

THE WORK AND FUNCTIONS
OF
THE UNITED STATES BUREAU OF INVESTIGATION
DEPARTMENT OF JUSTICE

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John Edgar Hoover, Director

Washington, D. C.

Published for the information of Law-Enforcement
Officials and Agencies

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WORK AND FUNCTIONS OF THE UNITED STATES BUREAU OF INVESTIGATION

INTRODUCTION

"The administration of The United States Bureau of Investigation is based upon the well understood rule and policy that all Special Agents in the field must work in close cooperation with police officials in their respective jurisdictions." *****
"The Identification Division is at your service every day of the year. I trust that you will avail yourselves at all times of its desire to be of service to you." These quotations are from addresses made to peace officers by the Director of the United States Bureau of Investigation, and disclose a fundamental policy of cooperation and service governing the operations and administration of this Bureau.

This publication is issued for the purpose of acquainting law-enforcement officials and agencies with the work and functions of the United States Bureau of Investigation of the Department of Justice. By this means it is hoped that there will be brought to peace officers information which will tend to acquaint them with the types of service which are available, and for the further purpose of encouraging a wider use of the facilities of this Bureau. There is being presented an outline of the investigative, fingerprint identification and crime statistics functions of the Bureau, and it is suggested that this publication be retained for your future reference and guidance whenever an opportunity arises for you to acquaint yourself in greater detail with these functions. In the event any regularly constituted law-enforcement official or agency is not at the present time making use of the facilities of this Bureau, or in the event there has been a limited participation in these functions, you are invited to make full use of the opportunities in connection with the various functions herein outlined.

It is a pleasure to quote the following statement from a recent address by the Attorney General of the United States concerning the Department of Justice, of which this Bureau is an integral part:

"In brief, I aim at a sane, wholesome administration. The Department of Justice belongs to the people of America. It is their servant ministering to their needs and I bespeak for it the support and the good opinion of all law-abiding citizens."

INVESTIGATIVE FUNCTIONS

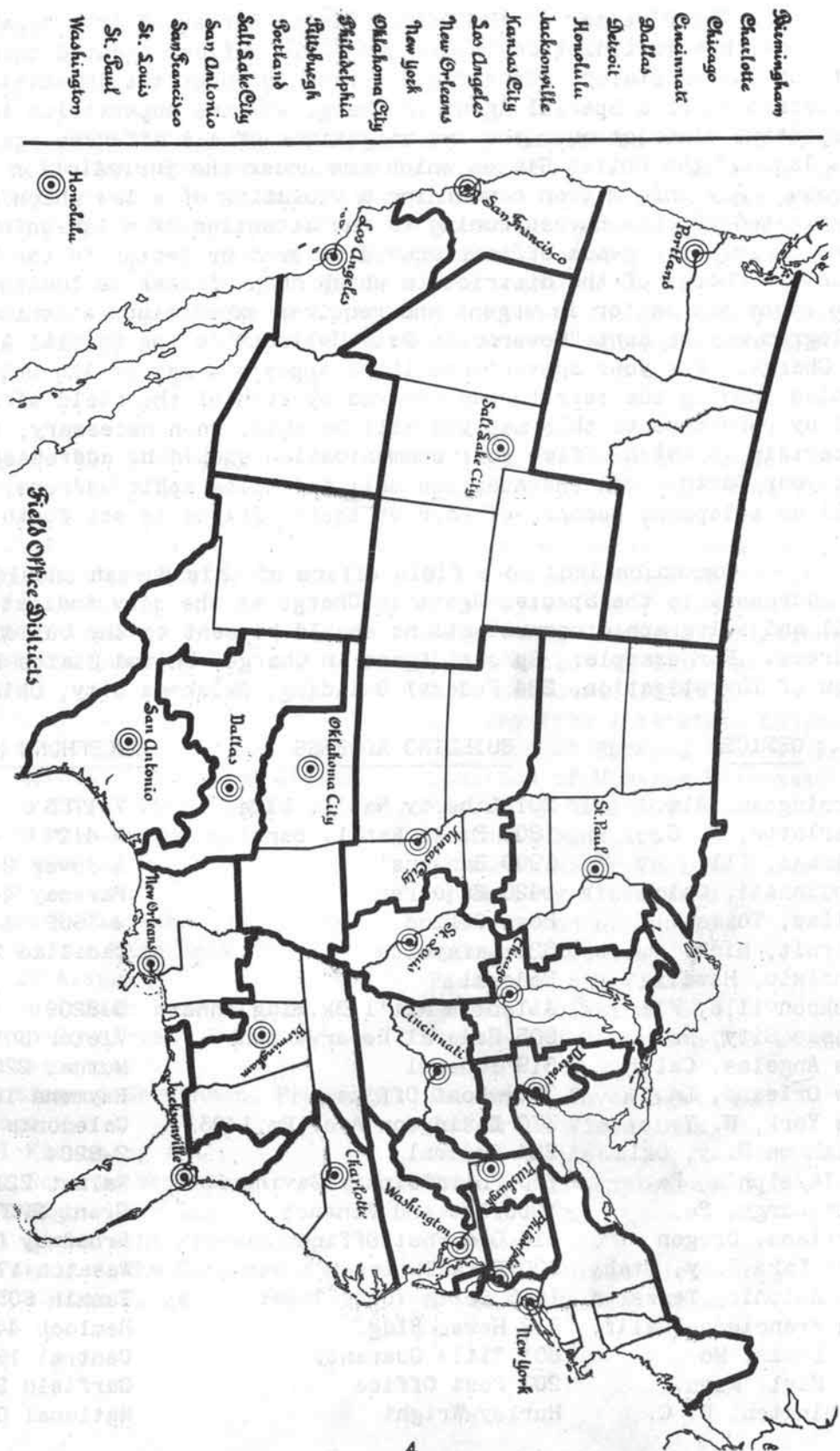
This Bureau has investigative jurisdiction over all violations of Federal Laws and matters in which the United States is or may be a party in interest, except those matters specifically assigned by Congressional enactment or otherwise to other Federal agencies. It does not have investigative jurisdiction over violations of the National Prohibition, Counterfeiting, Narcotic, Customs and Smuggling, Postal or Immigration Laws. Among those matters under the primary jurisdiction of this Bureau which receive most frequent attention are the following:

