

The original documents are located in Box 40, folder “Personnel - Security Incident Reports” of the Philip Buchen Files at the Gerald R. Ford Presidential Library.

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9/30/74
 9:40
 One of the
 guys will let
 us know
 what they file
 theirs under

Skip said
 they just
 keep a
 file of
 them

They file them
 under
 Security Incident Reports



THE WHITE HOUSE

WASHINGTON

November 1, 1974

MEMORANDUM FOR THE WHITE HOUSE STAFF

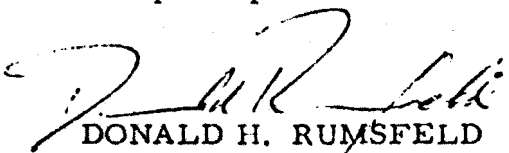
SUBJECT: Safeguarding Classified and Sensitive Information

Each staff office is requested to establish adequate internal procedures to assure that classified and sensitive documents and related materials are protected at all times. A specific person in each office should be given this responsibility, but it should be made clear that the last person in an office assumes the responsibility for the security of classified material.

The Executive Protective Service officers have been instructed to conduct a thorough after-hours security inspection of each staff office in the White House and Executive Office Building (EOB) on a nightly basis. Their authority to inspect extends to all exposed classified or sensitive documents, as well as all other related materials not properly secured. Classified material to be destroyed should be handled in the manner prescribed below. All other classified material should never be left unattended on desks. When an office is closed or unattended, materials should be locked in a secure cabinet. In the event of a serious security violation, the Executive Protective Service will file a formal report with the office concerned.

All classified and sensitive materials to be destroyed should be separated from other office trash and waste materials and placed in a specific container designated for this purpose. At present, paper bags marked "BURN" are available from the White House Supply Room and can be ordered along with other office supplies. Burnbags are collected under Executive Protective Service supervision and are disposed of in the secure macerator located in the EOB. Since the macerator has a limited capacity, all nonclassified and nonsensitive waste materials are collected and disposed of by the regular GSA cleaning force.

The provisions of the memorandum do not apply to the Situation Room since, because of the volume, separate disposal procedures are required.


DONALD H. RUMSFELD
Assistant to the President



UNITED STATES SECRET SERVICE
PROTECTIVE FORCES

Clinton J. Hill
Assistant Director



EXECUTIVE PROTECTIVE SERVICE
SECURITY INCIDENT REPORTS

	<u>Name of Occupant</u>		
9/11/74	J. Scott Monier	Rm. 289	TS
9/11/74	John Niehuss	Rm. 213	Two-drawer safe
9/26/74	J. Deedman	Rm. 249	Safe
9/26/74	Robert Shaw	Rm. 133	Safe
10/17/74	Joseph G. Kvashicka	Rm. 313	Secret/Conf.
10/25/74	D. G. Stafford	Rm. 203	Safe
12/6/74	Clara Y. Farmer James M. Murphy, Jr.	Rm. 217	Safe
12/15/74	Vern Loen	Rm. E-112 East Wing	Safe
1/2/75	N. S. C.	Rm. 381	Key in vault door (only opened outside phase; other phase controlled by combination lock)



Thursday 1/9/75

9:35 When we started receiving copies of EPS Security Reports of violations, I checked with Skip Williams (9/30) and asked if something should be done in connection therewith.

He said they just keep them in a file -- nothing to be done unless it is a continuing thing with an individual.

I checked with Barry this morning to see if this procedure is still effective, and he suggested it would probably be in Jay's area -- and perhaps I could send our file on this to Jay.

If you agree, I will do so. That way he can keep a check on anything that should come to your attention.

O.K.
T.W.B.



1/9/75

To: Jay
From: Eva

Here are the Security
Incident Reports I
mentioned on the phone.

Skip had told me the last
of September that the girls
have a file over there on
the previous ones -- and
Mr. Buchen said to let
him know if something comes
in that he should know about.

Thanks.



Wednesday 1/22/75

7:20 Jay --

Another security incident report attached for
your safe keeping.

1/14/75

John Marsh

2nd floor
West Wing

Material marked
"TS" and "Eyes Only"
on Secretary's desk top



Feb. 10, 1975

To: Jay

From: Eva

Attached is another Security Incident
Report for your file.

2/10/75 William Walker -- safe with
sensitive material



Friday, March 14, 1975

Jay,

For your handling.

Eva

Security violations on Walker and Rourke



EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. _____

1. Type:

<input checked="" type="checkbox"/>	Security
<input type="checkbox"/>	Fire
<input type="checkbox"/>	Malfunction
<input type="checkbox"/>	Other

2. Date: 04/10/75

3. Time: 2100 a.m. / p.m.

4. Name of Occupant: Mr. Frederick Hillis

5. Complainant, If Any: _____

6. Location: (Area, Room No. & Building) 2nd Floor, West Wing, White House

7. Found by: Officer John C. Crawley

8. Detail - Describe briefly (Recommendations, if any)
Material marked "SECRET" found exposed on desk.

Disposition-(Action Taken):

Material taken to police post
E-1, West basement, for safe keeping.



[Signature]
Executive Protective Service Officer

1. Type:

XXX

 Security 2. Date: 04-12-75 4. Name of Occupant: _____
Fire a.m. Roderick Hills
Malfunction 3. Time: 0245 ~~XXXXXX~~ 5. Complainant, If Any: _____
Other Security Violation

6. Location: (Area, Room No. & Building) 7. Found by: **David A. Carmine**
2nd Fl., West Wing, Mr. Hills office, White House

8. Detail - Describe briefly (Recommendations, if any)
Papers marked "SECRET" found unsecure in Mr. Hills office.
There were THREE (3) different documents found.

Disposition-(Action Taken):

Papers taken to E. P. S. Police post E-1-, West Wing Basement for
safe keeping.

David A. Carmine
David A. Carmine

Executive Protective Service Officer



**EXECUTIVE PROTECTIVE SERVICE
SECURITY INCIDENT REPORTS**

	<u>Name of Occupant</u>		
9/11/74	J. Scott Monier	Rm. 289	TS
9/11/74	John Niehuss	Rm. 213	Two-drawer safe
9/26/74	J. Deedman	Rm. 249	Safe
9/26/74	Robert Shaw	Rm. 133	Safe
10/17/74	Joseph G. Kvashicka	Rm. 313	Secret/Conf.
10/25/74	D. G. Stafford	Rm. 203	Safe
12/6/74	Clara Y. Farmer James M. Murphy, Jr.	Rm. 217	Safe
12/15/74	Vern Loen	Rm. E-112 East Wing	Safe
1/2/75	N. S. C.	Rm. 381	Key in vault door (only opened outside phase; other phase controlled by combination lock)
1/14/75	John Marsh	2nd floor West Wing	Materials marked "TS" and "Eyes Only" on Secretary's desk top
2/10/75	William Walker	Rm. 132-A	Two-drawer safe with sensitive material open
2/24/75	William Walker	Rm. 132-A	Two drawer Mosler safe containing sensitive material left open.
3.14/75	Russell Rourke	2nd Flr/WW	Confidential memo found on top of desk.
3/19/75	Buchen's office	2nd flr/WW	Unsecured safe cabinet



3/17	Robert Wolthius	2nd Flr - WW	Papers marked "Confidential" on top of desk
3/21	Max Friedersdorf	2nd Flr. WW	"Secret" mat'l found on top of desk.
4/02	Judy Gagliardi	Press Office	Unsecure safe
4/09	Max Friedersdorf	2nd Flr. WW	"Confidential" left on desk
4/14	Robin West	Rm. 147 - EOB	Sensitive mat'l found unsecured
4/22	Rod Hills	2nd Flr-WW	Secret infor. found on desk
4/17	Clinton Granger (2)	Rm. 375 - EOB	Safe left unlocked.
	Rod Hills (2)	2nd Flr.	Secret on desk.
	Nancy Kennedy	2nd Flr.	Cabinet left unlocked.



EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. _____

1. Type: <input checked="" type="checkbox"/> Security <input type="checkbox"/> Fire <input type="checkbox"/> Malfunction <input type="checkbox"/> Other	2. Date: <u>04/21/75</u> 3. Time: <u>2230</u> a.m. p.m.	4. Name of Occupant: <u>Mr. Philip Buchen</u> 5. Complainant, If Any: _____
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6. Location: (Area, Room No. & Building) **2nd floor, west wing, White House**

7. Found by: **Officer John C. Crawley**

8. Details - Describe briefly (Recommendations, if any)

Material marked "SECRET" found on desk.

Disposition-(Action Taken):

Material taken to police post E-1, west basement, for safe-keeping.


Executive Protective Service Officer

EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. _____

1. Type: Security
 Fire
 Malfunction
 Other

2. Date: 05/02/75

3. Time: 2200 a.m.
p.m.

4. Name of Occupant:

Mr. Roderick Hills

5. Complainant, If any:

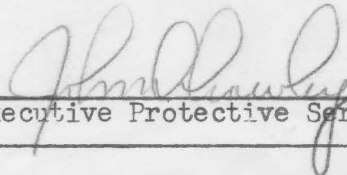
6. Location: (Area, Room No. & Building)
2nd floor, west wing, White House

7. Found by:
Officer John C. Crawley

8. Details - Describe briefly (Recommendation, If any)

Materials marked "SECRET" and "CONFIDENTIAL" found in manila folders on Mr. Hills' desk.

Materials taken to police post E-1, west basement, for safe-keeping.


Executive Protective Service Officer

DEPARTMENT OF THE TREASURY

U. S. SECRET SERVICE

Date: May 14, 1975

TO: Mr. Philip W. Buchen
Counsel to the President
The White House

Attached for your information are copies
of incident reports which were received
from the Executive Protective Service.

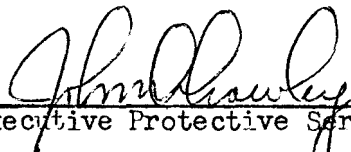


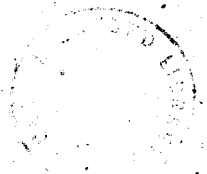
Clinton J. Hill
Assistant Director
Protective Forces



WOT

2012

EPS-16		EXECUTIVE PROTECTIVE SERVICE SECURITY REPORT		ALARM NO. _____
1. Type: <input checked="" type="checkbox"/> Security <input type="checkbox"/> Fire <input type="checkbox"/> Malfunction <input type="checkbox"/> Other	2. Date: <u>05/02/75</u>	4. Name of Occupant: <u>Mr. Roderick Hills</u>		
	3. Time: <u>2200</u> a.m. p.m.	5. Complainant, If any: _____		
6. Location: (Area, Room No. & Building) <u>2nd floor, west wing, White House</u>		7. Found by: <u>Officer John C. Crawley</u>		
8. Details - Describe briefly (Recommendation, If any) Materials marked "SECRET" and "CONFIDENTIAL" found in manila folders on Mr. Hills' desk. Materials taken to police post E-1, west basement, for safe-keeping.				
<i>M @ 5/5</i>		 Executive Protective Service Officer		



RF

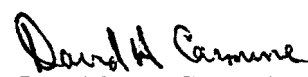
ccw

EPS-16		EXECUTIVE PROTECTIVE SERVICE SECURITY REPORT		ALARM NO. _____
1. Type: <input checked="" type="checkbox"/> Security <input type="checkbox"/> Fire <input type="checkbox"/> Malfunction <input type="checkbox"/> Other		2. Date: <u>05-06-75</u> 3. Time: <u>0257</u> ^(a.m.) <input checked="" type="checkbox"/>		4. Name of Occupant: Mr. John Marsh 5. Complainant, If any: _____
6. Location: (Area, Room No. & Building) 7. Found by: Officer Carmine 2nd Fl., west wing, Mr. Marsh's office, White House				
8. Details - <u>Describe briefly</u> (Recommendation, If any) Papers marked "CONFIDENTIAL" found on top of Mr. Marsh's desk. Papers taken to E.P.S. police post E-1, west wing basement for safe keeping.				
				<i>David A. Carmine</i> David A. Carmine Executive Protective Service Officer

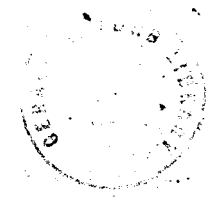
RF



12/5

EPS-16		EXECUTIVE PROTECTIVE SERVICE SECURITY REPORT		ALARM NO. _____
1. Type:	<input checked="" type="checkbox"/> Security <input checked="" type="checkbox"/> Fire <input type="checkbox"/> Malfunction <input type="checkbox"/> Other	2. Date: 05-02-75	4. Name of Occupant: Patricia Coyle in press	
		3. Time: 0012 ^{a.m.} p.m.	5. Complainant, If any: <u>Press area</u> <u>Open Safe</u>	
6. Location: (Area, Room No. & Building)		7. Found by: Officer Carmine		
Safe next to Ms. Coyle desk, press area, 1st fl. west wing, White House				
8. Details - <u>Describe briefly</u> (Recommendation, If any)				
Safe with papers marked "SECRET" found open. Safe locked by Officer Carmine				
		 David A. Carmine <hr/> Executive Protective Service Officer		

M



EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. _____

1. Type: Security
 Fire
 Malfunction
 Other

2. Date: 05-13-75

3. Time: 0140 ^{a.m.} ~~p.m.~~

4. Name of Occupant:

Mr. Jones

5. Complainant, If any:

Open Safe

6. Location: (Area, Room No. & Building) 7. Found by: Officer Carmine

Mr. Jones office, west wing basement, White House

8. Details - Describe briefly (Recommendation, If any)

Safe with papers marked "SECRET" left open.

Safe secured by Officer Carmine.

David A. Carmine

David A. Carmine

Executive Protective Service Officer

[Handwritten initials]



DEPARTMENT OF THE TREASURY

U. S. SECRET SERVICE

Date: May 2, 1975

TO: Mr. Philip W. Buchen
Counsel to the President
The White House

Attached for your information are copies
of incident reports which were received
from the Executive Protective Service.


