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29 July 1965

MEMORANDUM FOR THE RECORD

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SUBJECT: Discussion with [REDACTED] TS Control Officer

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1. In preparation for the CS Historical Board meeting I approached [REDACTED] for his opinions on one or two questions which have arisen concerning the handling of Top Secret papers by the HS/CSG. [REDACTED] was not given any full explanation or shown any samples but his thoughts were solicited.

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2. [REDACTED] RID would be the one to turn to for guidance concerning old material from OSS or SSU. Since these collections of material are not our problem at the moment no approach has been made to [REDACTED]

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3. There is an excessive amount of material classified Top Secret which was obviously given that classification because the classifier had no other means for controlling the document. Many of these Top Secret documents from the late 40's and early 50's are certainly not Top Secret material as of this date and some obviously never should have been Top Secret. Some papers have the Top Secret green sheet placed on top of them but have not been identified on the green sheet with the appropriate information for control purposes. A surprisingly large number of documents stamped Top Secret have never been numbered or registered.

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4. The HS/CSG is in need of guidance on this matter and [REDACTED] suggested the following.

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a. That the three man team of researchers (HS/CSG) be authorized to downgrade DDP documents and those of its predecessor organizations. [REDACTED] stated that this would require approval in writing from the DDP.

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b. If a document stamped Top Secret has never been numbered and placed under control and if the research team considers that the content of the document is not Top Secret such a document should have the classification lowered and the Top Secret cover sheet removed. [REDACTED] states that this could be done by the members of the group with no further steps required. If, however, in the opinion of the reviewing officers the information in the

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Excluded from automatic
downgrading and
declassification

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paper is Top Secret steps should be taken to bring it within the standard Top Secret procedures and have it appropriately numbered and controlled.



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