Administrative Investigations	Illegal Wearing of Service Uniforms
Admiralty Law Violations	Illegal Use of Government Transportation Requests
Antitrust Laws	Impersonation of Federal Officials
Applicants for Positions	Interstate Transportation of Explosives Violations
Bank Embezzlements in District of Columbia	Interstate Commerce Violations
Bankruptcy Frauds	Intimidation of Witnesses
Bondsmen and Sureties	International Claims
Bribery	Larceny from Interstate Shipments
Civil Rights and Domestic Violence Statute	Location of Escaped Federal Prisoners
Claims Against the United States	Location of Missing Witnesses
Claims by the United States	Migratory Bird Act
Condemnation Proceedings	National Bank Act
Conspiracies	National Motor Vehicle Theft Act
Contempt of Court	Neutrality Violations
Copyright Violations	Obstruction of Justice
Crimes on the High Seas	Peonage Statutes
Crimes in Alaska	Passports and Visas
Crimes on Indian Reservations	Patent Violations
Crimes on Government Reservations	Parole and Probation Violations
Crime Statistics	Perjury
Destruction of Government Property	Personnel Investigations
Espionage	Red Cross Violations
Federal Kidnaping Act	Seed Loan Act
Federal Reserve Bank Act	Theft or Embezzlement of Government Property
Federal Eight-Hour Law	Treason
Federal Disbarment Proceedings	Veterans Bureau Violations
Frauds against the Government	White Slave Traffic Act
Identification Usages	

The Director of the United States Bureau of Investigation has under his jurisdiction twenty-two field offices located throughout the United States. Each field office is under the immediate administration of a Special Agent in Charge who has supervision in his respective district over the investigations of all offenses against the laws of the United States which are under the jurisdiction of the Bureau. Any information concerning a violation of a law which is investigated by this Bureau coming to the attention of a law-enforcement official or peace officer should be sent by letter to the Special Agent in Charge of the district in which such officer is located. In the event the matter is urgent and requires expeditious attention, a telegram may be sent "Government Rate Collect" to the Special Agent in Charge. For your convenience there appears a map of the United States showing the territories covered by each of the field offices, and by reference to this map you will be able, when necessary, to ascertain to which office your communication should be addressed. For your further convenience, the mail and telegraphic address, as well as telephone number, of each of these offices is set forth.

