

RESTRICTED



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OFFICIAL CIRCULAR LETTERS TO ALL SHIPS AND STATIONS

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UNCLASSIFIED

44-341—Civilians and Technicians—Admission to the Naval Establishment—
Certification of To Receive Classified Information and the Issuance
of Credentials for Passage in Naval Vessels and for Duty in Combat
Areas

Op30S4-1h, Serial 624430, 27 March 1944

ACTION: ALL SHIPS AND STATIONS

(Ref.: (a) CNO ltr. Op-30Sa-1h, (SC)A8-5/QM, serial 0131730, 24 June 1943.
(b) SecNav ltr. Op30S4, serial 223630, 19 Nov. 1943; N. D. Bul. of 30
Nov. 1943, R-1617.)

1. In order to release personnel to other duties, the War and Navy Depart-
ments have found it necessary to severely curtail investigations in the personnel
security field. Reference (a) is canceled. (Since reference (a) did not receive
the same distribution as this letter, nonholders of reference (a) will disregard it.)

2. Paragraph 6(b) of reference (b) is canceled and the following is substituted
therefor:

“Require the employees of private contractors who perform work at a naval
shore activity to complete the personnel security questionnaire (WD PMG-ID
Form 58). Personnel security questionnaires submitted by contractors’
employees other than those to be processed in accordance with paragraph 13
hereof, will be carefully screened by designated representatives of the com-
manding officer. In general, it is considered that as a result of such screening
only those cases involving a suspicion of disloyalty or having unusual op-
portunities for sabotage will be forwarded to the cognizant Army service
command for further processing. On the basis of such screening, further
processing by the Army as deemed essential, and any necessary additional
investigation by the district security organization, assisted as required by the
Naval Intelligence Service, the commanding officer of the activity will deter-
mine whether he will permit such private employees access to the activity.
In cases of urgency, admission to a naval activity may be authorized in the
discretion of the commanding officer prior to normal processing.”

3. Paragraph 13(b) of reference (b) is canceled and the following is sub-
stituted therefor:

“Simultaneously, in order to expedite certification, the officer under whose
cognizance the need arises shall have prepared for the civilian concerned a
personnel security questionnaire (WD, PMGO-ID Form 58) which may be
procured from local district security officers or Army Service Force repre-
sentatives. The completed form should be sent in quadruplicate direct to the
Chief of Naval Operations (Op30S4), Navy Department, Washington 25,
D. C., who will process it as necessary.”

—SecNav. Ralph A. Bard.

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