Clinton J. Hill

Attachment: a/s



MR. HILL
BCK

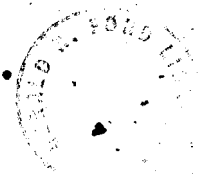
EPS-16		EXECUTIVE PROTECTIVE SERVICE SECURITY REPORT		ALARM NO. <u> </u>
1. Type: <input checked="" type="checkbox"/> Security <input type="checkbox"/> Fire <input type="checkbox"/> Malfunction <input type="checkbox"/> Other	2. Date: <u>04-26-75</u>	3. Time: <u>2330</u> <input checked="" type="checkbox"/> p.m.	4. Name of Occupant: <u>Joan Stevens -</u> Military Assistant	5. Complainant, If Any: <u>Open Safe</u>
6. Location: (Area, Room No. & Building) 7. Found by: <u>Officer Carmine</u> <u>2nd Fl. East Wing, south-west corner, Military Aide office</u>				
8. Details - <u>Describe briefly</u> (Recommendations, if any) <u>Safe next to desk of Joan Stevens found open, papers marked "SECRET" INSIDE.</u> <u>Disposition-(Action Taken):</u> <u>Safe locked by Officer Carmine</u> <p style="text-align: center;"><i>David A. Carmine</i> David A. Carmine</p> <p style="text-align: center;">Executive Protective Service Officer</p>				

Handwritten initials/signature



DET

EPS-16		EXECUTIVE PROTECTIVE SERVICE SECURITY REPORT		ALARM NO. _____
1. Type:	<input checked="" type="checkbox"/> Security <input type="checkbox"/> Fire <input type="checkbox"/> Malfunction <input type="checkbox"/> Other	2. Date: <u>04-30-75</u>	4. Name of Occupant: <u>Wolthuis</u>	5. Complainant, if any: <u>Open Safe</u>
		3. Time: <u>0300</u> ^{a.m.} p.m.		
6. Location: (Area, Room No. & Building) 7. Found by: Officer Carmine 2nd fl. West Wing, Mr. Wolthuis office, White House				
8. Details - <u>Describe briefly</u> (Recommendations, if any) Safe containing papers marked "TOP SECRET" "SECRET" and "CONFIDENTIAL" found open. <u>Disposition-(Action Taken):</u> Safe locked by Officer Carmine				
<i>[Signature]</i>		<i>[Signature]</i> David A. Carmine Executive Protective Service Officer		



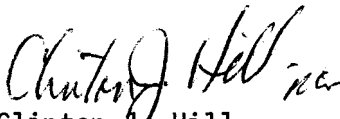
DEPARTMENT OF THE TREASURY

U. S. SECRET SERVICE

Date: June 19, 1975

TO: Mr. Philip W. Buchen
Counsel to the President
The White House

Attached for your information are copies
of incident reports which were received
from the Executive Protective Service.


Clinton D. Hill
Assistant Director
Protective Forces

Attachment: a/s

L. 6

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. N/A

1.

Type:	<input checked="" type="checkbox"/>	Security
	<input type="checkbox"/>	Fire
	<input type="checkbox"/>	Malfunction
	<input type="checkbox"/>	Other

2. Date: 14 June 1975

4. Name of Occupant:
NSC - 373
Sven Kraemer

3. Time: 0125 hrs ^{a.m.} _{p.m.}

5. Complainant, If Any:
Exec. Prot. Service

6. Location: (Area, Room No. & Building) 7. Found by:

OEOB, Rm 373

Off. Stalling

8. Detail - Describe briefly (Recommendations, if any)

Four drawer safe (tan in color) containing classified (Top Secret Secret - Confidential - LIMDIS - EXDIS Etc.) material found unsecured (open) by officer making security check.

Disposition-(Action Taken):

EPS form - 16 made. Copy of EPS form - 16 placed inside open safe - Safe secured (closed/locked) by officer.

mp @ cc: 4 Copies AD (PF)

REStalling R.E. Stalling
Executive Protective Service Officer



af

EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. N/A

EWK

1.

Type:

<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Security

Fire

Malfunction

Other

2. Date: 07 May 1975

3. Time: 0605 a.m.
p.m.
hrs

4. Name of Occupant:

Stephen Low

5. Complainant, If Any:

Exec. Prot. Service

6. Location: (Area, Room No. & Building) 7. Found by:

OEOB, Rm 380

Officer R. E. Stalling

8. Detail - Describe briefly (Recommendations, if any)

~~CONFIDENTIAL~~

Classified (Top-Secret) material found unsecured by officer making security check.

Disposition-(Action Taken):

EPS form - 16 (notice of security violation) made. Copy of EPS form 16 placed on desk top in office where violation ~~occurred~~ occurred.

Classified material removed to D-1 lobby (Sgt).

R. E. Stalling

Executive Protective Service Officer

MP *MR HILL* *4 Copies*
5-9-75



cu

EPS-16		EXECUTIVE PROTECTIVE SERVICE SECURITY REPORT		ALARM NO. _____
1. Type: <input checked="" type="checkbox"/> Security <input type="checkbox"/> Fire <input type="checkbox"/> Malfunction <input type="checkbox"/> Other	2. Date: <u>05-23-75</u>	4. Name of Occupant: <u>Mr. Philip Buchen</u>	3. Time: <u>0445</u> <input checked="" type="checkbox"/> a.m.	5. Complainant, If any: _____
6. Location: (Area, Room No. & Building) 7. Found by: <u>Officer Carmine</u> <u>Mr. Buchen's office, 2nd. Fl. west wing, White House</u>				
8. Details - <u>Describe briefly</u> (Recommendation, If any) Papers marked "TOP SECRET" found on top of Mr. Buchen's desk. Papers taken to E.P.S. police post E-1, basement west wing for safe keeping. <p style="text-align: right;"><i>David A. Carmine</i> David A. Carmine Executive Protective Service Officer</p>				

DA



EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. _____

1. Type: Security
 Fire
 Malfunction
 Other

2. Date: 05/20/75.

3. Time: 2215 a.m.
p.m.

4. Name of Occupant:
Mr. Max Friedersdorf

5. Complainant, If any:

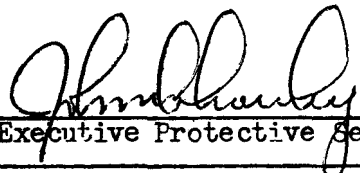
6. Location: (Area, Room No. & Building)
2nd floor, west wing, White House

7. Found by:
Officer John C. Crawley

8. Details - Describe briefly (Recommendation, If any)

Materials marked "TOP SECRET" and "SECRET/SENSITIVE"
found on desk.

Materials taken to police post E-1, west basement, for
safe keeping.


Executive Protective Service Officer



EPS-16		EXECUTIVE PROTECTIVE SERVICE SECURITY REPORT		ALARM NO. _____
1. Type: <input checked="" type="checkbox"/> Security <input type="checkbox"/> Fire <input type="checkbox"/> Malfunction <input type="checkbox"/> Other	2. Date: <u>05-15-75</u>	4. Name of Occupant: <u>Mr. Jones</u>		
	3. Time: <u>0425</u> a.m. p.m.	5. Complainant, If any: <u>open safe</u>		
6. Location: (Area, Room No. & Building) <u>Mr. Jones office, west wing basement, White House</u>		7. Found by: <u>Officer Carmine</u>		
8. Details - <u>Describe briefly</u> (Recommendation, If any)				
Safe open with classified material inside.				
Safe locked by Officer Carmine.				
<i>[Handwritten initials]</i>		<i>David A. Carmine</i> David A. Carmine Executive Protective Service Officer		



11/25

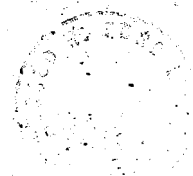
INSP.

