

NAVY DEPARTMENT
Office of the Chief of Naval Operations
OFFICE OF NAVAL INTELLIGENCE
Washington

In reply refer to No. Declassified / Downgrade to
Op-16-A-5
(SC)P1-5/EN3-10 Auth: EO 12958
P1-5/EN3-10 Date: 21 SEP 98 Unit: NCIS 22
Serial No. 0255016 Date: April 7, 1941

NOTE:

SUPERSEDED by
#61

~~CONFIDENTIAL~~

NAVAL INTELLIGENCE DIVISION CIRCULAR LETTER DG(C) 8-41

UNCLASSIFIED

Subject: Naval Intelligence Service Operatives.

Reference: (a) N.I. Conf. Circ.ltr.DG(C) 3-40 of April 22, 1940.
(b) N.I. Conf. circ.ltr.DG(C) 1-40 of January 12, 1940.
(c) N.I. Conf. Circ.ltr.DG(C) 4-40 of October 9, 1940.
(d) CNO Conf. file Op-16-B, QR3/EN3-10, (SC)P14-2/QR3
Ser. No. 0148116 of March 18, 1941.

1. This letter covering Naval Intelligence Service Operatives supersedes references (a), (b) and (c) and becomes effective upon receipt.

2. Operative - Definition of

a. A Naval Intelligence Service Operative is defined as "any person authorized by the Director of Naval Intelligence to act in an investigative capacity under the jurisdiction of the Naval Intelligence Service." Operatives are divided into two classes: Special Agents and Agents; and are Officers of the Regular Navy (active or retired), Officers of Class I-V(S) of the Naval Reserve, or Civilians. Special restrictions are placed on Class I-V(S) Warrant Officers in instructions contained in reference (d).

3. Operatives - Qualifications of

a. Operatives will be native born citizens of the United States, physically qualified in accordance with requirements set forth in the Manual of the Bureau of Medicine and Surgery, of good personal character and reputation, of unquestionable loyalty, patriotism and integrity, of keen mental ability, sound judgment and good education. Due weight will be given to successful previous experience in business or in investigative work.

b. A Special Agent will be a college graduate, or the equivalent, at least 23 years old, whose qualifications indicate that his services to Naval Intelligence warrant a salary of from \$3200 to \$4800 per annum.

c. An Agent will be at least a high school graduate, or the equivalent, 21 years old, whose qualifications indicate that his services

26
DECLASSIFIED
Authority: ND 73043

Op-16-A-5
(SC)PI-5/EN3-10
PI-5/EN3-10
Serial No. 0255016

Declassified by made to
Auth: EO 12958
Date: 21 SEP 98 Unit: NCFIS 22

UNCLASSIFIED

~~CONFIDENTIAL~~

to Naval Intelligence warrant a salary of from \$2400 to \$3600 per annum.

4. Operatives - Appointment of

Special Agents are appointed by the Director of Naval Intelligence. Agents are appointed by the District Intelligence Officers, subject to approval of the Director of Naval Intelligence.

5. Operatives - Credentials for

a. Credentials for Naval Intelligence Service Operatives comprise Identification Cards and Badges.

b. Credentials for Operatives are issued by the Director of Naval Intelligence upon recommendation of the Commandants of Naval Districts and Outlying Naval Stations. The issue and destruction of credentials will be in accordance with the instructions contained on the forms prescribed by this office.

6. Operatives - Oath of Allegiance and Contract for

a. Oaths of Allegiance are required.

b. Contracts for Naval Intelligence Service Operatives are to be executed on prescribed form.

7. Officers of the Naval Intelligence Service not designated Special Agents or Agents are to carry such identification, other than operatives credentials, as the Commandant of the District may prescribe.

8. In addition to Operatives, other individuals may be employed by the Naval Intelligence Service for a specific period of time for particular tasks. Such employees will be designated "Special Employees" and may carry such identification, other than Operatives credentials, as the Commandant may prescribe; except that informers, employed as such, will be given no identification.

/s/ A. G. Kirk

A. G. Kirk
Captain, U. S. Navy
Director of Naval Intelligence

DECLASSIFIED
Authority NND 73643