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NAVY DEPARTMENT  
Office of the Chief of Naval Operations  
WASHINGTON

UNCLASSIFIED

June 23, 1943

From: The Director of Naval Intelligence.  
To: The District Intelligence Officers,  
All Naval Districts (except 16);  
The Intelligence Officer,  
Potomac River Naval Command;  
The Intelligence Officer,  
Severn River Naval Command.

SUBJECT: Investigations of Naval Personnel.

1. Investigations of Naval personnel, officer and enlisted, should not be undertaken unless requested by proper authority. When information is received reflecting upon the loyalty, integrity, or conduct of Naval personnel, such information should be referred to the individual's Commanding Officer with advice that no investigation will be conducted unless requested. In the event an investigation is requested, appropriate action should be taken. It is desirable that such requests be in writing.

2. When derogatory information is received concerning Naval personnel on duty in other districts the information should be forwarded to the District Intelligence Officer for transmission to the Commanding Officer for a decision as to whether investigation is desired. When unfavorable information is received regarding personnel afloat or whose whereabouts is unknown, the information should be furnished to the Office of Naval Intelligence for forwarding to the Bureau of Personnel to determine what action should be taken.

/s/ H. C. Train  
H. C. Train.

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Auth: E012958  
Date: 22 SEP 98 Unit: NCIS 22

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