Call

EPS-16		EXECUTIVE PROTECTIVE SERVICE SECURITY REPORT		ALARM NO. <u>282</u>
1. Type: <input checked="" type="checkbox"/> Security <input type="checkbox"/> Fire <input type="checkbox"/> Malfunction <input type="checkbox"/> Other	2. Date: <u>06-05-75</u>	4. Name of Occupant: <u>Jerry Jones</u>		
	3. Time: <u>2310</u> p.m.	5. Complainant, If any: <u>Control Center</u>		
6. Location: (Area, Room No. & Building) <u>Ground Floor, West Wing</u>		7. Found by: <u>Control Center</u>		
8. Details - <u>Describe briefly</u> (Recommendation, If any) About 2310 hours, 06-05-75, Mr. Jerry Jones called the Control Center and stated to Officer D.L. Johnston that he was securing his office for the evening. Mr. Jones failed to place the alarm in the night position. Officer R.T. Burtnett, responded to the area found the door locked, he then entered the office checked the area, and placed the alarm in the night position. This is the <u>7th</u> security violation for this alarmed area in the last four months.				
		<p style="text-align: right;"><i>Daryl P. Johnston</i> Officer Daryl P. Johnston Executive Protective Service Officer</p>		

cc: 4 Copies AD Hill

[Handwritten signature]



EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. _____

1. Type: Security
 Fire
 Malfunction
 Other

2. Date: 05-27-75

3. Time: 0012 ^{a.m.} ~~p.m.~~

4. Name of Occupant:

Ms. Coyle (Press)

5. Complainant, If any:
Open Safe

6. Location: (Area, Room No. & Building) 7. Found by: Officer Carmine
Safe next to desk of Patricia Coyle, 1st. Fl. west wing, press area.

8. Details - Describe briefly (Recommendation, If any)

Safe next to Ms. Coyle desk with papers marked "SECRET" found open.
Safe locked by Officer Carmine.

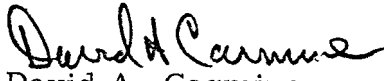
David A. Carmine

David A. Carmine

Executive Protective Service Officer

[Handwritten initials]



EPS-16		EXECUTIVE PROTECTIVE SERVICE SECURITY REPORT		ALARM NO. _____
1. Type: <input checked="" type="checkbox"/> Security <input type="checkbox"/> Fire <input type="checkbox"/> Malfunction <input type="checkbox"/> Other	2. Date: <u>06-10-75</u>	4. Name of Occupant: Patricia Coyle <u>Press area</u>	3. Time: <u>0012</u> ^{a.m.} p.m.	5. Complainant, If any: <u>Open Safe</u>
6. Location: (Area, Room No. & Building) Safe next to the desk of Ms. Coyle, 1st Fl. west wing, White House Press area.		7. Found by: Officer Carmine		
8. Details - <u>Describe briefly</u> (Recommendation, If any) Safe with papers marked "SECRET" found open. Safe locked by officer Carmine.				
<i>AD AD file (4 copies)</i>		 David A. Carmine Executive Protective Service Officer		





DEPARTMENT OF THE TREASURY
UNITED STATES SECRET SERVICE

WASHINGTON, D.C. 20223

OFFICE OF THE DIRECTOR

July 17, 1975

MEMORANDUM:

TO : Mr. Philip W. Buchen
Counsel to the President
The White House

Attached for your information are copies
of incident reports which were received
from the Executive Protective Service.

A handwritten signature in cursive script that reads "Clinton Hill".

Clinton J. Hill
Assistant Director
Protective Forces



EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. _____

1. Type: Security
 Fire
 Malfunction
 Other

2. Date: 06-17-75

4. Name of Occupant:

Mr. Hills

3. Time: 0315 ^{a.m.} ~~p.m.~~

5. Complainant, If any:

Security Violation

6. Location: (Area, Room No. & Building) 7. Found by: Officer Carmine
Mr. Hills desk, 2nd Fl. west wing, White House.

8. Details - Describe briefly (Recommendation, If any)

Document marked "SECRET" found on top of Mr. Hills desk.
Document taken to E.P.S police post E-1, west wing basement
for safe keeping.

David A. Carmine

David A. Carmine
Executive Protective Service Officer

W. Hill (C) - CO: MR HILL (ADPP)



MR. BUCHEN

EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. 146

1. Type: Security
 Fire
 Malfunction
 Other

2. Date: 11-28-75

4. Name of Occupant:

3. Time: 2145 a.m.
p.m.

5. POTUS Papers
Complainant, If any:

Control Center

6. Location: (Area, Room No. & Building) 7. Found by: Control Center
Room 175½ OEOB

8. Details - Describe briefly (Recommendation, If any)

At 2144 hours Officer T.W. Kurtz entered room 175 to escort GSA Cleaners. At 2145 Officer Kurtz opened room 175½ for the cleaner. Officer Kurtz was informed by the cleaner that 175½ was not to be cleaned by GSA cleaners. Officer Kurtz secured room at 2200 hours. Officer Kurtz stated that no one entered room 175½.

The GSA cleaner was identified as Eleanor Vaughn.

Joe Smith
Executive Protective Service Officer





DEPARTMENT OF THE TREASURY
UNITED STATES SECRET SERVICE

WASHINGTON, D.C. 20223


OFFICE OF THE DIRECTOR

January 8, 1976

MEMORANDUM

To : Mr. Philip W. Buchen
Counsel to the President
The White House

Attached for your information is a
copy of an incident report which was
received from the Executive Protective
Service.


Thomas J. Kelley
Assistant Director
Protective Forces

Attachment: a/s



EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. _____

pas

1. Type: Security
 Fire
 Malfunction
 Other

2. Date: 12-31-75

4. Name of Occupant:

3. Time: 2313 p.m.

Military Aide
5. Complainant, If any:

Security Violation

6. Location: (Area, Room No. & Building) 7. Found by: officer Carmine
2nd. fl. east wing, White House, Military aides office

8. Details - Describe briefly (Recommendation, If any)

Safe with papers marked "TOP SECRET" and "SECRET" found open in office.
Safe locked by officer Carmine.

MA

David A Carmine
David A. Carmine

Executive Protective Service Officer



RECEIVED
JAN 2 1976
U.S. SECRET SERVICE



DEPARTMENT OF THE TREASURY

UNITED STATES SECRET SERVICE

621.0

WASHINGTON, D.C. 20223

OFFICE OF THE DIRECTOR

May 11, 1976

MEMORANDUM

; Mr. Philip W. Buchen
Counsel to the President
The White House

Attached for your information is a copy of an
incident report which was received from the
Executive Protective Service.

Thomas J. Kelley
Thomas J. Kelley
Assistant Director
Protective Forces

Attachment: a/s



1. Type: <u>Security</u> <u>Fire</u> <u>Malfunction</u> <u>Other</u>	2. Date: <u>05-09-76</u>	4. Name of Occupant: <u>Mr. James Connors</u>
	3. Time: <u>2:00</u> p. m. <u>1609</u> p. m.	

6. Location: (Area, Room No., & Building) <u>Mr. Connors Office, West Wing Basement, White House</u>	7. Found by: <u>Officer J. L. Page</u>
---	---

8. Details: Describe briefly. (Recommendations if any)

Officer Page entered the Office as an escort for GSA cleaners and observed Secret and Confidential papers in various locations of the office. Officer Page then made a thorough inspection and removed the papers in question to the West wing basement Officer's Desk.