Communications to a field office of this Bureau should be addressed to the Special Agent in Charge at the city indicated. Mail and telegraphic communications should be sent to the building address. For example: Special Agent in Charge, United States Bureau of Investigation, 224 Federal Building, Oklahoma City, Okla.

<u>OFFICE</u>	<u>BUILDING ADDRESS</u>	<u>TELEPHONE NO.</u>
Birmingham, Ala.	201 Liberty Nat'l. Life	7-1755
Charlotte, N. C.	1806 First Nat'l. Bank	3-4127
Chicago, Ill.	1900 Bankers'	Andover 2411
Cincinnati, Ohio	1420 Enquirer	Parkway 4441
Dallas, Texas	Post Office	2-3866
Detroit, Mich.	625 Lafayette	Cadillac 2835
Honolulu, Hawaii	Federal	
Jacksonville, Fla.	Atlantic Nat'l. Bk. Bldg. Annex	5-8209
Kansas City, Mo.	905 Federal Reserve Bank	Victor 3054
Los Angeles, Calif.	619 Federal	Mutual 2201
New Orleans, La.	326½ Post Office	Raymond 1965
New York, N. Y.	370 Lexington Ave., Rm. 1403	Caledonia 5-8691
Oklahoma City, Okla.	224 Federal	2-8204
Philadelphia, Pa.	735 Philadelphia Saving Fund	Walnut 2213
Pittsburgh, Pa.	1206 Law and Finance	Grant 2727
Portland, Oregon	313 Old Post Office	Broadway 0446
Salt Lake City, Utah	900 Ezra Thompson	Wasatch 1797
San Antonio, Texas	1216 Smith-Young Tower	Fannin 8052
San Francisco, Calif.	318 Hewes Bldg.	Hemlock 4400
St. Louis, Mo.	801 Title Guaranty	Central 1650
St. Paul, Minn.	203 Post Office	Garfield 2193
Washington, D. C.	Hurley-Wright	National 0185



The United States Bureau of Investigation has no prosecutive jurisdiction or control. The prosecution of violations of Federal laws is a function of the United States Attorneys in the various Federal judicial districts throughout the United States. All information obtained by employees of this Bureau relative to alleged violations of Federal laws is submitted to the United States Attorney for his information and guidance to determine whether prosecutions should be initiated against the individuals involved.

The following summarized information deals with some of the more frequent types of violations of Federal laws over which this Bureau has investigative jurisdiction. From an examination of this information there will be found an indication of the facts which the Bureau desires to receive from State or local officials when Federal prosecution is desired in order that an appropriate investigation may be made and the facts submitted to the United States Attorney:

ANTITRUST LAWS

The United States Bureau of Investigation is charged with the duty of collecting evidence of violations of the Federal antitrust laws. Violations of these statutes are usually reported by business concerns which have suffered injury through reason of a combination or conspiracy operating in restraint of trade between the States. Any information regarding contracts, combinations, or conspiracies in restraint of interstate trade, or tending toward a monopoly, and any acts of interference with interstate trade or commerce should be reported to the Bureau.

BANKRUPTCY VIOLATIONS

It is the duty of the United States Bureau of Investigation to investigate alleged violations which occur in the administration of the National Bankruptcy Act. Violations of this act are usually reported to the Bureau by referees in bankruptcy, trustees, credit associations, or creditors. However, the Bureau will appreciate receiving any information which you may obtain relative to violations of this act, such as concealing money, merchandise, or property either before or after the filing of the bankruptcy petition; concealing, destroying, mutilating, or falsifying books and records before or after the bankruptcy petition was filed; receiving concealed property, or perjury or false claims.

Information that shipments were made from the bankrupt store late at night or in a covert manner; that vans or trucks were loaded at the bankrupt's premises; that the bankrupt hastily liquidated his affairs immediately prior to closing by sacrifice or below-cost sales, all are significant of irregularities and are a material aid to the progress of the investigation. Attempts on the part of the bankrupt to collect old accounts after proceedings have been instituted also indicate possible violations.

CRIMES ON GOVERNMENT RESERVATIONS

The investigation of crimes committed on Government reservations, including Indian reservations, or in any Government building, or on other Government property, is under the jurisdiction of the United States Bureau of Investigation, and any information concerning such crimes should be forwarded to the nearest Bureau office.

