde Tolson

CC: Mr. Clegg  
Mr. Mohr.

WRG:cr.

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/30/97 BY SP-5 CJB/BJF

RECORDED - 42

66-2554-8728  
MAY 14 1951

56 MAY 14 1951

Director

May 9, 1951

The Executives Conference

SEMI-ANNUAL CONFERENCE OF BUREAU OFFICIALS AND SUPERVISORS

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 10/30/87 BY SP-5 CJA/hjf

The Executive Conference on May 4, 1951, with Messrs. Glavin, Tracy, Harbo, Belmont, Ladd, Rosen, Sizoo, McGuire, Nease and Clegg being present recommended that the Semi-Annual Conference of Bureau Officials and Supervisors be held in the two classrooms in the Department of Justice Building on Saturday May 19, 1951, from 3:30 p.m. to 5:30 p.m. The following program and schedule was recommended:

ASSEMBLY ROOM #1, ROOM 5231

- Mr. Clegg - Presiding
- 3:30-4:00 - Route, "The Hollywood Ten," with introduction by Mr. G. H. Scatterday.
- 4:00-4:15 - Dissemination of Information to Other Government Agencies. Mr. J. S. Ammarell.
- 4:15-4:30 - Recent Developments in Espionage. Mr. Belmont
- 4:30-4:40 - The FBI Recreation Association. Mr. Frank Holloman.
- 4:40-4:50 - Applicant and Budget Matters. Mr. Glavin
- 4:50-5:00 - Conduct of Personnel. Mr. Clegg
- 5:00-5:15 - Laboratory Examinations in Police Gambling Cases, (with slides). Mr. I. W. Neupher.
- 5:15-5:30 - Investigative Problems. Mr. A. Rosen

ASSEMBLY ROOM #2, ROOM 5242

- Mr. Harbo - Presiding
- 3:30-3:40 - Applicant and Budget Matters. Mr. Glavin
- 3:40-3:55 - Recent Developments in Espionage. Mr. A. Belmont
- 3:55-4:10 - Laboratory Examinations in Police Gambling Cases (with slides). Mr. I. W. Neupher
- 4:10-4:25 - Investigative Problems. Mr. A. Rosen
- 4:25-4:40 - Dissemination of Information to Other Government Agencies. Mr. J. S. Ammarell
- 4:40-5:10 - Route, "The Hollywood Ten," with introduction by Mr. G. H. Scatterday.
- 5:10-5:20 - The FBI Recreation Association. Mr. Frank Holloman.
- 5:20-5:30 - Conduct of Personnel. Mr. Clegg

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belfrage
- Mohr
- Tele. Room
- Nease
- Gandy

If the above is approved there is attached hereto

Memorandum to all Bureau supervisors.

Messrs. Clegg & Mohr  
Attachment

RECORDED - 74  
 respectfully,  
 For The Conference  
 INDEXED - 74  
 Clyde/Tolson

8729  
 MAY 12 1951

The Director  
The Executives Conference

May 9, 1951

UNITED STATES ATTORNEYS' SUGGESTION

The Executives Conference on May 4, 1951, with Messrs. Glavin, Tracy, Harbo, Belmont, Ladd, Rosen, Sizoo, McGuire, Nease and Clegg being present, considered the suggestion of United States Attorney Landrum of Minnesota. He stated that summary reports are of particular value to his office and he would like to see the Bureau resume its previous practice of submitting such summaries in all cases where court action is involved. The present Manual requirements concerning prosecutive summary reports are quoted as follows:

"Prosecutive summary reports prepared: Office of Prosecution.

"Prepared when: Only in major and complicated cases and upon specific instructions of SAC or Bureau."

The ASAC, in the absence of the SAC, who contacted the United States Attorney explained to him the present policy of the Bureau and assured the U. S. Attorney that summaries would be prepared in those cases of a complicated nature when summaries would be helpful in the trial of a case. The U. S. Attorney explained that he did not wish to add to the work load presently being handled by the Minneapolis Office.

RECOMMENDATION:

That the policy remain as at present.

Respectfully,  
For the Conference

Clyde Tolson

HHC:IGS

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HEREIN IS UNCLASSIFIED  
DATE 10/30/97 BY SP-5 a/bw

RECORDED - 36

MAY 12 1951

EX-121

25

cc - Mr. Mohr  
Mr. Clegg

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Hohn
- Tele. Room
- Nease
- Gandy

MAY 15

66-2554-8730  
H/M

THE DIRECTOR

May 7, 1951

The Executive's Conference

FINGERPRINT IDENTIFICATION RECORDS  
IN SECURITY INDEX CARD CASES

The Executive's Conference consisting of Messrs. Ladd, Clegg, Glavin, Rosen, Harbo, Sizoo, Nease, Belmont, Mohr, and Tracy considered a proposed Letter to all Special Agents in Charge concerning fingerprint identification records in Security Index Card cases.

For the Director's information, when a record is located in the Identification Division which may possibly be identical with the subject of a Security Index Card case, a copy of the record is furnished to the office of origin with the statement that if the office of origin determines the record to be identical, a flash notice will be posted against the fingerprint card in the Identification Division. It is the responsibility of the field offices to determine in these cases whether the record is or is not identical.

A number of communications have been received from the field indicating "it is believed the two are identical." This type of statement is not sufficiently positive for the placing of a flash notice and a new Letter to all Special Agents in Charge has been prepared pointing out the necessity of the field advising the Identification Division specifically whether the record submitted for their consideration is or is not identical with the subject.

The Conference unanimously recommends approval of the proposed Letter to all Special Agents in Charge.

Respectfully,  
For the Conference,

Clyde Tolson

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/30/97 BY SP-5 C/DH

RECORDED - 102

66-2554-8131

MAY 14 1951

37

INDEXED - 102

cc - Mr. Clegg  
Mr. Mohr

- Tolson mm
- Ladd edm
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

The Director

May 7, 1951

The Executives Conference

The Executives Conference consisting of Messrs. Ladd, Glavin, Clegg, Sizoo, Belmont, Rosen, Mohr, Tracy, Nease and Nichols considered the recommendation of the Records Section that nicknames in connection with the applicant-personnel type of investigation not be indexed. It was pointed out that out of 240,158 cases opened there were approximately 58,000 index cards containing nicknames based upon the forms sent to the Bureau. It was the Records Section's recommendation that nicknames not be indexed in these cases unless derogatory information was developed in the course of the investigation; however, nicknames would be searched in the searching process.

The Conference unanimously recommended approval.

Respectfully,  
For the Conference

Clyde Tolson

LBN:mb  
CC: Mr. Clegg  
CC: Mr. Mohr

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/30/91 BY SP-5 eib/

RECORDED - 1166-2554-8732  
MAY 14 1951

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

MAY 15 1951



THE DIRECTOR  
THE EXECUTIVES CONFERENCE

MAY 9, 1951

TRANSPORTATION OF PRISONERS

The Executives Conference on 5/9/51 consisting of Messrs. Tolson, Tracy, Harbo, Mohr, Belmont, Ladd, Sizoo, Rosen, Nichols and Mason considered the matter of transportation of prisoners and recommended that a memorandum be dispatched to Mr. Peyton Ford setting forth a need for further study by the Department.

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/31/91 BY SP-5CJ/hm

THE PROBLEM

When a Special Agent makes an arrest at considerable distance from a U. S. Commissioner the Agent is required to transport the prisoner to the Commissioner. It is desired to arrange for the Marshal to perform this transportation.

BACKGROUND

Rules 5(a) and 40(a) of the Federal Rules of Criminal Procedure provide that where an arrest has been made, (1) without a warrant or (2) with a Commissioner's warrant or, (3) on a warrant in a distant district the arresting officer shall take the arrested person before the U. S. Commissioner's without unnecessary delay. This procedure is emphasized to U. S. Marshals in Department of Justice Circular #3051, Supplement #3, dated August 19, 1946, which states in part that the U. S. Marshal is "not required to take the prisoner before the Commissioner in the first instance to obtain a mittimus, since the rules placed that burden on the arresting officer."

Compliance with this procedure requires FBI Agents to handle burdens particularly in rural areas because of the problems raised by them, distance and hazards attendant to the transportation of prisoners.

The Attorney General in 1947 requested the Chief Justice to amend the rule so that U. S. Marshals would have the duty of transporting prisoners. The Supreme Court was disinclined to make any change.

By memorandum, the latest of which was March 30, 1951, the Director asked Mr. Peyton Ford to administratively change the rule within the Department inasmuch as it is the primary duty of the U. S. Marshal to transport prisoners.

cc-Mr. Mohr  
Mr. Clegg

RECORDED - 18 | 66-2554-8733  
INDEXED - 18 | MAY 14 1951  
EX-130 16

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

MAY 14 1951


By memorandum of April 20, Peyton Ford stated his inclination to the fact that the change should not be made administratively even though it may be possible to do so.

The FBI has tried to solve this problem and it was suggested by Mr. Rosen that another communication to Mr. Peyton Ford would probably not be productive but would nevertheless spread upon the record the Bureau's position. The Conference unanimously recommended that another communication be directed to Mr. Peyton Ford requesting administrative change of the rule.

If the Director concurs there is attached hereto a memorandum for Mr. Peyton Ford.

Attachment

Respectfully,  
For the Conference

  
Clyde Tolson

OH

THE DIRECTOR

5/10/51

THE EXECUTIVES CONFERENCE

FEDERAL RULES OF CRIMINAL PROCEDURE

The Executives Conference on 5/9/51 with Messrs. Tolson, Tracy, Harbo, Mohr, Belmont, Ladd, Sizoo, Nichols, Rosen and Mason being present considered the following suggestion. Several Instructors and Counselors for New Agent Training classes have recommended that each New Agent be furnished with a copy of the pamphlet entitled "Federal Rules of Criminal Procedure" as was done several years ago.

At the present time, the FBI Handbook contains an abbreviated synopsis of the Federal Rules of Criminal Procedure.

Inquiry reveals that these booklets sell for 55¢ each with a discount of 25% when purchased in quantities. 2,000 of these pamphlets would therefore cost \$625.

The Executives Conference was unanimous in recommending that these pamphlets be purchased. If you concur, the Administrative Division will go ahead and buy the booklets.

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 10/31/91 BY SP-5 CJK/HR

Respectfully,  
For the Conference

Clyde Tolson

cc-Mr. Mohr  
Mr. Clegg

EDM:LJD

EX-130

INDEXED - 18  
RECORDED - 18

166-2554-8734  
MAY 14 1951

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

MAY 15 1951

The Conference unanimously recommended that in order to obtain a set of fingerprints for the criminal files that the partial set of prints now in the non-criminal files be pulled and searched in the Criminal Section and then filed there. Where any sets of prints are missing, a copy will be obtained by photographing or photostating the prints in the Single Fingerprint Section and the copy will be searched and then filed in the Criminal Section. By following this procedure there will be two complete sets of fingerprints of active Bureau employees, one in the Single Fingerprint Section and the other in the Criminal Section of the Identification Division. At the present time when an employee resigns, his fingerprints are removed from the Single Fingerprint Section and when this is accomplished, the set in the Criminal Section can also be removed and the best set of these two prints can be filed in the non-criminal files of the Identification Division.

In the event the Director agrees with the views of the Conference, a set of fingerprints of all employees currently in the service will be placed in the Criminal Section of the Identification Division after these prints have been searched against the criminal files. When an employee resigns from the service, the prints will be removed from the Criminal Section and placed in the non-criminal files.

Respectfully,  
For the Conference

4  
Clyde Tolson.

Jayne  
H

# Office Memorandum • UNITED STATES GOVERNMENT

TO : The Director

FROM : The Executives Conference

SUBJECT:

DATE: April 3, 1951

Tolson	
Ladd	
Clegg	
Glavin	
Harbo	
Mohr	
Tracy	
Harbo	
Balcom	
Wohler	
Tele. Room	
Nease	
Gandy	

The Executives Conference on April 3, 1951, consisting of Messrs. Glavin, Harbo, Mohr, Tolson, Ladd, Laughlin, and Clegg, considered the suggestions in a personal letter from SAC Wuly dated March 29, 1951, as follows:

(1) He felt that Field Offices should be graded on new work received each month and their low delinquency. He explains that he tries to keep his delinquency percentage low wherever he is an SAC and that he believes the object of an SAC should be to increase incoming work, to increase convictions, to locate more fugitives and to keep delinquency low. He does not feel that the assignment of personnel to the Field Offices should be on a basis of the delinquency percentage alone, as he feels that some SACs attempt to keep their delinquency from being so low so that personnel in their offices will be increased.

The Executives Conference considered this matter and recommends that there be no system of formally grading Field Offices on the basis of new work received and low delinquency, but that, of course, this should be given consideration in the efficiency rating prepared on the SACs.

The Executives Conference agrees that the number of pending cases should not be considered as a sole basis of assigning personnel to Field Offices, nor should the percentage of delinquency be the sole basis for such assignments, and it was believed that production, the number of cases received and the number of cases closed per month, together with the total volume of work pending in the office, should all be considered and that SAC Wuly was correct in this conclusion. These factors are given consideration by the Bureau in making personnel assignments.

It was pointed out that particularly at this time when there is a plant informant and American Legion contact program which requires a large amount of Agents' time and as there are subversive cases which Field Offices are opening as the facts seem to justify and when the manpower available makes it practicable to do so, it is possible today for a Field Office to control the percentage of delinquencies by making frequent reports in order to prevent the cases from becoming delinquent and by opening more cases in the Field Office during the month.

cc - Mr. Mohr  
Mr. Clegg

HHC: IGS & dmg

*letter Albuquer...*  
*San Francisco 4/7/51*  
*SA's letter*  
*letter to SAC Wuly = 4/7/51*

APR 28 1951

LADD

This is further justification of the conclusion reached by SAC Wuly. The Conference was opposed to the delinquency percentage being a controlling factor due to the fact that short reports of piecemeal investigations submitted once each five weeks will prevent a case from becoming delinquent and involves more paper work than if the case were thoroughly investigated and closed out in one report.

I think Wuly's specific suggestion has merit and should be further studied.  
(2) SAC Wuly recommends regional conferences of SACs on a one-day basis each two months. His recommendation would be for the purpose of enabling the SACs to become better acquainted; in order to clarify the problems of the SACs in the same general area; and each SAC could learn from the others some new techniques or ideas for their mutual advantage. They could be occasionally attended by Bureau officials.

The Executives Conference felt that there was some but not a great deal of benefit in the SACs becoming personally acquainted; and there was not enough justification for these conferences to be held routinely and without advance justification as to some specific problem which may be existing. It was pointed out by the Conference that instructions are issued on a nation-wide rather than regional basis in most all instances. However, when there have been some special problems a regional meeting has been held in states like Texas, California and in New York with reference to police training and law enforcement cooperation. All members of the conference opposed this program of scheduling routine conferences unless some specific reason existed for the conference.

Messrs. Glavin, Harbo, Mohr, Rosen and Clegg were of the opinion that the visits of the SACs to Washington on an annual basis was a more desirable solution than to have the SACs meet, even with a Bureau Inspector or official present, in some regional area at stated and periodic intervals.

Messrs. Tracy, Ladd and Laughlin recommended an annual meeting of the SACs in Washington with half of them here at one time and another half at a separate meeting and for a two or three-day period.

(3) Mr. Wuly suggests that the Bureau send a squad of instructors to the Field to give training in lieu of In-Service courses at the Seat of Government. He suggested calling in about

I think we should advise all SACs that Bureau will consider regional meetings of SACs if they can justify the need for them with respect to specific problems  
I am in favor of regional conferences at least as a trial course we will still have the visits to Wash  
-2-  
4/5

Mr. Mohr  
Noted

W. J. C.

SAC  
4-7-45  
FNC

thirty-five police instructors and organizing them in teams of instructors with each team giving training to Agents at about ten offices. One man on each team would be given training in criminal matters, another on internal security matters, and the training work could be divided up among the teams of about five men each. This suggestion contemplates that half of the Agents in the office would be trained for three days and the other half would be trained for the next three days.

The Executives Conference considered this suggestion and in lieu of this suggestion Messrs. Mohr, Ladd, Rosen, Laughlin, Glavin and Clegg recommended that, just as soon as funds were available, In-Service Classes be resumed with 100 Agents in each class of two-weeks duration and with a new class to start each Monday. They suggested that, unless In-Service was held with this degree of frequency, we would be hopelessly behind, since there are a number of new Agents who have been in the Field approximately a year who are greatly in need of In-Service training and there are some more experienced Agents in the Field who have not had In-Service for over three years, and with the total number of Agents now in service the In-Service classes would have to be held weekly and in groups of 100 to catch up the backlog of needed In-Service training.

Mr. Tracy recommended that a team of three instructors go to the Chicago Office and, on an experimental basis, provide In-Service training to the new Agents who have not yet attended In-Service training, in order to see if this would not be more economical and at the same time approximately as productive as In-Service schools. If it was found to be advisable, this program could be expanded.

Messrs. Harbo and Clegg favored the suggestion that on an experimental basis a team of three selected Bureau Supervisors conduct In-Service schools at Chicago and Charlotte with three days training for each group of one-half of the Agent personnel in each office and the same of course would then be repeated for the other half. This was believed to be more desirable than selecting police instructors in the Field, since the Supervisors who would go out from the Bureau would be better acquainted with the problems of the Bureau than could be imparted to police instructors who would be brought in temporarily from the Field for training. Although Mr. Clegg favored the resumption of regular

In-Service courses, he favored this suggestion on an experimental basis for purposes of future planning, then if it were found that this was satisfactory, plans could then be made to continue this training in the Field and have In-Service courses in Washington less frequently and for a shorter period of time. When they were held it would permit the Agents to receive the benefit of firearms training and major case work at Washington.

There is attached hereto an acknowledgment of SAC Wylie's letter and a more detailed reply will be made after final action has been taken on his suggestion.

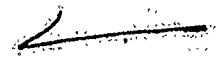
Respectfully,  
For the Conference



Glyde Tolson

Attachment

I think we should try this  
4-5



I am in favor of re-initiating In-Service Training here if at all possible but fearing that then I share Starbo & Clegg's views.

Mr. Glavin Note

I want Wylie added to Field Conference which now consists of Schmitt, McKee, Starbo & Clegg. Also add Mason & Kimball to it.

Letter to Wylie, Mason & Kimball 4-7-57

Sent thru 4-8



April 23, 1951

~~CONFIDENTIAL~~

SAC, New York

RE: MEDICAL SUPPLIES  
Requisition 3008

DECLASSIFIED BY SP-5 C/BH  
ON 11/1/91

Dear Sir:

Reference is made to your communication of April 11, 1951, wherein you advise that your office has been unable to purchase Morphine Syrettes and wherein you further advise that such Syrettes could be obtained if ordered through the War Department in Washington, D. C. The Bureau notes that you forwarded the doctor's prescription with your communication in question.

The Bureau has further considered the procurement of such medical supplies for your Division and does not feel that such Morphine supplies are necessary. In view of this fact, no steps are being taken by the Bureau to procure these supplies and the doctor's prescription is being returned herewith.

Very truly yours,

John Edgar Hoover  
Director

Attachment

WRG:JC

The Executives Conference of 4/18/51, consisting of Messrs. Tolson, McGuire for Nichols, Sizoo, Clegg, Rosen, Ladd, Belmont, Mohr, Harbo, Quinn Tamm for Tracy, and Glavin recommended that the New York request be handled in this manner.

EX - 85  
RECORDED - 35

66-2554-8738

MAY 2 1951

195  
60 MAY 17 1951

719/11

ORIGINAL COPY FILED IN  
66-2554-12650 Serials destroyed per 66-3286-602

Director

May 8, 1951

The Executives Conference

\*COUNSELORS FOR 43th SESSION  
FBI NATIONAL ACADEMY

The Executives Conference on May 7, 1951 with Messrs. Ladd, Glavin, Nichols, Sizoo, Belmont, Nease, Rosen, Tracy, Mohr, and Glegg being present unanimously approved, as the two Counselors for the next Session of the FBI National Academy, to be scheduled to begin on August 27, 1951, Special Agent John A. Parker now assigned to the Knoxville Office and who has had experience as a Counselor and Special Agent Glenn F. Trusty, Jr. now assigned to the Memphis Office.

Parker did a highly satisfactory job as a Counselor for the 42nd Session in 1949 and SAC Hostetter has recommended Special Agent Trusty for such an assignment.

As an alternate, Special Agent Percy V. Richardson is recommended. He is an experienced counselor who served satisfactorily as such in April, 1950, and is now assigned to the New Orleans Office.

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/1/91 BY SP-5 C. B. H.

Respectfully,  
For The Conference

Clude Tolson

HHC:ebt

RECORDED - 71

66-2554-8739

MAY 15 1951

cc - Mr. Mohr  
Mr. Glegg

EX-12

*I am not all satisfied with caliber of Counselors selected for N.A. for New Agts Training Schools. In appearance they are often less impressive than the members of the classes*

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Glegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

Director

May 5, 1951

The Executives Conference

UNITED STATES ATTORNEYS' SUGGESTION

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 01/21 BY 7-56, DM

The Executives Conference on May 4, 1951, with Messrs. Glavin, Tracy, Harbo, Belmont, Ladd, Rosen, Sizoo, McGuire, Nease, and Clegg being present considered the suggestion of United States Attorney Tolin of Los Angeles, California in connection with the problem of Agents making arrests at Long Beach, California and then transporting the prisoner to Los Angeles for arraignment since the U. S. Commissioner's Office is at Los Angeles. Mr. Tolin suggested that since the U. S. Commissioner resides in Long Beach we could contact him when we have prisoners there and determine if he was going to be in the city of Long Beach within a reasonable time, if so, the arraignment can be made there; otherwise, it would be necessary to bring the prisoners to Los Angeles.