9. Action Taken:
Papers removed to West wing Officers Desk and Office resecured.

Report made by: James L. Page
Officer: James L. Page

1. Type: <u>Security</u> <input type="checkbox"/> Fire <input type="checkbox"/> Malfunction <input checked="" type="checkbox"/> Other	2. Date: <u>05-09-76</u>	4. Name of Occupant: <u>Mr. James Connors</u>
	3. Time: <u>1609</u> p. m.	5. Complainant: (if any) <u>Officer James L. Page</u>
6. Location: (Area, Room No., & Building) <u>Mr. Connors Office, West Wing Basement, White House</u>		7. Found by: <u>Officer J. L. Page</u>
8. Details: Describe briefly. (Recommendations if any) <p>Officer Page entered the Office as an escort for GSA cleaners and observed Secret and Confidential papers in various locations of the office. Officer Page then made a thorough inspection and removed the papers in question to the West wing basement Officer's Desk.</p>		
9. Action Taken: <u>Papers removed to west wing Officers Desk and Office resecured.</u>	Report made by: <u>James L. Page</u> Officer: James L. Page	



1. Type: <input type="checkbox"/> Security <input type="checkbox"/> Fire <input type="checkbox"/> Malfunction <input checked="" type="checkbox"/> Other	2. Date: <u>05-09-76</u>	4. Name of Occupant: <u>Mr. James Connors</u>
	3. Time: <u>EXX.</u> <u>1609</u> p.m.	5. Complainant (if any): <u>Officer James L. Page</u>
6. Location: (Area, Room No., & Building) <u>Mr. Connors Office, West Wing Basement, White House</u>		7. Found by: <u>Officer J. L. Page</u>
8. Details: Describe briefly. (Recommendations if any) <u>Officer Page entered the Office as an escort for GSA cleaners and observed Secret and Confidential papers in various locations of the office. Officer Page then made a thorough inspection and removed the papers in question to the west wing basement Officer's Desk.</u>		
9. Action Taken: <u>Papers removed to west wing Officers Desk and Office Resecured.</u>		Report made by: <u>James L. Page</u> Officer: <u>James L. Page</u>



EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. _____

1. Type: Security
 Fire
 Malfunction
 Other

2. Date: 05-07-76

4. Name of Occupant:

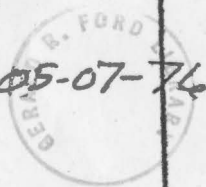
3. Time: 0305 a.m.
~~xxxxxx~~4. Mr. Duval
5. Complainant, If any:Security Violation

6. Location: (Area, Room No. & Building) 7. Found by: officer Carmine

2nd. Fl. west wing, Mr. Duval's office, White House

8. Details - Describe briefly (Recommendation, If any)Papers marked "TOP SECRET" found in Mr. Duval's unlocked desk.

Papers taken to E.P.S police post E-1, west wing basement for safe keeping.

Reviewed by [Signature]
Sgt. Willis C. Brooks E-1[Signature] 0734 05-07-76
David A. CarmineExecutive Protective Service Officer[Signature]

EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. _____

CW

1. Type: Security
 Fire
 Malfunction
 Other

2. Date: 05-07-76

4. Name of Occupant:

3. Time: 0305 ~~XXXX~~ a.m.

Mr. Duval
5. Complainant, If any:
Security Violation

6. Location: (Area, Room No. & Building) 7. Found by: officer Carmine

2nd. Fl. west wing, Mr. Duval's office, White House

8. Details - Describe briefly (Recommendation, If any)

Papers marked "TOP SECRET" found in Mr. Duval's unlocked desk.

Papers taken to E.P.S police post E-1, west wing basement for safe keeping.



Received by [Signature] 0734 05-07-76
Sgt. Willis C. Brooks E-1 David H. Carmine
David A. Carmine

Executive Protective Service Officer

[Signature]

EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. _____

CWA

1. Type: Security
 Fire
 Malfunction
 Other

2. Date: 05-07-76

4. Name of Occupant:

3. Time: 0305 ~~XXXXXXXX~~ a.m.

Mr. Duval
5. Complainant, If any:

Security Violation

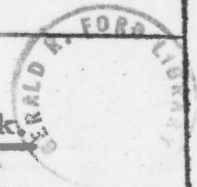
6. Location: (Area, Room No. & Building) 7. Found by: officer Carmine

2nd. Fl. west wing, Mr. Duval's office, White House

8. Details - Describe briefly (Recommendation, If any)

Papers marked "TOP SECRET" found in Mr. Duval's unlocked desk

Papers taken to E.P.S police post E-1, west wing basement for safe keeping.



Received by [Signature] 0734 05-07-76
Sgt. Willis C. Brooks E-1 David A. Carmine
David A. Carmine

Executive Protective Service Officer

[Handwritten initials]



OFFICE OF THE DIRECTOR

DEPARTMENT OF THE TREASURY
UNITED STATES SECRET SERVICE

WASHINGTON, D.C. 20223

June 4, 1976

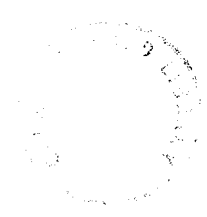
MEMORANDUM

To : Mr. Philip W. Buchen
Counsel to the President
The White House

Attached for your information is a copy of an
incident report which was received from the
Executive Protective Service.

Thomas J. Kelley
Assistant Director
Protective Forces

Attachment: a/s



SECURITY REPORT

ALARM NO. N/A

1.

Type:

<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Security

Fire

Malfunction

Other

2. Date: May 31, 1976

a.m.

3. Time: 1934hrs P.m.

4. Name of Occupant:

H. Junz

5. Complainant, If Any:

Exec. Prot. Service

6. Location: (Area, Room No. & Building) 7. Found by:

OEOB, Rm. 311

Officer A. G. Murray

8. Detail - Describe briefly (Recommendations, if any)

Classified (Secret/Confidential) material discovered unsecured on desk top in room 311 - OEOB by officer making security check.

DMK 

Disposition-(Action Taken):

EPS form - 16 (notice of security violation) made. Copy of
 EPS form - 16 placed on desk top in office where violation
 occurred. Classified material removed (secured) to
 D-1 lobby (Sgt) Ex - 4145

A. G. Murray

Arnold Murray

Executive Protective Service Officer

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. N/A

1.

Type:

<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Security

Fire

Malfunction

Other

2. Date: May 31, 1976

a.m.

3. Time: 1934 hrs P.m.

4. Name of Occupant:

H. Junz

5. Complainant, If Any:

Exec. Prot. Service

6. Location: (Area, Room No. & Building) 7. Found by:

OEOB, Rm. 311

Officer A. G. Murray

8. Detail - Describe briefly (Recommendations, if any)

Classified (Secret/Confidential) material discovered unsecured on desk top in room 311 - OEOB by officer raking security check.

Handwritten initials and signature

Disposition-(Action Taken):

EPS form - 16 (notice of security violation) made. Copy of EPS form - 16 placed on desk top in office where violation occurred. Classified material removed (secured) to D-1 lobby (Sgt) Ex - 4145

A. G. Murray

Handwritten signature of A. G. Murray

Executive Protective Service Officer





OFFICE OF THE DIRECTOR

DEPARTMENT OF THE TREASURY
UNITED STATES SECRET SERVICE

WASHINGTON, D.C. 20223

June 8, 1976

MEMORANDUM

To : Mr. Philip W. Buchen
Counsel to the President
The White House

Attached for your information is a copy of an
incident report which was received from the
Executive Protective Service.

Thomas J. Kelley
Thomas J. Kelley
Assistant Director
Protective Forces

Attachment: a/s

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. _____

1. Type: <input checked="" type="checkbox"/> Security <input type="checkbox"/> Fire <input type="checkbox"/> Malfunction <input type="checkbox"/> Other	2. Date: <u>06-02-76</u> 3. Time: <u>0425 ^{a.m.} PM</u>	4. Name of Occupant: <u>Mr. Duval</u> 5. Complainant, If any: <u>Security Violation</u>
6. Location: (Area, Room No. & Building) 7. Found by: officer Carmine 2nd. fl. west wing, Mr. Duval's secretary desk, White House		

8. Details - Describe briefly (Recommendation, If any)

Papers marked "SECRET" found on the desk of Mr. Duval's secretary's desk (Ms. Ammen).

Papers taken to E. P. S. police post E-1, west wing basement for safe keeping.

