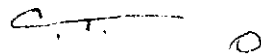


All copies of the annual report for the fiscal year 1930 are being corrected to show the changes referred to in the memorandum from Inspector Egan.

Respectfully,


Clyde A. Tolson.

J. H. H. H.

67-9524-118

September 19, 1939.

MEMORANDUM FOR MR. TOLSON.

With reference to your memorandum of September 16th., concerning the inaccuracy in our bankruptcy statistics, I wish that you would go further into this matter.

I recall very distinctly issuing instructions, both verbally and in writing, that not only the text but the figures of the Annual Report were to be carefully checked by each and every Supervisor in the Bureau. It was my understanding, further, that steps had been taken to particularly check these statistics.

I would like to have you confer with Mr. Nathan and also have a search made of the files of the Bureau, ascertaining whether there were any written instructions along this line, and also noting the original draft of the Annual Report and the initials appearing thereon. I would like to be able to place the responsibility for the inaccuracy which you reported in your memorandum of September 16th.

Very truly yours,

Director.



67-0

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

September 18, 1933.

MEMORANDUM FOR THE DIRECTOR

In connection with his report of the audit conducted for Mr. Appel, Special Accountant, you have advised that he has noted certain discrepancies appearing in the Bureau statistics which appear in the annual reports during the past three fiscal years. It is noted that in the report covering the fiscal year 1931, a six month period of January and six months was omitted under temporary classification; that in the annual report for the fiscal year 1932, the percentage of temporary cases reported actually exceeded those reported in Division reports for the same months; and that in the annual report for the fiscal year 1933, certain cases in fines were omitted from the total column under temporary classification.

I have discussed this matter with Inspector Ryan, who has reviewed and developed the present system of recording statistics in this Division, and find that under this system monthly tabulations of statistics are reported and prepared, and that these monthly tabulations are completed at the close of the fiscal year. Mr. Ryan is of the opinion that no check has ever been made by an Accountant or any one, as to the accuracy of preparing these figures, as to their accuracy.

I have arranged for an Accountant in the Washington Office to report to Mr. Ryan immediately and said Accountant will be assigned the work of checking the accuracy of the figures used in the annual report covering the fiscal year of 1933.

Respectfully,

Clyde A. Tolson

CLYDE A. TOLSON

DIV. ONE



X
67-0

67-952-118
RECEIVED
SEP 20 1933
U. S. DEPARTMENT OF JUSTICE
BUREAU OF INVESTIGATION
WASHINGTON, D. C.

SEP 17 1933

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

September 26, 1930.

MEMORANDUM FOR THE DIRECTOR.

Reference is made to your memorandum of this date concerning the fact that the list of persons to be interviewed for the positions of Special Agents and Special Accountants did not reach your office on Thursday of this week in accordance with instructions which you issued.

I find upon looking into this situation that these lists were sent to my office from Division Seven yesterday at about three o'clock, P. M. Miss Sheaffer does not definitely recall whether the lists actually reached her desk before the close of business yesterday but it would appear that the delay in this matter occurred in my office. Hereafter, I will see to it that this report and other reports of this nature are sent to your office at the proper time.

Respectfully,


Clyde A. Tolson.



SEP 26 1930

H

67-9524-117

*noted
JWH*

September 23, 1930.

MEMORANDUM FOR MR. TOLSON

Under date of September 19th, I addressed to you a memorandum calling attention to the fact that I had expected to receive at the close of the business day of a list of well known persons having a list of the applicants submitted by the inspectors. I pointed out that I was not in receipt of this list prepared by the inspectors and that in the future it is to be in my hands at the close of business on the day of each week.

I pointed out the necessity of again having to call on you for your attention. I have not again received the list which was due to be in my hands at the close of business yesterday. Will you please give attention to this matter and arrange to see that the list is promptly submitted.

Very truly yours,

Director.

67-9524-116

[Stamp]

JOHN EDGAR HOOVER
DIRECTOR

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

Ch
J

September 18, 1950.

Director,
Bureau of Investigation,
Department of Justice,
Washington, D. C.

Dear Sir:-

I beg to acknowledge the receipt of your communication of September 12, 1950, relative to suggestions for the improvement of the administration and control of the Bureau's organization and work.

While I have no definite suggestions to make at this time, I shall be very glad to submit such suggestions along this line as may occur to me in the future.

Respectfully,

Clyde A. Tolson
Clyde A. Tolson.

67-9524-115
SEARCHED
SERIALIZED
INDEXED
FILED

CT:ACS

September 11, 1950.

MEMORANDUM FOR THE DIRECTOR.

At the present time when the transfer of a field employee is ordered, four letters are prepared in Division Seven: One to the employee directing him to proceed to the office of new assignment; one to the Agent in Charge of the office at which the employee is making his departure; one to the Agent in Charge of the office to which the employee is being transferred, instructing him to notify the Bureau of the date of the employee's arrival; and a letter for the signature of the Assistant Attorney General changing the headquarters of the employee upon his arrival at his new post of duty.

It is proposed to prepare a transfer action copy of the letter addressed to the employee directing him to proceed to the office of new assignment to send to his Agent in Charge and also the Agent in Charge of the office to which he is being assigned. This will eliminate the letters to the two Agents in Charge. Section 17 of the Manual of Rules and Regulations provides that when an employee is ordered transferred, the Special Agent in Charge shall expedite his departure and shall also ascertain the date of his departure for the new post of duty and shall advise the Bureau thereof, sending a carbon copy of his letter to the Bureau to the field office to which the employee has been transferred. It would appear, therefore, that the two letters, copies of which are attached hereto, which are now sent to the two Agents in Charge are entirely superfluous. Of course, the elimination of these letters will mean less work for the employees of Division Seven.

Respectfully,

SEP 15 1950

Clyde A. Tolson.

Encl.

67-9524-114
V
J

JOHN EDGAR HOOVER
DIRECTOR

Department of Justice
Bureau of Investigation
Washington, D. C.

Dear Sir:

This is to advise you that Special Agent
of the office is being
directed to proceed to public
business permitting, and report to you for assign-
ment.

You should notify this office the date of
his arrival.

Very truly yours,

Director.

JOHN EDGAR HOOVER
DIRECTOR

Department of Justice
Bureau of Investigation
Washington, D. C.

Dear Sir:

Special Agent _____ has been ordered to proceed to _____ public business permitting, and report to _____ Special Agent in Charge for assignment. He should report to that office at the earliest possible moment commensurate with the proper handling of any investigations to which he has been assigned. You should endeavor to re-assign all cases now assigned to him, directing him to turn over to the Agent or Agents to whom said cases are assigned any and all information and data in his possession. After conferring with him, it is necessary that you inform the Bureau immediately as to the exact date said Agent will proceed to his new assignment. A copy of your communication to the Bureau shall be forwarded to the office of new assignment.

Very truly yours,

Director.

JOHN EDGAR HOOVER
DIRECTOR

Department of Justice
Bureau of Investigation
Washington, D. C.

Dear Sir:

Special Agent _____ has been ordered to proceed to _____ public business permitting, and report to _____ Special Agent in Charge for assignment. He should report to that office at the earliest possible moment commensurate with the proper handling of any investigations to which he has been assigned. You should endeavor to re-assign all cases now assigned to him, directing him to turn over to the Agent or Agents to whom said cases are assigned any and all information and data in his possession. After conferring with him, it is necessary that you inform the Bureau immediately as to the exact date said Agent will proceed to his new assignment. A copy of your communication to the Bureau shall be forwarded to the office of new assignment.

