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Op-16-B-3
AS-5/LL
Serial 1101418

SO-52108

MAY 13 1942

From: The Vice Chief of Naval Operations
To: Chiefs of All Bureaus,
Directors of All Divisions of the Office of
Naval Operations,
Director of Shore Establishments, Assistant Secretary's Office.

Subject: Investigation of Personnel.
1. Since the outbreak of war, 5,268 requests for investigations of personnel, whether of the Navy, civilian employees of the Department, or applicants for employment, have been received by the Office of Naval Intelligence. Of these, approximately 1,000 have been completed.

2. It is obviously desirable that the integrity of personnel dealing constantly with secret and confidential matters should be assured. To permit this assurance requires a thorough investigation and the expenditure of considerable time on the part of the relatively small force of investigators available. An incomplete or half-way investigation cannot give the necessary assurance.

3. With this requirement for a thorough investigation and the time necessary therefor, it is apparent that clearance cannot be given for some time to the total number of personnel for whom investigations have been asked. It will be probable also that this number will be considerably increased by additional daily requests for investigations as employees are taken on.

4. On the other hand, it is believed that a careful limitation of the number of personnel entrusted with secret matters will reduce the necessary number of investigations to a point where they may be more readily concluded. At present there seems to be a disproportionate number asked by certain agencies, even after allowance for the character of work performed by those agencies. For example, investigations have been requested by some agencies as follows:

Redictated May 11, 1942
Redictated by Rear Adm. T. S. Wilkinson
Retyped by J. C. Hoch

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Director of the Bureau of Naval Personnel
Department of the Navy
Washington, D. C.

Department of Personnel

They are authorized to request for investigation the personnel of the following agencies:

Bureau of Aeronautics	866
Bureau of Ordnance	807
Bureau of Ships	198
Division of Communications	1498
(Op-30)	
Secretary's Office (SOBND)	857

5. It is requested that all addressees limit their requests for investigations as far as practicable, considering the need for assurance of the integrity of personnel actually employed on secret matters or in contact with secret correspondence. It is further requested that the agencies listed in the preceding paragraph review their lists of requests and cancel those which are not essential, in order that an earlier completion may be accomplished of the essential investigations on personnel not only of their offices but also of all offices in the Department.

It is further requested that all addressees...
F. J. Horne

Approved and Forw. by
Specialist by Rear Adm. J. M. [Name]
Signed by [Name]

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MAY 14 AM 8 59

Op-16-B-3
AG-5/11
Serial 1101416

From: The Vice Chief of Naval Operations.
To: The Chiefs of all Bureaus.
Subject: Naval Personnel, Employees and Applicants -
Investigation of.

1. The following tabulation reflects the increase in the number of requests received by the Division of Naval Intelligence from the various Bureaus for investigations of subject personnel since December 7, 1941:

From November 1, 1941 to December 7, 1941:

	Requests Received	Investigations Completed
Bureau of Aeronautics	11	4
Bureau of Medicine and Surgery	14	8
Bureau of Navigation	1	0
Bureau of Ordnance	170	18
Bureau of Ships	23	13
Bureau of Supplies and Accounts	0	0
Bureau of Yards and Docks	1	0
Naval Operations	148	70
U.S. Marine Corps	2	0
Secretary's Office (SOSEC)	14	8
Total	<u>481</u>	<u>110</u>

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From December 7, 1941 to April 15, 1942

	Requests Received	Investigations Completed
Bureau of Aeronautics	666	246
Bureau of Medicine and Surgery	16	10

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	Requests Received	Investigations Completed
Bureau of Navigation	6	4
Bureau of Ordnance	267	125
Bureau of Ships	103	49
Bureau of Yards and Docks	13	5
Naval Operations	1674	455
U.S. Marine Corps	77	25
Secretary's Office(SORED)	<u>357</u>	<u>103</u>
Total	3263	1025

2. On a recent break-down of pending investigations, it was ascertained that over 1,000 active investigations were in progress for one Division of Naval Operations (not Naval Intelligence).

3. The requests for investigations received from the Navy Department Bureaus represent only a portion of the total investigations of various kinds which are received from numerous other sources, such as the Federal Bureau of Investigation, the Military Intelligence Division, the Naval Districts, etc.

4. It is possible that the Bureaus do not realize the amount of time required to conduct a thorough investigation of applicants and personnel, especially in those cases where investigations are necessary in four or five Districts.

5. The present volume of work on hand is such that it will require months to complete it, and the difficulty in locating qualified personnel makes it impossible to expand facilities adequately to meet the rapid increase in investigative work since December 7.

6. The foregoing information is furnished in order that the Bureaus might be fully apprised of the situation and not feel a false sense of security merely because requests for investigations of personnel have been made. The time required to complete such investigations should be considered and some administrative action by the Bureaus would appear to be indicated in order to insure maximum security pending the completion of requested investigations.

7. Paragraph (1) above shows exactly the number of personnel investigations requested and completed. In each case, the requesting Bureaus have been fully advised of the results of completed inves-