Received by — Helen Ammen

0823 06-02-76

David A. Carmine SGT W.C. Brooks

David A. Carmine E-1

Executive Protective Service Officer

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. _____

1. Type:

<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Security
Fire
Malfunction
Other

2. Date: 06-02-76

3. Time: 0425 ^{a.m.} ~~pm~~

4. Name of Occupant:

Mr. Duval

5. Complainant, if any:

Security Violation

6. Location: (Area, Room No. & Building) 7. Found by: officer Carmine

2nd. fl. west wing, Mr. Duval's secretary desk, White House

8. Details - Describe briefly (Recommendation, If any)

Papers marked "SECRET" found on the desk of Mr. Duval's secretary's desk (Ms. Ammen).

Papers taken to E. P. S. police post E-1, west wing basement for safe keeping.

MHC
7/2/76

Received by - Helen Ammen
HA

0823 06-02-76
David A. Carmine Sgt. U.S. Brooks
David A. Carmine E-1



Executive Protective Service Officer



DEPARTMENT OF THE TREASURY
UNITED STATES SECRET SERVICE

WASHINGTON, D.C. 20223

OFFICE OF THE DIRECTOR

June 9, 1976

MEMORANDUM

To : Mr. Philip W. Buchen
Counsel to the President
The White House

Attached for your information is a copy of
four incident reports which was received
from the Executive Protective Service.

Thomas J. Kelley
Thomas J. Kelley
Assistant Director
Protective Forces

Attachment



EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. cut

1. Type: <input checked="" type="checkbox"/> Security <input type="checkbox"/> Fire <input type="checkbox"/> Malfunction <input type="checkbox"/> Other	2. Date: <u>06-04-76</u> 3. Time: <u>0140</u> ^{a.m.} xxxxx	4. Name of Occupant: <u>Mr. Marsh</u> 5. Complainant, If any: <u>Open Safe</u>
--	---	---

6. Location: (Area, Room No. & Building) 7. Found by: officer Carmine
 1st. Fl. west wing, Mr. Marsh's office, White House

8. Details - Describe briefly (Recommendation, If any)

Safe found open in Mr. Marsh's office.

Safe locked by officer Carmine.

07/23
fcc: AD(PF)

David A. Carmine
 David A. Carmine
 Executive Protective Service Officer



EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. CWB

1. Type: <input checked="" type="checkbox"/> Security <input type="checkbox"/> Fire <input type="checkbox"/> Malfunction <input type="checkbox"/> Other	2. Date: <u>06-04-76</u> 3. Time: <u>0140</u> ^{a.m.} xxxxx	4. Name of Occupant: <u>Mr. Marsh</u> 5. Complainant, If any: <u>Open Safe</u>
--	---	---

6. Location: (Area, Room No. & Building) 7. Found by: officer Carmine
 1st. Fl. west wing, Mr. Marsh's office, White House

8. Details - Describe briefly (Recommendation, If any)

Safe found open in Mr. Marsh's office.

Safe locked by officer Carmine.

0773
(A) fcc: AD(PF)

David A. Carmine
 David A. Carmine
 Executive Protective Service Officer



1. Type:

XXXX

 Security 2. Date: 04-16-75 4. Name of Occupant: Nancy Kennedy in Friedersdorf's office

Fire a.m. 3. Time: 0345 ~~PM~~ 5. Complainant, If Any: unsecure cabinet

Malfunction

Other

6. Location: (Area, Room No. & Building) 7. Found by: David A. Carmine
2nd Fl., West Wing, North-East corner, White House

8. Detail - Describe briefly (Recommendations, if any)
 Unsecure cabinet with papers marked "SECRET" inside found at Nancy Kennedy's desk.

Disposition-(Action Taken):

Cabinet locked and key taken to E.P.S. Police post E-1, West Wing basement for safe keeping.

Handwritten initials and a circled mark.

fcc:AD(PF):

Signature of David A. Carmine
 David A. Carmine

Executive Protective Service Officer

1. Type: Security 2. Date: 04-16-75 4. Name of Occupant:
 ~~XXXX~~ Fire a.m. Nancy Kennedy in
 Malfunction 3. Time: 0345 ~~PM~~ Friedersdorf's
 Other office
5. Complainant, If Any:
unsecure cabinet

6. Location: (Area, Room No. & Building) 7. Found by David A. Carmine
2nd Fl., West Wing, North-East corner, White House.

8. Detail - Describe briefly (Recommendations, if any)
 Unsecure cabinet with papers marked "SECRET" inside found at Nancy Kennedy's desk.

Disposition--(Action Taken):

Cabinet locked and key taken to E.P.S. Police post E-1, West Wing basement for safe keeping.

Handwritten initials: PMP, AD

fcc:AD(PF):

Signature: David A. Carmine
 David A. Carmine

Executive Protective Service Officer

EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. _____

Handwritten initials

1. Type: <input checked="" type="checkbox"/> Security <input type="checkbox"/> Fire <input type="checkbox"/> Malfunction <input type="checkbox"/> Other	2. Date: <u>04/16/75</u>	4. Name of Occupant: <u>Mr. Roderick Hillis</u>
	3. Time: <u>1215</u> a.m. p.m.	

6. Location: (Area, Room No. & Building) 2nd floor, west wing, White House 7. Found by: Officer John C. Crawley

8. Details - Describe briefly (Recommendations, if any)

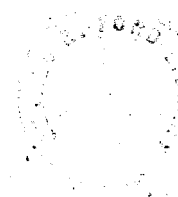
Material marked "SECRET" found exposed on desk.

Disposition-(Action Taken):

Material taken to police post E-1, west basement, for safe-keeping.

Handwritten initials *Handwritten initials* *Handwritten initials*

Executive Protective Service Officer



EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. _____

1.

Type:

<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Security
Fire
Malfunction
Other

2. Date: 04/18/75

3. Time: 2215

a.m.
p.m.

4. Name of Occupant:

Mr. Rodarick Hills

5. Complainant, If Any:

6. Location: (Area, Room No. & Building)

2nd floor, west wing, White House

7. Found by:

Officer John C. Crawley

8. Details - Describe briefly (Recommendations, if any)

**Material marked "SECRET" found exposed
on desk.**

Disposition-(Action Taken):

**Material taken to police post
E-1, west basement, for safe-
keeping.**

[Handwritten initials] *[Handwritten initials]* *4/18/75 (AD-PF)*

Executive Protective Service Officer

EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. _____

cut

Re

1. Type: Security
 Fire
 Malfunction
 Other

2. Date: 06-04-76

3. Time: 0350 ^{a.m.} ~~p.m.~~

4. Name of Occupant:
Mr. Cannon, Porter,
Cavanaugh, Seidman
5. Complainant, If any:
Security Violation

6. Location: (Area, Room No. & Building) 7. Found by: officer Carmine
2nd. fl. west wing, south-east corner, White House

8. Details - Describe briefly (Recommendation, If any)

The outer door leading to above occupants offices unlocked and open.
Inside the offices there were various papers marked "CONFIDENTIAL"
and "SECRET".

The last staff member leaving for the night should make sure the outer
office door is locked.

David A. Carmine
David A. Carmine

Executive Protective Service Officer

1/2/77
AD
4cc: AD(DF)



EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. *enb*

1. Type: Security
 Fire
 Malfunction
 Other

2. Date: 06-04-76

3. Time: 0350 ^{a.m.} ~~pm~~

4. Name of Occupant:
Mr. Cannon, Porter,
Cavanaugh, Seidman
5. Complainant, If any:
Security Violation

6. Location: (Area, Room No. & Building) 7. Found by: officer Carmine
2nd. fl. west wing, south-east corner, White House

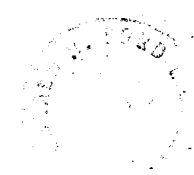
8. Details - Describe briefly (Recommendation, If any)

The outer door leading to above occupants offices unlocked and open.
Inside the offices there were various papers marked "CONFIDENTIAL"
and "SECRET".