Very truly yours,

Director.

JOHN EDGAR HOOVER
DIRECTOR

Department of Justice
Bureau of Investigation
Washington, D. C.

Dear Sir:

This is to advise you that Special Agent
of the office is being
directed to proceed to public
business permitting, and report to you for assign-
ment.

You should notify this office the date of
his arrival.

Very truly yours,

Director.

JOHN EDGAR HOOVER
DIRECTOR

Department of Justice

Bureau of Investigation

Washington, D. C.

Dear Sir:

You are hereby directed to proceed to
public business permitting,
and report to Special Agent in Charge
for assignment.

Very truly yours,

Director.

JOHN EDGAR HOOVER
DIRECTOR

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

Dear Sir:

This is to advise you that Special Agent
who entered on duty
in CAF-8, at a salary of \$2900.00 per annum, has
been directed to proceed from the Training School to
public business permitting,
and report to you for assignment.

You should notify this office of the date
of his arrival.

Very truly yours,

Director.

JOHN EDGAR HOOVER
DIRECTOR

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.


2

August 23, 1930.

MEMORANDUM FOR THE DIRECTOR

The delay in the SAMUEL E. GALLAGHER case occurred in Division 2 at the time when I was acting Assistant Director. The personnel work has been somewhat retarded by other matters but I do not believe a similar delay will occur in the future in the contemplated arrangement for handling applications and test papers of applicants.

Respectfully,

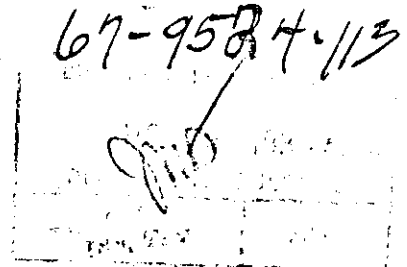


C. Tolsor.

100-114



AUG 23 1930



10

DEPARTMENT OF JUSTICE
WASHINGTON, D. C.

March 20, 1936

Mr. J. Edgar Hoover
Director of Investigation
Department of Justice

I am hereby authorized and empowered to sign, countersign, and certify checks, drafts, accounts, vouchers, orders and receipts for the appropriation of money and the payment of claims.

Sincerely,
Your obedient servant,

Robert H. Taylor
Director

SEE: NO 'E

August 22, 1930.

MEMORANDUM FOR ACTING ASSISTANT DIRECTOR.

Tolson

I desire to call your attention to the attached personnel file of Samuel E. Gallimore. You will note Mr. Keith's examination and report upon this employee was received in the Bureau on August 11th, and received in Divisions One and Seven on that date. Yet I note that the letters ordering the investigation were not written until August 21. This morning, when I had occasion to send for Mr. Gallimore's personnel file, the papers from Mr. Keith and the letter ordering the investigation were not in the file, notwithstanding that these papers had been received in the Bureau, as above noted, on August 11th.

I wish that you would look into this matter and see whether some procedure can be devised so that such matters will be handled with more dispatch.

Very truly yours,

Director.

ENCL.

67-9524-112

RECEIVED	
AUG 26 1930	
DEPARTMENT OF JUSTICE	
	FILE

62-57

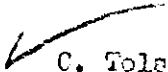
August 13, 1930.

MEMORANDUM FOR THE DIRECTOR:

With reference to your memorandum of August 15th, returning a letter prepared in this Division containing an error, please be advised that the letter in question was written by Miss Garner and checked by Miss Power and me.

Precaution will be taken to avoid any future errors of this kind.

Very truly yours,


C. Tolson.

August 15, 1930.

MEMORANDUM FOR MR. TOLSON.

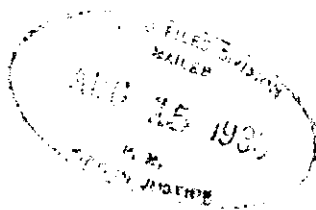
I am returning to you herewith a letter prepared in your Division to Mr. T. W. McConnell and direct your attention to the error appearing in the third line thereof.

Please advise me as to the identity of the person responsible for this error and why the name was not carefully checked before being sent to me for signature.

Very truly yours,

Incl.

Director.



67-9524-111

BUREAU OF THE DISTRICT ATTORNEY	
AUG 15 1930	
DEPARTMENT OF JUSTICE	
	FILE

JOHN EDGAR HOOVER
DIRECTOR

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.
August 13, 1930.

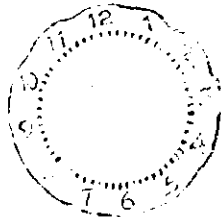
Mr. J. Edgar Hoover,
Director, Bureau of Investigation,
Department of Justice,
Washington, D. C.

Dear Mr. Hoover:-

I am extremely grateful to you for your
notification of August 12, 1930, of my promotion in
grade and salary.

Respectfully,

Clyde A. Tolson
Clyde A. Tolson,
Inspector.



AUG 13 1930

File

67-9524-110

AUG 13 1930

Law Off.

JUL 30 '68

August 12, 1960.

Mr. C. A. Tolson,
Washington, D. C.

Dear Mr. Tolson:

It is with pleasure that I am enclosing herewith the letter of the Assistant Attorney General advising you of your promotion from \$8,400 per annum, in grade GS-11, to \$9,000 per annum, in grade GS-12, effective August 16, 1960.

Very truly yours,

Incl.

Director.

24
7

RECEIVED

RECEIVED

67-9524-1096	
ANG 16 1960	

67-9524-107X
C
100-100

August 7, 1930.

Mr. Clyde A. Tolson,
Bureau of Investigation,
Department of Justice.

Sir:

Your salary as Inspector in the Bureau of Investigation is hereby increased from \$6500 per annum in Grade G-13, to \$8500 per annum in Grade G-14, effective August 15, 1930, and payable from the appropriation "Protection and Prosecution of Crimes," F.I.C.A.

On account of the change in grade, you should execute the required oath of office.

Respectfully,

For the Attorney General,

(Signed) Charles P. Sisson

Assistant Attorney General.

67-9524-107X

AUG 10 1930

I, Clyde A. Tolson do solemnly swear that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office of

Inspector
Bureau of Investigation

on which I am about to enter: So help me God.

(Sign Here) Clyde A. Tolson

Subscribed and sworn to before me this) Where born (State only) Mo.

12th day) Date of birth May 22, 1900

of Lawrence, A.D. 1930) Whence appointed:

State Iowa County Linn

Congressional District 5

Ralph S. Roberts
Notary Public

X-----X
:
: SEAL :
:
X-----X

Date of entry upon duty August 16, 1930

Residence 1200 16th Street NW
Washington, D.C.

[Handwritten initials and date]
1930

JUL 23

August 2, 1939

MEMORANDUM FOR MR. BOARDMAN, ATTORNEY GENERAL

Please prepare the necessary papers
protecting and transferring the funds of the
Department in the Bureau of Investigation, Department
of Justice, from Credit 611-11, \$1,000 per annum to
Credit 611-12, \$1,000 per annum, effective August
15, 1939, and provide from the appropriation for
"Detection and Prosecution of Crimes." BY AD

Director.

Approved:

Assistant Attorney General.

67-9524-109

BUREAU OF INVESTIGATION Department of Justice	
AUG 2 1939 P.M.	
DEPARTMENT OF JUSTICE	
	FILE

11
14
107

JFH:AGC

August 2, 1950.