ESCAPED FEDERAL PRISONERS AND FUGITIVES

The United States Bureau of Investigation conducts investigations for the purpose of locating and causing the arrest of persons who are fugitives from justice by reason of violations of the Federal laws over which the Bureau has jurisdiction, of escaped Federal prisoners, and parole and probation violators. When the arrest of a Federal fugitive from justice is not brought about within a reasonable time, the Bureau issues what is known as an identification order, which is distributed to peace officers in all parts of the country. These identification orders contain the name, photograph, fingerprints and description of the fugitive together with all available information which might prove helpful in bringing about his arrest. When the fugitive is apprehended an apprehension order is issued so that all efforts to locate the individual may be discontinued. If you do not already receive these orders, the Bureau will be pleased to place your name on the mailing list.

It is highly important in investigations relating to fugitives from justice that any information secured be forwarded to the nearest Bureau office without delay. The cooperation of State and local officials in this regard will be appreciated.

IMPERSONATION

Whenever information is received by a peace officer or law-enforcement official which indicates that an individual has falsely claimed to be an officer or employee of the United States and that such individual fraudulently acted as if he were a Federal officer, or that he obtained or demanded anything of value, such as loans, credits, money, documents, or the cashing of checks, such information should be transmitted to the United States Bureau of Investigation, which will begin an immediate inquiry to determine whether a Federal law has been violated.

KIDNAPING

Under the provisions of an Act of Congress approved by the President on June 22, 1932, whoever transports or aids in transporting in interstate or foreign commerce any person who has been unlawfully seized, confined, inveigled, decoyed, kidnaped, abducted, or carried away by any means whatsoever and held for ransom or reward, is guilty of violating a Federal law. Also, if two or more persons enter into an agreement, confederation, or conspiracy to violate the provisions of this act and do any overt act toward carrying out such unlawful agreement, confederation, or conspiracy, such person or persons are guilty of violating the Federal kidnaping law. Cases of this nature are investigated by the United States Bureau of Investigation and any information in the possession of law-enforcement officials indicating a violation of this law should be transmitted to the nearest office of the Bureau for appropriate attention.

LARCENY FROM INTERSTATE SHIPMENTS

Any facts which indicate that any person or persons have stolen anything being shipped from one State to another State, from any freight or express shipment or passenger car, or that any person has received anything which was stolen from such shipments should be reported to the United States Bureau of Investigation.

NATIONAL BANK AND FEDERAL RESERVE ACTS

These statutes specify criminal offenses on the part of employees or agents of institutions coming under the jurisdiction of the above acts, such as embezzlement, abstraction, or misapplication of funds, and the making of false entries in the books of a national bank or a member bank of the Federal Reserve System, or in reports to

the Comptroller of the Currency. The United States Bureau of Investigation has investigative jurisdiction over such offenses and desires to receive any information indicating a violation of the provisions of these acts.

NATIONAL MOTOR VEHICLE THEFT ACT

Persons who transport a stolen motor vehicle from one State to another State, knowing the same to have been stolen, may be prosecuted in the United States courts for the transportation of the stolen vehicle. Also, persons who receive, conceal, store, barter, sell, or dispose of any motor vehicle moving as, or which is a part of, or which constitutes, interstate or foreign commerce, knowing the same to have been stolen, may be prosecuted in the United States courts under this act, which is also known as the Dyer Act.

When an individual is found in possession of an automobile and there is reason to believe that his possession of the motor vehicle is not lawful and that the said motor vehicle has been stolen and transported in interstate or foreign commerce, if the facts are called to the attention of the Bureau an investigation will be made to determine whether there has been a violation of the National Motor Vehicle Theft Act.

THEFT, EMBEZZLEMENT, OR ILLEGAL POSSESSION OF GOVERNMENT PROPERTY

It is a violation of a Federal law to embezzle, purloin, or steal any property of the United States, or to receive such property knowing the same to have been stolen. The Bureau has investigative jurisdiction over offenses of this nature.

WHITE SLAVE TRAFFIC ACT

The White Slave Traffic Act is frequently referred to as the Mann Act. This act provides that any person who shall knowingly transport or cause to be transported, or aid or assist in obtaining transportation for, or in transporting, in interstate or foreign commerce, any woman or girl for the purpose of prostitution or debauchery, or to engage in other immoral practices, shall be deemed guilty of a felony. The United States Bureau of Investigation is desirous of receiving any information which comes to your attention indicating a violation of this act.



