

ROUTING AND RECORD SHEET

(b)(3)

TO: (Officer designation, room number, and building)		DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
FROM: OTS [redacted]		3183			29 May 1973
1.	OTS/TRAINING [redacted]	30 MAY 1973			1: Please comment or concur.
2.					
3.					
4.	OTS [redacted] Attn: [redacted]	31 MAY 1973		[initials]	7-8
5.	OTS/EXO	5/31/73		[initials]	[redacted] <i>Innocent</i>
6.	DD/OTS	4 JUN 1973		[initials]	<i>enough but only subject with to know about</i>
7.	D/OTS	4 JUN 1973		[initials]	[redacted]
8.	DD/OT				
9.	IG 2524	6/6/73		[initials]	8-9
10.	TSD/MPS:File SDB	6 June		[initials]	<i>Sounded OK but should be in your file</i>
11.	KEE - "Jewels"				[redacted]
12.					
13.					
14.					
15.					

00210

[0772]

25 May 1973

MEMORANDUM FOR THE RECORD

SUBJECT: Loan of Tape Recorder to Passport Office

1. Late in 1971 (December, I believe) the Deputy Director for the Passport Office, Department of State, (Mr. Robert Johnson) informally queried me on whether that office might borrow a small tape recorder for use by the Director of the Passport Office (Miss Frances Knight) to record a meeting she had scheduled with representatives of a foreign government.

2. I conveyed this request to the then Chief, [redacted] and subsequently held several discussions with representatives of our [redacted] office. It was decided to loan the Passport Office a small commercial recorder (Norelco Cassette Recorder, Model 150), which we had in stock.

3. A representative of our Training Branch [redacted] and I delivered the recorder to Miss Knight's office and [redacted] demonstrated the recorder's capabilities and instructed her in its use. She did not seem too pleased at the recording quality; however, the recorder was left with her.

4. On this date (21 May 1973) I asked Mr. Johnson to check on the status of the recorder. He said it was never used in any way. I therefore retrieved it from the Passport Office and delivered it to Training Branch [redacted]

[redacted]

OTS [redacted]

00211

~~CONFIDENTIAL~~

[redacted]