

NAVY DEPARTMENT

Office of the Chief of Naval Operations  
OFFICE OF NAVAL INTELLIGENCE  
Office of Naval Intelligence  
WASHINGTON  
Washington

In reply refer to No.

Op-16-X  
PL-5/ENJ-10

Serial No. Op-16-X

28 February 1940

~~SECRET~~ ~~CONFIDENTIAL~~

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From: MEMORANDUM FOR: Captain Nixon  
Chief of Naval Operations (Director of Naval Intelligence).  
To: Commandant, Commander Holcomb  
Lieut. Comdr. [unclear] District.

SUBJECT: Subject: Title for Civilians employed in Investigative Work.

Reference: (a) O.N.I. Appendix B  
Reference: (a) UNO Confidential Letter Op-16-X, PL-5/ENJ-10, Ser. Nos. 1735, to 1745 inclusive dated 25 July, 1939 except 1736 which is dated 2 August 1939.  
1. In accordance with [unclear] being [unclear] delivery to the District Intelligence [unclear] listed credentials:  
(b) O.N.I. -19, Appendix B.

Agent's Badges Nos. Enclosure: Sample copy of reference (a).

Covers for Identification Cards Nos. 1. Attached hereto is a copy of a form letter that was sent to the Commandants of the Naval Districts at the time credentials were furnished to the Districts for distribution to Operatives of the Intelligence Service.

2. Whereby all credentials are issued all the provisions of reference (a) must be clearly understood and complied with. See also instructions on the back of cards.  
2. Each District was sent an individual letter, hence, the large number of Serial Numbers and various Districts appearing above.

3. Persons to whom issue of credentials is made, under the provisions of the present act, are expected to add a sentence to art. 3(b) of reference (b) reading: "Civilians regularly employed in investigative work on full time will be classed as Agents". This sentence may be considered effective at once and credentials may be issued to such employees in accordance with art. 19(c).

4. Whereby all regularly enrolled officers may be designated as Investigators, Agents or Special Agents, it is expected to add a sentence to Art. 3(a) reading: "Civilians regularly employed in investigative work on full time will be classed as Agents." This sentence may be considered effective at once, and credentials may be issued to such employees in accordance with art. 19(c), but in each case the District Intelligence Office will write a separate report on each person particularly desired for appointment as "Agent" to accompany the identification card when sent in for issuance.  
F. D. Meyer  
Commandant, U.S.N.

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5. When the [unclear] is issued, or if considered inadequate, request should be made for additional quantities, stating reasons.

6. Receipt for the material is desired when received.

Declassified / Downgrade to .....

Auth: EO 12958

Date: 28 SEP 98 Unit: NCIS 22

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Authority NND 73643