Photograph of the Typing Section - Identification Division



Photograph of a Portion of the Technical Section of the Identification Division

IDENTIFICATION FUNCTIONS

The United States Bureau of Investigation, in addition to its field investigative offices, maintains an identification division at Washington, D. C., which serves as a central clearing house of records pertaining to criminals. The information contained in the Bureau's identification files is based primarily upon fingerprints, which constitute the largest and most complete collection of current value in existence.

On May 1, 1933, there were 3,528,554 fingerprint records and 4,643,661 index cards in the Bureau's archives. The chart which appears in this pamphlet illustrating the growth of this work since its inception in 1924 through the fiscal year ended June 30, 1932, reflects gratifying progress made possible by the cooperation of law-enforcement officials throughout the United States and foreign countries. On May 1, approximately 2,200 fingerprint records were being received in the Identification Division daily from 5,779 contributing law-enforcement agencies throughout the world.

All peace officers are invited to avail themselves of the data on file in the Identification Division of the United States Bureau of Investigation. The service is given without cost to all regularly constituted law-enforcement officers and agencies desiring it. Fingerprint cards, franked envelopes, the pamphlet entitled "How to Take Fingerprints," and disposition sheets for the purpose of reporting dispositions to the Bureau, are supplied gratis. The Bureau also furnishes upon request copies of its pamphlets on the subject of latent fingerprints; court decisions as to the legality of taking fingerprints and the admissibility of fingerprint evidence; and the modification and extension of the Henry system of identification, devised by the Bureau's experts and applied to its own technical files.

Upon receipt of a fingerprint card from a contributing law-enforcement agency, a letter giving the criminal record, or informing of the fact that no prior record has been located, is sent to the contributor. An additional copy of the letter citing a prior record is transmitted in arrest cases for the benefit of the prosecutor as an aid in prosecuting the individual who has a previous record of arrest. This record is also of value to the Judge before whom a case is tried, as it is oftentimes studied before determining the length and character of sentence which the court imposes on a convicted person.

The Bureau places notations in its files, upon request of peace officers, indicating that the arrest of an individual is desired as a fugitive. Through this procedure, after classifying and searching incoming cards, about 350 persons wanted for various types of offenses ranging from misdemeanor to murder or as escaped prisoners or parole violators are identified each month. This service is amplified and its value enhanced by the Bureau's action in publishing and distributing to contributors of fingerprints, monthly bulletins listing fugitives wanted throughout the country for major crimes. This bulletin also contains articles of current interest to law-enforcement officers, such as treatises on latent fingerprints, ciphers or similar subjects of a scientific character in the field of criminology studied in the Bureau's research and criminological laboratory.

For the benefit of constituted authorities these fingerprint records are also used on frequent occasions to identify unknown deceased persons as well as individuals, who, because of some malady, have forgotten their identity. Likewise it proves of value in determining if applicants for positions, under the Civil Service of the Federal, state, county or municipal governments, have a previous record on file which might show the applicant is not of a proper character to receive the appointment.

In maintaining its fingerprint files, the United States Bureau of Investigation employs the Henry system with current extensions, which utilizes all 10 fingers considered as a unit for the classification and filing of prints. In addition there is maintained a separate collection of fingerprints of kidnapers and extortionists, which are filed individually or singly. This collection is an auxiliary to the main file and is used primarily for the purpose of identifying latent fingerprints left at the scenes of crimes by kidnapers and extortionists. Unless latent fingerprints of such offenders are those of the individuals whose separate impressions are filed in the single-print collection, it is difficult for the Bureau to identify the latent prints. However, if the names or aliases of any suspects are furnished the Bureau together with descriptive information, then the actual prints may be compared with the latent impressions and thus it may be possible to establish an identification.

In conducting its identification work, the United States Bureau of Investigation is essentially a cooperative organization, and can furnish to contributing law-enforcement agencies only that information which it receives from them. The assistance of the police, sheriffs, wardens, state identification bureaus, and similar

agencies has been very gratifying, but despite the splendid results which have been accomplished, it is felt that the Bureau can render even more effective service when it receives all of the fingerprint records which law-enforcement officials are in a position to furnish. It is obvious that even better service can be given by the Bureau as its records become more complete. All peace officers are therefore invited to make the fullest possible use of this cooperative project.