This transportation and arraignment of prisoners to Los Angeles consumes at least a half-day, according to SAC Hood. It was not believed by the Conference that the Commissioner should be contacted to see if he was going to be in Long Beach within a reasonable time because of the necessity of making a prompt arraignment. This matter, it was unanimously suggested, should be handled as at present with no delay in the arraignment and it was not believed that the Bureau should suggest the designation of a U. S. Commissioner to maintain an office in Long Beach. It was felt that to do so would cause the present Commissioner to complain concerning a reduction in fees and further, the Bureau is not in a position to make such a recommendation in view of the absence of information indicating that this is a frequent and undue problem.

If approved, there is a letter to SAC Hood for his information and guidance attached hereto.

Respectfully,  
For The Conference

*I think Tolin's suggestion is a good one*

*5/7*

RECORDED - 61  
INDEXED - 60 3

66-2534-8740  
MAY 15 1951  
Tolson

HHC:ebt

- Tolson
- Ladd cc - Mr. Mohr
- Clegg Mr. Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

Attachment

*Certainly I can't pass upon this matter without more information. I don't understand reasons given in Ep Com memo. H.*

MAY 17 1951

The Director

4-19-51

The Executives Conference

IN-SERVICE TRAINING IN FIELD OFFICES

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/1/91 BY SP-5/BJP

The Executives Conference on April 19, 1951, consisting of Messrs. Tolson, Callahan, Tracy, Harbo, Mohr, Ladd, Alden, Sizoo, Laughlin and Glegg considered a proposal that experimentally a group of 3 representatives from the Bureau conduct an In-Service course at the Charlotte and Chicago Offices. The proposal is that the first such group be conducted at Charlotte. On Monday, Tuesday and Wednesday half of the Agents of the Charlotte Office would assemble in the Charlotte Office to receive this instruction. On Thursday, Friday and Saturday, the second half of the Agents would assemble for this purpose. This would permit In-Service Training to be given in this manner at a field office where the office is not unusually large and where the work is largely road work.

Later, the same procedure would be followed in the Chicago Office, which to a large extent is a metropolitan area office.

Following the courses at these two test offices, a study of the results would be made with a view to determining whether this practice should be continued on a field-wide basis. If it is found to be successful, consideration would then be given to having similar courses in all field offices.

The proposal is that 3 or 4 representatives from the Bureau would handle these courses. It would be more economical than for the Agents to come to Washington for training.

There is attached hereto a proposed schedule for this 3-day training course. It would be subject to modification as changes in Bureau's problems and needs of the individual offices arose.

It was recommended that for the 2 experimental schools at Charlotte and Chicago, that Mr. Belmont handle matters affecting the Security Division; Mr. Rosen handle matters affecting the Investigative Division; and Mr. Glavin and Glegg handle matters relating to the Identification, Training and Inspection, Administrative Records and Communications and Laboratory Divisions.

Attachment

cc: Mr. Mohr  
Mr. Glegg  
HHC:EHW

RECORDED - 26

66-2554-8741

RECORDED  
75 MAY 16 1951

55 MAY 19 1951

ORIGINAL COPY FILED IN 1-19-1303 of

REPLACES ORIGINAL

The dates for the conferences are not suggested at this time because the Charlotte Office at present has a large number of its men engaged on a special automobile theft ring investigation, and it was felt desirable to conduct the schools at the time there was no very special type of investigation such as this and requiring a large number of men at the field office where the school is held. It was felt, however, that these courses should be given at a reasonably early date just as soon as the special at Charlotte had subsided. The reason for selecting Charlotte first is that it is a smaller office and it was thought there should be a lapse of one week between the courses at Charlotte and the courses at Chicago so as to profit by the experience at Charlotte before the courses given at Chicago.

If this is approved, contact should be made with the Charlotte Office at the earliest possible date for the courses there.

Respectfully,  
For the Conference

Clyde Tolson

April 21, 1951

MEMORANDUM

RE: SCHEDULE FOR 3-DAY IN-SERVICE COURSE  
FOR CHARLOTTE AND CHICAGO OFFICES  
FIRST COURSE IN EACH OFFICE - MONDAY,  
TUESDAY AND WEDNESDAY FOR HALF THE AGENTS;  
SECOND COURSE ON THURSDAY, FRIDAY AND SATURDAY

Mr. Clegg

Monday and Saturday

ALL INFORMATION CONTAINED

HEREIN IS UNCLASSIFIED

DATE 11/1/91 BY SJ-sc/bw

1. General Bureau Problems
  - New Situation - Size
  - Fixing Responsibility - no wet nursing
  - Viewpoint Beyond Case, Desk, and Office
  - Teamwork with SOG and other offices
  - Attitudes - Naivety, lethargy, alibis, "Passing the Buck"
  - Conduct - Pistol knock on door, Breakfast with Communists  
other examples
  - Need for initiative, alertness
  - Protecting Bureau's Interests in investigations, reports,  
Publicity, Outside Relationships
2. Utilization of Time, Planning, Wasting time, Unnecessarily long  
conferences
  - Time Spent in Office by Agents
  - Routing of Agents, Zoning Territories and Cities therein
  - Supervision of Personnel
  - Supervision of Investigations does not mean only the supervision of  
reports
  - SAC's personally on Raids and Dangerous Assignments
3. Training and Inspections
  - New Agents Courses in Washington
  - New Agents training in Field Office
  - In-Service Training
  - Delinquencies of New Agents who report for training
  - FBI National Academy - Investigations - Selection  
of students - Relationships and contacts with Graduates
  - Outside attempts to recruit FBI NA graduates
  - Field Office Inspections - Delinquencies - Follow-ups
  - Inspector's Aides
  - Self-Inspections
  - FBI Law Enforcement Conferences
  - Policy in Police Training
4. Relationships with U. S. Attorneys
  - IACP Matters
  - Courtesy to visitors - applicants - phone callers - letter writers
  - Handling Complaints not under FBI jurisdiction

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

ENCLOSURE  
66-2554-8741

Reports and Correspondence

Conciseness  
Complete staff action on all memos  
Recommendations  
Report Writing  
Enclosures - Abstracts  
Damage to mail

5. Public Relations

Press releases and contacts  
Speaking engagements  
Radio - Television - Exhibits  
"The Investigator"  
FBI L. E. Bulletin  
Feature stories  
Correspondence  
Clippings  
Mailing List  
Charts and Photographs

6. Laboratory Subjects

Bureau policies involved in making laboratory examinations  
Packing and shipping of evidence  
Full exploitation of laboratory facilities in the examination of physical evidence in all types of cases  
Use of charts to show types of evidence that may be found at scene of crime  
Taking lead impressions of changed motor numbers for comparison with suspected dies  
Adequacy of handwriting and typewriting specimens  
What the Laboratory can do on National Defense Matters  
Laboratory procedures in unpacking, identifying and examining evidence  
Question and answer forum

Mr. Glavin

Wednesday A.M. and Thursday A.M.

Administrative Division Matters

Applicant recruiting  
Policy on personnel matters  
Promotions and reallocations  
New performance rating system  
General disciplinary matters  
Voucher matters  
Pending legislation affecting personnel  
Retirement, pay raises, and related matters  
Question and answer forum

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

Mr. Rosen

Wednesday P.M. and Thursday P.M.

Investigative Division Matters  
Confidential Informants  
Applicant matters (other than Bureau applicants)  
Civil Rights  
Fugitives  
New legislation  
Crime survey matters  
Statistics, new cases, police contacts  
Selective service  
Report writing in Investigative Division cases  
Various Investigative Classifications under Investigative Division  
Question and answer forum

Mr. Belmont

Tuesday and Friday  
Security Division Matters

1. Role of the FBI in the Security Field
  - Bureau's Responsibilities in Security Field
  - Other Agencies, Armed Forces and General Public relying on the Bureau
  - Workload -- Rise and Prognosis
  - Comparative Delinquency with Other Cases
  - Necessity for Discretion, Caution and Thoroughness in Handling of Security Type Cases (Example: Highlander Folk School)
2. Subversive Activities
  - Security Matter Investigations
    - General Policy - who is investigated and why
    - Security Index - standards, purpose, present size, growth of, need for keeping current, breakdown, policy matters
    - Detcom Program - policy and its application; need to check each six months on Security Index subjects in vital facilities and submit reports; use of police
    - Communist Party; Subversive Groups; Front Organizations
    - Status of Case Involving 11 Communist Party Leaders
    - Effect of decision on Communist Party and members - flight and underground activities
    - Prosecutive Developments under Smith Act - Status of 77 cases referred to Department
    - Need for complete and thorough investigation
    - Additional cases from your division may be presented - select and work them

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_



Internal Security Act of 1950

Status of hearings; what we can expect; what your problems are under this Act

New Communist Party Front Organizations and Change in Title

Need to promptly secure information on new organizations springing up under peace guise; Policy of Party to change names of organization under attack;

Referral of these cases to the Department for inclusion on Attorney General's list;

Discussion of our responsibilities re front groups; Communist infiltration of labor - necessity for careful handling (Examples: Camden incident and Indianapolis incident -- be sure to avoid charges of union interference)

3. Sabotage

Increase in cases

Type of cases

Necessity for prompt attention and thoroughness -

Over-all responsibility of Bureau, particularly regarding Atomic Energy, Air Force and vital facilities

Necessity to advise Bureau promptly (Example: plane landing at Los Alamos)

4. Plant Informant Program;

American Legion Contact Program

General Bureau policy regarding these programs and need for them

Mechanics of Programs

Extent of coverage - need for spread of informants throughout plants

Need for special coverage under Prosab and Atomic Energy Class "A"

Status of American Legion Program and importance thereof

5. Loyalty of Government Employees Program

Status of Program - increase in number of cases

Continued Need for Careful Handling

Need to Correlate with Security Index

6. Responsibilities, Progress and Problems in the Espionage Field

Current Developments in Espionage

Double Agents

Ramifications of espionage are appearing throughout

U.S. and are not restricted to major offices (Example:

Contact by Pokrovosky with couple in Bristol, Virginia)

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

Restrictive Policy re Technicals in Espionage Cases  
Necessity of developing cases without outside assistance (Discuss our failure to break the Fuchs case, etc., in mid 1940's)  
Need to Penetrate Soviet and Satellite Espionage through Double Agents, Informants, etc.

7. Other Classifications in Security Field, such as Treason, Sedition --  
Mention letters to and from soldiers in Korea and their families; air raid warden; need to refer these to Department

8. Confidential Informants  
Success of Communist interview program to date;  
Present policy re interviewing Communists;  
Need for quality type informants;  
Possibility of informants being developed by Congressional Committees;  
Absolute necessity that we develop many additional informants in high Communist circles

9. Responsibility of Bureau in Disseminating Information  
To other agencies, both at Seat of Government and Field  
Necessity of advising Armed Forces re Subversives in plants  
Daylet  
Liaison functions at Seat of Government and in field

10. General Matters  
Development of evidence in security cases  
Assignment of cases to the police  
Report writing in security cases  
Press releases and need to be alert to possible press releases  
Need for good publicity to which we are entitled  
Question and Answer Forum

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Holloman \_\_\_\_\_  
Gandy \_\_\_\_\_

THE DIRECTOR

May 9, 1951

THE EXECUTIVES' CONFERENCE

~~ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/1/91 BY SP-5 C/BW~~

~~NAME CHECKS  
CONFIDENTIAL~~

On May 3, 1951, the Executives' Conference, consisting of Messrs. Ladd, Clegg, Glavin, Harbo, McGuire for Nichols, Tracy, Mohr, Nease, Sizoo and Belmont, considered whether the Name Check rules on dissemination of information from Bureau files should be changed in view of the recent Bureau Bulletin on report writing.

Bureau Bulletin #16, dated April 20, 1951, stated in part that in the future all information considered pertinent should appear in the details of the report; that all of the factual data, evidence, and uncorroborated information which is or may become pertinent to the investigation should be included in the report in logical sequence; that rumor or gossip, which is pertinent to the investigation, shall be set forth in the details of the report and should be clearly described as such in the report if not verified.

Therefore, under the new method of report writing, the Bureau will be disseminating the results of the investigation in a more broad scope than when the report was broken down into Part I and Part II. This will result in agencies that receive copies of these reports receiving more information than the Bureau now permits for dissemination under existing Name Check rules.

Present Name Check Rules:

~~ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED EXCEPT  
WHERE SHOWN OTHERWISE~~

The Bureau presently disseminates the results of its investigations to those agencies having a legitimate interest therein. For example, if our investigations reflect any information of interest to the Army, Navy, or Air Force, copies of the reports must be designated under the Delimitations Agreement for G-2, ONI, or OSI. As a matter of practice, we likewise designate reports during investigations for other agencies, such as Immigration and Naturalization Service and Coast Guard, when the investigation reflects information of interest to or within the jurisdiction of those agencies. Of course, copies of applicant type reports are disseminated to the agency for whom the investigation is being conducted, such as State, ECA, AEC, NSRB, etc. Upon occasion, where the facts of the investigation warrant, copies of reports may be sent to such agencies as CIA and AEC. This means that under the new rules of report writing, reports containing unverified information will be disseminated to these numerous agencies.

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

CC - Mr. Clegg  
Mr. Mohr

AHB:tlc

RECORDED 34  
INDEXED 34

166-2524-8742  
MAY 16 1951  
Classified by SP-5 C/BW  
Declassify on: OADR  
11/1/91

~~CONFIDENTIAL~~

54 MAY 18 1951

MEMORANDUM FOR THE DIRECTOR

~~CONFIDENTIAL~~

Under our Name Check procedure, when we receive a name check request from a legitimate agency in the Executive Branch of the Government, we check our files and furnish information pertinent to the inquiry to that agency. If the inquiring agency is one of those named above to whom we would normally furnish copies of reports, and we determine that the information requested is contained in an investigative report, we will send a copy of the report to the inquiring agency. If the inquiring agency, because of lack of security or for any other reason, is one to which we do not normally furnish reports, we would extract the information from the reports and the files and furnish the information in memorandum form.

In response to Name Check inquiries, however, we restrict the information we furnish to the results of our investigations, that is, we do not give out any allegations unless they have been investigated and factual data are obtained tending to prove or disprove the allegation; rumor, gossip and newspaper items are considered as allegations. There are certain exceptions to this, namely, we disseminate reliable and factual information concerning membership of an individual in one of the organizations on the Attorney General's list; we furnish public source material but indicate that such information is not the result of investigation by the Bureau; and where the best interests of the Bureau and good judgment dictate, we disseminate information on occasion which does not fall within the above rules.

The question was raised whether, in view of the fact that unverified information is now being included in the investigative reports and is being disseminated to other agencies through the medium of these reports, we should not bring our dissemination of material from our files under the Name Check procedure in line with our Bureau reports. It was pointed out that if we do not do this, we will be inconsistent in that we will be disseminating unverified information in some instances via reports and in other instances we will not do so under the Name Check search.

It was pointed out that because of the loyalty program and the publicity which has been given to the Bureau's work in the security field, it is more generally understood at the present time that we do collect information of all types and have the responsibility for disseminating information to other Government agencies. It was pointed out that if unverified information is clearly marked as such, there should be no misunderstanding on the part of the receiving agency.

~~CONFIDENTIAL~~

MEMORANDUM FOR THE DIRECTOR

~~CONFIDENTIAL~~

However, it was pointed out that if we disseminate unverified information, we do run the risk of the unwarranted conclusion that the unverified information is vouched for by the FBI, despite the fact that it is clearly marked to the contrary.

Executives' Conference

Recommendation:

With the exception of Mr. Tracy and Mr. Clegg, the Executives' Conference recommended that the following rules be adopted for dissemination of information on Name Check requests:

- (1) Furnish the requesting agency pertinent information whether verified or unverified. This will require sound judgment on the part of the supervisor on the question of verified and pertinent information, for if unverified, the memorandum to be transmitted to the inquiring agency should clearly so state. Certainly, the Bureau is in a sound position if we state the information is unconfirmed.
- (2) The supervisor should be certain that the information from our files is identified with the subject of the inquiry before furnishing either verified or unverified information.
- (3) The Bureau must clearly advise the requesting agency when information is furnished that has not been verified by investigation.

So as to emphasize the fact that the Bureau is furnishing unverified information, it is suggested that the Bureau authorize the use of the following wording of a stamp to be used in each instance unverified information is furnished: "This report contains unverified information which may be pertinent to your inquiry."

- (4) The supervisors and officials should continue to exercise good judgment and common sense in withholding information that might prove embarrassing to the Bureau.

Mr. Tracy and Mr. Clegg recommended that unless information is contained in an investigative report, we retain the present Name Check rules, that is, that we not disseminate unverified information as a result of a search of our files. They pointed out that there

~~CONFIDENTIAL~~

MEMORANDUM FOR THE DIRECTOR

~~CONFIDENTIAL~~

have been instances in the past where we have disseminated un-  
verified information to the possible embarrassment of the Bureau,  
because the mere fact that the Bureau disseminated the information  
tended to give credence to it. Further, information that is un-  
verified may be false information and, therefore, the Bureau should  
not be put in the position of disseminating it even though it is  
clearly shown to be unverified. On the other hand, they felt that  
any information contained in an investigative report of the Bureau,  
whether verified or unverified, could be disseminated, since the  
Agent who dictated the report is familiar with the subject and  
would not have included the information unless it was pertinent to  
the subject and had been identified with the subject. In contrast  
to this, the supervisor making a name check through our files is not  
as familiar with the subject as the investigating Agent and,  
consequently, there is more risk that unverified information  
disseminated through a name check would prove embarrassing to the  
Bureau.

In the event you approve the majority recommendation,  
appropriate instructions will be issued to the field and to the  
Supervisors at the Seat of Government.

Respectfully,  
For the Conference

Clyde Tolson

*Jaggy with  
Plegg and Tracy  
5/13*

*Jaggy -  
H.*

~~CONFIDENTIAL~~

THE DIRECTOR

5/10/51

THE EXECUTIVES CONFERENCE

INSPECTION MATTERS

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 9/1/91 BY SP-5 C. J. [unclear]

The Executives Conference on 5/9/51 with Messrs. Tolson, Rosen, Tracy, Harbo, Mohr, Belmont, Ladd, Sizoo, Nichols and Mason, being present, considered the suggestion of Mr. Mason to reduce the volume of personnel write-ups in inspection reports and thus save from 55 to 60% of the typing burden relative to personnel write-ups.

BACKGROUND

It is the current practice for the Inspector to interview all employees in an office during an inspection. The SAC prepares a synopsis of the employees' status, generally by abstracting the most recent efficiency report on file. Following the Inspector's interview the Inspector makes notes as to his observation of the employee and keeps the notes in his possession until he reaches the next office to be inspected or the Bureau and there dictates addenda to each personnel write-up.

Mr. Mason Observes:

(1) That personnel write-ups should not be prepared on employees with no problems who are satisfactorily performing their duties.

(2) That write-ups should be prepared on employees who have any personnel problems or cases written up; employees recommended for additional responsibility; employees requesting transfer; employees about to be censured, commended or be the recipient of any type of administrative or personnel action.

(3) Personnel write-ups are unnecessary for the Inspector because he has the personnel file available and personnel write-ups have, in the past, been rather routine.

(4) That relative to those employees performing satisfactorily the Inspector will prepare a mimeographed piece of paper listing the names of the employees alphabetically, showing offices of preference, manual examination grades, stenographic, typing and teletype grades all in tabular form suitable for filing in the Bureau's files.

(5) That Inspectors continue to interview every employee during an inspection.

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

cc-Mr. Mohr  
Mr. Clegg

EDH:KJD

RECORDED - 71  
INDEXED - 71  
EX - 91

66-3554-8743  
MAY 16 1951  
H. H. [unclear]

54 MAY 18 1951

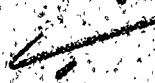
RECOMMENDATION

Mr. Hoon recommended that personnel write-up procedures in inspections be changed to comply with the above, starting immediately with the current New York Office inspection which, under the old rule, would require personnel write-ups on 1,032 employees.

EXECUTIVES CONFERENCE ACTION

The Executives Conference was unanimous in approval of this procedure. If you concur, there is attached hereto an S/O Letter putting the field on notice as to the new procedure.

Respectfully,  
For the Conference

  
Clyde Tolson

Attachment

O.K.  
H.



THE DIRECTOR

April 17, 1951

THE EXECUTIVES CONFERENCE

SUGGESTED PRINTED 3 X 5 CARD FORM  
FOR USE IN THE POSTING SECTION

The Executives Conference consisting of Messrs. Tolson, Clegg, Nichols, Rosen, Harbo, Glavin, Ladd, Sizoo, Belmont, Mohr, and Tracy on April 17, 1951, considered a suggested printed 3x5 card form for use in the Posting Section in keeping ticklers on Field Wanted Notices in Selective Service cases.

