

66-7087-5X

RECORDED
INDEXED

MR. JOHN G. CANNON, Administrative Assistant
to the Attorney General
MR. JOHN EDGAR HOOVER, Director
Federal Bureau of Investigation
DESTRUCTION OF OBSOLETE FILES

June 11, 1945

ATTENTION: Mr. di GIROLAMO

Reference is made to your memorandum dated June 27, 1944, transmitting Congressional authority to dispose of all correspondence in our Identification Division files over one year old.

A further survey of this material reveals that we can dispose of it immediately after appropriate action is taken, avoiding the necessity of retaining it for a year, inasmuch as the information is transferred to permanent records.

It would be appreciated if the authority to destroy this material is amended to become effective immediately after appropriate action is taken by the Bureau.

- Mr. Tolson _____
- Mr. E. A. Tamm _____
- Mr. Clegg _____
- Mr. Coffey _____
- Mr. Glavin _____
- Mr. Ladd _____
- Mr. Nichols _____
- Mr. Rosen _____
- Mr. Tracy _____
- Mr. Carson _____
- Mr. Hesse _____
- Mr. Hendon _____
- Mr. McGuire _____
- Mr. Mumford _____
- Mr. Piper _____
- Mr. Nease _____
- Miss Gandy _____

RECEIVED
COMMUNICATIONS SECTION
JUN 14 1945
U.S. DEPT. OF JUSTICE

COMMUNICATIONS SECTION
MAILED 8
JUN 14 1945 P.M.

FEDERAL BUREAU OF INVESTIGATION
U.S. DEPARTMENT OF JUSTICE

OCT 10 1967

[Handwritten signatures and initials]

Office Memorandum • UNITED STATES GOVERNMENT

A-14

Mr. J. Edgar Hoover, Director, Federal Bureau of Investigation
FROM: Mr. John Q. Cannon, Administrative Assistant to the Attorney General

DATE: April 16, 1945

SUBJECT:

Archival Authorizations for Destruction of Bureau Property

Reference is made to your memorandum of February 15, 1945, transmitting a Disposal List dated February 5, 1945, executed on National Archives Form 8, covering certain records of the Field Divisions of your Bureau, with recommendation that Congressional authority be obtained for their disposal.

On April 9, 1945, the Joint Committee on the Disposition of Executive Papers approved the request for the disposal of these records (H. Report 416, 79th Congress, 1st Session).

A photostatic copy of the Disposal List as submitted to Congress is attached for your information.

Inclosure No. 88443

RECORDED & INDEXED
JUL 21 1945

126

EX-30

76 JUL 31 1945 140

Department of Justice
 (Agency)
 Federal Bureau of Investigation
 (or Class of subdivisions)
 Field Divisions
 (Minor subdivision or class of subdivisions)

LIST OF RECORDS in the custody of the agency named above that are not required in the transaction of its current business and that do not appear to have sufficient administrative or scientific value or other value to warrant their further preservation by the Government, submitted to the Archivist of the United States in accordance with the act of Congress approved July 7, 1943 (Public Law 478th Cong. Land Registration, 56 Stat. 1161) and the National Archives Commission pursuant to this act.

Signed: *[Signature]*
 Representing the head of the agency named above
 Title: Administrative Assistant to the Attorney General
 Location of the records: Federal Bureau of Investigation Field Divisions
 Name and title of person in charge: Special Agents in Charge

Item No.	Sample submitted (if any) (or date)	File or form numbers, title and description (inclusive dates, kind of copies)	Do not include in list
1	X	Files of FBI closed field divisions containing duplicate copies of investigative reports covering violations of Federal laws and correspondence between field divisions, from the Department of Justice, law enforcement officials, and the general public. Originals of these investigative reports are contained in the permanent files of the FBI at Washington, D.C. Correspondence is duplicated in whole or in substance in permanent files of FBI at Washington, D.C. 1910-1938. Sole record copies.	X

Use National Archives Form 100 for continuation sheet, so that the records are identified and attach list in other form supplying the information called for by the above heading.

10

Administrative Assistant

Attorney General

March 12, 1945

Recipient: MR. di GIROLAMO

MR. JOHN EDGAR HOOVER, Director

Federal Bureau of Investigation

DESTRUCTION OF OLD RECORDS

~~66-19087-4~~

~~66-3286-164~~

EX-31

Reference is made to your memorandum dated March 7, 1945 regarding the destruction of Daily Report Books submitted by special agents and other employees of the Federal Bureau of Investigation during the years 1908 and 1909.

This is to advise that the Daily Report Books listed on the Disposal Job #345-256 have now been destroyed.

Mr. Tolson	
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Egan	
Mr. Gurnea	
Mr. Hendon	
Mr. Pennington	
Mr. Quinn	
Mr. Nease	
Miss Gandy	

COMMUNICATIONS SECTION
 MARCH 12 1945
 FEDERAL BUREAU OF INVESTIGATION
 DEPARTMENT OF JUSTICE

Handwritten: 66-19087-4
 66-3286-164
 38
 21 1945

Handwritten: [Signature]

44-4-7-16

TO : Mr. J. Edgar Hoover, Director, Federal Bureau of Investigation
FROM : Mr. John Q. Cannon, Administrative Assistant to the Attorney General

DATE: March 7, 1945

Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Egan	
Mr. Gurnea	
Mr. Harbo	
Mr. Pennington	
Mr. Quinn	
Mr. Nease	
Miss Gandy	

SUBJECT: Operational Authorizations, for

Disposition of Bureau Property 66-3286-119

Reference is made to your memorandum of September 27, 1944, requesting authority to dispose of certain records in your office. On February 27, 1945, the Joint Committee on the Disposition of Executive Papers approved the request for the disposal of these records (H. Report 236, 79th Cong., 1st Sess.)

