

OFFICIAL NOTIFICATION OF ERROR

Date 5-13-64

To SAC, Dallas (100-10461) From Director, FBI (155-22517)

References: [] Cover pages of SA [] Report of SA Edward Bazar (Cleveland) [] Letterhead memo dated at [] Letter dated 4-14-64 [] Teletype [] Airtel [] Radiogram [] Cablegram

Your mail dispatch of registry number [] Nonsubstantive Error - notify appropriate personnel; make notation in error folder; and consider in next performance ratings. Consider employees' work records as to any needed action. [] Substantive Error - return original of form to Bureau promptly with explanations and recommendations.

Take appropriate action in connection with error in subject matter checked below

- 1. Administrative Data
a. Failed to submit letterhead memo re subject who is Government employee
b. Omission of "Property of FBI" statement on letterhead memo
c. Reason for protecting source not given
d. Pretext not described
e. Documentation re FISUR Agents omitted
f. Failure to meet 5-day reporting rule after arrest
2. Delayed
a. Investigation
b. Dictation
c. Transcription
d. Reporting
3. O.O. incorrect (O.O. is)
4. Reporting office
5. Date of communication
6. Investigative period
7. Title
a. Incomplete
b. Misspelled
c. Omitted
d. Incorrectly
e. Fugitive
1. Changed
2. Carried
1. Omitted
2. Incorrectly carried
1. I.D. No.
2. Wanted Flyer No.
3. Check Circular No.
8. Character
a. Incomplete
b. Incorrect
c. Omitted
9. Synopsis
a. Incomplete or inadequate
b. Facts not in detail or vice versa
c. Fails to show
1. Owner notified
2. Employed key facility
3. Has access classified data at key facility
d. Recovery value not set out
e. "Caution" statement
1. Omitted
2. Failure to delete
10. Status
a. Incorrect
b. Omitted
11. Not approved by SAC (original returned for approval and forwarding)
12. Copies
a. Not legible
b. Not furnished
1. Auxiliary office
2. U. S. Attorney
3.
c. Incorrect no. of copies to
1. Bureau
2.
d. Reason for information copy
13. Bufile Number should be
a. Incorrectly reported
b. Files consolidated at Bureau
14. Details
a. No description
b. Stops not removed
c. Subject in custody, complaint and warrant issued but immediate hearing before USC not reported
d. Delay in receiving information from P.D. indicates lack of police liaison
e. Incomplete reporting
f. Administrative data in details
g. Incorrect code section cited
h. Failed to
1. Take sworn statement
2. Show employed key facility
3. Show date information received
4. Show name of Agent conducting interview
5. Show has access classified data at key facility
i. Characterization omitted
j. "Place" omitted in jurat of sworn statement
k. Form
1. Incomplete
2. Incorrect
1. No indication U. S. Marshal notified
15. Enclosures
a. Not received
b. Not described
c. Not submitted
1. Disposition Sheet
2. Probation Flash
16. Security Classification
a. Incorrect
b. Declassify
c. Classification omitted
d. Reason not shown
17. Leads
a. Not set out
b. Too vague
18. Informants
a. FBI No. not given
b. 45-day contact missed
c. Incorrect T symbol
d. Not identified
e. Date of FBI Identification Division record check not listed
f. Failed to submit evaluation memo
19. Reference
a. Incorrect
b. Omitted
20. Abstract
21. Form FD-122
22. Misspelling, page 100-10461-5482a
23. Typographical error
24. Incorrect use of
a. Airtel
b. Teletype
25. Resubmit promptly in form suitable for dissemination
26. Parole Report
a. Not submitted
b. Violation block incorrect
27. Incorrect date(s)
28. Miscellaneous
29. Bureau mailing instructions, Manual of Rules and Regulations, Part II, Section 3, B, 2, Item e. not followed.
30. Submit appropriate amended pages.

Remarks: Note connections - Cleveland - advised

Edna P. handle THFB