

NAVY DEPARTMENT
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
WASHINGTON

Op-16-B-3
A7-3/ND
~~CONFIDENTIAL~~
Serial 0215316

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15 January 1944

UNCLASSIFIED

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: Investigations - Monthly Reports Showing Status of.
Reference: (a) Conf. ltr. from DNI to DIO's, all ND's, Op-16-B-3,
A7-3/ND, Serial 02997216, dated 22 Nov. 1943, sub-
ject: Uniform Classification and Numerical Recording
of Cases for Investigation.
Enclosure: (A) Sample copies of monthly administrative report
form Opnav-NNI-157.

1. For the month of January 1944 and for each month there-
after, the addressees will submit in duplicate monthly reports to the
Office of Naval Intelligence reflecting the status of investigative work
in the Districts and River Commands. A similar report will be prepared
by the Op-16-B-3 Section of the Office of Naval Intelligence. These
reports shall be prepared in the form provided by Enclosure (A) and mailed
not later than the fifth of each month.

2. Column 1 of the reports will identify the cases by the
classification numbers provided in Reference (a). The portion of columns
2 to 6, inclusive, headed "Own" relate to cases for investigation origin-
ating within the District or Command of the reporting office. The portion
of these columns headed "Others" is for recording cases for investigation
received from other offices; that is, from other Districts, River Commands,
or the Office of Naval Intelligence.

3. It is believed that the remainder of the report form is
self-explanatory.

/s/ A.v.S. Pickhardt

Declassified / Downgrade to A.v.S. Pickhardt
By Direction
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22 SEP 98 Unit: NCIS 22

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