A photostatic copy of the Disposal List as approved by Congress is attached for your information.

Inclosure No. 88428

me
one

RECORDED

66-19087-4

~~66-5516-165~~

EX-37

MAR 14 1945

File
3-66-3286-

RPC:CFC

MR. JOHN Q. CANNON, Administrative Assistant
to the Attorney General
Attention: MR. diGIROLAMO
MR. JOHN EDGAR HOOVER, Director
Federal Bureau of Investigation
DESTRUCTION OF OBSOLETE FIELD RECORDS

February 15, 1945

PC
P
130
EX-130

RECORDED: 66-19087-3X
INDEXED 66-19087-150

There are attached hereto the original and three copies of National Archives Form 8 containing the necessary data, samples, and matter descriptive of certain field division records of this Bureau which it is desired to destroy,

For your further information in this connection, we have in certain field offices throughout the country, such as in the New York Field Division, an accumulation of investigative case files which were forwarded to the Division at the time that other offices adjacent, were closed. The New York Field Division maintains presently a considerable amount of such old files which were forwarded to that office some years back when the Boston, Massachusetts, Hartford, Connecticut and certain other field divisions in New York State and throughout New England, were closed. Some of these field divisions have since been reopened, as in the case of the Boston Field Division. Upon reopening, all pending files pertinent to the Boston Field Division were returned from the New York Field Division. The closed files were retained in New York.

As is pointed out in National Archives Form 8 attached, the originals of all investigative reports, duplicates of which make up the files subject of this memorandum, are on record in the Bureau here in Washington. Some original correspondence from local law enforcement officials and the general public is not duplicated in our Seat of Government files but is, in the majority of cases, substantially on record by having been made part of the various reports submitted.

It is desired that approval for the destruction of this specific type of record be obtained at this time prior to the submission of the comprehensive disposal schedule in order to alleviate congested file conditions in the offices concerned and to solve the space problems existing.

130
Samples: (1) File of Louis M. Wiedle, Alleged Violation of Selective Conscription of May 18, 1917, from Milwaukee, Wis., dated Dec. 13, 1917, Milwaukee File #827.

4
(2) File of Herman Springer, Escaped alien enemy, from Milwaukee, Wis., dated Sept. 22, 1919, Milwaukee File #1208.

(3) File of Eares Wakim, National Motor Vehicle Theft Act, from Boston, Mass., dated Oct. 30, 1929, Boston File #26-515.

(4) File of Isaac and Lester Heilbronner, War matter, from Boston, Mass., dated Oct. 23, 1917, Boston File #568.

Mr. Tolson	
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Coffey	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Mohr	
Mr. Carson	
Mr. Hendon	
Mr. Mumford	
Mr. Jones	
Mr. Quinn Tamm	
Miss Gandy	

COMMUNICATIONS SECTION
MAY 15 1945
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

OCT 10 1967

RECEIVED-DIRECTOR
FEB 15 1945
RECEIVED-DIRECTOR
FEB 15 1945

DEPARTMENT OF JUSTICE
(Agency)

FEDERAL BUREAU OF INVESTIGATION
(Major subdivision or class of subdivisions)

FIELD DIVISION
(Minor subdivision or class of subdivisions)

Job No. _____

Date received _____

Assignment No. _____

Date completed _____

Appraiser _____
(signature)

LIST OF RECORDS in the custody of the agency named above that are not needed by it in the transaction of its current business and that do not appear to have sufficient administrative, legal, research, or other value to warrant their further preservation by the Government. Submitted to the Archivist of the United States in accordance with the act of Congress approved July 7, 1943 (Public 115, 78th Cong.) and regulations promulgated by the National Archives Council pursuant to that act:

(Signed) _____ Date: _____
Representing the head of the agency named above

(Title) _____

Location of the records: FBI FIELD DIVISIONS

Name and title of person in charge: SPECIAL AGENTS IN CHARGE

Item No.	Sample submitted herewith (or date)	File or form numbers; title and description	Do not use this space
		Inclusive dates; kind of copies	
1	I	Files of FBI closed field divisions containing duplicate copies of investigative reports covering violations of Federal laws and correspondence between field divisions, from the Department of Justice, law enforcement officials, and the general public. Originals of these investigative reports are contained in the permanent files of the FBI at Washington, D.C. Correspondence is duplicated in whole or in substance in permanent files of FBI at Washington, D.C. 1910 - 1938. FILE COPY 66-19087-3X 66-19087-154	

Use National Archives Form 100 for continuation sheet, or omit item entries on this sheet and attach list in other form supplying the information called for by the above headings.