A pamphlet has been prepared and is available entitled "How to Take Fingerprints," which contains instructions concerning a simple and standardized method of taking fingerprints, and which also refers further to the Bureau's identification activities, including its participation in an international exchange of fingerprints with the identification bureaus of 35 foreign countries for the purpose of identifying criminals who may have records of an international character. The prints of persons arrested in the United States will be sent upon request to any of these foreign identification bureaus. Any law-enforcement officer who is now, or may desire to become a contributor of fingerprints to the United States Bureau of Investigation in its identification work, will be supplied with a copy of this pamphlet upon request. The cost of the equipment necessary to take the prints is trivial; in fact it may be improvised locally with but slight expense. This Bureau will supply the needed cards and envelopes which require no postage, without cost, while the benefits of the information furnished by the Bureau are so manifold and so far outweigh the relatively small amount of work involved, that the service is usually continued after initial fingerprinting activities are started.

CRIME STATISTICS FUNCTIONS

In accordance with an Act of Congress approved June 11, 1930, the United States Bureau of Investigation began the compilation of uniform crime statistics. The collection of such crime data had been initiated by the Committee on Uniform Crime Records of the International Association of Chiefs of Police in January of that year in response to a long-felt need for comparable crime statistics on a nation-wide scale.

The system of uniform crime reporting includes monthly and annual reports of offenses known and offenses cleared by arrest and an annual report of the number of persons charged, i.e., held for prosecution, by the police. This Bureau provides the necessary return forms and tally sheets, and return envelopes which require no postage. There is also available for distribution to interested law-enforcement agencies the Manual, "Uniform Crime Reporting," which includes detailed instructions with reference to the preparation of the crime reports, and in addition describes and illustrates the police record forms which, if maintained, will make available the data desired in the monthly and annual crime returns submitted to the Bureau.

In order to supplement the statistics obtained from the records described above, the Bureau periodically makes tabulations of data from the fingerprint cards currently received from law-enforcement officials throughout the country. The information tabulated from these records pertains particularly to the age and previous criminal history of persons arrested and fingerprinted. This information, together with the data obtained from the uniform crime reports, is published in a quarterly bulletin which is mailed to all interested law-enforcement officials, as well as others having a special interest in statistics of this character.

Due in no small measure to the cooperation of police departments and other similar agencies throughout the country the project of collecting uniform crime reports has shown continued progress during the past three years. In 1930 monthly returns were received from 1,127 cities, representing a total population of 45,929,965; in 1931 returns were received from 1,511 cities, representing a total population of 51,145,734; and during 1932 there were 1,578 cities, with an aggregate population of 53,212,230, which contributed the crime reports. A majority of the larger cities throughout the country send these reports regularly to the Bureau. Any law-enforcement officials who are not now contributing such reports are invited to do so, and the necessary blank forms may be obtained without cost from this Bureau.

CONCLUSION

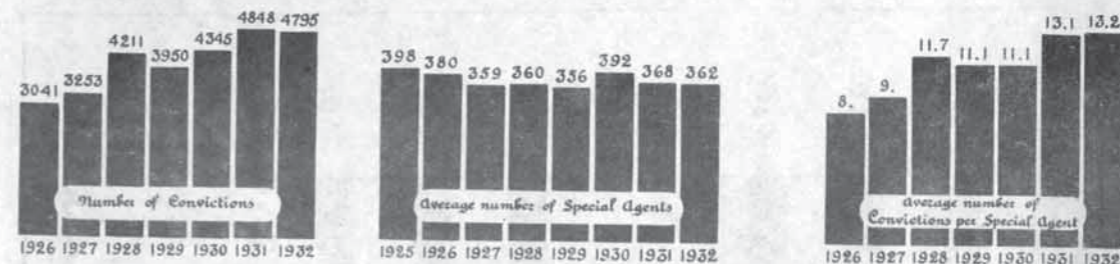
The growth and development of the functions of this Bureau are matters in which we all can take considerable pride. Because of the fact that this growth and development have been the result of a united cooperative endeavor and because law-enforcement officials and agencies throughout the Nation have as a result of their cooperation made this progress possible, it is believed that you will find an interest in the accompanying charts which show the accomplishments during the past several years. In the event more detailed information is desired in connection with the work of the United States Bureau of Investigation, it is hoped that you will feel free to confer with any Special Agent of the Bureau who comes into daily contact with law-enforcement officials and agencies throughout the Nation. In the event you desire additional information concerning the identification and crime statistics functions, your inquiry should be addressed to:

John Edgar Hoover, Director,
United States Bureau of Investigation,
Washington, D. C.

