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CONFIDENTIAL

Deputy Executive for P & A

9 May 1947

Chief, Security Division

Handling Investigations on a Priority Basis

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1. Reference your verbal instructions of 6 May 1947 which were the result of requests made by the Administrative Officers during the staff meeting on same date, you are advised as follows.

2. Mr. Callan of the FBI has been contacted on this matter and he advised that a small number of cases may be handled by the FBI on a priority basis. He stated that to attempt to handle any number of cases on an expedite basis would slow down to some extent the handling of the remaining cases. He advised that he would handle a few cases on a priority basis when requested, but that such requests should be held to an absolute minimum. He would not commit himself as to the number or percentage of cases that he could handle on this basis, but he did say that to get maximum results, such requests should be limited to less than 5%.

3. At the present time, cases are being sent to the FBI for investigation at the rate of from 50 to 60 applicant cases each week. Therefore, two cases each week on the average should be all that we should ask that the Bureau handle on a priority basis. There is a possibility that these two cases may be rushed to the extent that complete and full investigative coverage is not obtained. However, in view of the urgent need for this arrangement, you are advised that the Security Division will go along with this request until such time as we are able to determine whether or not the investigations handled in this manner are full and complete.

4. It is suggested that the Administrative Officers be instructed to hold these requests to an absolute minimum; that in each case a memorandum setting forth the reasons for this request be prepared and forwarded to the Security Division with the request for investigation and clearance. These requests should be signed by the Assistant Director of the office concerned or his Deputy.

5. The Chief, Security Division, will determine which cases will be handled on this basis; such determination to be based upon facts set forth in request. He will limit such requests to the FBI to only 10 cases per month as long as there is no marked increase or decrease in the cases handled.

CLAUDE D. BARTON
Lt. Colonel, Inf.
Chief, Security Division

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