The last staff member leaving for the night should make sure the outer
office door is locked.

[Handwritten initials] *[Handwritten initials]* 4cc: AD(PF)

David A. Carmine
David A. Carmine
Executive Protective Service Officer





OFFICE OF THE DIRECTOR

DEPARTMENT OF THE TREASURY
UNITED STATES SECRET SERVICE


WASHINGTON, D.C. 20223

June 16, 1976

MEMORANDUM

To : Mr. Philip W. Buchen
Counsel to the President
The White House

Attached for your information is a copy of
an incident report which was received from
the Executive Protective Service.


Thomas J. Kelley
Assistant Director
Protective Forces



EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORTALARM NO. *Cash*

1. Type: Security
 Fire
 Malfunction
 Other

2. Date: 06-10-763. Time: 2115 ~~am~~ (p.m.)4. Name of Occupant: *PK*Mr. Rourke

5. Complainant, If any:

Security Violation

6. Location: (Area, Room No. & Building) 7. Found by: officer Carmine
 2nd fl. west wing, Mr. Rourke's office, White House

8. Details - Describe briefly (Recommendation, If any)

Papers marked "CONFIDENTIAL" found on top of Mr. Rourke's desk.

Papers taken to E.F.S. police post E-1, west wing basement
for safe keeping.*David A Carmine*

David A. Carmine

Executive Protective Service Officer*PK*

EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORTALARM NO. *Chalk*

1. Type:

Security
Fire
Malfunction
Other2. Date: 06-10-763. Time: 2115 ~~am~~ (p.m.)

4. Name of Occupant:

Mr. Rourke

5. Complainant, If any:

Security Violation6. Location: (Area, Room No. & Building) 7. Found by: officer Carmine
2nd fl. west wing, Mr. Rourke's office, White House8. Details - Describe briefly (Recommendation, If any)

Papers marked "CONFIDENTIAL" found on top of Mr. Rourke's desk.

Papers taken to E.P.S. police post E-1, west wing basement
for safe keeping.*David A. Carmine*

David A. Carmine

Executive Protective Service Officer*grub
more*



DEPARTMENT OF THE TREASURY
UNITED STATES SECRET SERVICE

WASHINGTON, D.C. 20223

June 24, 1976

OFFICE OF THE DIRECTOR

MEMORANDUM

To : Mr. Philip W. Buchen
Counsel to the President
The White House

Attached for your information is a copy of
an incident report which was received from
the Executive Protective Service.

Thomas J. Kelley
Assistant Director
Protective Forces

DM

QWA

EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. _____

1. Type: Security
 Fire
 Malfunction
 Other

2. Date: 06-22-76

4. Name of Occupant:
Mr. Nessen

3. Time: 0020 a.m.
~~p.m.~~

5. Complainant, If any:
Security Violation

6. Location: (Area, Room No. & Building) 7. Found by: officer Carmine
1st. fl. west wing, Mr. Nessen's office, White House

8. Details - Describe briefly (Recommendation, If any)

Papers marked "SECRET" found on top of the desk of Ms. Bourke, secretary to Mr. Nessen.
Papers taken to E. P. S. police post E-1, west wing basement for safe keeping.

David A. Carmine
David A. Carmine
Executive Protective Service Officer

QWA
9



EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. _____

EW

1. Type:

- Security
- Fire
- Malfunction
- Other

2. Date: 06-22-76

4. Name of Occupant:

Mr. Nessen

3. Time: 0020 a.m.

5. Complainant, If any:

Security Violation

6. Location: (Area, Room No. & Building) 7. Found by: officer Carmine
1st. fl. west wing, Mr. Nessen's office, White House

8. Details - Describe briefly (Recommendation, If any)

Papers marked "SECRET" found on top of the desk of Ms. Bourke, secretary to Mr. Nessen.
Papers taken to E. P. S. police post E-1, west wing basement for safe keeping.

David A. Carmine
David A. Carmine

Executive Protective Service Officer

EW
Q

DEPARTMENT OF THE TREASURY

U. S. SECRET SERVICE

Date: June 30, 1975

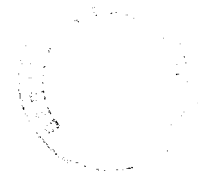
TO: Mr. Philip W. Buchen
Counsel to the President
The White House

Attached for your information is a copy of
an incident report which was received from
the Executive Protective Service.



Clinton J. Hill
Assistant Director
Protective Forces

Attachment: a/s



EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO.

1. Type: Security
 Fire
 Malfunction
 Other

2. Date: 06-26-75

4. Name of Occupant:

Mr. Cheney

3. Time: 0016 ^{a.m.} ~~XXX~~

5. Complainant, If any:

Security Violation

6. Location: (Area, Room No. & Building) 7. Found by: TSD-2320 Hrs.
 1st Fl., west wing, White House, Mr. Cheney's Office Carmine 0016 Hrs.
 office.

8. Details - Describe briefly (Recommendation, If any)

Safe found open with papers marked "SECRET".
 Safe locked by officer Carmine with hand-printed EPS 16 inside.

David A. Carmine
 David A. Carmine

Executive Protective Service Officer

My @ 6/26





DEPARTMENT OF THE TREASURY
UNITED STATES SECRET SERVICE

WASHINGTON, D.C. 20223

OFFICE OF THE DIRECTOR

July 19, 1976

MEMORANDUM

To : Mr. Philip W. Buchen
Counsel to the President
The White House

Attached for your information is a copy of
an incident report which was received from
the Executive Protective Service.

A handwritten signature in cursive script that reads "Thomas J. Kelley".

Thomas J. Kelley
Assistant Director
Protective Forces

EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. _____

1. Type: Security
 Fire
 Malfunction
 Other

2. Date: 07-13-76

3. Time: 0326 ^{a.m.}~~p.m.~~


4. Name of Occupant:
Mr. Duval (Ammen)
5. Complainant, if any:
Security Violation

6. Location: (Area, Room No. & Building) 7. Found by: officer Carmine
2nd. fl. west wing, Mr. Duval's office, White House

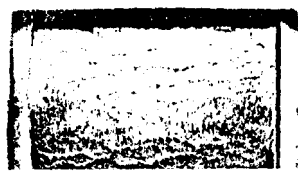
8. Details - Describe briefly (Recommendation, If any)

Papers marked "CONFIDENTIAL" found on top of the desk of Ms. Ammen, secretary to Mr. Duval.

Papers taken to E.P.S. police post E-1, west wing basement for safe keeping.


David A. Carmine
Executive Protective Service Officer

Cell



EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. _____

1. Type: Security
 Fire
 Malfunction
 Other

2. Date: 07-13-76

3. Time: 0326 ^(a.m.) ~~p.m.~~

4. Name of Occupant:

Mr. Duval (Ammen)
5. Complainant, If any:

Security Violation

6. Location: (Area, Room No. & Building) 7. Found by: **officer Carmine**

2nd. fl. west wing, Mr. Duval's office, White House

8. Details - Describe briefly (Recommendation, If any)

Papers marked "CONFIDENTIAL" found on top of the desk of
Ms. Ammen, secretary to Mr. Duval.

Papers taken to E.P.S. police post E-1, west wing basement
for safe keeping.

