

A-84-019  
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L.P.

Miss Katsch BX

S-1 Report Handling Notes for  
Liaison Office Technical Aides

Memo. of 8/10/42  
by W.A. Shurcliff

~~UNCLASSIFIED~~ 30,033

~~SECRET~~

**Object:** To describe how the Liaison Office Technical Aides should handle S-1 reports coming to their attention.

**Explanation:** The procedure required has changed recently, as indicated in a letter written on 8/3/42 by Wensel. Dr. Wensel believes that the procedure will change again fairly soon--perhaps in a month. However, some statement of procedure is required for present use. The procedure indicated below has been discussed with Dr. Wensel, Dr. Eaton, Mrs. Paddock, and others.

**Results:** The required procedure is indicated.

Roughly speaking, the procedure is simply to give everything to Wensel, un-opened and un-read, as far as possible.

VERIFIED UNCLASSIFIED

PUBLICLY RELEASABLE

LANL Classification Group

Oct 5/20/98

**Details:**

S-1 report received by pouch from England:

As far as possible, this should be transferred unopened and un-read (and Shurcliff is no exception here) to Dr. Wensel (or his special secretary, Miss Thorson, located in one of the Liaison Office rooms). No reproductions should be made. No card should be filled out. No pouch item numbers should be written in. No attempt to index the material should be made.

However, receipt of the item by the Liaison Office should be indicated on the pouch index, and the distribution (i.e., "All to Wensel") should be indicated on the distribution sheet.

S-1 report received from ECSC:

Procedure essentially same as above.

**Appendix:** Miss Katsch has transferred virtually all S-1 reports--foreign and domestic--and card files on same to Miss Thorson.

FINAL DETERMINATION  
UNCLASSIFIED  
L. M. Radman  
JAN 22, 79

CLASSIFICATION CANCELLED  
PER DOC REVIEW JAN. 1973

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