Office Memorandum • UNITED STATES GOVERNMENT

RFC:CFC

TO : MR. NICHOLS

DATE: January 29, 1945

FROM : R. F. BARTWRIGHT

SUBJECT: DESTRUCTION OF OBSOLETE RECORDS

Mr. Tolson	
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Coffey	
Mr. Glavin	
Mr. Ladd	
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Egan	
Mr. Hendon	
Mr. Pennington	
Mr. Quinn Tamm	
Tele. Room	
Mr. Nease	
Miss Gandy	

Actual Authorization for Destruction of Bureau Property

Reference is made to my memorandum to you dated January 29, 1945 captioned as above, and to the final recommendation therein covering the procedure to be followed in obtaining approval for the destruction of files in the Chicago, New York, and Los Angeles Field Divisions. The files in question are those which have been transferred to the offices named from other offices, adjacent, which have been temporarily or permanently closed in the past. For example, the New York Field Division has a number of files ten years old and older which have been transferred to that office at the time of closing of other offices previously existing in New York State and throughout New England. Some of the offices closed have been subsequently reopened, but only the pending files maintained by New York at that time were returned to those offices. A similar situation exists in the Chicago and Los Angeles Field Divisions and possibly elsewhere.

You will recall that this matter was discussed with Mr. Gerald Davis of the National Archives Council and Mr. DiCirolamo of the Department of Justice at our conference on Monday, January 22, 1945. I went over this matter specifically with Mr. DiCirolamo today, and we have worked out the data, samples, and descriptive matter necessary for inclusion in National Archives Form 8 to be forwarded to Mr. Cannon of the Department of Justice for referral to the National Archives Council for authority to destroy.

There are attached a cover memorandum to Mr. Cannon and the necessary forms in this connection.

It is suggested that you may wish to discuss this specific matter in the Executives Conference along with the report of the conference with Mr. Davis and Mr. DiCirolamo.

It is to be noted that the samples being forwarded with the disposal list will be retained by the National Archives if approval is given for their destruction. In the event such approval is not granted, the sample will be returned to the Bureau. This is in accordance with Public Law 115 and the regulations of the National Archives Council. I have carefully reviewed the samples, and I believe that they do not contain any data which it would be unsafe to release from our custody.

ADDENDUM: LBN:aml-2/2/45--Approved by the Executives Conference consisting of Messrs. Tolson, Long, Ladd, Acers, Rosen, Hendon, Tracy, Glavin and Nichols.

4. non

66-19087-3X
RECORDED
116-3226-154

Adm. Serv.

66-19027-3

Mr. John Q. Cannon, Administrative Assistant
to the Attorney General

February 15, 1945

John Edgar Hoover, Director - Federal Bureau of Investigation

RECORDED
&
INDEXED

DESTRUCTION OF OLD UNIFORM CRIME REPORTS

Pursuant to your memorandum of January 18, 1945, this will advise
that the uniform crime reports for the period January, 1930 to December, 1941
have been destroyed.

COMMUNICATIONS SECTION
MAILED 3
FEB 15 1945 P.M.
BUREAU OF INVESTIGATION
DEPARTMENT OF JUSTICE

3 1945

RB ^{one}

[Handwritten signature]

Memorandum • UNITED STATES GOVERNMENT

Mr. J. Edgar Hoover, Director, Federal Bureau of Investigation
Mr. John C. Cannon, Administrative Assistant to the Attorney General

DATE: January 18, 1945

SUBJECT:

Mr. Tolson	✓
Mr. E. A. Tamm	
Mr. Clegg	
Mr. Glavin	✓
Mr. Ladd	✓
Mr. Nichols	
Mr. Rosen	
Mr. Tracy	
Mr. Carson	
Mr. Egan	
Mr. Hendon	
Mr. Pennington	
Mr. Quinn Tamm	
Mr. Nease	
Miss Gandy	

66-3286-127

Reference is made to your memorandum of November 7, 1944, transmitting Form DCR 1, requesting authority for the disposal of certain records of the Federal Bureau of Investigation at Washington.

On January 10, 1945, the Joint Committee on the Disposition of Executive Papers authorized the disposal of these records (H. Report 12, 79th Cong., 1st Sess.). Photostatic copy of the list as submitted to Congress is attached for your information.

In your memorandum you also requested authority to destroy these records as they accumulate in the future, keeping on hand the original reports only for the past three calendar years. It is suggested that authority for the periodical destruction of these records be included in the comprehensive schedule of the records for the Federal Bureau of Investigation in accordance with the program to be established at a conference to be held with the officials of the Bureau, as requested by my memorandum of November 29, 1944.

It will be appreciated if you will dispose of the records now on hand covered by the Disposal List as approved by Congress and inform this Office when disposition has been made.

Appraisal Memorandum for Destruction of Bureau Property

Inclosure No. 304494

66-19087-3

155

F B I
21 FEB 19 1945

Mr. Harbo (initials)
Double Distribution
of Reports

66-3286

7/10/45
initials

EX-31

Department of Justice
 Federal Bureau of Investigation
 Job No. 44-181
 Date received: Nov 20, 1941
 Assignment No. 121-10
 Date of transfer: Dec 2, 1941
 Appraiser: [Signature]

LIST OF RECORDS in the custody of the agency named above that are not needed by the transaction of its current business and that do not appear to have sufficient administrative, legal, research, or other value to warrant their further preservation by the Government. Submitted to the Archivist of the United States in accordance with the Act of Congress approved July 7, 1943 (Public 115, 78th Cong.) and regulations promulgated by the National Archives Council pursuant to the act.

