

NAVY DEPARTMENT
Office of the Chief of Naval Operations
OFFICE OF NAVAL INTELLIGENCE
Washington

In reply refer to No.
Op-16-B
A8-5/QQ/ND
(SC)A8-5(4)
Serial No. 0309316

CONFIDENTIAL

November 12, 1940

Confidential

From: Chief of Naval Operations
(Director of Naval Intelligence)
To : Commandant, Navy Yard, Washington, D. C.;
Commandant, First Naval District;
Commandant, Third Naval District;
Commandant, Fourth Naval District;
Commandant, Fifth Naval District;
Commandant, Sixth Naval District;
Commandant, Seventh Naval District;
Commandant, Eighth Naval District;
Commandant, Ninth Naval District;
Commandant, Tenth Naval District;
Commandant, Eleventh Naval District;
Commandant, Twelfth Naval District;
Commandant, Thirteenth Naval District;
Commandant, Fourteenth Naval District;
Commandant, Fifteenth Naval District;
Commandant, Sixteenth Naval District;
Commandant, Naval Station, Guantanamo, Cuba;
Commandant, Naval Station, Guam;
Commandant, Naval Station, Tutuila, Samoa.

Subject: Suspect Lists and Files.

Reference: (a) Arts. 137, 240 and 328 O.N.I.-19.
(b) CNO conf. ltr. A8-5/QQ/ND, (SC)A8-5(4),
Serial No. 098616 of June 27, 1940.
(c) Domestic Intelligence Branch ltr.
Op-16-B-1 of August 19, 1940.
(d) Domestic Intelligence Branch ltr.
Op-16-B of September 11, 1940.
(e) Memo. to DIOs from Op-16-B of September
24, 1940.
(f) CNO conf. ltr. A2-8, (SC)A8-5, Serial No.
0102916 of July 6, 1940.

Enclosure: (A) Information regarding FBI Suspect Files.

1. To clarify previous instructions and to standardize subsequent procedure in regard to Suspects, this directive cancels and replaces references (b) to (e), inclusive.

2. Reference (a) is basic and remains in effect.

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3. Typewritten lists of Suspects, prepared from information at present contained in District Intelligence files, will be completed as expeditiously as possible, and furnished to the Special Agents in Charge of the appropriate Federal Bureau of Investigation Field Divisions within the Districts if this has not already been done. One copy of each list so furnished will be sent to the Office of Naval Intelligence. Separate lists will be compiled for: (a) Nazi, (b) Fascist, (c) Communist, (d) Japanese, and (e) Miscellaneous. The suspects on each of these lists will be further subdivided into:

- (a) "Known Dangerous", to be immediately picked up in event of a National Emergency; and
- (b) Suspects regarding whom more specific information is desired but who, in event of a sudden emergency, would also be apprehended.

Blue cards for the "Known Dangerous" and buff cards for Suspects in the second category, will continue to be used. These cards should be sent to each Naval activity concerned, in duplicate.

4. Office of Naval Intelligence and District Suspect files required by reference (a) will be segregated as follows:

- (A) Nazis (Germans),
- (B) Fascists (Italians),
- (C) Japanese,
- (D) Communists,
- (E) Miscellaneous;

and will be so arranged that the following information can be obtained from them on quick inspection:

- (a) Names and addresses of any members of Embassies, Consulates, or Military or Naval Attaches who are known to be engaged in undercover activities in connection with espionage, sabotage, or other subversive activities, or against whom there is a strong presumption of engaging in such activities.
- (b) Names and addresses of known undercover agents in the United States.
- (c) Names and addresses of known undercover agents in the countries contiguous to or near the United States.
- (d) Names and addresses of known paymasters of undercover agents in the United States.

- (e) Names and addresses of known "post offices" of undercover agents in the United States.
- (f) Any other important data which can be practically and specifically made use of.

5. Exchange of information regarding Suspects, in accordance with reference (a), shall include copies to the Federal Bureau of Investigation Field Divisions and Army Corps Area Headquarters within the limits of Naval Districts.

6. Enclosure (A), giving present information regarding the preparation and maintenance of Federal Bureau of Investigation Suspect Files, is furnished for general information and guidance.

W. S. Anderson

W. S. Anderson,
By direction.

October 31, 1940

MEMORANDUM

Subject: F.B.I. Suspect Files.

1. SUSPECTS are carried on 5 x 8 cards on which all pertinent information is typed. Duplicate cards are made for each individual. Pencil notation on each card classifies the SUSPECT as "1" or "2" -- "1" being the classification for "KNOWN DANGEROUS," to be immediately picked up in the event of a National Emergency; and "2" for those regarding whom more specific information is desired, who, in the event of a sudden emergency, would also be apprehended and held until their innocence were proven.
2. One card on each SUSPECT goes into the alphabetical file, the other card is filed in a separate file according to F.B.I. Field Divisions.
3. (A) In this latter file, the cards for each Field Division are grouped behind division cards which are marked:
 - (a) Red - Communist Party,
 - (b) Green - Fascist,
 - (c) Blue - German,
 - (d) Yellow - Miscellaneous.(Note: No grouping has yet been made for Japanese).
(B) The individual SUSPECT cards in this file are further tabbed as follows:
 - (a) Red - Espionage Agent,
 - (b) Yellow - Saboteur,
 - (c) Green - Alien.
4. Ultimately, each F.B.I. Field Division will have a similar alphabetical file, as well as a grouped file (as described in 3 (a) (b) above) for the SUSPECTS in their own jurisdiction.
5. As time permits, SUSPECTS classified as "2" (paragraph 1 above) will be investigated and reclassified either as "1" - Known Dangerous, or cleared of suspicion.
6. The Suspect Lists, prepared by D.I.O'S from their files, submitted to the appropriate F.B.I. Field Divisions within their Districts, are being carded by F.B.I. in the field, as described in paragraph 1. Copies of these cards are forwarded to Washington Headquarters where the information is evaluated, compared with previous information already in the F.B.I. central files, and, if reclassified, new cards are prepared in Washington and sent back to the Field Division. Also, new information regarding a SUSPECT is added to his cards as it is received and may, at any time, result in a reclassification. It will thus be seen that the F.B.I. SUSPECT files are in a constant state of flux, possible only by the unlimited personnel available for supplying the information.