MEMORANDUM FOR DIVISION SEVEN.

Will you please see that the necessary steps are taken for the execution of the plan for the investigation of the activities of the Communist Party, U.S.A., in the District of Columbia, and in the State of Maryland.

Very truly yours,

Director.

BRIDGE

67-9524-108

BUREAU OF INVESTIGATION	
Department of Justice	
700	Aug 2 1950
RECEIVED	10:12
	F. P. C.

JOHN EDGAR HOOVER
DIRECTOR

U. S. Department of Justice,
Bureau of Investigation
Washington, D. C.

2

June 27, 1930.

Mr. J. Edgar Hoover,
Director,
Bureau of Investigation,
Department of Justice,
Washington, D. C.

Dear Mr. Hoover:

I desire to acknowledge,
with thanks, the receipt of your letter
of June 23, 1930, notifying me of an in-
crease in compensation.

Respectfully,

Clyde A. Tolson



JUN 27 1930

67-9524-107

JUN 28 1930

[Handwritten signature/initials]

JOHN EDGAR HOOVER
DIRECTOR

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

June 27, 1930.

Handwritten marks: a large '2' in a circle, a '7' in a circle, and some illegible scribbles.



Handwritten date: JUN 27 1930

Director,
Bureau of Investigation,
Department of Justice,
Washington, D. C.

Dear Sir:

In compliance with Section 25 of the Manual of Rules and Regulations, I desire to furnish you with the following information:

- A. Marital status: Single. ?
- B. Name of societies or organizations with which connected: Member - International Association of Chiefs of Police; Phi Delta Phi Legal Fraternity; Sigma Nu Collegiate Fraternity; Maschic Order; First Lieutenant, Military Intelligence Department, Officers Reserve Corps, U. S. Army; University Club.
- C. Legal Residence: Cedar Rapids, Iowa.
- D. Education: A.B. and LL.B. - George Washington University.
- E. Name and address of person to be notified in case of emergency: Mr. H. A. Tolson, 1332 Farragut Street, N. W., Washington, D. C. - Telephone: Adams 10057.
- F. Offices where assignment preferred: No preference.

Respectfully,

Clyde A. Tolson
CLYDE A. TOLSON,
Inspector.



JUN 30 1930

67-95247-10

JUN 27 1930

RECORDED

INDEXED

CBS-71

June 23, 1930.

Mr. Charles H. Wilson,
Bureau of Investigation,
Department of Justice.

Sir:

Your salary as Inspector in the Bureau of Investigation is hereby increased from \$6,000 per annum to \$6,400 per annum, in Grade GS-23, effective July 1, 1930, and payable from the appropriation for "Detection and Prevention of Crime," RECID.

Respectfully,

For the Attorney General,

(Signed) Charles E. Wessell
Assistant Attorney General.

RECORDED

67-9524-106	
BUREAU OF INVESTIGATION Personnel Files.	
JUN 27 1930 P.M.	
DEPARTMENT OF JUSTICE	
	FILE

June 25, 1930.

0
Mr. C. A. Nelson,
Washington, D. C.

Dear Mr. Nelson:

It is with pleasure that I am enclosing herewith the letter of the Assistant Attorney General advising you of your new rate from \$6,000 to \$6,400 per annum, effective July 1, 1930.

Very truly yours,

Encl.

Director.

2/1

7

67-9524-106

C

07:37

June 16, 1935.

Mr. C. A. Tolson,
Inspector,
Bureau of Investigation,
Department of Justice.

Sir:

Your appointment is hereby extended, effective to-day, so that you will be eligible actual expenses of travel and actual expenses of subsistence not to exceed \$7.00 per day, as authorized by law.

Respectfully,

For the Attorney General,

(Signed) Charles P. Sisson

Assistant Attorney General.

RECORDED

67-9524-105	
BUREAU OF INVESTIGATION	
Personnel Files.	
JUN 24 1935	A. P.
DEPARTMENT OF JUSTICE	
FILE	

61 0

J. H. L. B.

June 16, 1930

MEMORANDUM FOR MR. BENTLEY, ADMINISTRATIVE CLERK

Please prepare a letter amending the appointment of Mr. C. A. Tolson, Inspector, 647-13, \$1000 per annum, so as to provide that he will be allowed actual expenses of travel and actual expenses of subsistence not to exceed \$7.00 per day, as authorized by law. This amendment should be made effective immediately.

Director.

Approved:

Assistant Attorney General.

1930
JUN 16 1930

RECORDED
67-9524-104
BUREAU OF INVESTIGATION
FEDERAL BUREAU OF INVESTIGATION
JUN 16 1930 A.M.
DEPARTMENT OF JUSTICE
FILE

100

1950

Statement of Assets and Liabilities

Assets: Cash, Accounts Receivable, Inventory, Prepaid Expenses, Other Assets

Item	Quantity	Unit Cost	Acquisition Date	Original Cost	Current Value
1. Cash	100	100	1-10	10000	10000
2. Accounts Receivable	50	100	1-10	5000	5000
3. Inventory	20	200	1-10	4000	4000
4. Prepaid Expenses	10	600	1-10	6000	6000
5. Other Assets	40	100	1-11	4000	4000
6. Total				30000	30000

Liabilities: Accounts Payable, Other Liabilities

Director

Signature

Assistant Director

101

May 27, 1930.

MEMORANDUM FOR MR. WATSON
BY MR. TOLSON

With reference to the efficiency rating submitted for the Michigan office, I note that Special Agent Tolson was rated by his superiors in Chicago as 60%, salary \$3,100 and that the last increase awarded by him was in 1924. This Agent was recommended by you for an increase of \$100.00.

At the same time, it is noted that Special Agent Temple was rated as 61.73%, salary \$3,400 per annum, and last promoted in 1923. However, he was not recommended for an increase in salary. This does not seem to be consistent.

Very truly yours,

Director.

67-1000-100

100

April 14, 1930.

Mr. Tolson, Sir,

In reference to your memorandum
of the 10th inst. regarding the file of Postal
Inspector, I note that in the
1st and 2nd grades of your two, give
reference for this fact on the two
pages and specify which grade was
on the original records.

Very truly yours,

Director.

67-9524-103

BUREAU OF INVESTIGATION	
APR 14 1930 P. M.	
DEPARTMENT OF JUSTICE	
	FILE

April 10, 1930.

GENERAL INVESTIGATOR TOLSON.

I beg to acknowledge receipt of your letter of April 8th, in response to invitation dated March 27th, letter of April 1st, to submit suggestions relative to changes in the organization of the Bureau which may be considered.

I desire to thank you for the suggestion in regard to the same that it will receive careful consideration.

Very truly yours,

Director.

67-9524-102

BUREAU OF INVESTIGATION Personnel Files.	
APR 11 1930 A.M.	
DEPARTMENT OF JUSTICE	
	FILE

APR 11 1930

1 : 23

March 11, 1939.

Memorandum for Mr. Borah or, Appointment Clerk:

Please prepare the necessary letters promoting the following employees of the Bureau of Investigation, Department of Justice:

Name	Title	From Grade	To Grade	From Salary	To Salary
J. A. Johnson	Special Agent	GS-5	GS-6	\$3700	\$4100
G. F. Cowley	Special Agent	GS-4	GS-5	\$3200	\$3600
J. J. Connelley	Special Agent	GS-12	GS-12	\$5000	\$5000
H. A. Tolson	Inspector	GS-13	GS-13	\$4800	\$4800
T. F. Sullivan	Inspector	GS-13	GS-13	\$4800	\$4800

The above changes are to be made effective March 15, 1939, payable from the appropriation for "Detection and Prosecution of Crimes." P.H.S.