This form has been tried and has been found to be of great assistance in finding correspondence being processed in the section.

The Conference unanimously recommends the approval of the suggested form.

Respectfully,  
For the Conference,

Glyde Tolson

Attachment

cc - Mr. Clegg  
Mr. Mohr

SJT:do

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/19/91 BY sp-rc/bmc

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

*[Handwritten signature]*  
62 MAY 24 1951

RECORDED - 11

66-2557-8744

EX - 128

5-14-51

ORIGINAL COPY FILED IN 66-24151-996

THE SAC'S OFFICE

May 11, 1951

THE EXECUTIVES CONFERENCE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/1/91 BY SP-5 C. BUT

The Executives Conference of May 9, 1951, consisting of Leonard, Ladd, Tracy, Clegg, Mason for Clegg, Mohr, Harbo, Belmont and Glavin reconsidered the present Bureau policy on service record inquiries.

It was pointed out to the Conference that Mr. E. L. Edwards, Personnel Officer of the Bureau, on April 20, 1951, submitted a memorandum to Mr. Glavin concerning certain requests for service records made from the Security Office of the Vice Stabilization Agency. The Conference was advised that in view of the then existing instructions, the caller was advised that the request should be made in writing. Mr. Edwards at that time recommended that in the interest of efficiency in handling such inquiries, it is felt that it might be a good idea if the Bureau would require all similar service record requests from other agencies in writing. He pointed out that he received a great number of these daily from various government agencies and most of them have been handled by telephone up to this time. (April 10, 1951). He recommended that the practice be instituted requiring all Government agencies who request a service record to submit a written request to this effect. He stated that should this be approved, the necessary procedure would be instituted. Mr. Tolson approved the recommendation and the Director commented "I agree."

The Conference was advised that the Personnel Unit has been handling inquiries since they have in accordance with existing Bureau instructions, that written requests be submitted when information is desired concerning any Bureau employee or former Bureau employee.

It was pointed out to the Conference that there has been some intimation that other agencies requesting such records may demand written requests by the Bureau when certain information is desired from their files. It was also pointed out to the Conference that in accordance with long-standing Bureau instructions, no representative of any other agency is permitted to personally examine any Bureau personnel file and that this policy likewise is questioned from time to time by representatives of outside agencies. It has always been able to handle such questions, however, by pointing out the confidential nature of the Bureau's files.

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Alton
- Belmont
- Laughlin
- Mohr
- Tele. Room
- Nease
- Gandy

cc - Mr. H. H. Clegg  
Mr. J. E. Mohr

RECORDED - 57  
INDEXED - 57

166-2554-8745  
MAY 16 1951

EX-130

54 MAY 18 1951

Memorandum for the Director - Continued

The Conference does wish to point out, however, that Agents of the Bureau, particularly in Washington, make many personal inspections of other Government agencies' personnel files. The Conference does not feel, however, that the Bureau will experience any difficulty in following its long established procedure in not permitting any authority to examine Bureau files. The Conference has advised that the Administrative Division has not had any difficulty in this regard for a long number of years. The only difficulty which has ever arisen was a number of years ago when a non-investigative of the Civil Service Commission ordered to personally review the Bureau's files, and repeatedly requested permission to personally examine our personnel files. However, this particular matter was handled out with the responsible heads of the Civil Service Commission at that time.

The Conference does feel, however, that it may be to the Bureau's disadvantage to continue its present policy of releasing to such persons from other Government agencies whom certain information is desired from our personnel files. The members of the Conference feel that if other agencies requested the Bureau to obtain such requests in writing when we desired information from their files, it would materially increase our work. The Conference recommends therefore that we return to our previous policy of furnishing record information to representatives of other Government agencies orally or telephonically with the exception that in special cases such as the Security Office of the Free Education Agency requests, that they be made in writing in the future as they have in the past. The Conference also points out that as in the past when an inquiry is made which undoubtedly should be in writing for the Bureau's protection, that no information be given orally or telephonically, but that a request such as that be directed to the Bureau in writing.

Should the Director agree with the Conference recommendation, appropriate revisions in our present policy will be set up.

Respectfully,  
For the Conference

Glyde Tolson

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Liden \_\_\_\_\_  
Belmont \_\_\_\_\_  
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Mohr \_\_\_\_\_  
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Gandy \_\_\_\_\_

The Director  
The Executives Conference

5-12-51

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/19/91 BY SP-5 C. B. M.

The Executives Conference of May 14, 1951, consisting of Messrs. Tolson, Tracy, Harbo, Mohr, Belmont, Ladd, Rosen, Clegg, Sizoo, Nichols and Glavin considered the granting of annual leave to Bureau employees.

The Conference was advised that at the present time the Bureau has approved the policy of permitting Bureau employees 3 weeks of annual leave, plus travel time incident thereto. Under this present policy a number of requests for annual leave of a longer period of time have been received.

The Conference was also advised that recently they had recommended approval of up to 4 weeks of annual leave which would include travel time in those instances where an employee was getting married and going on a honeymoon or where an employee wants to visit with her husband before he goes overseas or to visit with her husband upon his return from overseas, and in the event the employee does not have sufficient annual leave to cover 4 calendar weeks, then the employee should be granted whatever annual leave she may have and up to ten days of leave without pay. Under no circumstances would annual leave and leave without pay exceed 4 calendar weeks. The Executives Conference memoranda reflecting the above recommendation is attached hereto.

The Conference was advised that the Director was concerned regarding the possibility of inequities in the amount of leave being granted to employees under the Bureau's present procedure in granting exceptions to the Bureau's present rule. The Conference was advised that the Director wanted this problem immediately considered to determine whether his situation wouldn't be more equitable and more easily administered if we allowed all employees three calendar weeks of annual leave and exclude the provision which now prevails relative to travel time. The Director further advised if it is considered that 3 weeks' calendar leave is not adequate to meet the necessary travel he is entirely willing to consider it to be 2 weeks of working days or any other criterion that would be basically fair and can be more equitably administered.

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
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- Belmont \_\_\_\_\_
- Laughlin \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

INDEXED 128 RECORDED 128

The Conference gave careful consideration to this particular matter and recommends that the Bureau's present

66-12554-8746  
MAY 18 1951  
34

cc: Mr. Mohr  
Mr. Clegg  
7-10-51

5 MAY 21 1951

Memo for the Director

granting 3 weeks annual leave plus travel time be extended to permit 3 weeks annual leave at any one time without a proviso being made for travel time. The Conference feels that this will take care of practically all requests for regular annual leave received by the Bureau.

With reference to the granting of annual leave to Bureau employees who contemplate marriage and subsequent honeymoon the Conference also recommends that this leave be held to 3 calendar weeks without travel time.

The Conference does recommend, in connection with granting of leave to employees who wish to be with their spouses prior to the spouse being sent overseas in the armed forces or to be with their spouses when they return from overseas in the armed forces, that the Bureau approve leave of 30 calendar days in such cases. In the event the employee requesting such leave to be with her husband on his last leave in the States or his first leave upon returning to the States while in the armed forces does not have a sufficient amount of annual leave accrued to her, the Bureau approve the maximum of 30 calendar days combined annual and leave without pay for the employee in question.

The Conference further considered the problem of a possible loss of annual leave by Bureau employees at the close of business June 30, 1951, the end of the present fiscal year. The Conference wishes to point out to the Director that in the present combined appropriation act for the government for the fiscal year 1951, which ends June 30, 1951, the provision contained therein that all annual leave which was earned and not taken during the calendar year 1950, i.e., January 1 through December 31, 1950, which under present leave laws was carried forward to the present calendar year on January 1st and not yet taken, must be taken before the close of business June 30, 1951, or it will be lost, no provisions being made for compensating the employee for such leave lost.

The Conference points out that this particular provision has been given widespread publicity and employees of the Bureau have been cognizant of this provision. The Conference does not feel at this time that all employees should be contacted and again advised concerning this particular provision in the present combined appropriation act.

The Conference was also advised that the Bureau, under

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Aiken \_\_\_\_\_
- Belmont \_\_\_\_\_
- Laughlin \_\_\_\_\_
- Mohr \_\_\_\_\_
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# CONFIDENTIAL

Office Memorandum  
L

For the Conference  
Subject: [Illegible]

The purpose of this memorandum is to advise you of the results of the meeting held on [illegible] at [illegible]. The meeting was attended by [illegible] and was held in the [illegible] room. The main items discussed were [illegible]. It was agreed that [illegible] should be [illegible] and that [illegible] should be [illegible].

The [illegible] of the [illegible] is to [illegible] the [illegible] of the [illegible] and to [illegible] the [illegible] of the [illegible]. It is [illegible] that the [illegible] should be [illegible] and that the [illegible] should be [illegible].

The [illegible] of the [illegible] is to [illegible] the [illegible] of the [illegible] and to [illegible] the [illegible] of the [illegible]. It is [illegible] that the [illegible] should be [illegible] and that the [illegible] should be [illegible].

Very truly yours,  
[Illegible Signature]

THE DIRECTOR  
EXECUTIVES CONFERENCE

5/10/51

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED

DATE 11/11/91 BY SP-5 CJ/BJC

The Executives Conference on 5/10/51, with Messrs. Glavin, Tracy, Harbo, Mohr, Ladd, Belmont, Rosen, Nichols and Mason present, considered the attached SAC Letter instructing the Field that FBI National Academy Sessions will be held twice a year and that the 48th Session originally scheduled to commence July 9, 1951, has been moved up to convene August 27, 1951, and conclude November 16, 1951.

The Conference also approved the dates of the Spring and Fall Sessions for 1952 as follows:

Spring Session (49th) Start March 17 End June 6  
Fall Session (50th) Start August 25 End November 14

RECOMMENDATION:

If the Director approves, the SAC Letter is attached for signature.

Respectfully,  
For the Conference

Clyde Tolson

Attachment

cc-Mr. Mohr  
Mr. Clegg

EDM:DMG/ATP

RECORDED - 52

INDEXED - 52

66-2537-874-7  
MAY 18 1951  
16

EX-121

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

51 MAY 22 1951

THE DIRECTOR

May 12, 1951

The Executives Conference

HANDLING DISPOSITION SHEETS  
IDENTIFICATION DIVISION

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/17/81 BY SP-5/CLH/STC

The Executives Conference consisting of Messrs. Ladd, Glavin, Nichols, Rosen, Harbo, Belmont, Sizoo, Mohr, Mason, and Tracy on May 10, 1951, considered a matter concerning the handling of disposition sheets in the Identification Division.

The present procedure followed in the Identification Division is to retain disposition sheets where the FBI number, police department number, or fingerprint classification permits a positive identification to be made. In those instances where a positive identification cannot be made due to the absence of an identifying number or fingerprint classification or lack of other sufficient identifying data, such disposition sheets should either be returned to the contributor or be destroyed.

It was suggested by the Identification Division that where a positive identification cannot be made, the disposition sheet be returned and stamped "Unable to identify on basis of information furnished with fingerprints previously submitted on this charge. FBI - Ident."

The Conference unanimously approves the suggestion that such disposition sheets be returned in order that the contributor will have an opportunity to make appropriate corrections.

Respectfully,  
For the Conference,

Clyde Tolson

cc - Mr. Clegg  
Mr. Mohr

SJT:edm

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

RECORDED - 52  
INDEXED - 52

66-2554-8748  
MAY 18 1951  
24

EX-121

54 MAY 21 1951



THE DIRECTOR

May 12, 1951

The Executives Conference

DEPARTMENT OF THE ARMY FINGERPRINTS  
DOCUMENTARY EVIDENCE IN COURTS MARTIAL

The Executives Conference consisting of Messrs. Ladd, Glavin, Nichols, Rosen, Harbo, Belmont, Sizoo, Mohr, Mason, and Tracy on May 10, 1951, considered a request of the Department of the Army for documentary evidence to be used in courts martial.

The Conference was advised that the Adjutant General's Office, Department of the Army, has advised telephonically that the Military Code pertaining to courts martial has been revised in part providing for the obtaining of a "Certificate of Identity" from the custodian of Army fingerprints.

To prove the identity of the accused, a "Certificate of Identity" signed by the custodian of the fingerprints or one of his assistants is acceptable as evidence without the necessity of the person taking such fingerprints or a fingerprint expert being present with the original fingerprint cards. A sample "Certificate of Identity" over the signature of the Adjutant General is transmitted herewith.

The Adjutant General's Office desires to confer with the Bureau next week to ascertain whether the Bureau will agree to furnish such "Certificates of Identity" in view of the fact the Bureau is now the custodian of the Army fingerprint files.

A sample "Certificate of Identity" to be signed by a fingerprint expert of the Single Fingerprint Section for the Director, Federal Bureau of Investigation is attached hereto for approval.

The Conference unanimously recommends approval of the attached forms and that the Adjutant General's representative be advised that the Bureau will provide such "Certificates of Identity" for use in courts martial proceedings on receipt of an official request.

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/5/91 BY SP-5 C. J. P. B.

Respectfully,  
For the Conference,

Clyde Tolson

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_

cc - Mr. Clegg  
Mr. Mohr

RECORDED - 78  
INDEXED - 78

66-2557-8749  
MAY 18 1951

SJT:edg  
MAY 21 1951

THE DIRECTOR  
THE EXECUTIVE COMMISSION

May 18, 1951

The Executive Conference of May 7, 1951, consisting of Messrs. Ladd, Clegg, Glavin, Belmont, Rosen, Nichols and Glavin considered a suggestion made by the Veterans Council, concerning records checks on returning veterans and their relatives.

b6  
b7c

It was pointed out to the Conference that the Bureau had established a procedure at the close of the last war of having a full records check made on returning veterans and their relatives since the veteran had been away from active duty for a considerable period of time and in many instances his marital status changed since his absence from the Bureau.

It was pointed out to the Conference that at the present time we have some employees who are entering the military service and being returned within a very short period of time, because of dependancy, physical disabilities or some other reason. It is now felt that unless an employee is absent from active duty in the military service for a period of at least three months that a records check should be made upon his return to active duty in the Bureau. In the event the employee has married while on military leave the appropriate records check will, of course, be made of his marital status upon his return to active duty. It is felt that the establishment of this procedure will eliminate a number of records checks which are now being made unnecessarily.

Respectfully,  
for the Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/11/91 BY SP-SC/baz/ce

Clyde Tolson

MR:TC

cc - Mr. H. S. Clegg  
Mr. J. P. Mohr

RECORDED - 11

166-2554-8750  
MAY 18 1951

34

INDEXED - 11

54 MAY 21 1951

THE DIRECTOR

May 20, 1951

THE EXECUTIVE CONFERENCE

ALL INFORMATION CONTAINED  
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DATE 11/1/91 BY SP-SC/BHP

The Executive Conference of May 7, 1951, consisting of Messrs. Ladd, Clegg, Glavin, Belmont, Rosen, Nichols and Quinn Tamm, discussed the attached communication to all Special Agents in charge concerning the stenographic tests and recommended approach.

It was pointed out that the proposed stenographic tests cover a period of three minutes rather than the two minutes previously used by the Bureau. Inquiry has been made of the Civil Service Commission and advice was received that the 50 word per minute test being utilized by the Civil Service Commission at this time is based on a three minute test rather than a two minute test. The Bureau therefore will not be out of line in establishing a three minute stenographic test for the stenographic and stenographic applicants at the present time.

Respectfully,  
For the Conference

*[Handwritten signature]*

Clyde Tolson

*[Handwritten initials]*

enc. 30  
attachments

cc - Mr. H. H. Clegg  
Mr. J. P. Mohr

RECORDED - 42

66-3354-8751

MAY 18 1951

INDEXED - 42

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Alden
- Belmont
- Laughlin
- Mohr
- Tele. Room
- Nease
- Gandy

54 MAY 21 1951

*[Large handwritten signature]*

The Director

May 7, 1951

The Executives Conference

ALL INFORMATION CONTAINED  
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DATE 11/1/91 BY SP-5 C/B

The Executives Conference consisting of Messrs. Ladd, Glavin, Clegg, Slabo, Belmont, Rosen, Mohr, Tracy, Nease and Nichols considered the recommendation of the Records Section on the handling of teletypes. It was pointed out that in the month of March 12,970 teletypes were received, that approximately 48 per cent of all teletypes were indexed and an average of 4.3 index cards were prepared on each teletype requiring indexing. Based upon these figures, it was estimated that in March alone 26,000 index cards were prepared. A survey has disclosed that considerable indexing of teletypes appears to be extraneous as the information contained in the teletypes in most instances is received in the Bureau at a later date in report form which requires additional indexing.

It was the recommendation of the Records Section that only the names of subjects and the title of the case be indexed, that the names of suspects or others who appeared to have subversive tendencies which appeared in the body of the teletype not be indexed unless the Bureau Supervisor handling such a teletype feels that the teletype should be indexed. In this event, the Supervisor could underline in green pencil the names of the individuals which would cause them to be automatically indexed upon their return to the Records Section.

The Conference was unanimous in recommending that a trial be given to the procedure of not indexing teletypes on condition that a memorandum be sent to all supervisors alerting them to what the procedure is. A memorandum is attached.

Respectfully,  
For the Conference

Clyde Tolson

OLA

66-2534-8753

LBN:mb

RECORDED - 128

MAY 18 1951

34

CC: Mr. Clegg  
CC: Mr. Mohr

INDEXED - 128

Handwritten initials

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

54 MAY 21 1951

THE DIRECTOR

May 9, 1951

THE EXECUTIVES' CONFERENCE

ALL INFORMATION CONTAINED  
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DATE 11/11/81 BY sp-5/bjs

ASSIGNMENT OF SECURITY CASES TO POLICE

On May 7, 1951, the Executives' Conference, consisting of Messrs. Ladd, Clegg, Glavin, Harbo, Nichols, Rosen, Tracy, Mohr, Nease, Sizoo and Belmont, considered a proposed SAC Letter instructing that no further security cases be assigned to the police in jurisdictions having "anti-Communist" state or local legislation, whereby state or local police agencies have been given enforcement jurisdiction.

Numerous states and municipalities in the past two or three years have adopted legislation purporting to outlaw or control the Communist Party, its activities, and its front groups. In some instances, such legislation has provided criminal penalties or has restricted freedom of action by cited organizations and their memberships. State and local police have enforcement responsibilities under the penal provisions of such legislation. The question is should we assign security cases to the police agencies operating in the communities which have such legislation.

The problem affects many of the Bureau's offices, inasmuch as the states and municipalities having such laws are numerous. Accepting the fact that we should assign cases to the police wherever possible, the problem of assignment of security cases is confined largely to those instances where the state or local law is such as to require local police agencies to take action if they become cognizant of Communist activity in their jurisdiction.

Arguments Favoring Referral of Cases

(1) If the state law provides criminal penalties against subversives, the FBI may be said to have a moral, if not a legal, obligation to advise the state authorities of violations of such law. (We are exploring this obligation further and a memorandum will be prepared, setting forth further views on this matter.)

(2) Action taken by local authorities under anti-Communist laws will probably be directed against Communist leaders in the community, rather than the run-of-the-mill type of case which we would assign to the police.

INDEXED - 128 RECORDED - 128

66-2554-8754

(3) Any local prosecution of individual cases referred to the FBI would result in harassment of the Party.

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

Attachment

cc - Mr. Clegg 54 MAY 21 1951  
Mr. Mohr

AHB:tlc

MEMORANDUM FOR THE DIRECTOR

(4) Local prosecution of subjects referred for investigation who may be employed in vital facilities might result in the removal of these security risks from the vital facilities. This is not too sound an argument because we would ordinarily ourselves work cases involving Communists in vital facilities, rather than refer them to the police.

(5) Police investigations which threaten prosecution would tend to keep Communist Party members "on the move" and interfere with organized Party activity.

Arguments Against  
Referral of Cases

(1) Probably the strongest objection against referral of security cases to the police, where they may be required through local statutes to take action, is the fact that we lose control of the investigation and the investigative field of Communism in that locality. Our present arrangement is for the police department to be assigned cases which they will work and on which they will render reports to us. The understanding with the police departments is that information we give them is confidential and is not to be disseminated outside of the police department. If we refer security cases to the police, where they are required to take action under local laws, our control of the information and the action based thereon is lost.

(2) We must consider that in many instances the local laws or ordinances were passed as political measures and any action taken thereunder would be based on political motives.

(3) If we refer cases for investigation and at the same time decline to furnish information to local authorities regarding other cases they desire to prosecute, we may be charged with withholding evidence. On the contrary, if we refer no cases in those localities where criminal prosecutions are likely, we may logically rely on the answer that our files are confidential by Executive Directive.

(4) If we seek police assistance in investigations of routine cases but decline to furnish information where the police desire to prosecute, we can be charged with lack of cooperation.

(5) Vigorous, even though ill-advised, prosecutions by local authorities would have the effect of driving the Communists still further underground. Referral of cases to these police agencies by us would provide material for such prosecutions.

MEMORANDUM FOR THE DIRECTOR

(6) By referring cases to the police, where anti-Communist statutes apply, we will be building up police activity in the field of investigation of Communists and subversive activity which cannot help but conflict with the over-all national jurisdiction of the FBI.

