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CIA SPECIAL COLLECTIONS
RELEASE IN FULL
2000

EMPLOYEE BULLETIN

OIM

OIM EB No. 02-98
22 July 1998

FINAL DOCUMENT SEARCH TO ASSURE COMPLIANCE WITH "PRESIDENT JOHN F. KENNEDY ASSASSINATION RECORDS COLLECTION ACT OF 1992" (JFK ACT)

FROM: George J. Tenet
Director of Central Intelligence

1. (U) As you know, the JFK Assassination Records Review Board (Board) is completing its task of overseeing the search and declassification of all Federal government records relating to the assassination of President John F. Kennedy by 30 September 1998. The Board and we want to do everything possible to place before the American people the full story as reflected in government and other records.
2. (U) The Agency has been working on this effort since 1992 and has searched all of the obvious databases. We want to make certain that we have left no stone unturned and that no employee has any records that might possibly be considered relevant to the assassination—including any records created [or received] after 1992. The reference to 1992 is largely intended to encompass documents which may have come into our hands since the collapse of the Soviet Union and Warsaw Pact.
3. (AIUO) In accordance with the provisions of the JFK Act, I hereby direct all CIA personnel to consider documents in their possession or with which they are familiar that might have relevance to the Board's review and that might not have been found in the course of electronic or manual searches over the past six years. Representatives of the Historical Review Program believe that if such documents do exist they would, most likely, be found in files that would not be generally related to the assassination or that would not be "logical" areas for systematic searches. These include working paper files or smaller databases related to countries not normally associated with the assassination. Relevant documents can be in the form of papers, photographs, recordings, tapes, or other media, and can include documents "related to the assassination," such as later investigations, key topics/events within the Oswald/JFK Story, or material related to key figures—such as Nosenko.
4. (AIUO) CIA personnel who believe they have information regarding documents relevant

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to the JFK review that may not have been found in previous searches should contact their component or directorate IRO or the JFK Project Coordinator. Directorate IROs and the Agency's JFK Project Coordinator are as follows:

		Secure Phone
DO / IRO	William McNair	44448
DI / IRO	Barbara Bluffer	54644
DS&T / IRO	Teresa Wilcox	50104
DA / IRO	Becky Rant	31204
DCI Area / IRO	Mary Lou Cummings	39058
JFK Project Coordinator	Barry Harrelson	31825

/s/
Director of Central Intelligence

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OIM 98-0088
12 August 1998

MEMORANDUM FOR: Deputy Director for Administration
Deputy Director for Intelligence
Deputy Director for Operations
Deputy Director for Science and Technology
Administrative Officer, DCI Area

FROM: Edmund Cohen
Director of Information Management

SUBJECT: Documentation of Searches Conducted in
Support of JFK Act

REFERENCE: Memo, "CIA compliance with the JFK
Assassinations Records Collection Act
of 1992," dtd 15 Jul 98, fr the
Assassination Records Review Board.

1. The purpose of this memorandum is to advise you of a requirement to provide to the JFK Assassination Records Review Board a "Final Declaration of Compliance" with the JFK Act. The declaration must include: a description of component searches undertaken in response to Board taskings since 1993; information on any possible destruction of assassination records; and a representation that a diligent search for assassination records was undertaken. We are in need of assistance of your staff in preparing the description of these items for inclusion in the compliance response.

2. The referenced memorandum describes the Board's requirements for the "Final Declaration" in greater detail. Jim Oliver, Chief, Historical Review Program and Barry Harrelson, the Agency's JFK Review Focal Point, are meeting with the Directorate Information Review Officer and, as appropriate, other members of your staff to review the information needed to support the certifications which the Agency will need to make.

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SUBJECT: Documentation of Searches Conducted in Support
of JFK Act

3. In order to meet the 1 September 1998 deadline prescribed by the Board, we request that the information described in paragraph 1 be sent to Mr. Harrelson by close of business, 21 August 1998



Edmund Cohen

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SUBJECT: Documentation of Searches Conducted in Support
of JFK Act

DA/OIM/EdCohen:bkh/31352 (11 Aug 98)
share/oim/ed/oim/irg/pjt/jfk/dd draft 980812.doc

Distribution:

Original - Addressees

- 1 - DCI IRO
- 1 - DA IRO
- 1 - DI IRO
- 1 - DO IRO
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- 1 - D/OIM
- 1 - C/IRG
- 1 - C/HRP
- 1 - OIM/HRP/HRO (Barry Harrelson)
- 1 - DA Registry
- 1 - OIM/Subj
- 1 - OIM/Chrono

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25 August 1998

MEMORANDUM FOR THE RECORD

SUBJECT: (U) Electronic Dissemination of Employee Bulletin

(AIUO) I was requested to send the EB 02-98 (Final Document Search - JFK). The request was distributed to all of the Directorate via Lotus notes on Monday 17 August 1998, the notice was placed in the system on the 18th and received by the Directorate personnel on the 19th. Additionally, we placed it on the morning message that people receive when they first log onto the system.



Fredrick C. Wickham, Jr.

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SUBJECT: (U) Electronic Dissemination of Employee Bulletin

IMS/ESG/HCS Fwickham x44448:mjk (21 August 1998)

Distribution:

Original - C/HRP/OIM

1 - C/IMS/ESG

1 - IMS/ESG/HCS

1 - ESG Chrono File

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D6
SEP 18 1998EXECUTIVE SECRETARIAT
ROUTING SLIP

		ACTION	INFO			ACTION	INFO
1	DCI		X	11	OPA		
2	DDCI		X	12	DDA		
3	DDCI/CM			13	DDI		
4	ADC/MS			14	DDO		X
5	EXDIR/CIA	X		15	DDS&T		
6	CHMN/NIC			16	D/OIM		X
7	IG			17	HRP		X
8	GC	X		18			
9	COMPT			19			
10	OCA		X	20			

SUSPENSE DATE: 21 September 1998

DOCUMENT NO: ER 98-4210

Contact **Betsy Quint-Moran** (x37929) regarding suspense items.

COORDINATION/ROUTING:

EXDIR office to take lead in preparing and coordinating response with OGC.

SUMMARY:

The JFK Assassination Records Review Board has received the Agency's Final Declaration of Compliance. The Board is requesting certifications by the individual directorates, as well as the office of the DCI, or alternatively that the EXDIR and the General Counsel certify that CIA has met its obligations under the JFK Act and certify that no records on the assassination or Lee Harvey Oswald have been knowingly withheld. Absent the requested certifications, the Board considers depositions of senior Agency officials necessary and requests the DDO be made available ASAP, but no later than 21 September, for examination.

Date: 14 September 1998

Received in ER: 14 September 1998

Action Officer: **Tracie Matecka** x37932