Director.

Approved:

Assistant Attorney General.

CONFIDENTIAL

67-9524-101

BUREAU OF INVESTIGATION
 DEPARTMENT OF JUSTICE
 RECEIVED
 MARCH 11 1939
 IN E

March 20, 1949.

Mr. C. A. Tolson,
Washington, D. C.

Dear Mr. Tolson:

It is with pleasure that I am enclosing herewith the letter of the Assistant Attorney General advising you of your promotion from \$9,800 to \$10,400 per annum, effective March 16, 1949.

Very truly yours,

Encl.

Director.

2/11
7

67-95211-100

114

GM:pb

March 14, 1950

Mr. C. A. Tolson,
Bureau of Investigation,
Department of Justice.

Sir:

Your salary as Inspector, Bureau of Investigation, is hereby increased from \$8,500 per annum in Grade GS-13 to \$9,000 per annum in Grade GS-14, effective March 15, 1950, and payable from the appropriation for "Detection and Prosecution of Crimes," Field.

Respectfully,

For the Attorney General,

Assistant Attorney General.

67-9524-180

BUREAU OF INVESTIGATION
Personnel File
MAR 21 1950
DEPARTMENT OF JUSTICE

JOHN EDGAR HOOVER
DIRECTOR

Department of Justice
Bureau of Investigation
Washington, D. C.

March 20, 1930.

2

Director,
Bureau of Investigation,
Department of Justice,
Washington, D. C.

MAR 25 1930

Dear Mr. Hoover:-

I have received and desire to thank you for
your communication of to-day, advising me of an increase
in salary.

Very truly yours,

Clyde A. Tolson
Clyde A. Tolson,
Inspector.

67-9524-99
MAR 22 1930

CF:ACE

March 10, 1930.

MEMORANDUM FOR THE DIRECTOR.

With further reference to your memorandum of March 17, concerning the follow-up system in effect at the Bureau, I desire to refer to the manner in which the Inspectors' reports on neglected cases are handled at the Bureau.

Under the present arrangement, the entire report is routed to Division Two, Three, and Four for such comment or action as the particular Supervisor concerned may deem necessary. Since criticism, which usually has not elapsed before the date of the inspection and the time the report reaches the Supervisors for the field office to submit an investigative report, I believe the usual procedure for the Supervisors to give very little attention to the case criticized. No effort has been devised for the Supervisors to follow up the field offices to determine whether the instructions of the Inspectors have been complied with. This seems to be unsatisfactory and I desire to suggest that the Inspectors be instructed to attach the criticisms of each individual case in type on a separate sheet of paper together with the copy of the Special Agent in Charge. The original and two copies of the complete memorandum concerning neglected cases can be sent to the Bureau. The original can be retained with the regular inspection report in the file of the field office in charge and the two carbon copies can be handled at the Bureau in the same manner as carbon copies of inter-office communications. These carbons can then be routed to the Supervisor handling the case of case criticized and thus receive attention similar to that accorded a field office letter concerning a case under investigation. The duplicate carbon copy can be retained by the Supervisor for use as a check in order that he may determine whether the case receives the attention which the Inspector believes should be given.

I have talked with Mr. Nathan, Mr. Daughman, and Mr. Waters concerning this plan and all of them agree that it would be an improvement over the present system.

APR 18 1930

67-9524-98

Handwritten signatures and initials, including a large '1' in a circle and a signature that appears to be 'J. H. ...'.

Director.

- 3 -

March 20, 1950.

In the meantime, inspection reports are sometimes held by the Service until current stocks have been reviewed and filled. It may be desirable to make it necessary for the Service to make the report on each neglected case within the framework of the report which is made at the Seat of Government and for which it will expedite attention to inspection reports.

In accordance with the suggestion made, there are attached hereto three copies of a form to bring the same into effect immediately.

Respectfully,

Chas. T. Tolson,
Director.

CT:ACS

February 23, 1930.

MEMORANDUM FOR THE DIRECTOR.

I desire to recommend that a test similar to the one used in examining applicants for appointment as stenographer in the Bureau at Washington be prepared and furnished Special Agents in Charge of Bureau Field Offices for their use in testing the stenographic proficiency of applicants for appointment in the field service.

I have noted that Agents in Charge dictate from the Manual of Rules and Regulations and sometimes from newspapers and, in many cases, the Chief Clerk of the Bureau does not have the original draft in his possession at the time for grading the test paper.

If you approve of this suggestion, I shall be glad to secure a dictation test form from the Civil Service Commission which has heretofore not been used in the Bureau and to prepare the necessary letters of transmittal of these test papers to the Agents in Charge.

Respectfully,

Clyde A. Tolson,
Inspector.

February 1, 1935.

THE CHIEF CLERK, BUREAU OF THE DIRECTOR.

I have called on Miss Gandy, Mr. Nathan, and Mr. Telle relative to the cross typing test and the fact that it does not seem to accurately reflect the typing ability of applicants for employment in the Bureau and applicable in the service. The test rating system in use by the Bureau is different from the plain copy test employed by the Civil Service Commission, but it is less difficult than the Commission's test due to the fact that the rough draft copying test and intelligence test used by the Commission are included as part of the Bureau's examination.

In order to make the Bureau's test more indicative of typing ability, it is suggested that the present form of rating test papers be changed to eliminate the weight given to a single letter and to give the speed with which the copy is typed as a weight. If you approve of this, three attached memo enclosed rules to be followed in rating test papers. In the event of your approval of these rules, a copy of the same should be forwarded to each Inspector, as well as to the Chief Clerk, in order that the system may be uniform throughout the Bureau in rating employees in the service as well as applicants for appointment.

Respectfully,

Clyde A. Tolson,
Inspector.

Encl.

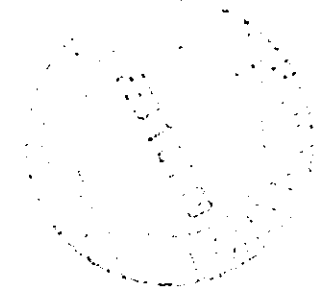
Approved
[Signature]

JOHN EDGAR HOOVER
DIRECTOR

Department of Justice
Bureau of Investigation
Washington, D. C.

February 18, 1930.

2



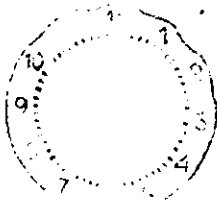
Director,
Bureau of Investigation,
Department of Justice,
Washington, D. C.

Dear Mr. Hoover:-

Please accept my thanks for your communication of today advising me of a promotion from \$5,600 to \$5,800 per annum. I am grateful to you for this promotion.

Very truly yours,

Clyde A. Tolson
Clyde A. Tolson,
Inspector.



FEB 19 1930

ENCLOSURE
FEB 20 1930

67-9524-97
FEB 19 1930 P. M.

JAN 1930

February 18, 1930.

Mr. C. E. Tolson,
Washington, D. C.

Dear Mr. Tolson:

It is with pleasure that I am en-
closing herewith the letter from the Assistant
Attorney General advising you of your promotion
from \$5,000 to \$5200 per annum, effective Feb-
ruary 18, 1930.