June 1, 1933.

United States Bureau of Investigation

John Edgar Hoover, Director

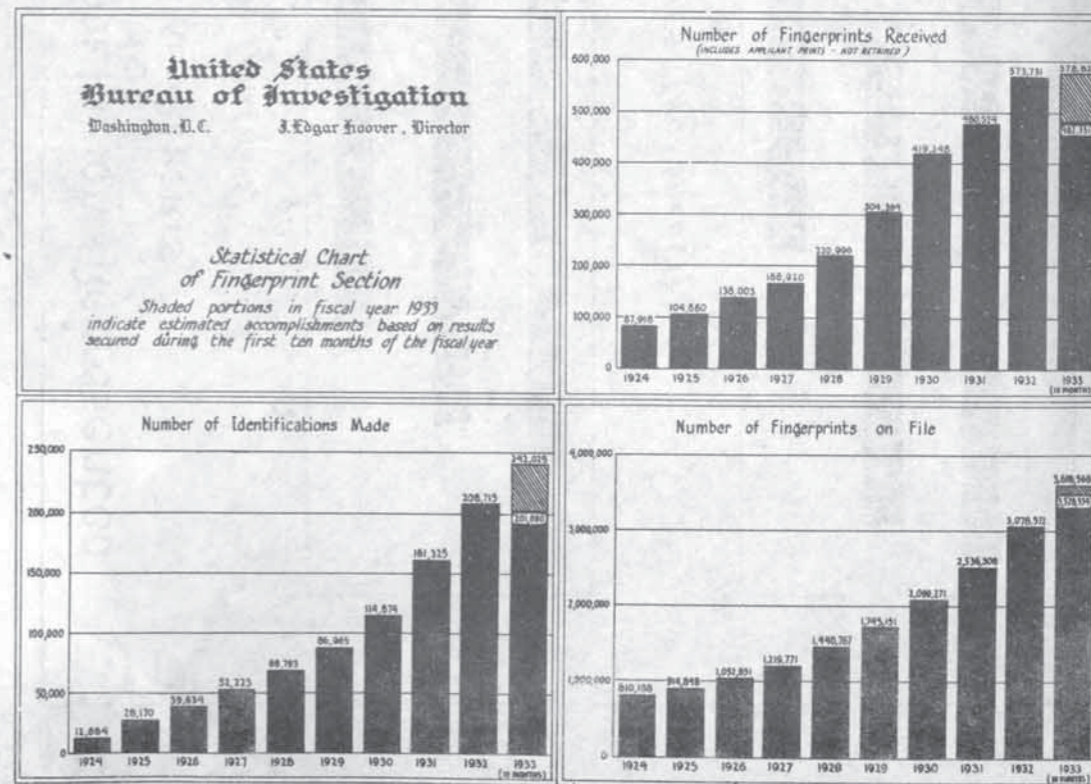
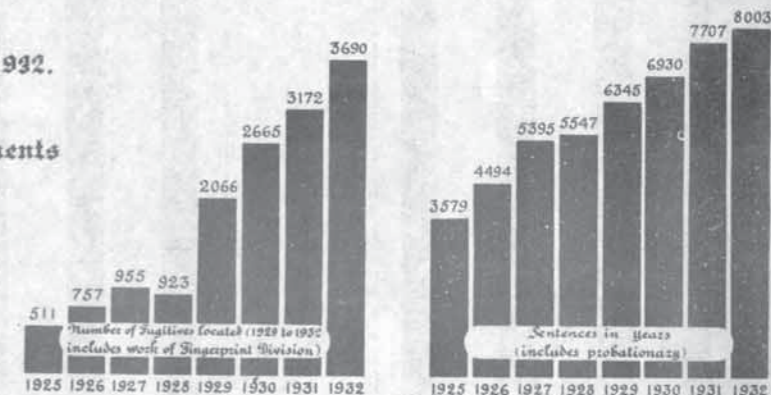


Washington, D. C., July 1, 1932.

Comparative Accomplishments

by Fiscal Years,

July 1, to June 30.



United States Bureau of Investigation
John Edgar Hoover, Director