David A. Carmine

David A. Carmine

Executive Protective Service Officer





OFFICE OF THE DIRECTOR

DEPARTMENT OF THE TREASURY
UNITED STATES SECRET SERVICE

WASHINGTON, D.C. 20223

August 4, 1976

MEMORANDUM

To : Mr. Philip W. Buchen
Counsel to the President
The White House

Attached for your information is a copy of
an incident report which was received from
the Executive Protective Service.

Thomas J. Kelley
Thomas J. Kelley
Assistant Director
Protective Forces

EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. N / A

ckh

1.

Type:

xx

Security

Fire

Malfunction

Other

2. Date: 01 August 1976

3. Time: 1903hrs ~~x303x~~ p.m.

4. Name of Occupant:

Roger Molander

E. Handolph Jayne

5. Complainant, If Any:

Exec. Prot. Service

6. Location: (Area, Room No. & Building) 7. Found by:

OEOB, Room 479

Officer A. G. Murray

8. Detail - Describe briefly (Recommendations, if any)

Four - drawer safe - NSC # 0020 containing classified material discovered unsecured by officer making security check.

Disposition-(Action Taken):

Safe secured - EPS form - 16 (notice of security violation) made.

[Handwritten signature]

A. G. Murray

[Handwritten signature]

Executive Protective Service Officer.



EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. N / A

cmh

1.

Type:

<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Security

Fire

Malfunction

Other

2. Date: 01 August 1976

3. Time: 1903hrs P.m.

~~xx~~

4. Name of Occupant:

Roger Molander

E. Randolph Jayne

5. Complainant, If Any:

Exec. Prot. Service

6. Location: (Area, Room No. & Building) 7. Found by:

OEOB, Room 479

Officer A. G. Murray

8. Detail - Describe briefly (Recommendations, if any)

Four - drawer safe - NSC # 0020 containing classified material discovered unsecured by officer making security check.

Disposition-(Action Taken):

Safe secured - EPS form - 16 (notice of security violation) made.

[Handwritten signature]


A. G. Murray

[Handwritten signature]

Executive Protective Service Officer.



MR. BUCHEN

EPS-16	EXECUTIVE PROTECTIVE SERVICE SECURITY REPORT	ALARM NO. <u>278</u>									
1. Type:	<table border="1"><tr><td><input checked="" type="checkbox"/></td><td>Security</td></tr><tr><td><input type="checkbox"/></td><td>Fire</td></tr><tr><td><input type="checkbox"/></td><td>Malfunction</td></tr><tr><td><input type="checkbox"/></td><td>Other</td></tr></table>	<input checked="" type="checkbox"/>	Security	<input type="checkbox"/>	Fire	<input type="checkbox"/>	Malfunction	<input type="checkbox"/>	Other	2. Date: <u>08-15-76</u>	4. Name of Occupant: <u>Mr. Buchen</u>
<input checked="" type="checkbox"/>	Security										
<input type="checkbox"/>	Fire										
<input type="checkbox"/>	Malfunction										
<input type="checkbox"/>	Other										
		3. Time: 1544 <u>1544 p.m.</u>	5. Complainant, If Any: <u>EPS Control Center</u>								
6. Location: (Area, Room No. & Building)	7. Found by:										
<u>Buchen's Office W/W White House</u>	<u>EPS Control Center</u>										
8. Detail - Describe briefly (Recommendations, if any)											
At 1544 hours this date, Alarm 278 sounded from the secure position and reset immediately. No call was received. El-A Officer Shaw responded and checked the area at 1549 hours. No One was found in the area and the Office was secured.											
<u>Disposition-(Action Taken):</u>											
SEE ABOVE											
 Officer Richard E. Teter Executive Protective Service Officer											



DEPARTMENT OF THE TREASURY

UNITED STATES SECRET SERVICE

WASHINGTON, D.C. 20223

August 31, 1976

OFFICE OF THE DIRECTOR

MEMORANDUM

To : Mr. Philip W. Buchen
Counsel to the President
The White House

Attached for your information is a copy of
two incident reports which was received from
the Executive Protective Service.

Thomas J. Kelley
Assistant Director
Protective Forces

CHIEF

ack

EPS-16		EXECUTIVE PROTECTIVE SERVICE		ALARM NO. <u>N/A</u>	
SECURITY REPORT					
1. Type: <input checked="" type="checkbox"/> Security <input type="checkbox"/> Fire <input type="checkbox"/> Malfunction <input type="checkbox"/> Other		2. Date: <u>08-24-76</u>		4. Name of Occupant: <u>Robert Fri</u>	
		3. Time: <u>2045</u> ^{a.m.} _{p.m.}		5. Complainant, If any: <u>Executive Protective Service</u>	
6. Location: (Area, Room No. & Building) <u>OEOB Room 358</u>			7. Found by: <u>Officer Claude E. Beacht</u>		
8. Details - <u>Describe briefly</u> (Recommendation, If any)					
<p>About 2045 hours, Tuesday, August 24, 1976, the below signed officer found two confidential reports on top of a desk in room 358, Mr. Robert Fri's office.</p> <p>Mr. Fri's office was locked. However, the room is secured by a GSA lock system so the confidential material was removed to D-1 lobby (Sgt.) A copy of this report was placed in Mr. <u>Claude E Beacht</u> Fri's office. <u>Executive Protective Service Officer</u></p>					

⑨
mm

cc 4
TO AD PF

SEARCHED

INDEXED

SERIALIZED

FILED

Chief era

EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. _____

1.

Type:

<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Security

Fire

Malfunction

Other

2. Date: 25 August 1976

4. Name of Occupant:

a.m.

Richard D. Parsons

3. Time: 2050 hrs p.m.

5. Complainant, If Any:

~~Exec. Prot. Service~~

6. Location: (Area, Room No. & Building) 7. Found by:

OEOB, Rm. 216

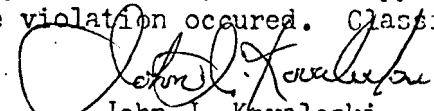
Officer John J. Kovaleski

8. Detail - Describe briefly (Recommendations, if any)

Classified (Confidential & Secret) material discovered unsecured in the above listed room by officer making security check.

Disposition-(Action Taken):

EPS form - 16 (notice of security violation) made. Copy of EPS form - 16 placed on desktop in office where violation occurred. Classified material removed to D-1 lobby (Sgt.).



John J. Kovaleski

Executive Protective Service Officer

mm
cc H to AD KELLEY

EPS-16

EXECUTIVE PROTECTIVE SERVICE
SECURITY REPORT

ALARM NO. 278S

Mr Buchen

1.

Type:

<input checked="" type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Security

Fire

Malfunction

Other

2. Date: 10-06-76

3. Time: 0817 ^{a.m.} / _{p.m.}

4. Name of Occupant:

Mr. Phillip Buchen

5. Complainant, If Any:

Control Center

6. Location: (Area, Room No. & Building) 7. Found by: Control Center
2nd Floor West Wing, White House Southwest Corner

8. Detail - Describe briefly (Recommendations, if any)

At 0817 hours alarm sounded while in secure position and set up in access. No phone call was received and there was no answer to call placed to office. Sgt. Tutka, Grounds Official responded and found Ms. Gay Pirozzi, White House Press Office, escorting several members of British Television Press in the office. Sgt. Tutka advised Ms. Pirozzi that she was not authorized to be in the office and would have to leave. Ms. Pirozzi and the press she was escorting left the office at this time. Office secured at 0835 hours by Sgt. Tutka.

Joe W. Smith
Executive Protective Service Officer