Very truly yours,

Incl.

Director.

A large, stylized handwritten signature or set of initials, possibly 'C. E. Tolson', is written in dark ink. The signature is somewhat abstract and overlaps with the 'RECORDED' stamp.

RECORDED

67-9524-96

CBS:nb

February 12, 1930

Mr. W. A. Tolson,
Bureau of Investigation,
Department of Justice.

S i r

Your order as Inspector, Bureau of Investigation, is hereby increased from \$1000 per year to \$2000 per annum, in Grade Caf-13, effective February 10, 1930, and payable from the appropriation for "Detection and Prosecution of Crimes", 1929.

Respectfully,

For the Attorney General.

(Signed) Charles E. Linton

Assistant Attorney General.

RECORDED

67-9524-96

U. S. Department of Justice
Bureau of Investigation

515 Johnston Bldg.
Charlotte, N. C.
Feb. 21, 1930

12
6

Director,
Bureau of Investigation,
Dept. of Justice,
Washington, D. C.

Dear Sir:

I think the attached article from "The
Charlotte Observer" of February 20, 1930 refers
to a visit which the writer made to the local
Police Department on Friday, February 21st.

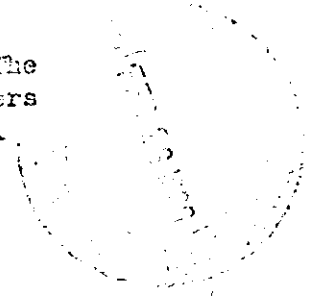
Respectfully,

Clyde H. Tolson

G. A. Nelson,
Inspector.

CT:C
Edel.

jm



FEB 21 1930

66-2396-79
BUREAU OF INVESTIGATION
FEB 25 1930 P. M.
DEPARTMENT OF JUSTICE
FILE

**OLSON GONE AFTER VISIT
WITH POLICE DEPARTMENT**

A. A. Olson, deputy chief of justice agent, of Washington, left Charlotte yesterday after a trip here to ascertain the needs of the city police department's new bureau of identification and criminal investigation.

Further supplies from the government were received during the day to aid the city police in following a uniform crime reporting system.

Charlotte Observer

2-23-34

66-2396-79

1933

February 9, 1933.

Salaries for Inspectors, Appointment Clerks

Also to pay the necessary salaries providing the following employees of the Bureau of Investigation of the Department of Justice:

Name	Title	From Date	To Date	From Salary	To Salary
C. H. Carter	Inspector	02-13	02-25	\$3,000	\$3,000
7 C. A. Wilson	"	" "	" "	\$3,000	\$3,000
H. J. Connelley	Special Agent	02-12	" "	\$2,000	\$2,000
H. W. Miller	"	02-09	02-11	\$2,000	\$2,000
C. H. Wilson	"	02-15	02-15	\$2,000	\$2,000
G. H. Jones	"	" "	" "	\$2,000	\$2,000
H. W. Howard	"	02-11	02-11	\$2,000	\$2,000

The above salaries are payable from the appropriation for "Detection and Investigation of Crime," FISCAL, Definite February 16, 1933.

Very truly yours,

Director.

67-9524-95X

RECORDED

JOHN EDGAR HOOVER
DIRECTOR

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

Feb. 8, 1930



MEMORANDUM FOR THE DIRECTOR

Enclosed herewith find the fingerprints
of
CLYDE A. TOLSON.

A search of the files of the National
Division of Identification and Information
fails to disclose any record of the above
employee.

Respectfully,

A handwritten signature in cursive script that reads "E. K. Thode". A long, thin line extends from the end of the signature down towards the typed name below.

E. K. THODE,
Chief,
Division of Identification
and Information.

Encl No. 448229

RECORDED

FEB 10 1930

67-9524-95

A handwritten mark or signature in the bottom right corner of the page, possibly initials or a signature.

JOHN EDGAR HOOVER
DIRECTOR

Department of Justice
Bureau of Investigation
Washington, D. C.

February 4, 1930.

MEMORANDUM FOR THE PERSONNEL FILE OF

Clyde A. Tolson.

The above-named employee attended the
Bureau training school conducted by Inspector
Keith, which began on January 2, 1930.

C. T.

RECORDED
FEB 5 1930

67-9524-94
BUREAU OF INVESTIGATION
FEB 5 1930
78.

January 4, 1930.

MEMORANDUM FOR THE ATTORNEY.

Attached hereto is a revised form of Interview form which it is suggested be distributed by the Inspectors in interviewing applicants for appointment in the Bureau. Question six, which cannot be filled out by an Inspector under the present system of interviewing, has been eliminated from the old form, leaving more space for the interviewing officer's general comments, and certain minor changes also have been made in the form. The printing of the form on both sides of the sheet will also be helpful.

Respectfully,

Clyde A. Tolson, X
Inspector.

JOHN EDGAR HOOVER
DIRECTOR

Department of Justice
Bureau of Investigation
Washington, D. C.

[Handwritten signature]

January 4, 1930.

MEMORANDUM FOR THE DIRECTOR.

I wish to suggest the desirability of revising the sets of questions now in use by the Inspectors in examining Bureau employees on the contents of the Manual of Policies and Regulations and the Manual of Instructions. The present sets contain many inconsequential questions which do not call for a categorical reply and these questions are not being used. I think the number of questions should be reduced to 75 or 60 and that only those questions which can be used in oral examination work should be selected.

I further believe that after attendance at the Training School now in session, Special Agents in Charge should be asked and expected to satisfactorily answer the entire set of questions when being examined by an Inspector. It would appear that the manuals have been in the possession of field employees sufficiently long for the Bureau to expect the Agents in Charge to be thoroughly familiar with their contents.

Respectfully,

Clyde A. Tolson

Clyde A. Tolson,
Inspector.

JAN 20 1930

67-9547-93

I approve this. Please see me.

1/4/30 J. E. H.



Have Tolson, Egan & Cullen prepare questions for approval.

1/6/30 J. E. H.

7

Cedar Rapids, Iowa,
December 27, 1929.

Director,
Bureau of Investigation,
Department of Justice,
Washington, D. C.

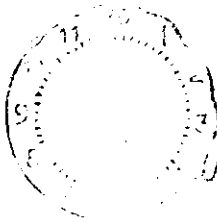
Dear Mr. Hoover:-

I am very grateful to you for your
letter of December 25, 1929, notifying me
of my promotion to the rank of Inspector.

In accordance with the instructions
contained in the letter from Assistant
Attorney General Cisson, duplicate copies
of office are enclosed herewith.

Very truly yours,

Clyde A. Tolson
Clyde A. Tolson.



RECORDED

JAN 2 1930

2110710 DEC 27 1929

67-9524-92
BUREAU OF INVESTIGATION

DEC 30 1929
Mr. Tolson
Mr. E. A. Tamm
Mr. Clegg
Mr. Glavin
Mr. Ladd
Mr. Nichols
Mr. Rosen
Mr. Tracy
Mr. Carson
Mr. Coffey
Mr. Hendon
Mr. Jones
Mr. Quinn
Mr. Nease
Miss Gandy

I, Clyde A. Tolson, do solemnly swear that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office of

Inspector, Bureau of Investigation, Department of Justice, on which I am about to enter: So help me God.

(Sign Here) Clyde A. Tolson

Subscribed and sworn to before me this day of December, A. D. 1929.