(Signed) [Signature]
 Representing the head of the agency named above
 Title: Administrative Assistant to the Attorney General
 Date: November 6, 1941

Location of the records: 7th Floor, Department of Justice, Washington, D.C.
 Name and title of person in charge: R. S. Cartwright

Item No.	Sample submitted herewith (or date)	File (or form numbers), title and description Inclusive dates; kind of copies	Do not use this space
1	24	Uniform Crime Reports. Material consisting of monthly and annual crime statistics reports forwarded to the Federal Bureau of Investigation by municipal, county and state law enforcement agencies. From January 1920 to December, 1941. 220 feet. All pertinent data contained in these reports has been posted to permanent ledger cards. Sole record copies.	111

Use National Archives Form 100 for continuation sheet for omitted item entries on this sheet and attach it in other form supplying the information called for by the above heading.

MR. JOHN G. LANNON, Administrative Assistant
to the Attorney General
Attention: Mr. DIGIROLAMO
MR. JOHN EDGAR HOOVER, Director
Federal Bureau of Investigation
DESTRUCTION OF OLD RECORDS

January 6, 1945

Reference is made to your memorandum dated December 5, 1944 regarding the destroying of certain old obsolete records of the Federal Bureau of Investigation.

This is to advise you that all records listed on the Disposal List Job No. 345-45 have now been destroyed.

By destroying this material the Records Section of the Federal Bureau of Investigation secured 28 filing cabinets which were urgently needed to take care of current correspondence and reports.

- Mr. Tolson
- Mr. E. A. Tamm
- Mr. Clegg
- Mr. Coffey
- Mr. Glavin
- Mr. Ladd
- Mr. Nichols
- Mr. Rosen
- Mr. Tracy
- Mr. Carson
- Mr. Egan
- Mr. Gurnea
- Mr. Hendon
- Mr. Pennington
- Mr. Quinn Tamm
- Mr. Nease
- Miss Gandy

66 3286

RECEIVED
JAN - 8 1945 P.M.
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

RECEIVED READING ROOM
JAN 6 5 54 PM '45
U. S. DEPT. OF JUSTICE

RECEIVED READING ROOM
JAN 8 3 04 PM '45
U. S. DEPT. OF JUSTICE

79 JAN 8 1945

UNITED STATES GOVERNMENT

TO : Mr. J. Edgar Hoover, Director of Federal Bureau of Investigation. Attention: Mr. O. H. Patterson DATE: December 5, 1944
FROM : Mr. John Q. Cannon, Administrative Assistant to the Attorney General
SUBJECT: Disposal list. Job No. 345-45 Archival Authorizations
For Destruction of Bureau

- Mr. Ladd.....
- Mr. Nichols.....
- Mr. Rosen.....
- Mr. Tracy.....
- Mr. Carson.....
- Mr. Egan.....
- Mr. Hendon.....
- Mr. Pennington.....
- Mr. Quinn Tamm.....
- Mr. Nease.....
- Miss Gandy.....

Reference is made to the disposal list submitted by you on August 3, 1944, requesting authority to destroy certain records of the Federal Bureau of Investigation.

On November 28, 1944, the Joint Committee on Disposition of Executive papers authorized the disposal of these records (H. Rept. 1953, 78th Congress, 2d Session).

It will be appreciated if you will dispose of these records either by burning or by sale and inform this Department when disposition has been made.

A photostat copy of the disposal list as submitted to Congress is attached for your information.

66-19087-2 J

RECORDED 66-3286-146

16 JAN 13 1945

File 66-3286

112 22744
36-2-06-112

Department of Justice
 Bureau of Investigation
 (Division or class of submissions)
 (Minor subdivision or class of submissions)

Job No. 100-15
 Date received August 1, 1944
 Assignment No. 100-15
 Date filed August 1, 1944
 Appraiser: [Signature]

LIST OF RECORDS in the custody of the agency named above that are not needed by the transaction of its current business and that do not appear to have sufficient administrative, legal, fiscal, research, or other value to warrant their further preservation by the Government. Submitted to the Archivist of the United States in accordance with the act of Congress approved July 1, 1943 (Public Law 78th Cong.) and regulations promulgated by the National Archives Council pursuant to that act.

(Signed) [Signature]
 Representing the head of the agency named above
 Title: Administrative Assistant to the Attorney General
 Date: August 1, 1944

Location of the records: 3rd floor of Department of Justice Building, Washington, D.C.
 Name and title of person in charge: O. H. Patterson

Item No.	Sample submitted herewith (or date)	Title or file number, title and description, inclusive dates, kind of copies	Do not list this item
1	X	Letters and applications received from various persons applying unsuccessfully as Special Agents, informants, and clerks, which date from 1917 to 1922, inclusive. This correspondence is presently filed away alphabetically and is not indexed. It is not included in the regular files. Sole record copies.	
2	X	Reports showing work performed by Federal Bureau of Investigation Accountants, and correspondence to and from such Accountants relating to administrative matters, in the year 1920. Sole record copies.	
3	X	Correspondence and memoranda sent to and received from a former Chief Clerk of the Federal Bureau of Investigation relating to administrative matters dated in the year 1922. Sole record copies.	

