Dr Albert B. Sabin  
The Children's Hospital Research  
Foundation  
Elland and Bethesda Avenues  
Cincinnati 29, Ohio

Dear Doctor Sabin:

The enclosed memorandum I believe is self-explanatory, but pending revision of the General Information regarding operating procedures of this Board, Section VIII "Publication of Data on Work Conducted Under the Sponsorship of the Armed Forces Epidemiological Board or Its Commissions" is amended and superceded by the following:

"1. Military Security Clearance:

In those instances where there is doubt, from the point of view of military security, as to the propriety of releasing information in a manuscript, abstract, speech, radio or television script, such manuscript, abstract, speech, radio or television script should be submitted to the Executive Secretary, Armed Forces Epidemiological Board, through the Director of the appropriate Commission for obtaining military review and opinion PRIOR TO PRESENTATION OR PUBLICATION. For this purpose a minimum of three copies is needed by the Executive Secretary, AFEB. (All papers previously, now only where security is concerned.)

2. Manuscripts, abstracts, speeches, radio or television scripts not presented for military security clearance:

a. Two copies of manuscripts, abstracts, speeches, radio or television scripts should be submitted to the Director of the appropriate Commission prior to presentation or publication if the data contained therein are based in whole or in part on work done under the sponsorship of the Commission or the AFEB.

b. The Director of the appropriate Commission will forward one copy to the Executive Secretary of the AFEB. (Previously, it was necessary to submit all manuscripts, etc., for review prior to publication whether military security was concerned or not.)
3. Reprints:

a. After an article has been accepted for publication (whether previously submitted in manuscript form for military security clearance or not) in a United States journal, the following steps should be taken:

(1) The Executive Secretary of the AFEB should be notified of the fact giving the name and address of the journal, title of article, and author(s).

(2) The publisher should be requested to furnish a price quotation on 200 reprints of the article (for AFEB purposes) to:

Medical Property Officer  
Office of The Surgeon General  
Department of the Army  
Washington 25, D.C.

b. For articles accepted for publication in foreign journals step 3a(2) above should be omitted, and it is requested that the senior author (or contractor) secure 200 reprints in addition to those he obtains for himself or the Commission, charge the cost of these 200 reprints to his contract funds, and send them to the Executive Secretary, AFEB. This avoids the inherent difficulty of having to order such reprints through State Department channels, and subsequent transfer of Departmental funds, not to mention the time consumed before such reprints are available for inclusion in the bound volumes of the AFEB.

4. Acknowledgments:

All publications based on, or referring in a large measure to data based on work performed under the sponsorship of the Armed Forces Epidemiological Board, its Commissions, Field Teams, etc. should acknowledge such sponsorship. It is desired that such acknowledgments be made as uniform as practicable:

(1) "These investigations (studies) were carried out (conducted)--------

or

(2) "This work was carried out (conducted) (done)------

under the sponsorship of the Commission on __________.
(use appropriate Commission's or Commissions' names)
Armed Forces Epidemiological Board, and was (were) sup-
ported (aided) (in part) by the Office of The Surgeon
General, Department of the Army----------and/or under
contract with the Office of Naval Research----------
and/or by the Office of The Surgeon General, Department
of the Air Force."

Sincerely yours.

[Signature]

ADAM J. RAPALSKI
Colonel, MC
Executive Secretary
Armed Forces Epidemiological Board