Where born - Near Tareado, Mo.
Date of birth - May 22, 1900.
Whence appointed:
State - Iowa. County - Linn.
Congressional District: 5th.

[Signature]
Notary Public.

NOTARY PUBLIC, IOWA. My commission expires July 1, 1930.

: SEAL :
X-----X

Date of entry upon duty: December 23, 1929.

Residence: Cedar Rapids, Iowa.

[Signature]

Department of Justice

Bureau of Investigation

Washington, D. C. December 18, 1929

TO WHOM IT MAY CONCERN:

This is to certify that the name C. A. Tolson

Inspector
of the Bureau of Investigation

Assistant Attorney General
ATTORNEY GENERAL

Director

CL
P. 10012

CONFIDENTIAL

November 23, 1959.

Mr. Clyde Tolson,
524 South Walnut St. East,
Cedar Rapids, Iowa.

Dear Mr. Tolson:

It is with pleasure that I am en-
closing herewith the letter of the Assistant
Attorney General advising you of your propo-
sition for Special Agent to Inspector, and
from \$1,000 to \$3,100 per annum.

Very truly yours,

Encl.

Director.

2

RECORDED

67-9524-91

ONE-AGJ

December 15, 1939.

Mr. C. A. Tolson,
Bureau of Investigation,
Department of Justice.

Sir:

You are hereby transferred and promoted from Special Agent to Inspector, Bureau of Investigation, with effect from the date of 12/15/39 and station in Grade GS-7, effective with entry on duty. You will also be placed on furlough in lieu of subsistence to-january 15, 1940, expense of travel and operation also about four official headquarters Washington, D.C. Your salary, and any per diem will be paid from the appropriation for "Detection and Prosecution of Crime," (field).

You should execute the required oath of office.


Respectfully,

For the Attorney General, *OSERN*

(Signed) Charles P. Sisson

Assistant Attorney General.

67-9524-9



From
OFFICE OF THE DIRECTOR, BUREAU OF INVESTIGATION
 To
OFFICIAL INDICATED BELOW BY CHECK MARK

- Attorney General
- General Donovan
- General Lohring
- General Willebrandt
- General Marshall
- Mr. Chase
- Mr. Carusi
- Mr. Baldwin
- Mr. Stewart
- Assistant Director
- Inspector
- Chief, Division 3
- Chief, Division 5
- Chief, Division 6
- Chief, Division 7
- Miss Gandy
- Personnel Filing Section
-
-
-

2-22-30

Division Section.

Will you please prepare the necessary police reports for the location of the folder in .

Inspector J. J. Ryan, from grade GS-13, \$8,100 to GS-14, \$9,100.

Inspector J. W. Keith, no grade change, \$8,400 to GS-13, \$8,400.

Inspector T. A. Sullivan from grade GS-13, \$4,000 to GS-14, \$4,100.

Inspector J. A. Tolson from grade GS-13, \$8,500 to GS-14, \$9,000.

Director.

See 67-1014-98

December 13, 1936.

Mr. Frank E. Tolson, Director, Appointment Clerk:

Enclosed you will find a letter transferring and promoting Mr. E. J. Tamm from the position of Chief, Civil Division, to Inspector, Civil Division, and the necessary orders for his new position and actual change of title and position and salary from official position to Inspector, Civil Division, U. S., payable from the appropriation for "Detection and Prosecution of Offenses" and effective with entry on duty.

Director.

Approved:

Assistant Attorney General.

RECORDED

67-9524-90

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

April 11, 1934

To His Excellency

This is to certify that Charles E. [unclear],
the bearer, whose signature and picture appear herein, was regu-
larly appointed a Special Agent of the Bureau of Investigation
of the Department and as such is charged with the duty of inves-
tigating violations of the laws of the United States and collecting evidence in cases in
which the United States is or may be a party in interest.

Director, Bureau of Investigation.

William C. Clegg

Attorney General.

CHANGES

November 6, 1929

*John D
Hess*

MEMORANDUM FOR THE DIRECTOR.

The undersigned begs to suggest that a more logical allocation of State office territory might be effected by the consolidation of the Indianapolis and Columbus Bureau Offices and the establishment of an office in the City of Cincinnati, and hereafter given below information showing the distances concerned therein under the present territory allocations:

Eastern Kentucky Judicial District - now under Columbus Office:

	To Cincinnati.	To Columbus.
Cincinnati (U. S. Attorney)	2 Miles.	118 Miles.
Franklin (Court)	119 "	235 "
Madison "	98 "	227 "
Frankfort "	62 "	190 "
Cynthiana "	170 "	233 "
Harrodsburg "	172 "	228 "
Franklinburg "	150 "	122 "

The population of Cincinnati on July 1, 1928, was 457,200; Columbus, 230,000.

Southern Ohio Judicial District - now under Columbus Office:

	To Cincinnati.	To Columbus.
Cincinnati (U. S. Attorney)	0 Miles	116 Miles
Columbus (Court)	116 "	0 "
Dayton "	54 "	70 "
Steubenville "	277 "	148 "

Western Kentucky Judicial District - now under Indianapolis Office:

	To Indianapolis	To Cincinnati	To St. Louis
Lexington (U. S. Atty.)	112 Miles	114 Miles	274 Miles
Indianah (Court)	107 "	89 "	171 "
Boeing Green (Court)	225 "	227 "	304 "
Crosshairs (Court)	225 "	227 "	207 "

RECORDED

NOV 15 1929

67-9524-89

Population: Cincinnati, 415,700, Indianapolis, 382,000.

Southern Judicial District of Indiana - now under Indianapolis Office:

	To Cincinnati.	To St. Louis.
Indianapolis (U. S. Attorney)	110 Miles	241 Miles
Terre Haute (Court)	192 "	100 "
Nashville "	225 "	195 "
New Albany "	120 "	271 "

It would appear from the foregoing that both the Eastern and Western Judicial Districts of Kentucky, the Southern Judicial District of Ohio and the Southern Judicial District of Indiana, might properly be placed under the administrative jurisdiction of an office to be created at Cincinnati, Ohio.

The office of the United States Attorney for the Southern District of Ohio, now covered by the Detroit Office, is located in the Federal Building at Cincinnati, in which building all of the bureaus of the Department of Justice are at present located. It has been ascertained that some Federal agencies in the city are occupying private quarters and it is not known whether such procedure would be necessary in the event of the establishment of a Cincinnati Office. This change would, of course, obviate the need for one Special Agent in Charge since all of the territory now covered by the Indianapolis Office would be reallocated.

It is further suggested that consideration be given to the advisability of transferring jurisdiction over the Northern Judicial District of Ohio, now covered by the Columbus Office, to the Detroit Bureau Office. The following schedule indicates that this territory is more easily accessible to the Detroit Office:

Northern Judicial District of Ohio - now under Columbus Office:

	To Columbus.	To Cincinnati.	To Detroit.
Cleveland (U. S. Atty.)	133 Miles.	202 Miles.	171 Miles.
Toledo (Court)	123 "	202 "	58 "
Youngstown (Court)	185 "	201 "	244 "
Maan (Court)	98 "	151 "	139 "

It is further believed that the two Judicial Districts in the State of West Virginia could be reallocated to the Pittsburgh Bureau Office. This territory is now handled by resident agents at Huntington and Parkersburg, West Virginia, both of which cities are nearer Pittsburgh than the District of Columbia. The present Pittsburgh Office

Pennsylvania Bank District - now under Division Office

Philadelphia to New York Office
Philadelphia to Washington, D. C.:

Pennsylvania Bank District - now under Division Office
To Philadelphia To Washington, D. C. To New York Office

Secretary (U. S. Dept.)	100	100	100
Comptroller (Dept)	100	100	100
Head Clerk	100	100	100
Legal Clerk	100	100	100
Administrative Clerk	100	100	100

Enclosed, herewith, are the following:

1. 100
2. 100
3. 100

Washington (U. S. Dept.) 100 100 100

Enclosed herewith are the following:

1. 100 100

Head Clerk (U. S. Dept.)	100	100
Legal Clerk	100	100
Administrative Clerk	100	100

Attached hereto is a photostatic copy of a map which has been checked to show the proposed location of the building.

