



DEPARTMENT OF STATE

Washington, D.C. 20520

DEC 17 1976

Harold Weisberg  
Route 12  
Frederick, MD 21701

Dear Mr. Weisberg:

This is in reference to my letter to you of July 13, 1976 regarding your request for personal information under the Freedom of Information and Privacy Acts. I apologize for the delay in attending to your request. The Privacy Staff coordinated searches of the Personnel Records, the Security Records and the Central Foreign Policy Records.

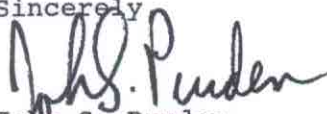
Four documents were retrieved from the Central Foreign Policy Records and are enclosed at TAB A. They have been reviewed and are released to you in their entirety. Your Official Personnel File, which contains only basic personnel actions as received from the National Personnel Records Center in St. Louis, is enclosed at TAB B. Also enclosed at TAB B is a copy of your Service Record Card. Enclosed at TAB C is a copy of your Security file. I have enclosed a letter dated August 19, 1976 and signed by the Deputy Assistant Secretary for Security which explains the results of the review. Please note that document #8 mentioned in Mr. Dikeos' letter has been reviewed by the U.S. Secret Service and is included herein. Document #10 will be released by the Secret Service. I have been advised that the name of a Secret Service employee has been deleted as the release of such information may result in an unwarranted invasion of his privacy.

There is no charge for search or review of documents under the provisions of the Privacy Act of 1974. However, there is a nominal charge of 10¢ per page to offset the cost of reproduction. For those documents which you wish to retain, please submit a check or bank draft drawn on a bank in the United States or a postal money order for the amount of 10¢ for each page.

Your remittance should be made payable to the order of the Treasurer of the United States and delivered or mailed to the Director, Foreign Affairs Document and Reference Center, Room 1239, Department of State, 2201 C Street N.W., Washington, D.C. 20520. Enclosed is a franked envelope addressed to the Privacy Staff so that you can return those documents which you do not wish to keep.

Under subsection (d)(2) of the Privacy Act of 1974, [Public Law 93-579], "Each agency that maintains a system of records shall...permit the individual to request amendment of a record pertaining to him." If, after examination of the record, you determine that the information about you is not accurate, timely, relevant, or complete, you may request amendment of the record. Enclosed is a copy of the Department's procedures for requesting amendment to the information about you.

Sincerely,

  
John S. Pruden  
Director  
Foreign Affairs Document  
and Reference Center

Enclosures:  
As stated



## DEPARTMENT OF STATE

Washington, D.C. 20520

### AMENDMENT PROCEDURES

Requests for amending records must be in writing and mailed or delivered to the Director, Foreign Affairs Document and Reference Center, Department of State, Room 1239, 2201 C Street NW, Washington, DC 20520, who will coordinate the review of the request to amend a record with the appropriate office(s). The Department will require verification of personal identity before it will initiate action to amend a record to ensure that the requester is not deliberately or inadvertently seeking to change records about other persons. Such requests should contain, as a minimum, identifying information needed to locate the record, a brief description of the item or items of information to be amended, and the nature of the requested amendment. The burden shall be upon the individual to support his request for amendment. The requester should submit as much documentation, arguments or other data as seems warranted to support his request.