(7) By referring security cases to the police in communities where anti-Communist laws are in existence, we are in effect expressing approval of the local statute, whereas the national policy, as set by the President and the Attorney General, at this time does not call for this type of action against the Communists. Logically, if we are going to control subversive activities, we should not approve or feed material to local prosecutions which may not be in keeping with the national policy.

(8) Congress has considered the extent of action to be taken against Communists and subversive elements at this time, as set forth in the McCarran Act. Enforcement of this Act is the Bureau's responsibility and action under this Act is now under way.

Executives' Conference  
Recommendation:

Messrs. Ladd, Rosen, Mohr, Sizoo and Belmont recommended that the attached SAC Letter be sent to the field, instructing that no security type cases be assigned to state or local police in jurisdictions wherein, by virtue of state or local law, the local authorities have enforcement and prosecutive duties imposed upon them to act against Communists or other subversives; that we continue to assign security cases to the police where no such local laws are in existence.

The SAC Letter further instructs that the Bureau be advised of the laws in existence and the communities where they apply. It further instructs that where we disseminate information to local authorities as a result of the review of our Security Index, we should consider the possibility that these same state or local laws will require prosecution of the individual, and in each instance where such dissemination is contemplated, the Bureau should be advised of the existence of any anti-Communist laws. Each case will be considered individually as to whether the information should be disseminated, regardless of anti-Communist laws.

Messrs. Nichols, Glegg, Glavin, Harbo, Tracy and Nease opposed sending out any general instructions prohibiting field offices from assigning internal security cases to police in localities where

MEMORANDUM FOR THE DIRECTOR

state laws or city ordinances required registration of Communists. They recognized the problems and dangers involved but felt the problem could be best solved by an instruction prohibiting assignment of such cases where confidential informants, confidential sources of information, or technical surveillances were involved or the possibility existed of having raised the issue of production of the files of the Bureau. They would favor assignment of internal security cases where the Bureau received a letter, visit, or call from a citizen, alleging that the subject was a Communist.

The following reasons were advanced for this view:

(1) The Bureau should not be put in a position of issuing any instruction which conceivably could be made public in a Congressional inquiry, through court proceedings, or any other manner, when the instruction would, in effect, forbid cooperation or recognition of local law violation.

(2) Such an instruction would make exceedingly difficult meeting a situation, such as raised at the Governors' Conference last winter and the logical application of the instructions would force a change in policy to prohibit furnishing information on Communists to local authorities employed in public utilities, vital facilities, etc., if we were to be consistent.

(3) If the Bureau assigns other cases to police, there is no answer to the public or a Congressional Committee for not assigning some internal security cases.

(4) Failure to assign some type of internal security work to police weakens our position in heading up internal security work and in mobilizing police for internal security.

(5) The same objectives could be accomplished by a definitive instruction without placing the Bureau in the position of prohibiting assigning internal security work in locales where Communists are required to register under local laws.

(6) Such an instruction as suggested would needlessly invite criticism from citizens and legislative groups seeking to expose Communism. The public does not understand the technicalities and what they want is action.

(7) When the McCarran Act becomes operative requiring individual Communists to register, there will be little difference whether registration is to be under local or federal laws.

(8) Our volume of work is such that we should make more assignments to local authorities.



MEMORANDUM FOR THE DIRECTOR

In connection with the above views, the members of the Conference favoring the SAC Letter pointed out that practically all security cases are opened on confidential information and if we assign any security cases to the police, where local anti-Communist laws are in effect, we are opening the gates for the police to ask for additional information on known Communists. We cannot logically refuse such requests if we are assigning cases to the police.

Further, if we attempt to assign cases in certain jurisdictions on the restrictive basis that the information came from a citizen, we are raising another exception which cannot help but be confusing to the field.

In so far as the problem raised at the Governors' Conference is concerned, this is an entirely separate program and each individual case is considered on its merits, regardless of the assignment of cases to the police.

In the event you agree, this SAC Letter will be sent to the field. A further study is being made as to whether we have a moral or legal responsibility to disseminate information to local authorities on individuals who might be considered for prosecution under local anti-Communist laws.

Respectfully,  
For the Conference

Clyde Tolson

THE DIRECTOR

May 11, 1951

THE EXECUTIVE CONFERENCE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/1/91 BY SP-5 CIB/BJ

The Executive Conference of May 7, 1951, consisting of Messrs. Ladd, Glegg, Sizoo, Belmont, Tamm, Nichols and Glavin considered a memorandum submitted by Mr. J. L. Clark, Veterans Counselor, concerning letters to servicemen who left the Bureau's service before the Korean War broke out. Mr. Clark pointed out that a number of Bureau employees left the Bureau's service in 1949 in the early days of the selective service law of 1948, during the first few months of that year, certain of the employees enlisting because they anticipated inactivation and desired to choose their own branch of service. Mr. Clark pointed out that there were approximately 45 such persons and their military service began between June of 1949 and December of 1949. Three-year enlistments were made in most of 3,500 cases and 14 will be observed when these enlistments will expire in the near future.

Mr. Clark further pointed out that there are approximately a half dozen individuals who entered the military service during 1949 and during early 1950, prior to the outbreak of Korean hostilities in June, 1950.

Mr. Clark felt that it would be inappropriate to forward the regular type letter to these former employees due to the long period of time they have been away from active Bureau service. He recommended, however, that a communication comparable to the suggested communication attached be forwarded to the 51 former employees in question to this effect. This communication would let the employees know we are thinking of him and would like to interact in the Bureau, at this time when he undoubtedly will be giving consideration to return to civilian life in the not too distant future.

The Conference recommends approval of the letter attached, should the Director agree, since SI cannot still be handled in this way.

Respectfully,  
For the Director

66-2534-8755

MAY 18 1951

RECORDED - 128  
INDEXED - 128

Walter Tolson

Attachment

cc - Mr. J. L. Clark  
Mr. J. P. Mohr

54 MAY 21 1951

EX-123

THE DIRECTOR

May 11, 1951

THE EXECUTIVES' CONFERENCE

SECURITY INDEX PROGRAM

ALL INFORMATION CONTAINED  
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DATE 11/1/91 BY sp-rc/bkr

On May 11, 1951, the Executives' Conference, consisting of Messrs. Tolson, Ladd, Clegg, Glavin, Harbo, Nichols, Rosen, Tracy, Mohr, Sizoo and Belmont considered a proposed memorandum to the Department, requesting the Department's views on the standards we are utilizing to place persons on the Security Index and requesting the Department's views on our policy which led to the selection of those standards.

The attached memorandum sets forth the history of the development of the Security Index Program between the Department and the Bureau.

It was pointed out to the Conference that although we have furnished to the Department on September 16, 1949, and again on July 27, 1950, the standards under which we place individuals on the Security Index, we have not been advised in writing that the Department approves these standards. It is true that we have had a number of conferences with Departmental representatives, at which times they have raised no objection to these standards, and by the failure of the Department to object, either orally or in writing, approval might be assumed; however, it is felt that a definite expression of approval from the Department on these standards should be received. The proposed memorandum asks for a definite expression of opinion in this respect.

It was pointed out further that there are many persons in this country today who are or in the past have been in sympathy with the aims and purposes of the Communist Party or other subversive groups. We have investigated thousands of these individuals on the basis of specific allegations made against them. There are many concerning whom non-specific allegations have been made which did not warrant investigation in the past. From those persons investigated we have selected in excess of 15,000 individuals as potentially dangerous. These persons comprise the Security Index.

INDEXED - 128 RECORDED - 128 166-2557-8756

In compiling the list of names now included in the Security Index, we have sought to restrict the Security Index to those individuals whose past or present activities and training show them to be a definite potential danger to this country in time of emergency. Our efforts have been directed toward keeping this list to the minimum number which will afford this country the necessary protection from sabotage, espionage and subversive activities in time of emergency, rather than any effort on our part to place on the list all persons who have been affiliated with the Communist Party or other subversive groups in the past.

Tolson  
Ladd  
Clegg  
Glavin  
Nichols  
Rosen  
Tracy  
Harbo  
Belmont  
Mohr  
Tele. Room  
Nease  
Gandy

Attachment 3 MAY 21 1951  
AHB:tlo

MEMORANDUM FOR THE DIRECTOR

We feel this is a sound procedure. To include in this list all persons coming to our attention who are or have been sympathetic to subversive organizations of course, would further reduce the possibility of activities inimical to the best interests of the United States. However, as many such persons may have foolishly or mistakenly entered such association, this procedure would cause injustice, and would unquestionably leave indelible marks on the record of law enforcement in this country for years to come.

It is felt, however, that the Department should express its opinion on this policy which governs the making up of our Security Index. This is necessary because any one of these sympathizers or former members of these subversive groups or fronts could commit sabotage and the question would logically follow as to why was he not on the Security Index. This question could be raised on any individual against whom we have any allegation of possible subversive sympathies or connection, regardless of how remote the possibility that such an individual is dangerous.

The proposed memorandum sets forth our policy in this respect and requests the views of the Department.

Executives' Conference  
Recommendation:

The Executives' Conference unanimously recommended that the attached memorandum be sent to the Department. If you agree, it will be sent.

Respectfully,  
For the Conference

Clyde Tolson

CONFIDENTIAL

MAY 11, 1951

CONFIDENTIAL

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DATE 11/1/91 BY SP-5C/bmf

The 14 outlined Conference of May 8, 1951, consisting of Messrs. Ladd, Tracy, Sizoo, Mason, Mr. Glavin, Mohr, Harbo, Belmont and Glavin considered the attached proposed confidential Service Bulletin to all employees employed concerning the "General Insurance Fund" and recommended its approval.

For the Director's information, it will be recalled that under present regulations, the membership of the Fund is reduced at the end of the year annually during the month of May. This report reflects collections and during the year, disbursements for 21 deaths, refunds for members leaving the service and a balance of \$22,732.10 in the fund as of this date.

Respectfully,  
For the Conference

Glavin Belmont

cc - Mr. Glavin  
Mr. T. R. Sizoo

RECORDED - 128

66-2554-875-7

INDEXED - 128

MAY 18 1951

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Algen
- Belmont
- Laughlin
- Mohr
- Tele. Room
- Nease
- Gandy

EX-123

Key

4 MAY 21 1951

THE DIRECTOR

May 12, 1951

THE EXECUTIVES' CONFERENCE

ALL INFORMATION CONTAINED  
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DATE 11/19/91 BY SP-5/bjx

ASSIGNMENT OF SECURITY CASES TO THE POLICE

On May 10, 1951, the Executives' Conference, consisting of Messrs. Tolson, Ladd, Mason for Clegg, Glavin, Harbo, Nichols, Rosen, Tracy, Mohr, Sizoo and Belmont, considered the possible legal or moral obligation of the Bureau to furnish state and local authorities with information regarding violations of "anti-Communist" statutes and ordinances.

A study of this matter was made in the Security Division, as reflected by the attached memorandum, and the following conclusions were reached:

(1) The Bureau has no legal or moral duty to inform state and local agencies of violations of "anti-Communist" ordinances or statutes where the violation is a misdemeanor.

(2) The Bureau has no legal duty to refer such violations to state and local agencies even where the violation is a felony.

(3) The Bureau has no moral duty to refer such violations to state and local agencies even where the violation is a felony.

(a) so long as we have primary jurisdiction of similar legislation, such as the Internal Security Act of 1950, with which such referral might conflict;

(b) so long as such referral might interfere with our security responsibilities.

(4) The Bureau does have a moral duty to refer violations, whether general criminal or security criminal in nature, to local agencies where to do so will not hamper our own operations or present or contemplated federal action. This duty is predicated upon reciprocal obligations of law enforcement agencies to furnish mutual cooperation, and upon the fact that failure to refer such violations places the Bureau in the role of prosecutor in deciding that the case will not be pursued in court, at least on the evidence the Bureau possesses.

Executives' Conference Recommendation: RECORDED - 128

66-2534-8758

INDEXED - 128

The Conference was of the unanimous opinion that we do not have legal or moral responsibility to furnish such information to the

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

cc - Mr. Clegg  
Mr. Mohr  
Attachment

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AHB:tlo 34 MAY 21 1951

MEMORANDUM FOR THE DIRECTOR

local authorities. The Conference was of the opinion, however, that further research into this matter should be conducted by the Training Division in order that the Bureau's position from a legal standpoint would be clearly set forth.

The Conference was also of the unanimous opinion that we should not refer this question to the Department for an opinion.

If you agree, the Training and Inspection Division will conduct additional research as to the Bureau's legal responsibility in this matter.

*Expedite it*  
*91*

Respectfully,  
For the Conference

*[Signature]*  
Clyde Tolson

Director

May 12, 1951

The Executives Conference

LETTERS TO U. S. ATTORNEYS ASKING FOR SUGGESTIONS

The Executives Conference on May 11, 1951, with Messrs. Glavin, Tracy, Harbo, Mohr, Belmont, Ladd, Rosen, Sizoo, Nichols and Clegg being present considered the fact that letters are sent about the first of June each year to United States Attorneys asking their suggestions. Due to the fact that this year we have had the SAC's contact the U. S. Attorneys to discuss problems and obtain suggestions in the past few weeks, the Conference unanimously recommended that the letters inviting suggestions from U. S. Attorneys not be sent this year.

Respectfully,  
For the Conference

Clude Tolson

HHC:ebt

cc - Mr. Mohr  
Mr. Clegg

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DATE 11/17/81 BY SP-5/BJT

RECORDED - 120

INDEXED - 120

166-2554-8759  
MAY 18 1951  
16

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

MAY 21 1951



The Director

May 4, 1951

The Executives Conference

JOSE RAMIL CHEGA,  
with aliases; ET AL  
ESPIONAGE - R

On May 3 the Conference composed of Messrs. Ladd,  
Glavin, Tracy, Mohr, Belmont, Clegg, McGuire, Sizoo, Nease,  
Rosen and Harbo, considered the proposal of the Legal  
Attache in [redacted] that microphone equipment be furnished to

[redacted] for installation in a hotel room occupied  
by one of the subjects in the Chego espionage case. This is  
a Russian espionage case which so far has no United States  
ramifications but which we are following for intelligence  
purposes. [redacted] has been most cooperative with the  
Legal Attache in [redacted] and has furnished us much confidential  
information of value. [redacted] could obtain the needed  
equipment from [redacted]  
but does not want them to be aware of this particular opera-  
tion. (S)

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The cost of the equipment which it is proposed to  
furnish is approximately \$25.00. It will bear no identifying  
marks whatsoever and could not be traced to the FBI. The  
Conference unanimously recommends that four microphones and  
necessary wire be sent to the Legal Attache in [redacted] to turn  
over to [redacted] advising him that it need not be re-  
turned. The Legal Attache would be instructed that he not  
participate in any manner either in the installation or the  
maintenance of this equipment. If the Director approves the  
Conference recommendation the attached letter should go for-  
ward to [redacted]. (S)

Respectfully,  
For the Conference

2/21/92  
Classified by SP-5 C/DHC  
Declassify on: OADR

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE BY

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
EXCEPT WHERE SHOWN  
OTHERWISE

Clyde Tolson

cc - Mr. H. H. Clegg  
Mr. Mohr

- Mr. Tolson
- Mr. Clegg
- Mr. Glavin
- Mr. Ladd
- Mr. Nichols
- Mr. Rosen
- Mr. Tracy
- Mr. Egan
- Mr. Gurnea
- Mr. Harbo
- Mr. Mohr
- Mr. Pennington
- Mr. Quinn Tamm
- Tele. Room
- Mr. Nease
- Miss Gandy

Attachment

TH: VH

RECORDED - 131

166-2554-8760  
REC'D  
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INITIALS ON ORIGINAL

MAY 28 1951

ORIGINAL COPY FILED IN 100-367451

May 12, 1951

THE DIRECTOR

THE EXECUTIVES CONFERENCE

ALL INFORMATION CONTAINED  
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DATE 11/1/91 BY SP-5 CIB/BJF

The Executives Conference of May 8, 1951, consisting of Messrs. Ladd, Tracy, Sizoo, Mason for Glegg, Mohr, Harbo, Belmont and Glavin was advised of the receipt of a communication from the SAC at Salt Lake City concerning National Academy graduate [redacted] who has been in the Bureau's service since September 25, 1950. Mr. Newman points out that [redacted] has been on leave of absence from the Portland, Oregon Police Department since his appointment in the Bureau and leave of absence from that department expires June 30, 1951.

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[redacted] is very desirous of continuing with the Bureau and in order to obtain an extension of leave from the Portland Police Department he must have a letter from the Bureau advising that his services are needed as long as the present national emergency exists. The letter should be directed to the Honorable Dorothy McCullough Lee, Mayor of the City of Portland. SAC Newman suggested that possibly the Bureau will desire to afford consideration to forwarding such a letter to the Salt Lake City Office so that Agent [redacted] may enclose it with his communication to the Mayor requesting extension of leave.

The Conference was advised that [redacted] has been rated as Satisfactory on his annual Performance Rating. He makes a very good appearance, has a pleasant personality and gets along with his fellow employees very well. He is above average in resourcefulness, force and aggressiveness. He is very sincere and enthusiastic about his work, and has displayed an excellent attitude since being assigned to the Salt Lake City Office. His dictation is between Very Good and Excellent, he has above-average ability in the use of firearms, and SAC Newman considers him well qualified to work on raids and other dangerous assignments. He has had considerable work and experience in the police field and as a result is confident in his approach to people, meets them well and represents the Bureau very well on all occasions. His reports, letters and memoranda have been above-average for an Agent with his experience. He testifies clearly, is very composed, and Newman is confident he would make a very capable witness. He is available for special and general assignments wherever and whenever his services are needed. Newman stated [redacted] can be assigned complicated investigations and be depended upon to handle them in an above-average manner for an Agent with his experience and length of service.

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RECORDED - 11

MAY 21 1951

INDEXED - 11

MAY 22 1951

EX-65

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Perkins

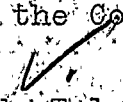
Memo for the Director - Continued

Mr. Newman states that while [redacted] has not had opportunity to exercise administrative or supervisory ability except in connection with his own cases, it is noted that he follows them very closely and completes his investigations with considerable dispatch. Newman stated that [redacted] is very mindful of deadlines and does his utmost to see that the work is done within the prescribed time. Newman considers him within the middle limits of Satisfactory.

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b7c

The Conference recommends that an appropriate communication be forwarded to [redacted] to forward to the Mayor of Portland, advising that [redacted] services are needed so long as the present national emergency exists. Should the Director agree, the appropriate communication will go forward to the SAC at Salt Lake City without delay.

Respectfully,  
For the Conference

  
Clyde Tolson

OK  
12

The Director

5/16/51

The Executives Conference

INFORMATION SHEET

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HEREIN IS UNCLASSIFIED

DATE 11/2/91 BY SP-5 CBT

The Executives Conference on 5/9/51 with Messrs. Tolson, Tracy, Harbo, Mohr, Belmont, Ladd, Sizoo, Nichols, Rosen and Mason being present considered the suggestion of Mr. Mason that each SAC prepare an information sheet of approximately two pages and forward same to the SAC to be handed to new Special Agent trainees about to depart to their first office of assignment. Mason's idea was that this information sheet would contain helpful data to the trainee about his first area of assignment, such as the likelihood of obtaining two or three bedroom apartments or houses; hotels which offer reasonable rates and are reputable, so that trainees would not get lodged in an expensive hotel unwittingly; information concerning taxi rates from airports and railroad stations to hotels. These sheets would also name two or three reasonable and suitable eating places and mention briefly the type of clothing worn in the community at various seasons of the year.

Thus, it would be possible for a New Agent to have some idea as to the type of clothes to take with him and whether he should have his family accompany him or leave them where they are presently located until he found housing and otherwise make plans which would make him feel more at home and more quickly available for duty.

The Executives Conference was unanimously opposed to the idea with the exception of Mr. Mason.

Mr. Tracy suggested that New Agents write their SAC for information. Mr. Rosen observed that such a list would not mean anything; that it would be difficult to keep up to date and cited Washington, D. C., as an example of difficulty in obtaining housing. Mr. Tolson also opposed expressing the thought that some embarrassment might result; that there might even be law suits, that some hotels would criticize the Bureau because they were not recommended and partiality was shown others and there is the likelihood that some trainee would make the document available upon resignation to a newspaper with additional embarrassment.

If you concur, no action will be taken relative to this suggestion.

