

Op-16-B-3  
A8-1  
~~CONFIDENTIAL~~  
Serial 016816

NAVY DEPARTMENT  
OFFICE OF THE CHIEF OF NAVAL OPERATIONS  
WASHINGTON 25, D. C.

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1 January 1945

From: Director of Naval Intelligence.  
To: District Intelligence Officers, all Naval Districts;  
Intelligence Officer, Potomac River Naval Command;  
Intelligence Officer, Severn River Naval Command.  
SUBJECT: Security Investigations of Naval Personnel and Civilian  
Employees of the Navy - Procedure to Avoid Duplication of.  
Reference: (a) Ltr. from DNI to DIO's all Naval Districts, except 16;  
I.O., PRNC; and I.O., SRNC, dated 8 July 1943, same  
Subj., File No. Op-16-B-3, A3-1/ND13, A8-5/EN3-10,  
Serial 01825316.

1. It appears that the provisions of Reference (a) are not being complied with in all instances. It recently came to the attention of the Office of Naval Intelligence that in one district approximately 10% of the persons under investigation for security reasons had previously been investigated by the Naval Intelligence Service in other districts.

2. Such a situation represents a waste of manpower which should be corrected. The provisions of Reference (a) are hereby reiterated and appropriate action should be taken in every instance where a personnel security investigation is requested to determine if possible whether the subject of such requested investigation has already been investigated. It may reasonably be assumed that subjects in the following categories have not been investigated by the Naval Intelligence Service: (a) Naval personnel with no previous active duty, (b) Civilian personnel not heretofore employed by any naval activity. In most instances the subject of a requested investigation will know whether he or she has been given a security investigation elsewhere. If there has been an investigation, copies of the NNI-119 reports can be obtained from the Office of Naval Intelligence.

3. In those instances where it cannot be otherwise definitely determined, the Office of Naval Intelligence should be requested to advise whether there has been a previous investigation and, if so, to forward copies of reports.

Declassified/ Downgrade to .....

Auth: EO12958  
/s/ B. F. Perry  
Date: 22 SEP 98 Unit: NCIS 22

B. F. Perry,  
By direction.

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Authority NND 73643

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