

STANDARD FORM NO. 64

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief CSE Desk

DATE: 2 August 54

FROM : S/A J. F. Emse

SUBJECT: #40696 ⁰³

John Bischoff, Special Contracting Officer, Dept. 3908 advised that in writing up the contract for the subject this date, it came to his attention that the subject is entering the Agency building to obtain shots, and it was also anticipated that he shall enter Agency bldgs. over a one year period for "inductivation." It is noted that subject's contract shall be written

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but he wanted to advise the S.D. of this matter
so that subject's clearance could be properly policed.
03 [Frank Hawley], PP/Staff, ept. 8606 was advised
that the above had come to our attention & that
1) Subject's clearance was for use in the U.S. only -
any contemplated overseas use should be brought to
the attention of this office; 2) that Subject's presence
in this or any overt hq was contrary to Classification
Service Instructions; 3) that Subject's presence in these
hqs on a visitors pass is highly unsatisfactory &
Physical Secy. representatives shall be notified of this.
4) That this office intends to go on record to ST/C regard-
ing this matter. Hawley stated he is in full