RECORDED - 1166-2554-8762

MAY 21 1951

INDEXED

Respectfully,  
For the Conference,

cc. - Mr. Mohr  
Mr. Clegg

Clyde Tolson

EDM:mjd

54 MAY 22 1951

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

FEDERAL BUREAU OF INVESTIGATION

Room 5744 \_\_\_\_\_, 1951  
Extension 351

*SP-2*

- To: \_\_\_\_\_ Director
- \_\_\_\_\_ Mr. Tolson
- \_\_\_\_\_ Mr. Ladd
- \_\_\_\_\_ Mr. Clegg
- \_\_\_\_\_ Mr. Glavin
- \_\_\_\_\_ Mr. Harbo
- \_\_\_\_\_ Mr. Nichols
- \_\_\_\_\_ Mr. Rosen
- \_\_\_\_\_ Mr. Tracy
- \_\_\_\_\_ Mr. Belmont
- \_\_\_\_\_ Mr. N. P. Callahan
- \_\_\_\_\_ Mr. H. L. Edwards
- \_\_\_\_\_ Mr. M. A. Jones
- \_\_\_\_\_ Mr. Sizoo
- \_\_\_\_\_ Mr. Trotter
- \_\_\_\_\_ Mr. Nease
- \_\_\_\_\_ Miss Gandy
- \_\_\_\_\_ Reading Room
- \_\_\_\_\_ Personnel Records Section
- \_\_\_\_\_ Records Section
- \_\_\_\_\_ Mrs. Skillman
- \_\_\_\_\_ Mrs. Brown
- \_\_\_\_\_ Miss Weber

35516

*W/K*  
Mr. Frank Wacker

See Me For Appropriate Action  
Send File Note and Return

*Frank, pls call me*

*10/1/51*  
*Repeated efforts*  
*to locate have been*  
*negative*

ALL INFORMATION CONTAINED  
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DATE *11/2/81* BY *SP-5 c/bz*

*J. P. Mohr*

The Director

35517 April 12, 1951

The Executives Conference

PHYSICAL TRAINING

The Executives Conference consisting of Messrs. Tolson, Ladd, Clegg, Glavin, Rosen, Harbo, Mohr, Sizoo, Belmont, and Tracy, on April 11, 1951, considered the matter of physical training in the Bureau's gymnasium.

The present program of physical training provides for the following classes in the gymnasium in the Justice Building Monday through Saturdays:

- 10:00 - 11:00 AM
- 11:00 - 12:00 Noon
- 12:00 - 1:00 PM
- 1:00 - 2:00 PM
- 4:00 - 5:00 PM

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DATE 11/7/91 BY Sp-5c/ONE

There are no gymnasium facilities of any type in the Identification Division Building.

The Supervisory staff at the Seat of Government has been advised that the Bureau desires all Special Agent personnel a high degree of physical fitness at all times. A copy of the last instructions issued by the Bureau in this regard is attached hereto.

The question discussed by the Conference was whether or not Agent Supervisory personnel assigned to the Identification Building should be permitted to attend any of the classes in the gymnasium in view of the fact that it takes time to travel from the Identification Building to the Justice Building and return (by personal automobile, 8 - 10 minutes; by station wagon 20 minutes). While it is necessary that all Agent personnel maintain a high degree of physical fitness, it was pointed out to the Conference that Agent Supervisory personnel assigned to the Identification Building are in no different category than Agents assigned to the Washington Field Office and field office Agents do not have access to the Bureau's gymnasium during the regular hours of the gymnasium.

For the Director's information, current instructions with reference to the recording of overtime provide that no credit is to be given for overtime worked during the regular hours of the day.

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

Attachment

cc - Mr. Clegg

MAY 3 1951

537:edn

RECORDED - 33  
166-2554-8763  
MAY 18 1951 ON ORIGINAL  
54 INITIALS

ENCL.

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35538

given for any work performed before or after regular hours for the purpose of making up for time spent in the gymnasium. Any such work period is to carry an explanatory notation such as "1 hour gymnasium."

The Conference unanimously recommends that the facilities of the gymnasium in the Justice Building be made available only to Supervisory personnel assigned to the Justice Building.

For the Director's further information, the following Divisions have Agent Supervisory personnel in the Identification Building:

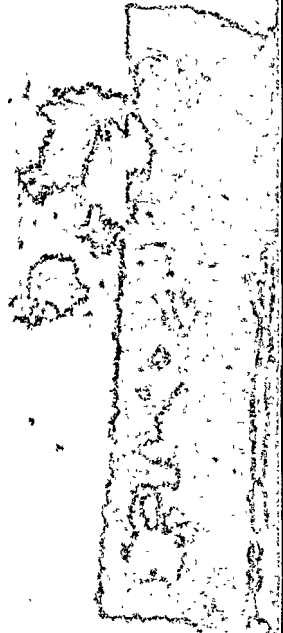
- Division 1, Identification Division - 7
- Division 3, Administrative Division - 1
- Division 4, Records and Communications - 2
- Division 7, Laboratory - 4

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Total 14

Respectfully,  
For the Conference,

Clyde Tolson



The Director

May 18, 1951

The Executives Conference

ITSMV CASES  
STATISTICS

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/7/91 BY sp-5c/bmk

The Executives Conference consisting of Messrs. Glavin, Tracy, Harbo, Mohr, Belmont, Ladd, Rosen, Clegg, Sizoo and Nichols considered the following:

In connection with the recording of statistics on National Motor Vehicle Theft Act cases the following situation frequently arises. The owner of a car loans his automobile to an individual who then does not return it and the owner swears out an embezzlement complaint. In many instances we have to make a check to determine whether or not there has been an actual theft. In such cases where the car is recovered we have heretofore listed the value of the car as a statistic.

The Executives Conference was unanimous in the opinion that it was perfectly proper to record as a statistic the recovery of a car in any case investigated by the Bureau under the National Motor Vehicle Theft Act even though only an embezzlement occurred.

Respectfully,  
For the Conference

CC - Mr. Clegg  
Mr. Mohr

*OK*  
*HA*  
Clyde Tolson

LBN:mrh

RECORDED - 57  
INDEXED - 57

66-2554-8764  
MAY 24 1951

EX-130

MAY 28 1951

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Alden \_\_\_\_\_
- Belmont \_\_\_\_\_
- Laughlin \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Andy \_\_\_\_\_



THE DIRECTOR  
THE EXECUTIVES' CONFERENCE

CASE ADMINISTRATION

Original copy  
and is not on record. If an  
original is received in Files  
Division it will be filed either  
with this copy or may be given  
a new serial.  
10/1/51 678

11 17, 1951

On April 16, 1951, the Executives' Conference, consisting of Messrs. Tolson, Ladd, Clegg, Glavin, Harbo, Nichols, Rosen, Tracy, Mohr, Sizoo and Belmont considered the question of uniformly handling the status of Security Index cases on individuals who have been placed on the Security Index. This question was considered by the Internal Security-Espionage Conference on April 2-3, 1951.

Internal Security-Espionage  
Conference Suggestion:

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/2/91 BY SP-5CIB/BJ

The conference pointed out that some offices at the present time are reopening individual Security Index cases for the purpose of verifying the addresses of the subjects. Following the verification of the addresses (business and residence), the case is then closed. In other offices, the addresses are verified without reopening the case. There is a lack of uniformity in this procedure, and the conference felt that uniformity was desirable throughout the field order to properly reflect the volume of work being handled by the Bureau. The conference recommended that the uniform procedure be followed of maintaining all Security Index cases in a pending inactive status in order that the cases could be assigned to Agents and follow on the basis of a pending inactive case. It was felt this would require a closer supervision in the handling of these cases and reflect the true condition of pending work in the field offices.

The New York Office was of the opinion that this would be unnecessary administrative procedure. That office currently follows the policy of checking the addresses of Security Index subjects by assignment of the case to an Agent without reopening the case and without maintaining the case in a pending inactive status. The New York office felt this was the simplest procedure and would eliminate the maintenance of assignment cards and the administrative detail of opening and closing cases. The New York Office follows the verification of these addresses by means of an administrative tickler. The New York Office further felt that it would be misleading to show as pending in the various field offices a large number of cases opened solely for the purpose of verifying addresses.

ENCLOSURE

The Detroit, Newark, Seattle and Boston Offices were in agreement with the New York Office.  
Executives' Conference Recommendation:

RECORDED - 13 INDEXED - 131

66-4554-8765  
MAY 25 1951

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Aldon
- Belmont
- Laughlin
- Mohr
- Tele. Room
- Nease
- Gandy

The Executives' Conference felt that there should be uniformity throughout the field in the handling of these cases. The Executives' Conference recommended that the uniform procedure be followed of maintaining all Security Index cases in a pending inactive status in order that the cases could be assigned to Agents and follow on the basis of a pending inactive case. It was felt this would require a closer supervision in the handling of these cases and reflect the true condition of pending work in the field offices.

AHB:let:fr

MEMORANDUM FOR THE DIRECTOR

Conference unanimously recommended against the opening and closing of the Security Index cases each six months for the purpose of checking the addresses of the subjects. It was felt that this furnished a padded picture of the work in the field and did not accurately reflect the number of matters handled by the field. It was pointed out that in many instances, these addresses can be verified telephonically. It was felt that an unnecessary administrative burden was also placed on the field by the opening and closing of these 15,000 plus cases each six months.

The Executives' Conference split on the question of whether these cases should be handled through administrative tickler or through maintaining them in a pending inactive status.

Messrs. Tolson, Ladd, Glegg and Sizoo were of the opinion that a system now followed by the New York Office is correct and the verifying of the addresses in these cases each six months should be accomplished by the use of administrative ticklers. They felt that this was the simplest procedure and yet allowed the proper follow-up in the handling of the cases. They felt that any other system which would keep these cases in a pending inactive status would show an untrue picture of the actual pending work in the field offices. They recommended that the method of handling these cases again be re-examined on January 1, 1952.

The remainder of the Executives' Conference, consisting of Messrs. Glavin, Tracy, Harbo, Mohr, Nichols, Rosen and Belmont were of the opinion that these cases should be maintained in a pending inactive status. They felt that by this procedure the cases could be followed closely in the field and there would be a responsibility on the Agent to whom the case is assigned to properly channel all information concerning the subject into the appropriate file. They felt further that there is considerable effort expended in the verification of the addresses of these subjects each six months, particularly in the metropolitan areas where most of the subjects reside. While many of the addresses can be verified telephonically, in a great many instances in the metropolitan areas it is necessary to perform considerable investigation due to the movement of the Security Index subjects, both as to residences and employment. They felt that these cases should be kept pending inactive as they do involve work and the field should receive credit for them as pending matters which require attention at periodic intervals.

The field will be instructed in accordance with your approval in the over-all SAC Letter being prepared concerning the recommendations of the Internal Security-Espionage Conference.

Respectfully,  
For the Conference

Glyde Tolson

# Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. D. M. Ladd

FROM : Mr. A. H. Belmont

SUBJECT: CASE ADMINISTRATION

DATE: May 21, 1951

Tolson \_\_\_\_\_

Ladd \_\_\_\_\_

Clegg \_\_\_\_\_

Glavin \_\_\_\_\_

Nichols \_\_\_\_\_

Rosen \_\_\_\_\_

Tracy \_\_\_\_\_

Harbo \_\_\_\_\_

Belmont \_\_\_\_\_

Mohr \_\_\_\_\_

Tele. Room \_\_\_\_\_

Nease \_\_\_\_\_

Gandy \_\_\_\_\_

35543

There is attached a copy of a memorandum of the Executives' Conference originally submitted to the Director under date of April 17, 1951.

An exhaustive search made throughout the Bureau over an extended period of time has failed to locate the original of this memorandum. Therefore, it is being resubmitted in this manner at this time since it cannot be established definitely whether the contents have been brought to the attention of the Director.

Attachment

WVK:jdt

ENCL  
129

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DATE 11/21/91 BY SP-5/BJT

mohr - See me  
re failure to  
locate memo

57- RECORDED - 129

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10/1/57  
Repeated efforts to  
locate original from  
JWB.

65 OCT 1957

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The Director

May 18, 1951

The Executives Conference

FBI NATIONAL ACADEMY  
SPECIALIZED TRAINING-JUVENILE CONTROL  
F.B.I.N.A.

The Executives Conference on May 18, 1951 with Messrs. Tolson, Callahan, Tracy, Harbo, Mohr, Belmont, Ladd, Sizoo, and Glegg being present recommended that the specialized training course in Juvenile Control offered to students attending the FBI National Academy in the final week of the course be discontinued. For the past two years there has been an average of less than one student per session for the course. In some sessions no students took the course at all and the total number now taking this course is exceedingly small.

We will continue to have discussions of this subject as a part of the basic ten-week course. If approved, it will be omitted hereafter on the list of subjects which may be chosen during the final two weeks of each session for specialized training.

Respectfully,  
For the Conference

Clyde Tolson

HHC:ebt

cc - Mr. Mohr  
Mr. Glegg

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/2/91 BY SP-5/btc

9

INDEXED - 18  
RECORDED - 18

66-2554-8766  
MAY 25 1951  
37

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

Tolson \_\_\_\_\_  
 Ladd \_\_\_\_\_  
 Clegg \_\_\_\_\_  
 Glavin \_\_\_\_\_  
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 Tele. Room \_\_\_\_\_  
 Nease \_\_\_\_\_  
 Gandy \_\_\_\_\_

AHB:tlg  
 66-117-11699  
 66-117-11699

INDEXED - 80

MAY 25 1951

The field has been instructed to submit reports on all SI subjects in vital facilities. This will number approximately 2,000. (Approximate) Total: 2,100

- (1) The field submits reports on key figures each six months - approximately 1,500
- (2) Over 3,600 Security Index subjects have been added since June, 1950. Consequently, there are current reports on this number 3,600
- (3) The field has been instructed to submit reports on all SI subjects in vital facilities. This will number approximately 2,000. (Approximate) Total: 2,100

In addition, it was noted that many of the field offices have written current reports, particularly the smaller offices. In addition, that we cannot cut down on the investigative effort applied to this type would reflect an increase in this type of work and consequently indicates delinquent cases which increased to 16,873 at the end of March. This 30,857 at the end of March. At the end of December, there were 15,072 the end of December, there were 28,202 pending cases which increased to increased at the end of each of these four months. As an example, at likewise, the number of delinquent cases in these three categories has each month during December, 1950, and January, February and March, 1951. A survey of the pending work reflects that the number of pending cases in the classifications, 65, 100 and 105, have increased on May 1, 1951. A survey of the pending work reflects that the number of pending cases in the classifications, 65, 100 and 105, have increased. This matter was also considered by the Executives' Conference on May 1, 1951. A survey of the pending work reflects that the number of pending cases in the classifications, 65, 100 and 105, have increased.

It was pointed out that the question of submitting current reports on all Security Index subjects was taken up recently at the internal security-espionage conference held April 2-3, 1951, at which time it was strongly recommended that the Bureau not require the submission of current reports because of the more pressing problem of investigating pending cases for possible inclusion in the Security Index. To this, the Executives' Conference agreed, but recommended that the condition of the security work be re-surveyed on September 1, 1951, for the purpose of seeing whether we could require the submission of reports at that time.

(1) Should the field be required to submit current reports on all Security Index subjects at this time?

On May 1, 1951, the Executives' Conference, consisting of Messrs. Ladd, Clegg, Glavin, Harbo, Nichols, Rosen, Tracy, Mohr, Sizoo, and Belmont, considered problems in connection with the Security Index, as follows:

ALL INFORMATION CONTAINED  
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 DATE 11/19/91 BY 20-5-CA/PJT

THE DIRECTOR  
 THE EXECUTIVES' CONFERENCE  
 SECURITY INDEX

May 1, 1951

MEMORANDUM FOR THE DIRECTOR

Thus, it will be seen that of the 15,284 Security Index subjects, we have or are requiring current reports on a large percentage. The problem of delinquent reports lies in the large offices where there is a heavy backlog of security cases to be worked.

Executives' Conference  
Recommendation:

The Executives' Conference unanimously recommended that we not require the field to submit current reports on all Security Index subjects in view of the fact that the more pressing problem at this time is to work the pending cases and place on the Security Index those individuals who are potentially dangerous. The Conference recommended that we re-survey this matter again on September 1, 1951.

\* \* \* \* \*

(2) Should we retain persons on the Security Index where no activity has been shown for several years?

It was pointed out that because the Communist Party has ceased issuing membership cards and ceased maintaining membership lists since 1948; because of instructions by the Party that many members should go underground or divorce themselves from open participation in Party activities; and because of the conspiratorial nature of the Party, it has not been possible to develop positive evidence of current Communist Party activity on the part of a number of Security Index subjects who were placed on the Security Index several years ago. As a result, we have on the Security Index today a considerable number of subjects on whom current Party activities are not reflected. These subjects, however, were placed on the Security Index on a sound basis, that is, in keeping with the standards which had been set up by the Bureau for Security Index subjects.

It was pointed out that if an emergency occurs, it will not be possible to present to the hearing boards evidence of current activity on the part of some of these subjects. It was pointed out that these subjects have been retained on the Security Index as potentially dangerous because of their history of Communist Party activity and no evidence to the effect that they are no longer dangerous exists other than the mere passage of time. It was also pointed out that if one of these subjects were removed from the list and he committed sabotage during an emergency, it would be very difficult to justify our position in having removed him from the Index.

Executives' Conference  
Recommendation:

The Executives' Conference was of the unanimous opinion that the removal of these subjects from the Security Index would present a far greater risk than their retention despite the lack of evidence of current Communist Party activities. The Conference, therefore, recommended that they be retained on the Index.

MEMORANDUM FOR THE DIRECTOR

- (3) Should we refer to the Department cases for specific decisions where we do not have evidence of activity for several years?

It was pointed out that the question had arisen as to whether the Department should be asked to pass on the desirability of retaining on the Security Index those individuals on whom we have not developed current activities in the Party during a several year period, such as for the last three years or the last five years. The thought behind this would be to have the Department share the responsibility for keeping these people on the Security Index.

Executives' Conference  
Recommendation:

The Executives' Conference unanimously recommended against referring these cases specifically to the Department. The Conference felt that we have referred all cases to the Department and the Department is in a position to raise an issue on any case. The Conference further felt that we would not be relieved of any responsibility by any decision on the part of the Department.

\* \* \* \* \*

- (4) Should we interview individuals carried on the Security Index on whom we have developed no current activities?

It was pointed out that at the present time before an individual can be removed from the Security Index, he must be interviewed or a valid reason to the contrary given. In addition, where the field or the Bureau concludes that an interview with a subject may be productive, a recommendation is made to interview the subject and the interview is conducted if the Bureau approves.

The question here is should we, because of the mere passage of time for a period such as three years or five years without evidence of any Party activity, instruct that the Security Index subject be interviewed. The purpose would be to ascertain the attitude of the subject as a standard to determine whether he should be continued on the Index.

Executives' Conference  
Recommendation:

The Conference unanimously recommended against interviews based on the mere passage of time. The Conference felt that if a

MEMORANDUM FOR THE DIRECTOR

solid basis existed for placing the individual on the Index, he should remain thereon unless a strong reason to the contrary existed. The Conference felt that unless the subject takes positive action to remove himself from the Party and to so indicate, the Bureau is justified in retaining him on the Index regardless of the passage of time.

\* \* \* \* \*

- (5) As a result of current investigations we develop information of past Communist activity but not current activity by individuals. Such individuals are not placed on the Security Index because they do not meet our standards for the Index. Should we interview them to determine their present attitude?

It was pointed out that during current investigations many times we develop information showing routine Communist Party activities of several years ago on the part of individuals. However, we are unable to develop any information reflecting current activities on the part of these individuals. Such a person is not placed on the Security Index because we have not developed current activity. The question is should we interview such individuals with a view to developing information to justify their inclusion or exception from the Security Index.

It was pointed out that by this interview we are in effect bringing up the subject's activities to the present time. If he is uncooperative and indicates that he still adheres to the Party line, we should consider him a potential danger and place him on the Security Index.

Executives' Conference  
Recommendation:

The Executives' Conference unanimously recommended that in instances where we develop that a subject engaged in routine Communist activities several years ago but we do not develop evidence of current Party activities, we should interview the subject with a view to determining whether he is potentially dangerous and should be considered for the Security Index.

\* \* \* \* \*

- (6) Should we advise the Department of each instance wherein we remove a subject from the Security Index?

It was pointed out that we remove an average of six to eight subjects from the Security Index each week. No subject is removed



MEMORANDUM FOR THE DIRECTOR

from the Security Index unless a very strong reason therefor exists, such as death, deportation, arrest and incarceration for several years, enrollment in the U. S. Armed Forces, and defection coupled with complete cooperation. Each month the up-to-date list of Security Index subjects is hand-carried to the Department and the previous list is secured from the Department. The deletions are not specifically called to the attention of the Department. It was pointed out that during the contemplated review of Security Index cases by the Department, the Department may pass on an individual for retention and the Bureau may remove this individual based on additional information received. The question is should we notify the Department of each instance where we remove a subject from the Security Index and the reason therefor.

It was pointed out that over the years since we started to maintain the Security Index, the Bureau has decided who shall be on the list and who shall come off the list on the premise that we are better able to judge the potential dangerousness of the subject. Any deletions from the list on the part of the Bureau are based on the fact that the subject no longer meets the standards set up by the Bureau and, therefore, no longer is considered dangerous.

On the other hand, any action taken by the Department to remove a subject as a result of its review of these cases will be the entire responsibility of the Department.

It was also pointed out that as a result of our interview program we have developed a number of confidential informants and a number of potential confidential informants, for which reason the subjects have been removed from the Security Index. If we advise the Department of the identities of persons removed and the reason therefor, we will necessarily disclose these informants.