Use National Archives Form 100 for continuation sheet, or omit later entries on this sheet and attach list in other form supplying the information called for by the heading.

Item No.		Information as such (as called for by the basic form being filled out)	Date
4	I	Correspondence sent to and received from U.S. Marshals regarding matters of an administrative nature dated in the year 1920. Sole record copies. O.H.P.	13
5	I	Correspondence sent to and received from Special Agents regarding administrative matters dated in 1920. Sole record copies. O.H.P.	13
6	I	Correspondence received from and sent to various government departments and other miscellaneous Bureaus of the government relating to various administrative and miscellaneous matters dated in the year 1920. Sole record copies. O.H.P.	13
7	I	Letters received from and sent to Fair Price Commissioners relating to administrative matters and dated in the year 1920. Sole record copies. O.H.P.	13
8	I	Letters received from and sent to Federal Bureau of Investigation Field Offices relating to administrative matters and dated in the year 1920. Sole record copies. O.H.P.	13

Oct 21 1945
32

EXPLANATIONS OF APPRAISAL SYMBOLS

Disposal Job No. 345-45

- N** — Records that do not appear to have sufficient administrative, legal, research, or other value to warrant their continued preservation by the Government. (All records are sole record copies.)
- N1** This item consists of inquiries and requests for application blanks, letters of transmittal and acknowledgment, applications, and photographs of unsuccessful applicants for positions with the Federal Bureau of Investigation. These records are ephemeral in character.
- N2** This item of weekly reports of Federal Bureau of Investigation accountants of work performed, together with routine administrative correspondence, is ephemeral in character. The reports consist of brief, routine statements of the work performed and the correspondence relates to such routine administrative matters as Government transportation requests. Administrative and investigatory records believed to be of permanent value are not included in these files and are retained by the Bureau.
- N3** These items consist of intradepartmental correspondence and memoranda within the Department of Justice, and correspondence with other Federal agencies on routine administrative matters. The records consist of letters and memoranda of request, transmittal, acknowledgment, notification, and the like, and pertain to requests for office supplies and equipment; transmittal of vouchers, accounts, and contracts; request for and acknowledgment of receipt of transportation requests; notification of dates of arrival of various persons; assignment of office space, and similar matters. These records are ephemeral in character, and administrative records believed to be of permanent value are not included in these files.

66-19087-2

~~66-3286146~~

ENCLOSURE

Office Memorandum • UNITED STATES GOVERNMENT

138.

TO: THE DIRECTOR
FROM: EXECUTIVE CONFERENCE

DATE: October 18, 1944

SUBJECT: Final Authorization for Destruction of Bureau Property

- Mr. Tolson
- Mr. E. A. Tamm
- Mr. Clegg
- Mr. Glavin
- Mr. Ladd
- Mr. Nichols
- Mr. Rosen
- Mr. Tracy
- Mr. Mohr
- Mr. Carson
- Mr. Hendon
- Mr. Harford
- Mr. Jones
- Mr. Quinn Tamm
- Tele. Room
- Mr. Nease
- Miss Beahm
- Miss Gandy

The Executive Conference consisting of Messrs. E. A. Tamm, Carson, Mumford, Ladd, Acers, Clegg, Coffey, Gurnea, and Nichols considered Mr. Nichols' recommendation that some forty-six file cabinets containing Form-A reports be placed on microfilm. It was pointed out that this would cost around \$1900 to place the material on microfilm, and it would free forty-six cabinets.

All members of the Conference excepting Mr. Nichols recommended that instead of placing on microfilm that the Form-A reports submitted prior to July 1, 1941 be destroyed. Mr. Nichols recommended against the destruction on the ground that these are original records and the only proof that we have in the event our figures are challenged. The detailed figures are published only for cities over 25,000, and in the event any inquiries are received for those under 25,000 we will not have the reports.

The Uniform Crime Reports project was started with the aid and assistance of the International Association of Chiefs of Police, and it was pointed out that it would not be advisable to destroy the records without the approval and recommendation of the IACP. The majority of the Conference, with the exception of Mr. Nichols, felt that there was no need to consult the IACP on this.

The Conference of course was unanimous, if the Director approves the destruction of these records, in recommending that necessary authority be secured. For the Director's information, all original records in a government agency prior to their destruction must have the authorization of the Senate Committee on Useless Papers and the Archivist of the United States. The procedure that we follow in getting this permission is to direct a communication to Mr. Cannon, who turns it over to the Archivist, who makes a recommendation to the Committee on Useless Papers in the Senate, which Committee then grants the authorization.

66-19087-1X4

Respectfully,
For the Conference

35 NOV 9 1944

Clarence Tolson, Chairman

W. E. Glavin, Secretary

Agreed with majority view
minus left Nichols
11/1/44

cc - Mr. Tolson
 Mr. Clegg

13575

66-19087-144

Mr. John Q. Cannon
Administrative Assistant to the Attorney General
Attention: Mr. di Girolamo

November 7, 1944

RECORDED

John Edgar Hoover, Director - Federal Bureau of Investigation

There is transmitted herewith in duplicate Form DC-1 with a request for authority to destroy all uniform crime reports received covering periods prior to January of 1942. Several specimen copies of the report forms to be destroyed are also attached. The uniform crime reports are voluntarily forwarded to the FBI in accordance with the uniform crime reporting program in effect since 1930. Upon receipt the reports are processed and the pertinent data posted to permanent ledger cards which are available for reference. Summary tabulations based on the figures reported by the local law enforcement agencies are published in the Uniform Crime Reports Bulletin.

