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HEADQUARTERS ARLINGTON HALL STATION
Office of the Commanding Officer
Arlington, Va.

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By Authority of
Commanding Officer
[Signature]
22 January 1945

Memo to Authorized Users of Secure Telephone System

Subject: Use of the Secure Telephone System

1. Forwarded herewith as inclosure 1 is a revised directory of the Secure Telephone System in use at this station. It is recommended that the inclosed directory be detached to facilitate its use. This memorandum should be held by the authorized user and made available to any other personnel using this system on special occasions.

2. The telephones on this system are isolated from all other communication systems. An alarm system is employed to warn of any tampering of connecting cables. When this alarm system operates, no telephone calls can be made over the system, and all connections in use will automatically be disconnected; therefore, the alarm may easily be interpreted by users as a telephone disorder. Only repeated failure of equipment should be reported as "trouble". If the phones can be used, they are secure for classified conversation.

3. Only personnel listed in this directory are authorized use of this system. These individuals may grant use of the system to other persons for necessary specific purposes and times. However, this will not be interpreted as blanket authority. All personnel authorized to use this system should be notified of the provisions of Paragraphs 1 and 2. Officers listed in this directory will answer their own instruments. Secretaries will not answer calls when the officer is present.

4. Any telephone difficulties in this system should be reported to Lt. Jack J. Kooistra, War Dept., Code 8129, Ext. 455.

By order of Colonel Corderman:

Thurman R. Hamman
Thurman R. Hamman
Capt., Signal Corps
Adjutant

1 Incl.
Telephone Directory

Declassified and approved for release by NSA on 04-28-2014 pursuant to E.O. 13526

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