Executives' Conference  
Recommendation:

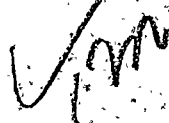
The Conference unanimously recommended that we should not advise the Department of the deletions made from the list inasmuch as we keep the Department advised on a monthly basis of the identities of those persons whom we consider potentially dangerous. The Conference recommended that we continue our present procedure of removing subjects from the Security Index where sufficient cause is shown reflecting that a subject is no longer potentially dangerous.

\* \* \* \* \*

MEMORANDUM FOR THE DIRECTOR

In the event you agree with the recommendations of the Executives' Conference, we will be governed accordingly in the handling of the Security Index, and an appropriate SAC Letter will be prepared for the field.

Respectfully,  
For the Conference



Clyde Tolson

The Director

May 23, 1951

The Executives Conference

SWORN SIGNED STATEMENTS  
SECTION 93, TITLE 5, U. S. CODE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/2/91 BY SP-5 CJP/BJC

The Executives Conference met on Thursday, May 17, 1951, with Messers Glavin, Tracy, Harbo, Mohr, Ladd, Belmont, Rosen, Sizoo, Clegg, and Nichols to consider the pending correspondence with the Department concerning proposed legislation to give FBI Agents authority to administer oaths to witnesses generally, so that if these witnesses subsequently changed their statements, they would be subject to prosecution for perjury.

The suggestion was submitted by U. S. Attorney John D. Hill, of Birmingham, Alabama in a letter dated July 3, 1950. The Director requested that the matter be given careful consideration. The matter was referred to the Attorney General on July 14, 1950.

The Department drafted proposed phraseology for such a bill which would grant authority to the Bureau's investigative staff to administer oaths to "witnesses attending to testify or depose in the course of such investigation." The Bureau pointed out that the words "attending to testify" did not seem to grant the authority which Mr. Hill suggested, and, therefore, this phraseology would infer that some sort of hearing was being held.

The Department has pointed out that they do not have information indicating that this type of occurrence is of sufficient frequency to justify requesting such legislation.

This matter was considered at the Executives Conference and it was unanimously recommended that the Bureau should not pursue this matter any further. The problem has been presented to the Department based upon U. S. Attorney Hill's suggestion. The Department has indicated reluctance to recommend appropriate legislation to effectuate the suggestion. Members of the Executives Conference were not informed of frequent instances of this sort, which could be cited as examples to justify this type of legislation. It was also felt that such a provision might be considered tantamount to a requirement that the Agents

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

CC: Mr. Mohr  
Mr. Clegg

RECORDED - 80

66-3500-8768  
MAY 25 1951  
37

HHC: fr  
1-2 390  
MAY 29 1951

INDEXED - 80

THE DIRECTOR  
THE EXECUTIVES CONFERENCE

May 22, 1951

The Executives Conference of May 16, 1951, consisting of Messrs. Ladd, Sizoo, Clegg, Rosen, Belmont, Mohr, Harbo, Tracy, and Glavin considered the attached suggested letter to all Special Agents in Charge and Bureau Officials regarding the Bureau Applicant Recruiting Program and recommends its approval.

The attached communication points out certain latencies in handling physical examination reports in the field insofar as securing of service disability comments, mental illness comments, disciplinary action in the service, et cetera and points out that if the information concerning the subject mentioned in the letter is secured, action can be taken on the application with a lesser amount of delay than is experienced at the present time.

Respectfully,  
For the Conference

*[Signature]*  
Clyde Tolson

OK  
H

WGA:JC  
Attachment

cc - Mr. H. E. Clegg  
Mr. J. P. Mohr

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 1/7/91 BY SP-5a/DF

RECORDED - 73

INDEXED - 73

EX-72

106-557-8769  
MAY 25 1951  
37

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

54 MAY 28 1951

*g*  
THE DIRECTOR  
0  
THE EXECUTIVE CONFERENCE

May 22, 1951

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/2/91 BY SP-5 CJB/DF

The Executive Conference of May 16, 1951, consisting of Messrs. Ladd, Sizoo, Clegg, Rosen, Belmont, Mohr, Harbo, Tracy, and Glavin was advised that Mr. [redacted] of the Department of Justice telephonically communicated with Mr. Glavin concerning a survey which had been made by the American Bar Association in the recent past.

The Conference was advised that the American Bar Association, with the backing of the Carnegie Foundation, had made an over-all study of employment of lawyers throughout the country. This study not only included self employment, industrial and commercial employment, but employment in state, city, and federal government agencies. Mr. [redacted] stated that the Administrative Division of the Department had prepared a short statement concerning the employment of attorneys in the Department of Justice showing the number and their employment, and wanted to know whether the Bureau was interested in having the attorneys of the FBI included.

b6  
b7C

The Conference was advised that Glavin advised [redacted] that he did not feel that the inclusion of the attorneys in the FBI would be necessary or desirable.

The Conference was in agreement that no purpose would be served in having the FBI included in such a study.

Respectfully,  
For the Conference

*Jaguel*  
*H-*  
Glyde Tolson

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease

Mr. H. H. Clegg  
Mr. J. P. Mohr

RECORDED - 73  
INDEXED - 73

66-2554-8770  
MAY 25 1951  
*JF*  
*W/S*

MAY 1 1951

The Director

May 22, 1951

The Executives Conference

SECURITY INDEX -  
GENERAL POLICY AND PROCEDURES

3550

The Executives Conference on May 22, 1951 with Messrs. Callahan, Tracy, Harbo, Mohr, Hennrich, Rosen, Sizoo, Nease, and Clegg being present considered the following additional matters concerning the Security Index.

1. Re summary reports on Security Index subjects. There are over 15,000 names in the Security Index. Summary reports have been prepared or instructions have been issued for them to be prepared on: Prominent Individuals 33; Espionage subjects 62; subjects of possible prosecution 77; total 172. In addition, a number of offices such as Miami have sent in summary reports on their Security Index subjects. There are some additional cases on top functionaries on which several summary reports have been prepared although the requirement for these summaries was discontinued in December, 1950. Some of the more complicated cases and most of the voluminous cases have summary reports in them.

The Security Index cards do not contain a summary of the substantive information concerning the subjects. The field recommends that a subject be placed in the Security Index by use of a form which usually accompanies a report which contains enough substantive data to justify the recommendation. A number of files, selected at random, were examined and a majority, based on this sampling, appeared to be files of 1 to 3 reports containing substantive data with additional miscellaneous serials therein. The percentage of all the Security Index subject files which contain summaries was described as "negligible."

It is the Department's plan that after the arrest of Security Index subjects, the presentation of the facts to any administrative board will be made by the U. S. Attorney. U. S. Attorneys do not now receive copies of the Bureau's reports on these cases. The task of submitting the individual reports to the U. S. Attorney after these thousands of subjects have been apprehended will in itself entail a great deal of work and a summarization or compilation of pertinent data from these reports by the U. S. Attorney will also be a heavy task for them. The preparation of summary reports in each instance would entail considerable file reviews, dictation and transcription to such an extent that it would probably slow down appreciably the practice of submitting recommendations of names for the Security Index.

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/22/82 BY SP-8 CJD/b

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5/22/51

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
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- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

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54 MAY 28 1951

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MAY 25 1951

EXECUTIVE CONFERENCE CONSIDERATION

3551

The Executives Conference was of the opinion that nothing should be done to appreciably slow down the present rate of production. It recognized that there were perhaps many cases where summary reports would be advantageous. A summary report prepared at this time might have to be supplemented if subsequent, substantive information is received. It was therefore unanimously recommended that since on Saturday, May 26, SAC's Scheidt of New York, McKee of Newark and Kimball of San Francisco will be in Washington at the Joint Committee meeting that this matter be considered by them with a view to submitting recommendations that would not slow down production in the field and yet keep the Bureau's interests adequately protected with summary reports where good judgment indicates they are advisable. This will be reconsidered by the Executives Conference after the Joint Committee has made its recommendations.

2. It was unanimously recommended in view of the large number of New Agents who have recently gone to the field that the SAC of each office review with all Agents the procedures and plans in connection with the Detcom Program; that the Inspector be requested to check into the adequacy of the instruction to all the Agents of the office during each inspection and that the Security Index Detcom Program be listed on the agenda for the Regional SAC Conferences.

The following recommendations set forth in the attached Executives Conference Memorandum prepared by Mr. Belmont and which have not otherwise been disposed of are recommended.

3. Should the field be required to submit current reports on all Security Index subjects at this time?

EXECUTIVE CONFERENCE CONSIDERATION

Since the field is now submitting reports on 1,500 key figures each six months; since 3,600 subjects have been added to the Security Index since June, 1950; and since the field has been instructed to submit reports on 2,000 SI subjects in vital facilities; in order to avoid slowing down the Security Index Program it was unanimously recommended that we not require the field to submit current reports on all Security Index Subjects but that this matter be re-surveyed on September 1, 1951.

4. Should we retain persons on the Security Index where no activity has been shown for several years?

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Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
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Rosen \_\_\_\_\_  
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Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

EXECUTIVES CONFERENCE CONSIDERATION

Since it has not been possible to develop positive evidence of current Communist Party activity on the part of a number of Security Index subjects who were placed on the list several years ago and as it was the opinion that it would be a greater risk to remove the names than to retain them on the list as many of them may be "sleepers", it was recommended that the names be retained on the list unless there was some positive development justifying contrary action.

- 5. Should we refer to the Department cases for specific decisions where we do not have evidence of activity for several years?

EXECUTIVES CONFERENCE CONSIDERATION

Since the Bureau has called upon the Department to review the reports on all Security Index subjects it was felt unnecessary to refer these cases specifically to the Department.

- 6. Should we interview individuals carried on the Security Index on whom we have developed no current activities?

EXECUTIVES CONFERENCE CONSIDERATION

The Conference unanimously recommended against automatically interviewing these individuals merely because of the passage of time. If a justifiable reason exists for interviewing a subject it should be done but not automatically on this basis.

- 7. As a result of current investigations we develop information of past Communist activity but not current activity by individuals. Such individuals are not placed on the Security Index because they do not meet our standards for the Index. Should we interview them to determine their present attitude?

EXECUTIVES CONFERENCE CONSIDERATION

It was unanimously recommended that in instances where the Bureau develops information that a subject engaged in routine Communist activities several years ago but there is no evidence of current CP activities, we should interview the subject with a view to developing pertinent information as to attitude, cooperativeness and potential dangerousness of this subject who would then be considered for the Security Index.

Respectfully,  
For the Conference

Clyde Tolson

OK  
pl

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Approved  
Director

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THE DIRECTOR

May 23, 1951

THE EXECUTIVE COMMITTEE

ALLEN REGISTRATION FORM G-53

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/7/91 BY SP-5 C/B

The Executive Conference consisting of Hoover, Tolson, Clegg, Ladd, Rosen, Harbo, Callahan, Sizoo, Nease, Mohr, Henrich, and Tracy on May 22, 1951, considered a suggestion from the Identification Division.

Alien registration form G-53 after being searched in the Identification Division is returned to the Immigration and Naturalization Service stamped "No Criminal Record, Identification Division, FBI". If there is a record a copy of the record is attached.

The searcher's markings appear on the form; however, under present regulations, it is necessary that these pencil markings be erased prior to returning the G-53 form. The suggestion is that these forms be returned without erasing the searcher's markings. Samples of the G-53 form with the pencil markings are attached hereto.

The Conference unanimously recommends the approval of the suggestion for the reason that the searcher's markings do not involve any matter confidential in nature.

Respectfully,  
For the Conference

Clude Tolson

OK  
A

cc - Mr. Clegg  
Mr. Mohr

JJD:do

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

RECORDED - 80

INDEXED - 80

1.66-2554-8772  
MAY 25 1951  
37

16

54 MAY 28 1951

The Director  
The Executives Conference

May 12, 1951

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED

DATE 11/8/91 BY 29-56/01

The Executives Conference consisting of Messrs. Glavin, Tracy, Harbo, Mohr, Ladd, Belmont, Rosen, Sizoo and Nichols considered the matter of providing for communication services at the State Teachers College at Shepherdstown, West Virginia, in order that a minimum delay would be encountered should it be necessary to utilize these facilities. The following were pointed out to the conference by Mr. Nichols as the minimum facilities we would need:

- (a) A private branch exchange switchboard with 60 telephone stations in the college building.
- (b) Two trunks to the Shepherdstown Central Office.
- (c) Three foreign exchange trunks to Martinsburg Central Office.
- (d) One tie line to Washington.
- (e) Three tie lines to Camp Ritchie or vicinity.
- (f) One private telephone line terminating on instruments to New York.
- (g) One private line teletypewriter circuit to New York.
- (h) Two private line teletypewriter circuits to Chicago.

The facilities at Shepherdstown are being built up and in order to provide for a minimum delay, the following steps should be taken:

- (1) Construction of a cable from the main tie line of the telephone system which terminates in the central office of the Shepherdstown exchange to the college building. This cable will cost the Bureau \$1,398.

It would be to the Bureau's advantage to have this cable run into a room on the college grounds so that the time required to hook up a two-position 60-line switchboard would be at a very minimum. It is believed that a minimum of 60 telephone instruments, the necessary cable and wire should be stock-piled along with two fully wired 80 line

CC: Mr. Glegg  
CC: Mr. Mohr

RECORDED - 73 MAY 25 1951

EX-72 37

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34 MAY 28 1951

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Memo to the Director  
From the Executives Conference

May 12, 1951

position switchboards. This will require a non-recurring charge of \$81.75 per month while the equipment is held in storage. It, of course, would be to the Bureau's advantage if space could be provided where the switchboards could be installed. In the event this is not possible, cables could be terminated so that all that would be necessary would be to wire the switchboard to the cable.

The Conference unanimously recommended that Mr. Glavin explore this possibility with the college authorities and that the site be agreed upon where the cable will be terminated in order that telephone company engineers can be advised.

(2) The necessary teletypewriter equipment with reperforators and automatic transmitters should be stock-piled in the immediate vicinity of Shepherdstown, preferably at Martinsburg, where they could be utilized on a moment's notice. This will require a monthly charge of \$400 for rental.

(3) The telephone company advises that if the switchboards are stored in Martinsburg, a maximum of 16 hours' time will be required to install the switchboards and the 60 telephones. In the meantime, five telephones could be installed and connected to the local trunks and three foreign exchange trunks in Martinsburg.

The tie lines to Washington and Camp Ritchie will require from four to 16 hours to install and get into working order. (Camp Ritchie, in the event Washington is bombed, will become the Armed Services communications center operated by the Signal Corps with terminal facilities throughout the entire United States. The Bureau is being included in the master plan which is presently being worked on. Construction has already been started by the Signal Corps at Camp Ritchie.)

The private telephone line to New York will require from two to four hours to put into operation.

The teletypewriter service between Shepherdstown and New York will require between eight to twelve hours to install and put into operation and similar service between Shepherdstown and Chicago and Shepherdstown and Washington will require within 24 hours to complete. (In our communications plans it is contemplated to use Chicago as a relay point should we have to set up operations in Shepherdstown.)

To adequately provide for the Bureau's emergency communications services at Shepherdstown, the total cost at the present time would

Memo to the Director  
From the Executives Conference

May 12, 1951

amount to \$5,898 plus a monthly rental charge for equipment stock-piling of \$481.75. Should we move to Shepherdstown and put the plan into operation, a termination charge for the switchboard will amount to \$1,440 reduced at the rate of \$40 per month each month the equipment remains in service until the liability has been amortized at the expiration of a three-year period. In other words, should the service be discontinued, the remaining unamortized portion of the termination charge would become a fixed liability.

All members of the Conference were unanimous in recommending that as soon as funds are available orders are to be placed for the above equipment and facilities, that Mr. Glavin arrange for the installation of the cable into the school building and if possible for the allocation of a corner or small room where the switchboards can be installed. These could be placed in an out-of-the-way place which would not attract attention.

Respectfully,  
For the Conference

  
Clyde Tolson

OK  
A.

C  
O.P. (mcw)  
Y

*Copy*

TO : The Director  
FROM : The Executives Conference  
SUBJECT:

DATE: 5-25-51

The Executives Conference of May 23, 1951, consisting of Messrs. Tolson, Ladd, Sizoo, Mason (for Clegg), Alden (for Rosen), Hennrich (for Belmont), Harbo, Tracy and Glavin considered the attached suggested communication to all SACs on the assignment of Special Agents to Resident Agencies and recommended its approval, Glavin pointing out to the Conference that he feels that in each instance where additional Resident Agents are to be assigned to Resident Agency cities, that the Agent in Charge should advise the Bureau as to the number of pending cases in that particular resident agency at that time.

The Conference recommends approval of the communication in question.

Respectfully,  
For the Conference

*[Signature]*  
Clyde Tolson

CC: Mr. Mohr  
Mr. Clegg

WRG:cr

ALL INFORMATION CONTAINED  
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DATE 11/2/82 BY SP-5 CJK

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MAY 31 1951  
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The Director

5-25-51

The Executive Conference

The Executive Conference of May 23, 1951, consisting of Messrs. Tolson, Ladd, Sizoo, Mason (for Glegg), Alden (for Rosen), Hennrich (for Belmont), Harbo, Tracy and Glavin, was advised that in endeavoring to secure blackout curtains for the Washington Field Office serviceable blackout material to cover 44 windows in the field office, without traverse rods, would cost \$2,067.40.

It was pointed out to the Conference that the windows in the field office are exceptionally large windows and for that reason the price for the blackout material does not appear to be excessive. It was further pointed out to the Conference that it was not intended to blackout the entire field office space, that only those areas necessary for emergency use would be blacked out.

Respectfully,  
For the Conference

Clyde Tolson

CC: Mr. Mohr  
Mr. Glegg

WRG:cr

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 4/2/82 BY 9501/014

RECORDED - 31

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MAY 31 1951

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
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60 JUN 18 1951

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THE DIRECTOR

July 11, 1951

THE EXECUTIVE CONFERENCE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/2/91 BY SP-SC/MLL

The Executive Conference of July 8, 1951, consisting of Messrs. Ladd, Tracy, Clegg, Mohr, Harbo, Bellant and Glavin considered the problem of the resumption of Inspector's Aide training. The Conference recommended in accordance with a suggestion made by Mr. H. L. Edwards, Personnel Officer, that at least 10 Special Agents possessing qualifications for advancement and who are due for in-service training be designated to attend in-service class every other session and that upon completion of in-service class every other session and period for Inspector's Aide training. It was pointed out to the Conference that Mr. Edwards suggested that these men be chosen from different offices so that we have a good coverage of Inspector's Aides which would in turn reduce travel and attendant expenses with Inspector's Aides who are assigned to inspection duties.

The Conference further recommended that the identities of those Agents be approved by the Training Division and Mr. Mohr prior to their being designated to receive Inspector's Aide training.

Should the Director agree, this procedure will be immediately established.

Respectfully,  
For the Conference

Clyde Tolson

cc - Mr. H. H. Clegg  
Mr. J. E. Mohr

RECORDED - 31

INDEXED - 31

MAY 31 1951

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- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
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- Nease
- Gandy

54 JUN 1 1951

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The Director  
The Executive Conference

May 21, 1951

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/7/97 BY SP-56/BJ

The Executives Conference on May 17, 1951 with Messrs. Tolson, Ladd, Glavin, Harbo, Nichols, Rosen, Tracy, Nease, Belmont, Mohr, Sizoo, and Clegg being present reconsidered its previous recommendation that Special Agents who are given training to assist on inspections be given such training immediately following each In-Service class for a two day period for which they would be held over. The Conference had previously recommended that at least ten Special Agents possessing qualifications for advancement and due to have In-Service training be designated to attend In-Service class every other session and be held over for this two day period. It was believed uneconomical to give this training to from two or three people at a time who might be held over following each class as this ties up personnel for two days in this training program.

Mr. Nease suggests that in lieu of this indoctrinational course at the Seat of Government the Special Agents selected for the Inspectors' Aide Training be assigned to assist on an inspection and obtain their real training on an inspection and while on the job. Mr. Nease points out that these Agents will be of limited value to the Inspector until they have had actual experience and that this method would be a more satisfactory way of teaching them to handle such assignments.

All other members of the Conference felt that this initial indoctrinational course was desirable and should be held, as recommended, at the conclusion of every other In-Service class.

During this indoctrinational course the Agents selected are issued Inspectors' Manuals; review the manuals at night and have discussions of the manual's sections in class and are able to ask questions and have various phases of the inspection work and inspection methods explained. It is true that their value is limited until they have actual experience but it would require too much time of the Inspector to conduct such training during the course of an inspection when his attention should be largely focused on other matters incident to the inspection.

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Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

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MAY 31

Respectfully,  
The Conference

Glyde Tolson

LANDING BY  
STOD. DEAR

JUN 1 1951



THE DIRECTOR

May 21, 1951

THE EXECUTIVES CONFERENCE

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/7/91 BY SP-5 CJP/ST

The Executive Conference of May 17, 1951, consisting of Nease, Tolson, Harbo, Belmont, Rosen, Clegg, Sizoo, Nichols, Ladd and Glavin considered the Bureau's present policy of the clerical applicant recruitment program.

It was pointed out to the Conference that on March 30, 1951 a memorandum had been brought to the attention of the Conference to the effect that the Federal Government elsewhere in the District was employing clerical employees 16 years of age and over and had not been giving consideration to securing employment certificates for such employees.