Authority is also requested to destroy these records as they are accumulated in the future, keeping on hand the original reports only for the past three calendar years.

Attachment

13

33-1-1944

Tolson _____
 E. A. Tamm _____
 Clegg _____
 Coffey _____
 Glavin _____
 Ladd _____
 Nichols _____
 Rosen _____
 Tracy _____
 Egan _____
 Gurnea _____
 Harbo _____
 Hendon _____
 Jones _____
 Quinn Tamm _____
 Nease _____
 Gandy _____

COMMUNICATIONS SECTION

MAILED 3

NOV 8 1944 P.M.

FEDERAL BUREAU OF INVESTIGATION

OCT 10 1967

RECEIVED
 FBI
 NOV 8 5 37 PM '44

Office Memorandum • UNITED STATES

Mr. Andretta
Accts. Div.
Ch. Clk.
Gen. Inv.
Ident. Div.
Inspection
Intell. Div.
Lab.
Legal Coun.
Plan. & Insp.
Rec. Mgmt.
Spec. Inv.
Training
Off. Liaison
Mr. Tolson
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Egan
Mr. Gurnea
Mr. Harbo
Mr. Hendon
Mr. Pennington
Mr. Quinn
Mr. Nease
Miss Gandy

TO THE ATTORNEY GENERAL
 ATTENTION: MR. DIGIROLAMO
 FROM: MR. JOHN EDGAR HOOVER, Director
 Federal Bureau of Investigation
 SUBJECT: DESTRUCTION OF OLD RECORDS

DATE: _____

The Records Section of the Federal Bureau of Investigation has on hand 14 steel file cabinet drawers filled with investigative reports and miscellaneous correspondence addressed to various individuals. These reports and correspondence relate to investigations made by Special Agents of the Federal Bureau of Investigation during the years 1919 and 1920 in connection with violations of the Lever Act, also known as Profiteering in Food and High Cost of Living Act. There are no index cards in the regular indices in connection with these cases, and there is absolutely no way in which to identify same. Furthermore, there has never been a request made for any of this material. It is occupying valuable space and is of no permanent value. It is, therefore, requested that authority be obtained for the destruction of this material.

For your information, there are transmitted herewith four of these folders. One contains investigations regarding profiteering in coal, another contains investigations regarding profiteering in sugar, another contains memoranda addressed to former Director of the Federal Bureau of Investigation, Mr. Frank Burke, and the fourth, correspondence addressed to and received from various individuals.

66-818-2469 Canceled

MR. JOHN Q. CANNON, Administrative Assistant
to the Attorney General
Attention: MR. DIGIROLAMO
MR. JAMES EDGAR HOOVER, Director
Federal Bureau of Investigation

DESTRUCTION OF OLD RECORDS

66-1987-183

RECORDED

The Records Section of the Federal Bureau of Investigation has on hand 14 steel file cabinet drawers filled with investigative reports and miscellaneous correspondence addressed to various individuals. These reports and correspondence relate to investigations made by Special Agents of the Federal Bureau of Investigation during the years 1919 and 1920 in connection with violations of the Lever Act, also known as Profiteering in Food and High Cost of Living Act. There are no index cards in the regular indices in connection with these cases, and there is absolutely no way in which to identify same. Furthermore, there has never been a request made for any of this material. It is occupying valuable space and is of no permanent value. It is, therefore, requested that authority be obtained for the destruction of this material.

For your information, there are transmitted herewith four of these folders. One contains investigations regarding profiteering in coal, another contains investigations regarding profiteering in sugar, another contains memoranda addressed to former Director of the Federal Bureau of Investigation, Mr. Frank Burke, and the fourth, correspondence addressed to and received from various individuals.

Handwritten notes:
to cabinet
to cabinet
to cabinet

*Request withdrawn
See memo dated 10/21/45 from
Mr. T. Cantelmo to
Mr. [unclear] regarding
this matter. RGS-10*

COMMUNICATIONS SECTION
FILED
OCT 31 1944
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

OCT 10 1967

56 NOV 10 1944

TO MR. NICHOLS
FROM U. R. GLAVIN

13877

DATE: October 23, 1944

SUBJECT: DESTRUCTION OF OLD OBSOLETE MATERIAL

ARCHIVAL AUTHORIZATION FOR DESTRUCTION OF BUREAU PROPERTY

The Executive Conference consisting of Messrs. Tolson, Tamm, Coffey, Acers, Clegg, Ladd, Mumford, Carson, Tracy, Hince, Nichols, Rosen and Glavin received a report from the Committee on the Destruction of Old Obsolete Material covered in Mr. Seyfarth's memorandum to you dated August 28, 1944, wherein it states that we have on hand at the present time 14 steel file cabinet drawers filled with investigative reports and miscellaneous correspondence addressed to various individuals and also memoranda to former Director of the FBI, Mr. Frank Burke; that these reports and correspondence relate to investigations made by Special Agents of the FBI in connection with violations of the Lever Act, also known as Profiteering in Food and High Cost of Living Act; that no index cards are in the regular indices in connection with these cases, and these cases are approximately 25 years old and there never have been any requests made for the material.