Respectfully,

Encl.

67-1121-68

November 7, 1934.

RECORDED

Mr. Clyde Tolson,
Invent of Investigation,
Department of Justice,
Washington, D. C.

Dear Mr. Tolson:

Your memorandum of November 4, 1934, has been received and the suggestion therein contained is at this time receiving the Bureau's careful attention.

I desire to commend you for the interest in the Bureau's welfare manifested by your reply to my request for suggestions from the field.

Very truly yours,

Director.

J. H. K.

GRASS

November 4, 1959.

MEMORANDUM FOR THE DIRECTOR.

For consideration by the General Committee,
I beg to request the approval of the Director for the
transfer of certain equipment from the custody of the
original owner to the custody of the Bureau.

Respectfully,

RECORDED

NOV 9 1959

67-9524-88

JOHN EDGAR HOOVER
DIRECTOR

U. S. Department of Justice
Bureau of Investigation
Washington, D. C.

2

October 30, 1929.

MEMORANDUM FOR THE DIRECTOR.

With reference to your inquiry of October 29, 1929, concerning a letter from Agent in Charge Keop in response to one from the Bureau dated October 21, 1929, listing some twenty-one errors appearing in communications emanating from the Pittsburgh Office during the period from August 15, to October 15, I beg to advise you that the error card recording the error to which Mr. Keop refers was prepared by Supervisor McBride and that the file in the case was reviewed by the writer before the preparation of the letter in question.

A further check of the file indicates that the error referred to should not have been charged to the Pittsburgh Office to which an undeveloped lead was directed by the Dallas Office in the case. The statement made concerning the Pittsburgh report to the effect that neither the report nor the file in the case up to that time indicated that a warrant of arrest had been issued for the Subject or a "non est" return made was correct; however, in the case of an escape another warrant of arrest is not necessary in order to justify the insertion of the word "Fugitive" in the title of the investigative report.

I regret exceedingly that this error occurred.

Respectfully,

Ceyde A. Tolson^o

RECORDED
OCT 31 1929

67-9524-87	
FEDERAL BUREAU OF INVESTIGATION	
OCT 31 1929 P.M.	
John T. ...	



Letter to SAC-Veterli, Date 11-28-78:

"At the end of September 1978, it was the Agent Clyde A. Nelson was Acting Agent in Charge of the San Antonio Field Office the subject slip containing statistical information in the case of Robert Perry, your file 44-1478, was not submitted to the Bureau with the September administrative report."-----

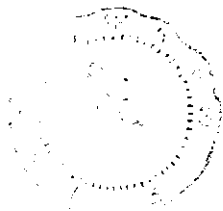
✓ 67-57409-19

Department of Justice

Bureau of Investigation

Washington, D. C.

October 14, 1929.



MEMORANDUM FOR THE DIRECTOR.

With regard to the communication of Agent in Charge Schilder, dated October 9, 1929, calling attention to certain apparent discrepancies in the photographic chart showing the progress of the Identification Division of the Bureau from 1924 to 1928, I beg to state that Mr. Schilder's figures have been checked and are correct. The chart is wrong and the annual reports upon which the chart is based are incorrect to the extent noted as follows:

The annual report for the fiscal year ending June 30, 1926, shows fingerprints received, 138,003, fingerprints on hand 1,052,852. Prints on hand July 1, 1925 were recorded as 914,843. 914,843 plus 138,003 aggregate 1,052,851 rather than 1,052,852. This is one more than the correct total and, of course, this minus print will appear in a minus quantity in all subsequent reports.

The figures shown for 1927, i. e., fingerprints received, 130,930; fingerprints on hand, 1,219,772, are correct. However, the latter figure, 1,219,772, is not as shown on the typewritten original copy of the annual report, which indicates that some person has checked and corrected said typewritten copy.

The annual report for the year ending June 30, 1928, shows 220,993 prints received and a total on hand after receipt of 1,440,099. This is incorrect, 1,219,772 plus 220,993 equals 1,440,765. The figures 1,440,099 were taken from the annual report for 1928, which is incorrect. The chart in question is therefore 669 prints less than the correct figure for that year.

The prints shown as received and on hand for the year 1929 are correct with the exception that the 1 minus and the plus 669 appear thereon and throw it out of complete balance by 663.

Handwritten notes:
10/14/29
K. J. ...

RECORDED

OCT 24 1929

67-9524-86	
BUREAU OF INVESTIGATION	
OCT 20 1929	
[Handwritten initials]	
[Handwritten initials]	

With regard to the responsibility for the foregoing, it would appear that the chart referred to was prepared by Mr. Honney, X under the direct supervision of Mr. Tolson. Mr. Tolson states that he will accept full responsibility therefor; that he took his figures from the annual report in every case and that he did not check said figures in order to be certain that they balanced on the chart. Mr. Tolson states that no other person checked these figures.

With regard to the responsibility for incorrect figures in annual reports, the report for the fiscal year ending June 30, 1926, in which the error of one occurred, was prepared under the jurisdiction of Mr. Myner. X Presumably the responsibility for this error is his. Inquiry will be made to ascertain whether any of the employees who prepared this report are in the service of the Bureau at the present time.

The report for the fiscal year ending June 30, 1928, in which appeared the error of 638 in computing the prints on hand, was prepared under the jurisdiction of Mr. Cullen. X Inquiries will be made as to the subordinate employees who may still be in the Bureau's service responsible therefor. The report is initialed "TC", which would indicate that Miss Hilbert Cross, X no longer with this Bureau, may have performed this work. Mr. Myner's report bore the same subordinate initials.

In this connection, it should be noted that the report for the fiscal year ending June 30, 1927 is incorrect so far as the typewriter copy in the Bureau files is concerned by 231 prints, as mentioned in the foregoing. This would appear to have been corrected, but did not appear in the annual report for the year ending June 30, 1927. The prints received appearing in said annual report are correct.

The only recommendation the writer has to make, and it is pretty late to make recommendations, is that on all future figures of any kind or type which will appear in any document or documents emanating from the Bureau, an official check be made by an accountant, preferably, in the writer's opinion, the principal accountant attached to the Washington Field Office.

Very truly yours,



FROM
OFFICE OF DIRECTOR, BUREAU OF INVESTIGATION
TO
OFFICIAL INDICATED BELOW BY CHECK MARK

- Assistant Director.....
- Assistant to the Director.....
- Inspector.....
- Division Three.....
- Division Four.....
- 1/ Division Six.....
- Division Seven.....
- Division Eight.....
- Personnel Filing Section.....
- Secretary.....

*Please note & let me have
your comment.*

10/11/27 J. E. H.