The Conference was advised that this information had been confidentially secured from a personal contact in the Civil Service Commission and also from a personal contact at the Board of Education for the District of Columbia. The contact at the Board of Education stated that there is some doubt as to whether the District of Columbia employment requirements were applicable to the Federal Government. The informant at the Board of Education stated that until the past year they, themselves, had not been issuing work permits to individuals 16 years of age but under 18 years of age. The Board of Education instituted this procedure of securing work permits insofar as their own office is concerned within the past summer.

The Conference was further advised that the Chairman of the Civil Service Commission, Robert Ranspach, had issued a communication to the heads of departments and independent establishments in Washington, D. C. concerning the recruitment of stenographers, typists and other office-type employees, stating that the Commission was lowering the age limits for such employees to 17 rather than 18 as previously, in those instances where an employee is under 18 years of age provided the employee resided in metropolitan Washington and is under parental responsibility either with parents or some relative in Washington, and that the Personnel Officer of the hiring agency should see that such is actually the case. Mr. Ranspach, in his memorandum, also stated that the work permits for those under 18 should be secured. He further points out that employees under 18 should not be employed before 7:00 A.M. or after 7:00 P.M.

The Conference was advised that the Bureau does not employ any individual under 18 years of age before 7:00 A.M. and after 7:00 P.M. at any time.

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
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- Tracy \_\_\_\_\_
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- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

cc - Mr. H. H. Clegg  
Mr. J. P. Mohr

RECORDED - 31  
INDEXED - 31

166-254-18778  
MAY 31 1951

FILED BY  
J.P. [Signature]

54 JUN 1 1951

Memo for the Director - Continued

It was pointed out to the Conference that although we had been advised in the past that individuals 18 years of age and over had been employed by the Government in Washington, including the Department of the Army and the Department of the Navy, we could not bring this to the attention of the Civil Service Commissioner officially since our information was confidentially furnished to us.

The Conference was further advised that Mr. Glavin had talked to Mr. Holey of the Learning and Placement Division of the Civil Service Commission concerning Mr. Bonapack's letter and was advised by Mr. Holey that this arrangement and the instructions contained therein do not apply to the Bureau since we were not making appointments under the Civil Service appointment system. The Conference was further advised that at the present time we have some 60 appointments pending of applicants who are under 18 years of age, the great majority of whom are more than 17 years of age but not yet having reached their 18th birthday, which are being held up pending the Conference recommendation in connection with this particular matter.

The Conference recommends that the Bureau continue to appoint clerical applicants who are high school graduates who are 18 years of age and over. The majority of the Conference did not feel that it need secure work certifications for these employees.

Mr. Glavin is of the opinion that we should continue our appointments, however, he recommends that for those who are below 18 years of age at this time, and those whom we appoint in the future under 18 years of age, that work certifications be secured by them if they are to continue in the service.

I agree - there can be no criticism

5/24  
Yes  
JK

Respectfully,  
For the Conference

Clyde Tolson

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

The Director

May 23, 1951

The Executive Conference

DIFFERENTIAL THERMAL  
ANALYSIS EQUIPMENT

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/9/91 BY SP-5 ci btt

On May 23 the Conference composed of Messrs. Tolson, Ladd, Glavin, Tracy, Henrich, Alden, Mason, Sizoo and Harbo considered the proposal of the Laboratory that equipment be purchased to facilitate the examination of various soil specimens.

The unit would consist of automatic recording and furnace control equipment plus a specially designed electric furnace. This unit would enable the Laboratory to go further in the comparative examination of soils, clay, safe insulation, plaster, cement, and related substances. In addition it is estimated that the equipment would result in a saving of personnel time amounting to more than \$1,300 per year.

The Conference unanimously recommends approval of the Laboratory request for authorization of approximately \$2,800 for the purchase of automatic recording and furnace control equipment and construction of an electric furnace.

Respectfully,  
For the Conference

OH

Clyde Tolson

CC - Mr. H. H. Clegg  
Mr. Mohr

RTH: VJW

RECORDED - 31

INDEXED - 31

166-2584-8779  
MAY 31 1951

STORBY

RB

- Mr. Tolson
- Mr. Clegg
- Mr. Glavin
- Mr. Ladd
- Mr. Nichols
- Mr. Rosen
- Mr. Tracy
- Mr. Egan
- Mr. Gurnea
- Mr. Harbo
- Mr. Mohr
- Mr. Pennington
- Mr. Quinn Tamm
- Tele. Room
- Mr. Nease
- Miss Gandy

54 JUN 1 1951

THE DIRECTOR

May 28, 1951

The Executives Conference

GOVERNMENT EMPLOYEES - CRIMINAL RECORDS

The Executives Conference consisting of Messrs. Tolson, Clegg, Ladd, Harbo, Belmont, Rosen, Callahan, Rosen, Sizoo, and Tracy considered a suggestion from the Identification Division.

With reference to furnishing criminal records of persons in the employ of the General Accounting Office, it is the present policy of the Bureau to furnish copies of arrest records to Senator Carl Hayden, Chairman of the Senate Committee on Rules and Administration when the offense is a sex offense. The General Accounting Office is like the Library of Congress, a part of the Legislative branch of the government.

The Civil Service Commission is automatically furnished with a copy of all arrests regardless of the charge of employees of the General Accounting Office in view of the fact the Civil Service Commission handles Loyalty fingerprints for that agency.

The Conference was unanimously of the opinion that in cases involving arrests for offenses other than sex offenses, it will be sufficient to furnish a copy of the arrest record to the Civil Service Commission which in turn will furnish it to the General Accounting Office.

If the Director concurs, this procedure will be followed in connection with offenses other than sex offenses.

Respectfully,  
For the Conference,

Clyde Tolson

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/17/71 BY SP-5C/ [signature]

cc - Mr. Clegg  
Mr. Mohr

SJT:edm/sb

RECORDED - 31

INDEXED - 31

66-2554-8780  
MAY 31 1951

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Brady \_\_\_\_\_

JUN 1 1951

[Handwritten signature/initials]

The Director

May 28, 1951

The Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/7/91 BY SP-5 CPH

The Executives Conference on May 28, 1951, with Messrs. Tolson, Glavin, Tracy, Harbo, Ladd, Rosen, Sizoo, Belmont, and Clegg being present considered the personnel to represent the Bureau at the IACP Convention to be held in Miami, Florida, October 28 to November 1, 1951.

The Bureau is supporting the candidacy of Superintendent Woodson of the Virginia State Police for 6th Vice-President. The California Peace Officers' Association has endorsed John Holstrom of Berkeley, California for that position. It is possible that the attendance at Miami will be the largest in some time due to its availability to the East as compared with Colorado Springs last year.

Names considered were:

✓ SAC McKee of Newark because of the importance of the New Jersey delegation.

SAC Hood of Los Angeles as his presence keeps the Bureau informed as to plans of the California delegation in the event they meet and there appears to be another contest shaping up as to whether the 1952 convention will go to Atlantic City or Los Angeles.

SAC McSwain because of his Liaison with Larry Benson, and T. P. Sullivan of Illinois and the Illinois delegation.

SAC E. A. Soucy because experience has shown that he can get results during the conventions from the New England and Massachusetts delegations and he should have been able to develop some contacts in Tennessee by Convention time.

SAC Rhodes because he has been effective with the Minnesota and Dakota groups who are present usually in rather sizable numbers.

SAC Bryce because of his wide acquaintance among police officers.

SAC Auerbach because he asked that he be considered for such an assignment since Woodson is from his Division.

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

HHC:edt  
Mohr  
Clegg

RECORDED - 73

INDEXED - 73

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STON

62-2564-8781

JUN 23 1951

EX - 63

SAC Wall of Miami because Miami is the host city.

The Conference unanimously recommended that SAC McKee and SAC Hood be designated to attend the Miami Convention.

Mr. Ladd and Clegg recommended, in addition, that SAC McSwain be present.

Clegg recommended that SAC's Saucy and Rhodes be designated to attend.

The Conference unanimously recommended that Mr. Egan, Mr. Rogers and Mr. Clegg from the Bureau be designated to attend as Bureau representatives and, of course, SAC Wall of Miami will be present.

Respectfully,  
For the Conference

*[Signature]*  
Clyde Tolson

*I am not ready to  
pass on this. It is  
entirely too soon  
submit to me in  
Sept*

*[Signature]*

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

May 29, 1951

The Director

The Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/7/91 BY SP-5CIB/

The Executives Conference on May 28, 1951, with Messrs. Tolson, Glavin, Tracy, Harbo, Ladd, Rosen, Sizoo, Belmont and Clegg being present considered the request of Mr. Bruce Smith that the Bureau designate Mr. Everett Leonard to assist him in the survey of the New York City Police Department with Mr. Leonard to devote his attention specifically to the uniform crime reporting system.

Mr. Smith stated he would be willing to pay Mr. Leonard, or who ever the Bureau designated, his full salary plus expenses to come to Washington each week-end plus added compensation to adequately offset any losses due to disadvantages as to retirement benefits during the period he is working on this matter. Mr. Smith stated that before he decides whether he will conduct the survey of the NYC PD including traffic, patrolmen, and detective work, records and training and all other features of the Department's organization, he would give consideration to the availability of Mr. Leonard or one of his assistants as well as to the restrictions or lack thereof on the survey.

You will recall that Mr. Harbo and Mr. Leonard made a spot check of a few precincts several years ago and discovered errors of omission and misclassification as well as other delinquencies which were used in part as a basis for discontinuing the publication of the uniform crime reports.

Mr. Nichols advised that the April reports by the NYC PD reflected approximately five times as many violations as last years reports and more than any previous month indicating that they had made some changes. It is further understood that Commissioner Murphy has recently written the IACP requesting prompt survey with the view to again trying to get the statistics published from the largest city in the USA in the Uniform Crime Reports Bulletin.

ADVANTAGES OF DESIGNATING SOMEONE TO ASSIST IN THIS SURVEY:

1. Other than Mr. Bruce Smith himself, it is doubtful that there is anyone else qualified to do the job except the personnel of the FBI.
2. The Bureau conducted a survey and later decided to discontinue the publication of the statistics. The findings on the survey were a part of the justification for stopping the publication of the NYC PD statistics. Since the NYC PD now requests that their statistics be considered for publication, the Bureau would be in something of a difficult

HHC:ebt

cc- Messrs. Mohr and Clegg

62 JUN 5 1951

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STOP DESK  
INDEXED 138

66-2554-8782  
JUN 2 1951

*This project is not sent around the  
through the office has  
changed since that time.*

spot not understandable to the public if it declined to take any action under the new administration of that police department.

4. It would be to the advantage of the uniform crime reporting project to have the largest city's statistics included.
5. Although the Institute of Public Administration has designated a man to go on the IACP payroll he is yet to be trained and given experience and New York City would be too big a job for him and it was considered that he was at least a year away from being prepared for such an assignment.
6. The only ex-FBI employee who was mentioned as experienced in this field sufficiently to do the job was now employed on the West Coast and it was not believed that he would be willing to leave his employment for this purpose.
7. Bruce Smith comes to Washington regularly to assist in the FBI National Academy and has assisted the Bureau in many ways and has persuaded his organization to finance and individual on the IACP payroll to take over such survey in the future after he is given training and experience. Personal consideration of Mr. Smith's request would be appropriate.

#### DISADVANTAGES:

1. The participation of FBI personnel even temporarily off the rolls would be tantamount to an FBI survey with any resulting embarrassment falling on the Bureau regardless of the fact they were off the payroll and working for Bruce Smith.
2. The volume of work and shortage of experienced personnel makes such an assignment as this inadvisable.
3. It would establish a precedent for Jersey City and other towns and the Bureau could not refuse to lend similar assistance to other communities if the precedent were established.
4. Bruce Smith should be qualified to do this job personally at least on a spot check basis sufficient to make a recommendation.

#### EXECUTIVES CONFERENCE CONSIDERATION

Messrs. Tolson, Glavin, Mohr, Belmont, Rosen, Sizoo recommended unfavorably and believe the Bureau not make available



personnel to assist Bruce Smith on this survey. Messrs. Mohr and Belmont favored assigning personnel of the Bureau and on the Bureau's payroll, to make an adequate spot check if desired by the NYC PD since we made a spot check prior to discontinuing the publication of statistics.

Messrs. Nichols, Tracy, Harbo, Ladd and Clegg recommended favorably, for a period not exceeding 60 days.

Mr. Bruce Smith will be advised consistent with the Director's opinion.

Respectfully,  
For the Conference

Clyde Tolson

*I think Bruce Smith  
could make the spot check  
without the use of Bureau  
personnel in a fairly  
short period of time.*

*I will agree to it for  
60 days - only because of  
Smith's assistance in getting  
the new setup in I A C P  
established - It is not  
to be considered a precedent*

*H.*

The Director

June 2, 1951

The Executives Conference

REVIEW OF ROUGH CUT OF TRAINING FILM  
"DEFENSIVE TACTICS"

The Executives Conference on June 2, 1951, with Messrs. Ladd, Harbo, Nease, Tracy, Callahan, Belmont, Nichols, Sizoo, Mohr and Clegg being present reviewed the rough cut of the training film entitled "Defensive Tactics." The proposed narration was read as the picture was being shown.

Following the showing of the film there was a general discussion with one suggestion for submission to the Director and this had to do with the title card at the beginning of the film. This title card, over the Director's signature, has been previously approved and the card prepared. The card has been signed by the Director and has been photographed. The card reads as follows:

To All Law Enforcement Officers:

Our training services and facilities are yours. We thank you for your splendid cooperation and we shall be pleased to assist in your training programs as requested. Working together on our mutual problems of prevention, enforcement and protection is the American way of helping maintain our National safety and security.

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/19/81 BY SP-5C/BW

Sincerely yours,

J. Edgar Hoover  
Director, FBI

In view of the fact that there are a few police departments today where, due to corruption, lack of cooperation, or attitude of city officials, the Bureau does not aid in police training programs, this applies to Seattle, Maryland State Police, some of the Florida municipalities and a few others, it was felt that the statement "we shall be pleased to assist in your training programs as requested" might be challenged if someone knew we did not aid in the training programs of some few departments at this time. It was pointed out that our training policy might change and we might curtail our activities sometime in the future in which event this card would have to be deleted and another inserted and there was some feeling that it would be better to make a general statement of principle about the need for and value and importance of training in professionalizing police work.

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

cc - Mr. Mohr  
Mr. Clegg

INDEXED 118  
RECORDED 118

166-2554-8783  
JUN 6 1951  
13

HANDLED BY  
STOP DESK

6 JUN 8 1951

Others felt that the card already approved and photographed properly stated the Bureau's policy and, of course, in any policy there can always be an exception. The Bureau is in a position to justify its exceptions to the general policy. This general policy has prevailed for many years; in the event there is a change at any time in the future the card could then be deleted and a new statement over the Director's signature could be inserted to fit the occasion. It was felt by the majority that the present statement, over the Director's signature is something that should be said since it is something that our SAC's are saying at police conventions and in their conversations with police chiefs. Since the training film will be shown only in schools in which the FBI does participate, the likelihood of any question ever being raised appears remote. Any change would also be an additional expense to the FBI.

Messrs. Nichols, Mohr, Sizoo and Harbo felt that it would be better to make a generalized statement about the need for and value of police training in professionalizing police work as a substitute for the statement already filmed. If this point of view is approved, a new statement will be prepared accordingly.

Recommending that the statement as previously approved, signed and filmed remain as is without change were Messrs. Ladd, Nease, Tracy, Callahan, Belmont and Clegg. *Tolson*

Respectfully,  
For the Conference

*Tolson*  
Clyde Tolson

*OK  
pl*

Tolson \_\_\_\_\_  
Ladd \_\_\_\_\_  
Clegg \_\_\_\_\_  
Glavin \_\_\_\_\_  
Nichols \_\_\_\_\_  
Rosen \_\_\_\_\_  
Tracy \_\_\_\_\_  
Harbo \_\_\_\_\_  
Belmont \_\_\_\_\_  
Mohr \_\_\_\_\_  
Tele. Room \_\_\_\_\_  
Nease \_\_\_\_\_  
Gandy \_\_\_\_\_

The Director

June 4, 1951

The Executives' Conference

REACTIVATION - [redacted]

On May 28, 1951, the Executive Conference, consisting of Messrs. Tolson, Ladd, Clegg, Glavin, Harbo, Nichols, Rosen, Tracy, Mohr, Sizoo and Belmont, considered the suggestion of the Los Angeles Office that certain steps be taken to reactivate [redacted]

[redacted]

b7D

[redacted]

[redacted] but corroborative evidence regarding the character of the material he secured and forwarded is not available. [redacted]

[redacted]

This case was referred to the Department on 8-9-50 and the possibility of utilizing the services of [redacted] as a double agent was brought to their attention. [redacted] was

[redacted] James M. McInerney, Assistant Attorney General, on [redacted]

The Los Angeles Office recommends:

b6  
b7C  
b7D

1. Pay [redacted] \$600.00 so he and his family can travel to New York [redacted] identified by [redacted] as a former Soviet espionage agent, and [redacted] espionage activities. [redacted] in [redacted] reactivation.

2. Authorize payment of \$500.00 for information previously given.

Attachment

JLE:dar [signature]  
8-1951. Clegg  
cc: Mr. Mohr

RECORDED - 118  
INDEXED - 118  
JUN 6 1951  
[signature]

62-2154-8784  
JUN 6 1951  
[signature]

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/2/91 BY SP-1 JCB/BJK

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Alden \_\_\_\_\_
- Belmont \_\_\_\_\_
- Laughlin \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

56 JUN 8 1951

3. For a six-month period pay [redacted] \$20.00 a week.

It was pointed out at the Executives' Conference that to pay [redacted] \$500.00 for the information he gave would be equivalent to paying him for a confession of his criminal activities and therefore this recommendation was not approved.

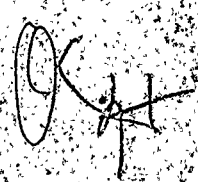
EXECUTIVES' CONFERENCE  
RECOMMENDATION

b7D

The conference recommended we should attempt to reactivate [redacted] and authorize Los Angeles to spend not more than \$600.00 to finance this trip and \$20.00 a week for a period of six months.

In the event you agree, there is attached a letter to Los Angeles which complies with the above.

Respectfully,  
For the Conference,

  
Clyde Tolson

- Tolson
- add
- legg
- lavin
- nichols
- osen
- racy
- arbo
- liden
- blount
- ughlin
- hr
- le. Room
- ase
- ndy

The Director  
The Executives Conference

May 25, 1951

The Executives Conference consisting of Messrs. Tolson, Laughlin, Sizoo, Mohr, Aiden, Mason, Harbo, Tracy, and Nichols, were advised at the present time communications are sent airmail only when the dictator so instructs.

At the present time our airmail costs amount to approximately \$50.00 a day. A survey has been made which discloses that if all first class mail directed to field offices excepting those nearby offices such as Baltimore, Newark, New York, Philadelphia, New Haven, Richmond, Pittsburgh, etc., was sent airmail that the cost would amount to an additional \$14.30 a day.

It is recommended that for a thirty day period all first class mail be sent airmail; at the end of that period we could then determine on the basis of the experiment whether the cost would justify continuation of the practice.

A memorandum to all Bureau officials/and Supervisors is attached.

Respectfully,  
For the Conference

Glyde Tolson

HANDLED BY  
STOP DESK

cc: Mr. Glegg  
Mr. Mohr  
Attachment

LEN: CMC

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/7/91 BY SP-5 CIB/DF

RECORDED - 56

INDEXED - 56 JUN 7 1951

166-2554-8785

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

JUN 12 1951

C  
O (mcw)

P  
Y

TO : The Director  
FROM : The Executives Conference  
SUBJECT :

DATE: 5-29-51

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/7/91 BY SP-50/bpr

The Executives Conference of May 28, 1951, consisting of Messrs. Tolson, Tracy, Harbo, Belmont, Ladd, Nichols, Mohr, Rosen, Clegg, Sizoo and Glavin considered the present Bureau regulations pertaining to the storage facilities of Bureau automobiles. It also considered the registrations thereof.

It was pointed out to the Conference that recently an automobile assigned to the Resident Agency at Huntington, West Virginia had been stolen. This car was parked beside the Resident Agent's home shortly before mid night, the Agent working late in the evening, and he having made arrangements to depart from his residence on active duty at 6:00 A. M. the following morning. The car was stolen during the early morning hours. It was recovered undamaged.

The Bureau regulations contained in Section 6W (6) of the Manual of Rules and Regulations provides that adequate storage facilities should be provided for all Bureau owned automobiles and that such automobiles used on road trips should be given the same attention as to storage as those automobiles used in the headquarters cities. The section further provides that the Special Agent to whom the car is assigned should see that it is properly stored for the night whenever such facilities are available and that cars should not be left unattended on public highways or on city streets during the night hours.

The Conference feels that the Bureau's present regulation concerning the protection of Bureau owned automobiles is entirely adequate. In the present case, if the Resident Agent at Huntington, West Virginia, stored the automobile in the contract garage at Huntington it would not have been stolen.

The Conference recommends that we again advise the field concerning the Bureau's regulation pertaining to the storage of Bureau owned automobiles and they be again advised that this regulation must be abided by at all times.