Messrs. Ladd and Rosen have no objection to the destruction of this material.

The Conference agreed with the Committee for the destruction of the old documents, and it is desired that appropriate clearance be secured by you to have these records appropriately disposed of.

- Mr. Tolson
- Mr. E. A. Tamm
- Mr. Clegg
- Mr. Coffey
- Mr. Glavin
- Mr. Ladd
- Mr. Nichols
- Mr. Rosen
- Mr. Tracy
- Mr. Mohr
- Mr. Carson
- Mr. Hendon
- Mr. Mumford
- Mr. Jones
- Mr. Quinn Tamm
- Tele. Room
- Mr. Nease
- Miss Gandy

RECORDED COPY FILED

Memorandum to Mr. Cannon dated

GFS:GFC

RECORDED

66-19087-1X3

NOV 3 1944

Office Memorandum • UNITED STATES GOVERNMENT

TO: MR. GLAVIN

13878

DATE: September 11, 1944

FROM: N. P. CALLAHAN

SUBJECT: RE: DESTRUCTION OF OBSOLETE BUREAU RECORDS

Archival Authorization for Destruction of Bureau Property

There is attached a sample binder containing daily reports of former employees of this Bureau dating back to December of 1908 and 1909. There are several drawers containing folders similar to this in the attic of this building and the cabinets which these occupy are urgently needed for more important material at this time. In view of the age of these records, it is recommended that the Files Division be given authority to destroy them at this time.

66-19087-1
N.P. Callahan

RECORDED

SEP 29 1944

OCT 10 1967 *mm*

~~OCT 24 1944~~

WRG:val

TO : MR. NICHOLS

DATE: 9/13/44

FROM : W. R. GLAVIN

SUBJECT: *Final Authorization for Destruction of Bureau Property*

The Executive Conference consisting of Messrs. Tolson, Ladd, Mumford, Rosen, Nichols, Acers, Coffey, Hince, Quinn Tamm and Glavin approved the recommendation of the Bureau's Committee on Destruction of Obsolete Bureau Records to destroy the old daily report books presently maintained in the Files Section.

The Conference instructs that one volume of these records be maintained for historical purposes, and clearance be secured for the destruction of the remainder of the volumes on hand.

RECORDED

66-19087-1X2

44-3286-111

SEP 29 1944

Carlson

RECORDED COPY FILED IN 11-300

CFS:MJR
The Assistant to the Attorney General
Mr. James P. McGranery
John Edgar Hoover, Director
Federal Bureau of Investigation
Destruction of Old Records

September 27, 1944

RECORDED

66-19087-182
66-50610-111

The Records Section of the Federal Bureau of Investigation has on hand two file cabinet drawers filled with Old Daily Report Books. These reports were submitted by Special Agents and other employees of the Federal Bureau of Investigation and cover the years 1908 and 1909. It is desired that one of these Old Daily Report Books be maintained for historical purposes, and it is requested that authority be obtained for the destruction of the remainder of these books.

A sample book containing these Old Daily Reports is transmitted herewith.

Enclosure

- Mr. Tolson _____
- Mr. E. A. Tamm _____
- Mr. Clegg _____
- Mr. Coffey _____
- Mr. Glavin _____
- Mr. Ladd _____
- Mr. Nichols _____
- Mr. Rosen _____
- Mr. Tracy _____
- Mr. Carson _____
- Mr. Harbo _____
- Mr. Hendon _____
- Mr. McGuire _____
- Mr. Mumford _____
- Mr. Piper _____
- Mr. Quinn Tamm _____
- Miss Gandy _____

RECEIVED-HVII
SEP 27 15 23
COMMUNICATIONS SECTION
SEP 27 1944 P.M.
FEDERAL BUREAU OF INVESTIGATION
U. S. DEPARTMENT OF JUSTICE

OCT 10 1967
19087-182-154

JRM

MR. JOHN Q. ANNON, Administrative Assistant
to the Attorney General
Attention: MR. DI GIROLAMO
JOHN EDGAR HOOVER, Director, Federal Bureau of Investigation
July 27, 1944

DESTRUCTION OF OLD RECORDS

There are attached hereto samples of old records of the Federal Bureau of Investigation which have no further administrative value and, therefore, it is requested that authority be obtained for the destruction of same. These old records are dated from 1917 to 1923 inclusive and cover approximately 215 linear feet. The records are stored in filing cabinets on the eighth floor of the Department of Justice Building.

EXHIBIT NO.

DESCRIPTION OF MATERIAL

Letters and applications received from various persons applying for positions as Special Agents, stenographers, and clerks which date from 1917 to 1923 inclusive. This correspondence is presently filed away alphabetically and is not indexed. It is not included in the regular files.

Reports showing work performed by Federal Bureau of Investigation Accountants, and correspondence to and from such Accountants relating to administrative matters, in 1920.

Correspondence and memoranda sent to and received from a former Chief Clerk of the Federal Bureau of Investigation relating to administrative matters dated in the year 1922.

