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NAVY DEPARTMENT
Office of the Chief of Naval Operations
Washington

July 8, 1943

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

SUBJECT: Security Investigations of Naval Personnel
and Civilian Employees of the Navy - Pro-
cedure to Avoid Duplication of.

1. The District Intelligence Officers sometimes are requested to conduct security investigations of officer, enlisted, or civilian personnel when such personnel have previously been investigated in another District or by the Office of Naval Intelligence.

2. It has been suggested that some procedure be adopted whereby appropriate notations reflecting the results of such investigations might be placed in personnel folders and service records of Naval and civilian personnel. This suggestion has been considered but is believed to be impractical.

3. In order to avoid conducting more than one security investigation of the same individual it is suggested that in all cases where it appears that there might have been a previous investigation inquiry should be made of the Office of Naval Intelligence before further investigation is undertaken.

/s/ B. F. Perry

B. F. Perry,
By direction.

Declassified / Downgrade to
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Date: 22 SEP 98 Unit: NCIS 22

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