

CONFIDENTIAL

26 May 1948

MEMORANDUM FOR: Chief, Domestic Branch, Office of Naval
Intelligence

SUBJECT: Stand-By Duty Officers for CIA, Contact Branch

1. The Contact Branch of CIA has established a Stand-By Duty Officer telephone watch for off-duty hours, daily as well as week-ends and holidays, in order that immediate action can be taken on urgent matters of importance that may arise during those periods.
2. Should it prove necessary to contact the Contact Branch Stand-By Duty Officer, it may be accomplished by calling the CIA telephone operator.
3. A similar watch has been established in the Contact Branch Field Offices. Information regarding the manner in which your Field Officers may communicate with the Contact Branch Field Officers during off-duty hours may be obtained direct from the Contact Branch Field Offices concerned.

LYMAN B. KIRKPATRICK
Acting Chief, Contact Branch

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