Correspondence sent to and received from U. S. Marshals regarding matters of an administrative nature dated in the year 1920.

Correspondence sent to and received from Special Agents regarding administrative matters dated in 1920.

Correspondence received from and sent to various government departments and other miscellaneous Bureaus of the government relating to various administrative and miscellaneous matters dated in the year 1920.

Letters received from and sent to Federal Commissioners relating to administrative matters and dated in the year 1920.

Letters received from and sent to Federal Bureau of Investigation Field Offices relating to administrative matters and dated in the year 1920.

- Tracy
- Egan
- Ladd
- Nichols
- Rosen
- Tracy
- Mohr
- Carson
- Hendon
- Mumford
- Jones
- Quinn
- Nease
- Gandy

COMMUNICATIONS SECTION

MAIL ROOM

JUL 29 1944 P.M.

The above correspondence is never referred to or used. It is occupying valuable floor space and it is, accordingly, requested that permission be granted to destroy same.

RECORDED & INDEXED
66-19087-112
JUL 31 1944
U.S. DEPT. OF JUSTICE

Attachment

OCT 10 1967

NEB

103

Office 141

UNITED STATES

TO : Mr. J. Edgar Hoover, Director, Federal Bureau of Investigation
 DATE: June 27, 1944

FROM : Mr. *J. Q. Cannon*, Administrative Assistant to the Attorney General

SUBJECT: Disposition of Federal Bureau of Investigation correspondence.

Attention: Mr. O. H. Patterson *OTTP file*

66-19087-1
Serial 10824

Reference is made to your memorandum of May 31, 1944, requesting authority to destroy all material in the Identification Division Files except communications less than one year old.

There is inclosed a copy of Report No. 1707 of the House of Representatives, 78th Congress, 2nd Session, which gives you authority to dispose of this material.

It will be appreciated if you will dispose of these records either by burning or by sale and inform this Department when disposition has been made.

A copy of the list as submitted to Congress is attached for your information.

Inclosure No. 304814

Archival Authorizations for Destruction of Bureau Property

MCA. copy N66-19087-1

RECORDED

JUL 14 1944

OTTP PATTERSON

AUG 2 1944

Department Justice
 (Agency)

Federal Bureau of Investigation
 (Major subdivision or class of subdivisions)

Identification Division
 (Minor subdivision or class of subdivisions)

Date received June 8, 1944

Assignment No. JD44-10

Date completed June 17, 1944

Appraiser F. Hardee Allen
 (signature)

LIST OF RECORDS in the custody of the agency named above that are not needed by it in the transaction of its current business and that do not appear to have sufficient administrative, legal, research, or other value to warrant their further preservation by the Government. Submitted to the Archivist of the United States in accordance with the act of Congress approved July 7, 1943 (Public 115, 78th Cong.) and regulations promulgated by the National Archives Council pursuant to that act:

(Signed) [Signature] Date: June 8, 1944

Representing the head of the agency named above

(Title) Administrative Assistant to the Attorney General

Location of the records: F. B. I. Annex-National Armory Building-20th and B. Sts., S. E.

Name and title of person in charge: O. H. Patterson

Item No.	Sample submitted herewith (or date)	File or form numbers; title and description	Do not use this space
		Inclusive dates; kind of copies	
1	X	Federal Bureau of Investigation correspondence to and from state and local law enforcement agencies concerning the receipt or transmission of fingerprint and criminal records, and including also daily police bulletins received. 1924-1942. Sole record copies.	NI

66-19087-1

National Archives Form 100 for continuation sheet, or omit item entries on this sheet attach list in other form supplying the information called for by the above headings.

DISPOSING OF CERTAIN PAPERS

JUNE 21, 1944.—Ordered to be printed

Mr. ELLIOTT, from the Joint Committee on the Disposition of Executive Papers, submitted the following

REPORT

The joint select committee of the Senate and House of Representatives appointed on the part of the Senate and House of Representatives, and acting in compliance with the provisions of the act approved July 7, 1943 (57 Stat. 380), respectfully reports to the Senate and House of Representatives that it has received and examined the report of the Archivist of the United States, No. 44-42, dated June 19, 1944, to the Seventy-eighth Congress, second session, submitting the following lists or schedules, or parts of lists or schedules, covering records proposed for disposal by the Government agencies indicated:

Job No.	Agency by which submitted	Number of items
244-297	Selective Service System	4
244-305	Department of War	2
244-306	do.	7
244-309	Department of Justice	1
244-581	Department of War	1
	Total	154
		119

Your committee reports that the records proposed for disposal in the said lists or schedules, or parts of lists or schedules, reported by the Archivist of the United States do not, or will not after the lapse of the period specified, have sufficient administrative, legal, research, or other value to warrant their continued preservation by the Government and recommends that their disposal be accomplished, subject to the provisions of section 9 of the afore-mentioned act, in accordance with the regulations promulgated by the National Archives Council under the provisions of said act.

Respectfully submitted to the Senate and House of Representatives.

A. J. ELLIOTT, *Chairman,*
 B. W. GEARHART,
Members on the part of the House.
 ALBEN W. BARKLEY,
 OWEN BREWSTER,
Members on the part of the Senate.

o 66-19087-1
~~46 2256-137X1~~