J. EDGAR HOOVER
DIRECTOR

U. S. Department of Justice



Bureau of Investigation

Washington, D. C.

October 14, 1929.

OCT 14 1929 MEMORANDUM FOR THE DIRECTOR

John. J. ...
10-21-29
...

I have conferred with Mr. Nathan with reference to the letter of Agent in Charge Schilder dated October 9, 1929, concerning the discrepancy appearing in the photographic chart indicating the growth of the National Division of Identification and Information for the years 1921 to 1929, and a report thereon has been prepared by Mr. Nathan.

At his instance, I have endeavored to check the responsibility for the errors appearing in the reports for the fiscal years ending June 30, 1927, and June 30, 1928. The first was prepared by Miss Crews under the supervision of Mr. Lieb who was then in charge of Division Six. The error was made in the addition of the monthly totals used in compiling the annual report. From what I am able to learn at this late date, Miss Crews always accepted the responsibility for preparing these reports, and very little checking was done other than to see that the substance was correct.

With reference to the report for the fiscal year ending June 30, 1928, it appears that this was also prepared by Miss Crews under Mr. Cullen's supervision. I have spoken to Mr. Cullen, who stated that as he recalls the report was checked, and that in fact a memorandum was submitted to the Bureau regarding an error in the report, for which Miss Crews was held responsible. With the aid of Miss O'Driscoll, a letter was found in the personnel file of Mr. Cullen dated August 30, 1928, in which you requested an explanation for an error appearing in the figures, without naming the particular figures involved. Mr. Cullen replied to this memorandum on September 6, 1928, advising that Miss Crews prepared the report, and admitted the error. In checking the copies of the report in the Bureau files, I find that the erroneous figures to which you referred were corrected, and were not the ones used in preparing the photographic chart in question. It therefore appears that Mr. Schilder is the first to have detected this error, and the report for the fiscal year 1928 was never entirely checked by any one.

67-9524-85	
BUREAU OF INVESTIGATION	
OCT 23 1929 A. P.	
SEARCHED	INDEXED
SERIALIZED	FILED
OCT 14 1929	

RECORDED
OCT 14 1929

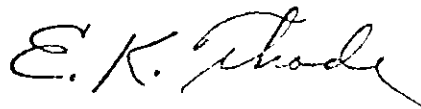
149

There is also an error of one print in the report for the fiscal year of 1926, which was likewise prepared by Miss Crews, under Mr. Hayner's supervision, and I presume the same explanation is in order for that discrepancy.

In accounting for the fact that the figures appearing on Mr. Lieb's report for the year 1927, are incorrect but the same item on the photographic chart is correct, I deduce that Mr. Tolson or Mr. Rorney accepted the figures in the final draft of the annual report to the Attorney General for each year, and the one item which is incorrectly set out in Mr. Lieb's report does not even appear in the annual report to the Attorney General for 1927. It was then necessary for Mr. Tolson and Mr. Rorney to compile this figure themselves, which was correctly done.

If it is your desire to have this chart reprepared, I shall be glad to compile the correct figures and accept entire responsibility therefor.

Respectfully,



Chief,
Division of Identification
and Information.

Department of Justice
Bureau of Investigation

418 Federal Building,
Buffalo, New York.

PERSONAL.

July 31, 1929.

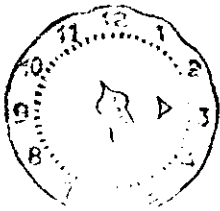
Director,
Bureau of Investigation,
Department of Justice,
Washington, D. C.

Dear Mr. Hoover:

Please accept my sincere thanks for your letter of July 30, 1929, advising me of my promotion from Special Agent in grade CAF 10 to Special Agent, CAF 12. I assure you that I shall do my utmost to justify the confidence which you have placed in me.

Very truly yours,

Clyde A. Tolson.
Clyde A. Tolson,
Special Agent in Charge.



AUG 1 1929

RECORDED

67-9524-84	
BUREAU OF INVESTIGATION	
AUG 1 1929 P. M.	
DEPARTMENT OF JUSTICE	
Div. One	FILE

[Handwritten initials]

I, *Clyde A. Tolson* do solemnly swear that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office of

..... *Special Agent, Caf. 12*
..... *Bureau of Investigation*
on which I am about to enter: So help me God.

(Sign here) *Clyde A. Tolson*

Subscribed and sworn to before me this) Where born (State only) *Mo*
..... *30th* day) Date of birth *May 22, 1900*
of *July* A.D. 1929) Whence appointed:
State *Mo* County *Linn*
Congressional District

..... *John C. Hill*
Notary Public

X-----X
: :
: SEAL :
: :
X-----X

Date of entry upon duty *August 1, 1929*

Residence *1205 16th St NW*
Washington DC

JUL 30 1929

July 30, 1929.

Mr. C. A. Tolson,
Washington, D. C.

Dear Mr. Tolson:

It is with pleasure that I am enclosing herewith the letter of the Assistant Attorney General advising you of your promotion from \$3,000 per annum in grade GAN 10, to \$4,000 per annum, in grade GAN 12, effective August 1, 1929.

Very truly yours,

Encl.

Director.

67-9524-82

BUREAU OF INVESTIGATION

JUL 31 '29 A. M.

DEPARTMENT OF JUSTICE

FILE

BUREAU FILES DIVISION

JUL 30 1929

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MRP:WR.

July 23, 1929.

Mr. C. A. Sisson,
Bureau of Investigation.

Sir:

You are hereby transferred and promoted from Assistant to the Director at \$2350.00 per annum, in grade GS-10, and are appointed a Special Agent in the Bureau of Investigation, Department of Justice, with salary at the rate of \$2500.00 per annum, in grade GS-12. You will also be allowed your actual expenses of travel and operation and \$5.00 a day in lieu of subsistence when absent from official headquarters, which are fixed temporarily at Washington, D. C., and following your general assignment, your headquarters will be fixed from time to time at such places as may be deemed advisable by the Director of the Bureau of Investigation under whose supervision and instructions you will be employed.

Your salary, expenses and car diem will be paid from the appropriation for "Detection and Prosecution of Crimes".

This appointment will take effect when you enter on duty on or after August 1, 1929.

This letter is not to be considered as operating credentials and is not to be so used. Operating credentials are issued separately.

Respectfully,

For the Attorney General,

(Signed) Charles P. Sisson

67-9524-21	
BUREAU OF INVESTIGATION	
JUL 30 1929 P. M.	
DEPT. OF JUSTICE	FILE

Assistant Attorney General.

Authority 819.
July 24 1929.

CRIM

July 24, 1929.

Memorandum for Mr. Borahogon, Appointment Clerk:

Please prepare a letter transferring and promoting Mr. G. A. [redacted] from Assistant to the Director, C-10, \$3000 per annum, Division 3, (INVESTIGATIVE), to Special Agent in the Bureau of Investigation, Department of Justice, salary at the rate of \$2.00 per annum in Gross C-10, and \$2.00 per annum in lieu of subsistence and actual allowance of travel and operation when absent from official headquarters which are fixed temporarily at Washington, D. C., payable from the appropriation for "Detection and Prosecution of Crime," FIELD. Effective with entry on duty, on August 1, 1929.

Director.

Approved:

Assistant Attorney General.

67-9524-81	
BUREAU OF INVESTIGATION	
JUL 30 1929 P. M.	
DEPARTMENT OF JUSTICE	
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