With reference to the registration of Bureau owned

CC: Mr. Mohr  
Mr. Clegg

WRC: or  
JUN 12 1951

RECORDED - 34  
INDEXED - 34

JUN 8 1951

FILED BY  
SP-50/bpr

87-86  
6/9

C  
O (mcw)  
P  
Y


Memo for the Director

automobiles; the Conference feels that first we must secure from all divisional offices the procedure followed by those offices in registering automobiles so that the Bureau can give attention to this matter on a country-wide basis at one time.

A suggested communication to the field concerning this particular matter is attached hereto.

Also attached hereto is a suggested letter to all investigative employees concerning the proper storage of Bureau owned automobiles.

Respectfully  
For the Conference

  
Clyde Tolson

Attachments



The Director

6-6-51

The Executives Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/2/91 BY SP-SC/BAK

The Executives Conference of June 4, 1951, consisting of Messrs. Ladd, Nichols, Sizoo, Rosen, Belmont, Mohr, Harbo, Tracy and Glavin considered a suggestion made by W. W. Mark Felt of the Seattle Division during his attendance at In-Service School, wherein he suggested that deadlines in Bureau applicant cases for the next fiscal be extended from 7 to 10 days.

It was pointed out to the Conference that the greater number of applicant investigations today are instituted by the various Divisional offices and since, at the present time, the Bureau is endeavoring to secure an additional number of Agents and clerical employees, it is not felt that there should be any lengthening of any deadline set up in these cases.

The Conference recommends, therefore, that there be no change in the Bureau's deadline dates for Bureau applicant cases at this time, that is, 7 days for clerical employees and 10 days for Agents.

Respectfully,  
For the Conference

*[Handwritten initials]*

Clyde Tolson

cc: Mr. Mohr  
Mr. Glavin

RECORDED - 34

INDEXED - 34

EX-94

JUN 8 1951  
13

8788

HANDLED BY  
STC/OSK

*[Handwritten signature]*

- Tolson
- Ladd
- Nichols
- Sizoo
- Rosen
- Belmont
- Mohr
- Harbo
- Tracy
- Glavin
- Nichols
- Rosen
- Sizoo
- Ladd
- Tolson

JUN 12 1951

The Director  
The Executives Conference

5-29-51

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/2/91 BY SP-5 CJB/BJR

The Executives Conference of May 28, 1951, consisting of Messrs. Tolson, Tracy, Harbo, Belmont, Ladd, Nichols, Mohr, Rosen, Clegg, Sizoo and Glavin was advised by Glavin that Mr. Conrad of the Laboratory submitted 2 memoranda, inclusive, concerning emergency power for the Seat of Government proper to handle certain emergency electrical equipment under the Bureau's war plans and, second, to handle emergency equipment in the Mechanical Section.

It was pointed out to the Conference that the installation or the procurement of necessary auxiliary generators for handling emergency power supply needed would entail considerable cost, the Conference feeling that no such emergency generators should be purchased at this time. The Conference is of the opinion that emergency power should be furnished by the Public Buildings Administration and appropriate contacts are being made with representatives of the Public Buildings Administration to determine just what steps have been taken by that Administration for the purpose of procuring emergency power in the event the regular power supply is cut off or damaged through bombing or other catastrophes.

Respectfully,  
For the Conference

Clyde Tolson

WRG:cr

CC: Mr. Mohr  
Mr. Clegg.

ADDENDUM: WRG:cr 6-4-51

RECORDED - 57  
INDEXED - 57

66-2554-8789  
JUN 8 1951  
13

I have discussed this matter in detail with Mr. Little, Superintendent of the building and he has suggested that a communication to go forward to the PBA inquiring as to steps which are being taken to set up emergency generators for use in the event regular service is bombed out or otherwise disrupted. This communication should go through the Department of Justice. Such a communication is attached hereto.

Attachment

JUN 12 1951

HANDLED BY  
STOP DESK

~~CONFIDENTIAL~~

June 4, 1951

THE DIRECTOR  
THE EXECUTIVES' CONFERENCE

REACTIVATION - [redacted] (S)

b7D

On May 28, 1951, the Executives' Conference, consisting of Messrs. Tolson, Ladd, Clegg, Glavin, Harbo, Nichols, Rosen, Tracy, Mohr, Sizoo and Belmont, considered the recommendation of the Los Angeles Office that the following action be taken to reactivate [redacted]

[redacted] (S)  
[redacted]

[redacted] evidence regarding the character of the information he obtained and transmitted is not available. (S)

This matter was referred to the Department on August 9, 1950, and the possibility of [redacted] double agent was brought to their attention. On March 1, 1951, [redacted] by James H. McInerney. (S)

b7D

Los Angeles suggests the best possible plan to reactivate [redacted] would be for [redacted]

[redacted] (S)

[redacted] is employed by the [redacted]

[redacted] (S)

b7D

Such an approach might result in identifying the [redacted] (S)

[redacted]

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
EXCEPT WHERE SHOWN  
OTHERWISE

- Tolson
- Ladd
- Clegg
- Glavin
- Nichols
- Rosen
- Tracy
- Harbo
- Belmont
- Mohr
- Tele. Room
- Nease
- Gandy

Attachment  
RECORDED - 57  
INDEXED - 57

cc - Mr. Clegg  
Mr. Mohr

66-2554-8790  
JUN 8 1951

Classified by SP-5/BJF  
Declassify on: OADR

~~CONFIDENTIAL~~

HANDLED BY  
STOP DESK

Executives' Conference  
Recommendations

~~CONFIDENTIAL~~

b7D

It was recommended by the Conference that  
Los Angeles be permitted to attempt to effect [redacted]  
reactivation by [redacted]

Attached for your approval is a letter to  
Los Angeles authorizing this procedure.

Respectfully,  
For the Conference

*J.*  
Alfred Tolson

*OK*

~~CONFIDENTIAL~~

~~CONFIDENTIAL~~

THE DIRECTOR

June 5, 1951

The Executives Conference

MUSIC IN CAFETERIA  
IDENTIFICATION DIVISION

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/7/91 BY sp-scibp

The Executives Conference consisting of Messrs. Tolson, Clegg, Ladd, Harbo, Rosen, Callahan, Sizoo, Belmont, Mohr, and Tracy on June 5, 1951, considered an anonymous suggestion that music be played in the Identification Building cafeteria.

The cafeteria management advised they discontinued music in all cafeterias some time ago and that it will not be reinstalled in view of the cost. This music service was from Muzak. There is no objection to the Bureau installing music equipment in the cafeteria space.

A poll of 160 persons from the various sections in the Identification Division Building disclosed:

In favor of music in the cafeteria	137
Against music in the cafeteria	15
No opinion	8

The cafeteria serves an average of 1,100 individuals per day. There are approximately 2,000 employees assigned to the Identification Building. Three meals are served per day, breakfast, lunch, and dinner.

Approval was secured from the cafeteria management to install whatever type of music may be desired.

The Seeburg Distributors Music Store advised that music machines are available for rental purposes and that they would install one in the cafeteria on request. A minimum guarantee of \$9 per week is asked. Fifty per cent of the excess over \$9 weekly would be turned over to the Welfare Fund in the Identification Division. All records, service, and installation charges will be paid for by the Seeburg company.

The Conference unanimously recommends the installation of the Seeburg record playing machine. If the Director approves, installation will be arranged for immediately.

Respectfully,  
For the Conference,

RECORDED - 57  
INDEXED - 57

Glyde Tolson

66-2554-8791

JUN 8 1951

13

HANDLED BY  
STOP DESK

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

cc - Mr. Clegg

Mr. Mohr

JUN 12 1951

*[Handwritten signature]*

THE DIRECTOR

June 7, 1951

The Executives Conference

SUGGESTION OF SPECIAL AGENT R. B. MILLER

Houston Division

REGARDING FINGERPRINTING OF FEDERAL ALL INFORMATION CONTAINED  
PRISONERS BY UNITED STATES MARSHALS HEREIN IS UNCLASSIFIED

DATE 11/7/91 BY SP-5 CIB

The Executives Conference consisting of Messrs. Tolson, Clegg, Ladd, Nichols, Rosen, Harbo, Glavin, Belmont, Sizoo, Mohr, and Tracy, on June 6, 1951, considered a suggestion of Special Agent R. B. Miller concerning fingerprinting by United States Marshals.

Agent Miller pointed out that present instructions require United States Marshals to fingerprint all persons who come into their custody and that at times, more than one United States Marshal handles prisoners in removal cases particularly. He suggests that the second or succeeding United States Marshal who has a prisoner in custody should not fingerprint the prisoner inasmuch as this is a duplication.

The Conference was unanimously of the opinion that the present rules should continue for the reason that it is important that the first United States Marshal taking custody of the prisoner fingerprint that prisoner inasmuch as many are released without prosecution or without removal to another district. In removal cases it is important that the Marshal at the place of prosecution fingerprint the prisoner inasmuch as copies of the criminal records are necessary at the office of prosecution. The number of Marshals handling a prisoner in addition to the original Marshal and the one in the place of prosecution is so small it would not be worthwhile to change the instructions in this regard.

The Conference unanimously recommends against adoption of the suggestion. If the Director approves, there is attached a letter to Special Agent R. B. Miller thanking him for making the suggestion.

Respectfully,  
For the Conference,

Clyde Tolson

4

- Mr. Tolson
- Mr. Clegg
- Mr. Ladd
- Mr. Mohr
- Mr. Nichols
- Mr. Rosen
- Mr. Tracy
- Mr. Harbo
- Mr. Belmont
- Mr. Mohr
- Tele. Room
- Mr. Nease
- Miss Gandy

RECORDED - 57

INDEXED - 57

166-7534-8792  
JUN 9 1951  
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JUN 12 1951

The Director

6-9-51

The Executive Conference

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11-7-91 BY SP-5 CIB/DF

The Executive Conference of June 8, 1951, consisting of Ladd, Tolson, Tracy, Harbo, Mohr, Ladd, Nichols, Rosen, Clegg, Egan, Laughlin and Glavin discussed in detail the Bureau's present procedure utilized in procuring favorable Special Agent applicants for appointment to the position of Special Agent.

It was pointed out to the Conference that in the majority of offices in the field the SAC and the ASAC are the only officials who are authorized to interview applicants. The Conference was further advised that during the present recruitment program where there has been a heavy influx in Special Agent applicants the Bureau has, from time to time, approved other regularly designated supervisors to interview Special Agent applicants.

The Conference was further advised that at the Seat of Government during the height of our Special Agent recruitment program, Special Agent applicants were interviewed by Special Agent supervisors assigned to the Administrative Division and when additional assistance was necessary selected Special Agent supervisors who were designated by the Assistant Directors in the other divisions of the Bureau. It was pointed out at the present time all Special Agent applicants applying for appointments at the Seat of Government are interviewed by supervisors of the Administrative Division.

In an effort to secure better material as Special Agents for the Bureau the Conference unanimously recommends that the attached communication go forward to the field instructing that effective immediately all Special Agent applicants who are given examinations and interviews must be interviewed by either the SAC or the ASAC. For the Director's further information, all Special Agent applicants recommended at the Seat of Government will be again interviewed by Glavin, Bureau employees at Seat of Government applying for the Agent's position will continue to be interviewed by Mr. Clegg. Respectfully,  
For the Conference

Mr. Tolson  
Mr. E. A. Tamm  
Mr. Clegg  
Mr. Glavin  
Mr. Ladd  
Mr. Nichols  
Mr. Rosen  
Mr. Tracy  
Mr. Harbo  
Mr. Mohr  
Mr. Winterrowd  
Miss Gandy

cc: Mr. Mohr  
Mr. Clegg

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JUN 11 1951

Clyde Tolson

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The Director

June 8, 1951

The Executives Conference

FBI LAW ENFORCEMENT BULLETIN

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/7/91 BY SP-5 CJB/BR

On June 4, 1951, the Executives Conference discussed the proposal set forth in the memorandum from Mr. M. A. Jones to Mr. L. B. Nichols dated May 24, 1951, to the effect that copies of the Law Enforcement Bulletin distributed to Special Agents in the field should be curtailed. It was pointed out that the current total circulation is estimated at 25,000 and that this number of copies of each issue is not sufficient to supply all Special Agents in the field with a copy after some 20,000 copies are distributed to the outside mailing list of law enforcement officers, et al. It was proposed to prorate the shortage among the larger offices on the theory that a large number of Special Agents do not retain their copies of the Bulletin on a permanent basis after they have studied them.

The Executives Conference was of the unanimous opinion that the shortage of Bulletins should be prorated among the offices, with the highest percentage of copies going to offices having the greatest proportion of Special Agents serving in Resident Agencies and assigned to road work territories.

Unanimous approval was given to the attached suggested SAC letter. Present for consideration of this matter were Messrs. S. J. Tracy, R. T. Harbo, J. P. Mohr, A. H. Belmont, D. M. Ladd, A. Rosen, J. A. Sizoo, L. B. Nichols and W. E. Glavin.

Respectfully,  
For the Conference

*[Handwritten Signature]*  
Clyde Tolson

Attachment

CC: Mr. H. H. Clegg  
Mr. Mohr

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JUN 12 1951

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FILED

*[Handwritten Signature]*



THE DIRECTOR

June 8, 1951

The Executives Conference

**\* HANDLING OF CIVIL DEFENSE FINGERPRINTS AND FINGERPRINTS OF SCHOOL CHILDREN**

ALL INFORMATION CONTAINED  
HEREIN IS UNCLASSIFIED  
DATE 11/8/91 BY SP-SCI/DP

The Executives Conference consisting of Messrs. Tolson, Ladd, Nichols, Glavin, Clegg, Harbo, Rosen, Belmont, Sizoo, Mohr, and Tracy on June 8, 1951, reviewed present Bureau policy of handling Civil Defense fingerprints and the fingerprints of school children.

The present Bureau policy in effect for a considerable period of time is as follows:

1. Fingerprints of auxiliary police are accepted for processing when submitted by a law enforcement agency. They are handled in the same manner as applicants for positions in law enforcement agencies. This procedure was established by the Bureau in Executives Conference memorandum of October 12, 1950. This memorandum was based on a request from a law enforcement agency for the processing of Auxiliary Police prints in order that training and commissions, et cetera, would not be granted to persons with criminal records.

RECOMMENDATION: The Conference unanimously recommends that the present procedure be continued.

2. Fingerprints of air raid wardens, airplane spotters, and other Civil Defense personnel are currently being returned to the Civil Defense agency or law enforcement agency submitting them with the explanation that in view of the fact no national policy has been promulgated and no funds made available to the Bureau for this purpose, it is not possible to handle such fingerprints.

RECOMMENDATION: The Conference unanimously recommends that the current procedure be continued.

3. Where correspondence is received from schools requesting assistance and fingerprint cards to fingerprint school children, it is the present policy to send a letter to the Special Agent in Charge instructing him to contact the school principal or other representative inquiring and point out the lack of personnel on the part of the Bureau to handle such fingerprints and endeavor to discourage the project without specifically refusing to accept them if the prints are taken.

RECOMMENDATION: The Conference unanimously recommends the continuance of the present procedure.

- Tolson \_\_\_\_\_
- Ladd \_\_\_\_\_
- Clegg \_\_\_\_\_
- Glavin \_\_\_\_\_
- Nichols \_\_\_\_\_
- Rosen \_\_\_\_\_
- Tracy \_\_\_\_\_
- Harbo \_\_\_\_\_
- Belmont \_\_\_\_\_
- Mohr \_\_\_\_\_
- Tele. Room \_\_\_\_\_
- Nease \_\_\_\_\_
- Gandy \_\_\_\_\_

cc - Mr. Clegg  
Mr. Mohr

RECORDED - 43  
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JUN 14 1951

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4. When requests are received from Civil Defense sources seeking assistance and fingerprint cards, the present procedure is to advise that in view of the fact no national policy has been promulgated providing for the fingerprinting of individuals under Civil Defense and no funds are available to this Bureau for this purpose, the Bureau will be unable to accept such fingerprints or furnish fingerprint cards. Such correspondents are referred to the Director of Civil Defense for their state.

RECOMMENDATION: The Conference unanimously recommends the continuance of the present policy.

5. When fingerprints of school children are received in the Bureau from school or law enforcement sources without a cover letter or other correspondence, it is the present procedure to handle such fingerprints as personal identification prints, i.e., classify and file such prints as soon as possible.

RECOMMENDATION: The Conference unanimously recommends continuance of the present procedure.

6. The Identification Division is currently in receipt of 3,000 fingerprints of school children and adults from the Police Department, Beverly, Massachusetts, and a second group of 500 fingerprints of school children from Westwood, New Jersey. These are the results of Civil Defense activities and a new question of policy is, therefore, presented, i.e., should the Bureau accept fingerprints of school children submitted by local Civil Defense sources.

RECOMMENDATION: The Conference, with the exception of Mr. Tracy recommends that such fingerprints should be retained by the Bureau; however, when a letter of transmittal accompanies them, this letter should be acknowledged pointing out while the fingerprints are being retained, no national policy has been promulgated providing for the handling of fingerprints of this nature.

Those in favor of this procedure feel that the Bureau will be subject to criticism if it refuses to accept fingerprints of school children taken for the purpose of future disaster identification. They further feel that this type of fingerprinting will probably decrease in the future.

Mr. Tracy recommends that when fingerprints of school children are received from Civil Defense sources or are clearly the result of Civil Defense activities, they should be returned in the same manner

as those of air raid wardens are returned with a cover letter from the Bureau explaining that in view of the lack of a national policy on Civil Defense fingerprinting and the lack of funds to handle such fingerprints, it will not be possible for the Bureau to accept them.

Mr. Tracy further recommends that a notice be sent to all contributors of fingerprints calling their attention to the fact that no national policy has as yet been promulgated as to fingerprinting under Civil Defense; however, when and if such a policy is established and funds and personnel are made available to this Bureau for the handling of such fingerprints, all contributors will be immediately advised.

For the Director's information, the following are the receipts of Personal Identification fingerprints for the past 8 months:

December, 1950	-	391
January, 1951	-	1,776
February, 1951	-	3,775
March, 1951	-	4,706
April, 1951	-	8,043
May, 1951	-	7,318 (includes 3,000 from Beverly, Massachusetts, and 500 from Westwood, New Jersey)

Respectfully,  
For the Conference,

*Y*  
Glyde Tolson

*Approved  
may 1951  
9/*

THE DIRECTOR

355 June 8, 1951

THE EXECUTIVES' CONFERENCE

ADDITIONAL PROSECUTIONS UNDER SMITH ACT OF COMMUNIST PARTY LEADERS

CONF # 323, 013

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HEREIN IS UNCLASSIFIED

DATE 11-1-91 BY SP-5CJ/bm

On June 6, 1951, the Executives' Conference, consisting of Messrs. Tolson, Ladd, Clegg, Glavin, Harbo, Nichols, Rosen, Tracy, Mohr, Sizoo and Belmont, considered the desirability of making available on a loan basis copies of the Bureau brief on the Communist Party, USA to those United States Attorneys who are to handle the prosecutions of additional Communist Party leaders under the Smith Act.

On May 21 and 22, 1951, thirty-seven United States Attorneys were called in for a special two-day conference by the Department to orient them regarding the theory of Communism, the pattern of the New York trial against the eleven Communist leaders, the probable tactics which would be employed by the defense in the forthcoming trials of the seventy-seven additional leaders, and to impart the Department's desire that these cases be presented to the Grand Jury and prosecutions follow thereafter.

By letter dated May 22, 1951, the Butte Division requested authority to issue a copy of the CP, USA brief to the office of the United States Attorney, Butte, Montana, on a confidential basis for the use of the Assistant U. S. Attorney Hugh D. Garnichael in preparing for the trial of one of the seventy-seven leaders who is to be prosecuted in Butte.

It was pointed out to the Executives' Conference that the Bureau is endeavoring to assist in every way possible in the prosecutions of additional Communist Party leaders and unquestionably the material contained in the CP, USA brief, a copy of which is in possession of each field division, will be of assistance to the prosecuting attorneys in planning these additional prosecutions. This is particularly true, since the additional prosecutions are contemplated on a conspiracy basis and will closely follow the pattern of the trial of the eleven Communist Party leaders in New York City. It was suggested that those field offices where these additional prosecutions are being entertained should be advised that there is no objection to making available to the United States Attorneys on a loan basis a copy of the Communist Party, USA brief for their assistance in preparing these cases for trial. It is not necessary to urge that the United States Attorney utilize the brief, and if an office feels it will be of assistance, the Bureau will not object to the lending of the brief to the United States Attorney on a confidential basis, with the definite understanding it will be returned. It was pointed out that the identities of confidential informants do not appear in the brief.

INDEXED RECORDED - 45 JUN 14 1951

HANDLED BY STENOGRAPHER

Mr. Clegg Mr. Mohr

JUN 10 1951

MEMORANDUM FOR THE DIRECTOR

Executives' Conference  
Recommendation:

35509

The Executives' Conference unanimously recommended that we advise the appropriate field offices that the Bureau will interpose no objection to the loan of the CP, USA brief to the United States Attorneys where this is felt desirable.

Attached is a letter along this line for your approval.

Respectfully,  
For the Conference



Clyde Tolson