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Serial 01093416

NAVY DEPARTMENT  
Office of the Chief of Naval Operations  
Washington 25, D. C.

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25 May 1945

From: Chief of Naval Operations.  
To: Distribution List Appended.

Declassified / Downgrade to .....

Auth: E012958 .....

Subject: Security Investigations of Personnel

Date: 22 SEP 98 Unit: NUIS 22 .....

- References:
- (a) Conf. ltr. from CNO to Distribution List Appended, File No. (SC)P1-7, Op-16-B-3, A9/ND, Ser. 0292916, dated 29 Jan. 1944, same subject.
  - (b) Conf. ltr. from CNO to Distribution List Appended, File No. (SC)P1-7, Op-16-B-3, A9/ND, Ser. 0415016, dated 16 Feb. 1944, same subject.
  - (c) Conf. ltr. from CNO to Distribution List Appended, File No. Op-16-B-3, A9/ND, Ser. 0817816, dated 18 Apr. 1945, same subject.

1. References (a), (b) and (c) are cancelled and hereby superseded.

2. It is desired that all requests for personnel security investigations be based on the fact that they are considered essential, by the requesting authority, for the proper discharge of his responsibility for the security of his command, and the request shall so state.

3. Security investigations of personnel conducted by the Naval Intelligence Service will be grouped under two general types: -

- (a) Name Check. This type of investigation consists of a routine check of Naval Intelligence, Military Intelligence, Federal Bureau of Investigation, police, credit and other available agency records for any information concerning the individual. It should suffice, if any investigation is necessary, for individuals whose access to classified information is casual, incidental or limited.
- (b) Limited Background Investigation. This type of investigation should be requested, when considered necessary, for personnel having unlimited access to classified information. It will cover an individual's background from 1938 to the present,

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including a Name Check (see above) and the more obvious and immediate sources of information such as employment, activities and associates. Only in exceptional cases where the investigation discloses circumstances that would materially affect the determination necessary to the case, will the investigation be expanded to the period prior to 1938.

4. Requests for personnel security investigations shall be accompanied by a personal history statement or complete background and identifying data; shall state whether a Name Check or Limited Background Investigation is desired; and certify that the investigation is deemed essential to security.

5. It is apparent that investigations of many persons continue to be requested who, on the basis of the individual concerned and the billet to which he is assigned, could have been accepted as a calculated risk with little or no actual danger to security. Addressees are therefore requested to evaluate their requests for investigations on an individual basis with a view to eliminating all that are not essential to security.

6. This directive applies only to security investigations of personnel. Complete investigative coverage by the Naval Intelligence Service will continue, as in the past, in all cases of actual or potential espionage, sabotage or subversive activities involving naval personnel or civilians under naval control.

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/s/ W. S. Farber

W. S. FARBER,  
Sub Chief of Naval Operations.

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